

St. Luke's Church, Grayshott

**(The Parochial Church Council of the
Ecclesiastical Parish of Grayshott)**

Report & Financial Statements

Year Ended: 31st December 2020

Charity No: 1129168

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Report of the Parochial Church Council for the year ended 31 December 2020

A short summary of the year would be that we navigated the whole of the Lockdown of Covid-19, relying on drip fed instructions from the diocese and the Government guidelines. The disruption was significant and the frustration was only moderated by the sense that we were all dealing with similar challenges. As a community, St Luke's has been a constant presence in the Parish, through online services, continuing with our Magazine Grayshott Today, (both printed and digitally) and by opening the Church building, and providing a quiet sanctuary, and through supporting the Covid-19 Community Support Group, and their exceptional team of volunteers. Despite the extraordinary circumstances, St Luke's has thrived as a community and as a strong presence in the Village. Inevitably most of the goals we set last year were thwarted.

In general terms, St. Luke's continues to provide substantial public benefit through its work. This is seen through:

- **Worship** - enabling any member of the public to access services which bring comfort and solace to those who are isolated, by connecting people with a sense of community, and also giving spiritual guidance and insight. For some of the year we relied on weekly YouTube videos that provided a Christian perspective and spiritual comfort from a familiar local hub.
- **Our administration team**, who kept the church open as much as permitted to the public for private prayer, which helped people who felt isolated in their homes.
- **Our education team** who provide Christian instruction for the children in the village and for adults through on-line meetings, Bible Story Videos, Assembly materials for Grayshott School. Our Youth worker has been providing a Zoom meeting place for our youth, and Video Celebration services, with stories, prayers and encouragement providing a focal point for young people to connect with on a regular basis. During Lockdown the Youth Worker provided humorous physical challenges for the Youth Club members. All of these provided support for the mental health of children.
- **The Youth team** created Video Youth services, which were a great help to not only our own youth, but also to their friends, who were interested in seeing what they had done.
- **The Communication team** who have re-formed and become the **Outreach team** combining the work of all the hospitality initiatives, but have been working to develop ideas that will come into their own, when restrictions are lifted.
- **The Pastoral team** is the group that in some ways has been the hardest hit by the coming of Covid. Care Homes have all been cut off, but connection has been maintained as much as possible by phone, and with visits when possible, and video links to help with bereavement to give both spiritual and social support.
- **Public Events and Funerals** Despite the restrictions imposed upon us all, the church has provided a stable presence in our community for moments of grief, and a very limited Remembrance Sunday. Producing videos, and simple ceremonies for the community, and ensuring that funerals are possible, with limited numbers, both in church, and at the Crematoria, representing the community to bereaved families.

The main goal of the year has been to maintain our community, use the preaching platform to encourage and build faith, and adapt to the limitations, providing a central focal point for the communities of the Church, and Village.

Administration

Although we have only had one Church Warden, Edward Tobin has worked hard to make sure that the buildings are kept in good order, clean and safe according to the Risk Assessments that were generated to mitigate the risk of infection during in-person services. Throughout the year, the Standing Committee of the PCC have met weekly and provided a considered response to the latest news of lockdowns, and gradual easing at different times. They have served an invaluable role in supporting the Vicar.

While we were unable to meet for some of the year, Video Services were provided by a very dedicated group of volunteers, who read and led intercessory prayers, and they meant that people were connected to familiar faces, recorded from their homes, which helped community cohesion. Familiarity was useful in having established a simple format for these video services, but the videos meant that we could minister into the developing situation. The children had Bible Story Celebration Videos, and the Youth had their Video Services and Zoom support groups.

The Giving within the church community was maintained, despite the limitations of the ministry, and we have stayed close to our target, while we are still using a small amount of our reserves to maintain the budget.

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We have explored ideas for how we might raise funds, but this has not gone beyond conversation, because of the severe restrictions upon us all. Our Church Warden, and his team of deputy wardens have worked well, and the team responsible for the churchyard have been excellent in their work on keeping the grounds of the church looking immaculate.

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A significant project for the PCC has been called: 'Sharing the Load', with the goal of supporting the vicar in the wide ministry of the Church, and appointing PCC members as 'champions' of areas of ministry, not leading them, but providing an extra pair of eyes, so that all the aspects of the life of the church are overseen, supported, and grow. The role is to facilitate communication, and to bring group leaders in the area together, to find synergies, and share ideas.

We still need to appoint a new Church Warden, and Fundraising has not been possible, so although there have been some savings throughout covid, there have also been some losses.

Christian Education

The goal from last year was not possible to expedite, but instead we have been focusing on the preaching throughout the year. We have started an umbrella project called 'Life School' with the intention of coordinating the services, the teaching, the groups, and supplementary ministry so that from people first coming to St Luke's they are able to follow a path of education, information, support and growth. The aim is to incorporate the home groups, and to develop the Sunday school provision in a coordinated way.

Our goal is to develop our links with Grayshott School, and build a bridge between the parents and attendance at Sunday Services, we continue to provide support to the school. The Vicar with two other volunteers are Foundation Governors, supporting the governance of the School, and supporting the Head teacher. We also provided a well-resourced On-Line Summer Holiday Club, which was very well received. Craft bags were made and available for collection at the Church Porch. Also, our Youth Worker attends lunchtime sports, and One Lay Reader, and our Youth Worker deliver Video Bible stories using the 'Open the Book' resources. The school's seasonal services in the Church, have not been possible this year. Some home groups have fared better than others, but some have been on hold all through the year.

Communication

The goal for this year has been to renew the ageing Website which is in the process of being replaced with a new site, using a new platform. During the Year we came to the point of converting it to a new format. Despite the constraints, through the use of YouTube digital content, we have been able to reach people in a wider catchment area, and have welcomed some new members to the congregation.

Throughout Covid, the Vicar has sent a weekly email both to encourage members, but also to inform them of digital 'Links' to resources provided by the Church on our own YouTube Channel, or by the diocese, or other resources, and reading materials to build them in their faith. The linking of the Website to Social media is yet to happen. As mentioned above, the conversion of this area to encompass Outreach to the village is a welcome change, and I look forward to seeing how this develops St Luke's outward looking perspective. The inability for us to offer practical hospitality with Community breakfasts, lunches and teas, has been disappointing, and we look forward to being able to re-instate many of those activities in due course.

Pastoral

The goal this year was to work on maintaining the pastoral visiting and ministry to the Care homes in the parish. We are very grateful to the small team who have kept in touch with the members of the various Luncheon club, and other connections by phone. The 11am Thursday Communion Service has been postponed until further notice, and will have to be reviewed.

Prayer Team

We are very grateful to Brenda Schwartz, our prayer coordinator, for the tireless work to provide morning meditations on line, which for those who have attended have been enormously fruitful. She has also provided prayer support and a new WhatsApp group for emergency prayer, to pray for those who are sick.

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A number of people in that group, have grown in making prayer more of a lifestyle, being ready to respond to requests. Also our monthly prayer meeting has been run, although through lockdown, the numbers attending were not large.

Worship Team

Contemporary worship – 10.30am

We have had to simplify our worship, and suspended live worship bands, and relied on YouTube music content. We are considering how we re-introduce this in due course, but for the moment everyone has understood the limitations imposed by Covid rules and risk assessments. Children have not attended church even when the lockdown was lifted, which is a concern, and we will have to look at that in due course.

Traditional worship 8.30am, 6.00pm

Sadly the Traditional services were hit hard by covid, because we only had the video content, and when we were able to have in-person services, we conflated all worship into a single morning service, which meant that we blended liturgy and contemporary music, but our services were very simple, and focused primarily on the preaching, as a way of encouraging and teaching.

Youth Work

Our Youth minister, Dan Bennett, has been providing excellent support to the Youth in our church. The Base Youth Club, usually a well-attended weekly event, was suspended during Covid-19 lockdown to prevent cross infection.

Dan Bennett continues to provide a great contact point for our youth, both in spiritual support and in Youth work support. He has run an Alpha course over 10 weeks to provide an introduction to Christianity, and help to focus the youth in these difficult times. We aim to continue to grow the links with Grayshott School and the community. The funding of the youth provision is almost sustainable at present, but we hope to grow the funding for it in future.

2021

Three words have been introduced to focus our work, so that everyone becomes:

- **Connected** – We want people to feel welcomed because we have thought about our provision for new people coming in. We provide materials, and resources to help people who are coming in and joining us who already have faith, but also for those who are coming in new, with no Christian knowledge.
- **Committed** – We are a community that encourage people to be active in groups, and engaged in ministry in some area, and find that there are opportunities to serve, and in serving they are growing in understanding and wisdom, contributing to the life of the community.
- **Confident** – We encourage our members and train them to step up into leadership, serving others, and leading others in their spiritual journey. We want to help our members to become confident in their calling.

The quality of lay leadership in all areas is very high, and a culture of opportunity and enablement is encouraged, where people can lead within the remit of their group. Through reporting back to the PCC each of the main teams communicate their achievements and needs to the centre, and in general the provision is of excellent quality.

Services continue to develop, and under the leadership of Rev. Jeremy Haswell, the theme of the services has been growing understanding of God's ways, and laying foundations. Through Covid a number of preachers spoke to us using recorded sermons, including from the Archdeacon of Surrey, and Bishops of Guildford and Dorking. These have been well received.

Mentoring of the staff continues, though much of the normal provision has been suspended, and we availed ourselves of the offer to furlough staff, though some were maintained to keep the administrative function of the Office running.

Our Babes and Toddlers group has been maintained online through a Facebook account, with about 30 mothers on the books, the vicar provides music in person when possible and on-line via Zoom, and for those who have been meeting on-line, it has been described as a lifeline, in difficult times.

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In conclusion, we are looking forward to St Luke's continuing to grow through 2021, providing excellent spiritual and practical help for both individual and corporate spiritual growth, and to facilitate community cohesion and health, to the best of our ability, and be a key provider of support for the community, with God's help and guidance.

Structure, governance and management.

PCC Membership

The PCC is a Charity. Members of the PCC are Trustees of the Charity and are normally either ex-officio or elected at the Annual Parochial Church Meeting (APCM), or at a meeting of the Parochial Church Council (PCC) to fill a casual vacancy, in accordance with Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

At December 2020, the PCC was made up of the Vicar, an Associate Minister, one Churchwarden, one Deanery Synod representatives, nine elected Laity members and a co-opted Treasurer. There were vacancies for a Churchwarden, a Reader representative and two Deanery Synod representatives.

PCC Members who served during 2020 were:

Incumbent:	Reverend Jeremy Haswell
Curate:	Reverend Wes Sutton (resigned 14 December 2020)
Other licenced clergy:	Reverend Elizabeth Knifton
Licenced Lay Ministers:	Mrs Jill Fudge (Emeritus) Dr Chris Grocock Mrs Susie Millard
Youth Minister:	Mr Daniel Bennett
Chairman:	Rev Jeremy Haswell
Lay Chairman:	Dr Edward Tobin
Churchwarden:	Dr Edward Tobin
Secretary:	Mrs Sheila Austin (in attendance)
Treasurer (Co-opted):	Mr Viv Ward (re co-opted 16 November 2020)
Reader representative:	No representative
Representatives on the Deanery Synod:	Mr Les Griffin (resigned 30 October 2020) Mrs Jan Griffin (resigned 30 October 2020)
Lay members:	Mrs Philippa Whitaker (resigned 30 October 2020) Miss Brenda Schwartz (2018) Mrs Sue Wilson (2018) Mrs Ros Balfour (2018) Ms Alice Murphy (2019) Mr Clive Purkiss (2019) Mr Jeremy Hassell (2019) Mrs Anna Finey (elected 30 October 2020) Mrs Lin Corlett (elected 30 October 2020) Mrs Allison Sutcliffe (elected 30 October 2020)

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Standing Committee

This Committee is elected by the PCC from its membership. It prepares agendas for PCC meetings and makes minor financial and management decisions in order to free the PCC for other matters. Its members during 2020 were the Vicar, Churchwarden(s), Treasurer and the Secretary (in attendance) and Mrs Anna Finey. The Committee met prior to each PCC meeting and then almost weekly in order to support the Vicar to manage the covid crisis. Much business was also conducted by email.

PCC Meetings

The PCC met 3 times in 2020, limited by the covid crisis. Guildford Diocese permitted the APCM to be delayed and this was held on 30 October 2020.

Electoral Roll

The Electoral Roll stood at 162 in December 2020 (163 in December 2019).

Church Attendance 2020

The average or median Sunday attendance at the various services throughout the year is seen below:

		Median					Average				
Service		2020*	2019	2018	2017	2016	2020*	2019	2018	2017	2016
8.30	Holy Communion	25	25	24	22	22	29	25	25	25	25
9.00	Choral Matins incl. choir (once a month)	31	34	29	32	34	31	34	30	33	33
10.30	Service (format varies, incl. children)	55	59	62	66	78	48	61	73	73	92
6.00	Evensong / Compline	16	17	21	20	25	16	28	30	31	35
11.00	Thursday Holy Communion	10	9	7	12	N/A	9	9	9	12	15

The attendance at Special Services was as follows:

	2020*	2019	2018	2017	2016
Easter Day Services	0	187	192	394	284
Harvest Festival Service	0	62	65	132	159
Remembrance Sunday Service	0	219	279	182	179
Advent Carol Service	0	54	40	66	115
Nine Lessons & Carols Service	0	118	172	248	267
Christingle Service	0	397	396	382	400
Christmas Eve Service	70	128	120	159	132
Christmas Day Services	50	194	185	144	206

* The services during 2020 were affected by government restrictions in order to prevent the spread of covid. When allowed at least one Sunday service was performed in the church with restricted numbers. During restrictions a YouTube service was shown each week as well as a Sunday evening service using zoom. No service was performed on 27 December when there was a lock down and our congregation was referred to an on line service officiated by the Bishop of Guildford.

Financial Review

Accounts

The accounts and supporting notes are to be found on pages 9 – 20. The net income is £21,435 to which is added a gain on investments of £4,000 resulting in a net increase in funds of £25,435 for the year. Added to the funds brought forward the total of all funds is £175,346.

This is a remarkable result after the impact on our society of covid 19. The most important reason for this is the continued support of the congregation with their regular giving which, despite the financial hardship, slightly

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exceeded our budget and formed the backbone of our results. On top of the regular giving we received three legacies amounting to £30,307. Our budget required us to raise £25,000 during 2020 by fundraising, however, as this was not possible the legacies replaced this and pushed us into a surplus that now allows us to set aside money for future work. Collections were obviously hit hard as the church was not open so much and when it was, nobody wanted to work with cash. We received Government support from the furlough scheme and a grant from the Parish Council. The parish magazine, "Grayshott Today", contributed a healthy £825 to our funds whilst expenses were carefully monitored and were reduced due to the low activity with only extra covid cleaning being an additional expense. The Youth fund was better than budget as meetings resorted to using zoom and expenses reduced. Looking forward, the PCC have approved a budget that includes our increasing income by £23,000 and to accomplish this the PCC is setting up a team to run a parish funding plan. This is a high target especially when we are still in the grips of a covid lockdown but, if it is not achievable our reserves will cover any shortfall. The various funds we have are for a variety of reasons, e.g. the building fund allows the PCC to put money aside in case of major repairs whilst the bells fund is available for any needs of the bells. The general fund is for day to day income and expenditure, and generated a surplus of £14,796. The PCC decided to transfer £5,444 into the Building Fund to support the work to be done on the church floor and the belfry and also to transfer £5,000 to the Youth worker fund to support this year's deficit in that fund. The General fund holds a balance of £74,917. A new initiative, the Vicar's Discretionary fund, responded to the covid crisis. During the year £15,238 was generously donated and £8,720 issued to those in need.

PCC policy on reserves

The policy is to ensure as far as possible that those Funds other than the **General Fund** are fully represented by cash on deposit and investments. This criterion is met, whilst the General Fund is partly so represented. At the end of 2020, £28,483 (2019 £26,651) of the **General Fund** was invested and £7,127 (2019; £7,838) on deposit.

There are two other Reserve funds of over £10,000; the **Youth Worker Fund** of £26,007 will support a youth worker into 2021 and further, the **Building Funds** of £33,276 is in reserve to pay for any necessary building work when required.

PCC policy on selection of investments

The Churchyard Investments are in trust, being invested in the CBF Church of England Investment Fund, and are controlled by the Guildford Diocese. The policy on investing all cash in excess of working capital was reviewed in February 2005, when it was decided to transfer a large proportion of the cash which was in the CBF Church of England Deposit Fund into the CBF Investment Fund.

PCC policy on Outward Giving

The PCC have appointed an Outward Giving Group which looks in depth at policies for distributing 10% of our unrestricted voluntary income to charities. In 2020 the group met by zoom to consider the giving. They made recommendations to the PCC which were accepted. The outcome is detailed on page 20 of the Accounts.

Post Year-end Events

There have been no post-year events which would affect the accuracy of the Accounts.

Signed for and on behalf of the PCC

Reverend Jeremy Haswell (Chair)



St Luke's Church Office
Headley Road,
Grayshott
Hindhead
GU26 6LF

Dr Edward Tobin (Church Warden)



Date: 15 April 2021

Parochial Church Council of St Luke's, Grayshott

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Statement of Financial Activities

For the period 01 January 2020 to 31 December 2020

	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total funds	Prior year Total funds
Incoming resources						
Incoming resources from generated funds						
Voluntary income	146,307	—	50,198	—	196,505	184,246
Activities for generating funds	228	—	—	—	228	10,334
Investment income	658	—	1,367	—	2,025	2,155
Incoming resources from charitable activities	24,719	222	95	—	25,036	32,118
Other incoming resources	60	—	—	—	60	1,132
Total income	171,972	222	51,660	—	223,854	229,985
Resources used						
Costs of generating funds						
Fundraising trading: cost of goods sold and other costs	282	—	—	—	282	3,474
Charitable activities	156,894	—	45,243	—	202,137	208,794
Governance costs	—	—	—	—	—	—
Other resources used	—	—	—	—	—	3,460
Total expenditure	157,176	—	45,243	—	202,419	215,728
Net income / (expenditure) resources before transfer	14,796	222	6,417	—	21,435	14,257
Transfers						
Gross transfers between funds - in	—	10,444	—	—	10,444	5,700
Gross transfers between funds - out	(10,444)	—	—	—	(10,444)	(5,700)
Other recognised gains / losses						
Gains / losses on investment assets	1,832	1,278	—	890	4,000	9,167
Gains on revaluation, fixed assets, charity's own use	—	—	—	—	—	—
Net movement in funds	6,184	11,944	6,417	890	25,435	23,424
Reconciliation of funds						
Total funds brought forward	68,733	18,685	49,554	12,939	149,911	126,487
	74,917	30,629	55,971	13,829	175,346	149,911

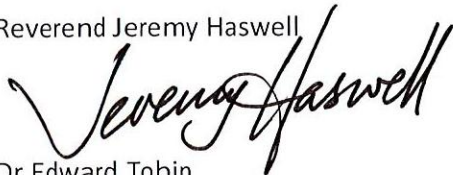
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Balance Sheet at 31 December 2020

	At 31/12/20 £	At 31/12/19 £
Fixed assets		
Investments	62,175	58,175
	<u>62,175</u>	<u>58,175</u>
Current assets		
Debtors	9,691	9,842
Bank Deposits	59,679	56,076
Cash at bank and in hand	50,399	35,475
	<u>119,769</u>	<u>103,393</u>
Liabilities		
Creditors: Amounts falling due in one year	6,598	11,657
Net current assets less current liabilities	<u>113,171</u>	<u>91,736</u>
Total assets less current liabilities	<u>175,346</u>	<u>149,911</u>
Total net assets less liabilities	<u>175,346</u>	<u>149,911</u>
Represented by:		
Unrestricted	74,917	68,733
Designated	30,629	18,685
Restricted	55,971	49,554
Endowment	13,829	12,939
Funds of the church	<u>175,346</u>	<u>149,911</u>

These financial statements were approved and authorised for issue by the PCC on 14 April 2021 and signed on their behalf by

Reverend Jeremy Haswell



Dr Edward Tobin



Date 15 April 2021

Notes to the Financial Statement - for the Year Ended 31st December 2020

1. Accounting Policies

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard 102 with effect from 1 January 2016.

Funds

General Funds represent the funds of the PCC that are not subject to any restrictions concerning their use and are available for application to the general purposes of the PCC. These include funds designated for a particular purpose by the PCC. The purpose of any particular fund is noted in the accounts.

The accounts include transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe an affiliation to another body nor those that are informal gatherings of church members.

Incoming Resources Voluntary Income and Capital Sources

Collections are recognised when received by or on behalf of the PCC. Planned giving receivable under Gift Aid is recognised only when received. Income tax recoverable on covenanted or gift aid donations is recognised when the income is recognised. Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain. Income from fund raising activities is accounted for gross. Sales of books and magazines are accounted for gross. Income from the hire of church premises is recognised when the rental is due. Dividends are accounted for when due and payable. Interest entitlements are accounted for as they are received. Realised gains or losses are recognised when investments are sold. Unrealised gains or losses are accounted for on revaluation of investments on 31st December.

Resources expended

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC. The Diocesan parish share is accounted for when paid. Any parish share unpaid at 31st December is provided for as an operational (though not a legal) liability and is shown as a creditor in the Balance Sheet.

Fixed Assets

Consecrated and benefice property is not included in the accounts in accordance with s.96 (2) (a) of the Charities Act 1993. Within the church grounds there are Church rooms, valued for insurance purposes in excess of £500,000 which are not included in the accounts.

Investments

Investments are shown at market value.

Fixtures, fittings and office equipment

Fixtures, fittings and equipment are written off when acquired.

Fircroft Trust

The Vicar and Churchwardens administer separately a Trust ("the Fircroft Trust") set up in 1930 to benefit Grayshott Church of England Primary School, through the profit on rental received from the house "Fircroft" belonging to the Trust. In late 2005 the Trustees took over the administration which previously had been done by the Diocese. During the year to 31st December 2019 the Trust contributed £18,239 towards school projects.

Notes to the Financial Statement - for the Year Ended 31st December 2020

2. Pension Fund

St Luke's (Grayshott) PCC participates in the Pension Builder Scheme section of CWPF for lay staff. The Scheme is administered by the Church of England Pensions Board, which holds the assets of the schemes separately from those of the Employer and the other participating employers.

The Church Workers Pension Fund has a section known as the Defined Benefits Scheme, a deferred annuity section known as Pension Builder Classic and a cash balance section known as Pension Builder 2014.

Pension Builder Scheme

The Pension Builder Scheme of the Church Workers Pension Fund is made up of two sections, Pension Builder Classic and Pension Builder 2014, both of which are classed as defined benefit schemes.

Pension Builder Classic provides a pension for members for payment from retirement, accumulated from contributions paid and converted into a deferred annuity during employment based on terms set and reviewed by the Church of England Pensions Board from time to time. Bonuses may also be declared, depending upon the investment returns and other factors.

Pension Builder 2014 is a cash balance scheme that provides a lump sum that members use to provide benefits at retirement. Pension contributions are recorded in an account for each member. This account may have bonuses added by the Board before retirement. The bonuses depend on investment experience and other factors. There is no requirement for the Board to grant any bonuses. The account, plus any bonuses declared, is payable from members' Normal Pension Age.

There is no sub-division of assets between employers in each section of the Pension Builder Scheme.

The scheme is considered to be a multi-employer scheme as described in Section 28 of FRS 102. This is because it is not possible to attribute the Pension Builder Scheme's assets and liabilities to specific employers and that contributions are accounted for as if the Scheme were a defined contribution scheme. The pensions costs charged to the SoFA in the year are contributions payable (2020: £3,807, 2019: £3,767).

A valuation of the Pension Builder Scheme is carried out once every three years. The most recent was carried out as at 31 December 2016. A valuation as at 31 December 2019 was under way as at 31 December 2020.

For the Pension Builder Classic section, the valuation revealed a deficit of £14.2m on the ongoing assumptions used. At the most recent annual review, the Board chose not to grant a discretionary bonus, which will have acted to improve the funding position. There is no requirement for deficit payments at the current time.

For the Pension Builder 2014 section, the valuation revealed a surplus of £1.8m on the ongoing assumptions used. There is no requirement for deficit payments at the current time.

The legal structure of the scheme is such that if another employer fails, St Luke's (Grayshott) PCC could become responsible for paying a share of that employer's pension liabilities.

Parochial Church Council of St Luke's, Grayshott

Notes to the Financial Statement - for the Year Ended 31st December 2020

3. Analysis of Income and expenditure

For the year: 01 January 2020 to 31 December 2020

					Total	
					This year	Last year
					Unrestricted	Designated
					Restricted	Endowment
Incoming resources						
<i>Incoming resources from generated funds</i>						
1103	Income Tax Recov.	20,209	—	8,197	—	28,406
1104	Special Collections	338	—	—	—	338
1105	Church Collections	5,813	—	—	—	5,813
1106	Sundry Donations	2,289	—	15,830	—	18,119
1119	Gift-Aided Regular Giving	78,803	—	23,108	—	101,911
1120	Non-Gift-Aided Giving	6,903	—	140	—	7,043
1169	Flower Fund Income	—	—	30	—	30
1173	Grants	1,545	—	1,000	—	2,545
1174	Legacies	30,307	—	—	—	30,307
1175	Youth Worker Fund	—	—	1,893	—	1,893
1178	Grants - holiday club	100	—	—	—	100
1171	Fund Raising Income	228	—	—	—	228
1122	Dividends	499	—	1,278	—	1,777
1123	Interest Received	159	—	89	—	248
<i>Incoming resources from generated funds Totals</i>		147,193	—	51,565	—	198,758
<i>Incoming resources from charitable activities</i>						
1110	Fees Parish	4,352	222	—	—	4,574
1111	Summer Holiday Club	—	—	—	—	—
1113	Magazine Adverts	15,312	—	—	—	15,312
1114	Book Stall sales	30	—	—	—	30
1115	Lettings	4,819	—	—	—	4,819
1117	Bible Reading F'ship	114	—	—	—	114
1176	Outreach Evangelism, Mission	92	—	95	—	187
<i>Incoming resources from charitable activities Totals</i>		24,719	222	95	—	25,036
<i>Other incoming resources</i>						
1179	Other income / receipts	60	—	—	—	60
<i>Other incoming resources Totals</i>		60	—	—	—	60
Incoming resources Grand Totals		171,972	222	51,660	—	223,854

Parochial Church Council of St Luke's, Grayshott
Analysis of income and expenditure

For the year: 01 January 2020 to 31 December 2020

		Total					
		Unrestricted	Designated	Restricted	Endowment	This year	Last year
Resources used							
<i>Costs of generating funds</i>							
1362	Social Events Expenses	282	—	—	—	282	82
1363	Fundraising Expenses	—	—	—	—	—	3,392
<i>Costs of generating funds</i>		282	—	—	—	282	3,474
<i>Charitable activities</i>							
1302	Ministry Expenses	1,505	—	—	—	1,505	(105)
1303	Organists & Choir Director	111	—	963	—	1,074	4,392
1304	Upkeep of Services	756	—	—	—	756	1,477
1305	Training	—	—	—	—	—	1,584
1306	Magazine Expenditure	14,489	—	—	—	14,489	13,893
1307	Salaries	12,518	—	20,757	—	33,275	32,927
1309	Hall/ Rooms Utility Expenses	1,827	—	—	—	1,827	2,617
1310	Church Running Costs	5,571	—	198	—	5,769	5,771
1311	Church Maintenance	463	—	582	—	1,045	916
1312	Church Insurance	3,178	—	—	—	3,178	2,348
1313	Hall/Rooms Insurance	1,362	—	—	—	1,362	992
1314	Parish Share	95,529	—	—	—	95,529	94,786
1315	Hall/Room Non-Utility Expenses	1,311	—	—	—	1,311	2,502
1316	Churchyard Expenses	—	—	688	—	688	1,279
1317	Music Group	—	—	—	—	—	243
1318	Office Running Costs	759	—	—	—	759	1,064
1320	Youth Group Activities	—	—	779	—	779	1,603
1321	Junior Church	249	—	—	—	249	261
1322	Photocopier Costs	(2,604)	—	—	—	(2,604)	2,817
1324	Bible Study	—	—	—	—	—	20
1325	Bible Reading F/ship	90	—	—	—	90	201
1326	Sundry Expenses	45	—	—	—	45	225
1327	Miscellaneous Grants	—	—	8,720	—	8,720	—
1328	Holiday Club	216	—	—	—	216	1,266
1329	Visiting Clergy	160	—	—	—	160	468
1330	Outreach, Evangelism, Mission	337	—	128	—	465	1,025
1331	Mission Agencies	228	—	—	—	228	2,913
1332	Church Societies	4,500	—	—	—	4,500	2,500
1333	Charities	5,750	—	—	—	5,750	6,250
1334	Special Collections	262	—	—	—	262	2,135
1335	Other Outward Giving	6,121	—	—	—	6,121	5,800
1351	Bank Charges	416	—	(926)	—	(510)	694
1352	Other Mangmt Costs	645	—	1,770	—	2,415	575
1364	Rent paid	—	—	8,980	—	8,980	8,740
1365	Pension Payments	1,101	—	2,706	—	3,807	3,767
1366	Youth Worker Expenses	—	—	(102)	—	(102)	848
<i>Charitable activities Totals</i>		156,894	—	45,243	—	202,137	208,794

Analysis of income and expenditure

For the year: 01 January 2020 to 31 December 2020

	Unrestricted	Designated	Restricted	Endowment	This year	Last year
Other resources used						
1339 Equipment Replacement	---	---	---	---	---	3,460
1340 Buildings Fund Expenditure	---	---	---	---	---	---
Other resources used Totals	---	---	---	---	---	3,460
Resources used Grand totals	157,176	---	45,243	---	202,419	215,728

4. & 5. Fixed Assets & Investments

Fixed Assets comprise investments held in two virtually unbreakable trusts restricted solely for the upkeep of the Churchyard. They consist of shares held within the Central Board of Finance Church of England (CBF) Investment Fund. In 2005 the PCC invested £28,000 of cash in Other Funds, also into the CBF Investment Fund. Early in 2008 a further £1,500 was invested. Subsequently shares have been allocated to different funds depending on their balances.

	Number of shares	Cost £	Market Value		Movement
			2020 £	2019 £	£
Ralph Grave	242	20.49	4,958	4,639	319
Guild of God's Acre	433	20.49	8,871	8,300	571
<u>Subtotal Fixed Assets</u>	<u>675</u>		<u>13,829</u>	<u>12,939</u>	<u>890</u>
General	1,390	20.49	28,483	26,651	1,832
Buildings	970	20.49	19,863	18,585	1,278
<u>Subtotal Investments</u>	<u>2,360</u>		<u>48,346</u>	<u>45,236</u>	<u>3,110</u>
<u>Total</u>	<u>3,035</u>		<u>62,175</u>	<u>58,175</u>	<u>4,000</u>

Parochial Church Council of St Luke's, Grayshott

Notes to the Financial Statement - for the Year Ended 31st December 2020

6. Debtors & Prepayments

	2020 £	2019 £
Income Tax Recoverable	6,478	7,331
Prepaid Insurance Premiums	1,613	2,253
Donation advised in 2020 but received in 2021	600	-
Rent due	--	258
Deposit paid for work on floor	1,000	--
<u>Total</u>	<u>9,691</u>	<u>9,842</u>

7. Creditors & Accruals

	2020 £	2019 £
Total (Energy) – General Fund	551	896
Salary, Tax, NI & Pension	317	1,087
Insurance owed by instalment	1,625	1,605
Magazine advert income for 2020	125	730
Photocopier costs	-	2,878
Churchyard expenses	603	-
Outward giving	1,000	-
Staff expenses	575	1,048
Contribution towards rent	1,200	1,168
Organist fees	210	1,266
Agencies – post box	-	204
Clock service	286	--
Other Creditors	106	775
<u>Total</u>	<u>6,598</u>	<u>11,657</u>

Notes to the Financial Statement - for the Year Ended 31st December 2020

8. Assets Analysis

Fund	Deposits £	Investments £	Bank/Cash £	Debtors & Creditors £	Total £
Unrestricted Funds					
General fund	<u>7,127</u>	<u>28,483</u>	<u>37,376</u>	<u>1,931</u>	<u>74,917</u>
Designated Funds					
Bells	753	-	-	-	753
Buildings Fund	7,413	6,676	5,000	1,000	20,089
Equipment Replacement Fund	1,290	-	-	-	1,290
Legacy Fund	-	-	-	-	-
Organ Fund	3,310	-	-	-	3,310
Vicar's Discretionary Fund	187	-	-	-	187
Youth Worker Fund	5,000	-	-	-	5,000
	<u>17,953</u>	<u>6,676</u>	<u>5,000</u>	<u>1,000</u>	<u>30,629</u>
Restricted Funds					
Buildings Fund	-	13,187	-	-	13,187
Churchyard Funds	342	-	-	-	342
Flower Fund	75	-	-	-	75
Legacy Fund	1,362	-	-	-	1,362
Ministry Support Fund	5,506	-	-	-	5,506
New Projects Fund	2,688	-	-	(112)	2,576
Organ Fund	1,424	-	-	-	1,424
Village 2 Church	3,894	-	-	80	3,974
Vicar's Discretionary Fund	-	-	6,163	355	6,518
Youth Worker Fund	19,308	-	1,860	(161)	21,007
Youth Worker Fund Village	-	-	-	-	-
	<u>34,599</u>	<u>13,187</u>	<u>8,023</u>	<u>162</u>	<u>55,971</u>
Endowment Funds					
Churchyard Funds	-	<u>13,829</u>	-	-	<u>13,829</u>
Totals	<u>59,679</u>	<u>62,175</u>	<u>50,399</u>	<u>3,093</u>	<u>175,346</u>

Notes to the Financial Statement - for the Year Ended 31st December 2020

9. Fund movement by type

01 January 2020 to 31 December 2020

Fund and type	Fund balances brought forward	Incoming Resources	Outgoing Resources	Transfers	Gains and Losses	Fund balances carried forward
Unrestricted						
General - General fund	68,733	171,972	157,176	(10,444)	1,832	74,917
Sub-totals	68,733	171,972	157,176	(10,444)	1,832	74,917
Designated						
Bell	753	---	---	---	---	753
Buildings - Buildings Fund	13,367	---	---	5,444	1,278	20,089
Equipment - Equipment Replacement Fund	1,290	---	---	---	---	1,290
Legacy - Legacy Fund	---	---	---	---	---	---
Organ - Organ Fund	3,088	222	---	---	---	3,310
Vicar - Vicar's Discretionary Fund	187	---	---	---	---	187
Youth Worker Fund	---	---	---	5,000	---	5,000
Sub-totals	18,685	222	---	10,444	1,278	30,629
Restricted						
Buildings - Buildings Fund	12,506	879	198	---	---	13,187
Yard - Churchyard Funds	7	1,022	687	---	---	342
Flower - Flower Fund	45	30	---	---	---	75
Legacy Fund	1,359	3	---	---	---	1,362
Ministry - Ministry Support Fund	5,496	10	---	---	---	5,506
New Project Fund	779	4,658	2,861	---	---	2,576
Organ - Organ Fund	1,422	2	---	---	---	1,424
V2C - Village 2 Church	2,949	1,607	582	---	---	3,974
Vicar's Discretionary Fund	---	15,238	8,720	---	---	6,518
YWF - Youth Worker Fund	24,991	27,211	31,195	---	---	21,007
YWFFV - Youth Worker Fund Village	---	1,000	1,000	---	---	---
Sub-totals	49,554	51,660	45,243	---	---	55,971
Endowment						
Yard - Churchyard Funds	12,939	---	---	---	890	13,829
Sub-totals	12,939	---	---	---	890	13,829
Totals	149,911	223,854	202,419	---	4,000	175,346

Notes to the Financial Statement - for the Year Ended 31st December 2020

9. (cont.) Fund Movement Summary Notes

BUILDINGS Fund - Set up in 2005 to combine Quinquennial and other related and redundant funds.

CHURCHYARD Fund - Restricted fund set up in 1928. Consists of investments in two Trusts (see Endowments), the Income being used to maintain the churchyard. Also benefits annually from restricted grants from the Commonwealth War Graves Commission.

EQUIPMENT Fund- Set up in 2003 to provide for replacement of fixtures, fittings and equipment.

FLOWER Fund - Restricted fund, set up in 2002 to receive restricted flower funds.

GENERAL Fund - The main designated fund for day-to-day income and expenditure.

LEGACY Fund – Set up in 2013 to hold legacy money until the PCC approves their use.

MINISTRY Fund – Restricted fund, set up in 2001 to receive a £10,000 restricted donation for supporting those in training for the Ministry. It was used for the first time in 2013 and then in subsequent years.

MISSION Fund - set up in 2010 in consultation with HMRC, to receive restricted gift-aided donations to enable St Luke's to support specific overseas charity projects approved by the PCC.

NEW PROJECTS – Set up in 2014 to hold funds for potential new projects. Currently used to record Funds donated for a Choirmaster /organist, together with Young families breakfasts

ORGAN Fund - Set up in 2008 for donations to pay for the major organ repairs.

VICAR's Discretionary Fund - Designated fund, set up in 1999 to enable the Vicar to make confidential grants and donations to any person or cause he sees fit.

VILLAGE 2 CHURCH – Set up in 2014 for donations from the V2C Appeal for maintenance of the church building.

YOUTH WORKER Fund - Set up in 2012 to fund St. Luke's contribution to the Youth Worker.

YOUTH WORKER VILLAGE Fund - Set up in 2012 for contributions to the village component of the Youth Work

BELLS Fund – set up in 2018 to hold funds specifically to be used on the church bells.

VICAR'S DISCRETIONARY Fund – set up in 2020 to support those in need within the parish who are suffering financially, largely due to the covid crisis.

Parochial Church Council of St Luke's, Grayshott

Notes to the Financial Statement - for the Year Ended 31st December 2020

10. Grants

(i) Mission Agencies, Church Societies, Charities, etc.

	2020 £	2019 £
Ibadan Handicapped School, Nigeria	2,800	2,800
Testimony Faith Homes	2,500	2,500
Children of the Promise, Romania	1,000	2,000
St. Mark's, Bordon	2,500	2,500
World Vision	228	228
Acorn Trust	2,000	2,500
Yei Teacher & Nurse Training College, S Sudan	1,087	2,000
The Great Commission, Dolphin School, Kenya	1,000	-
African Pastors Fellowship	1,000	1,000
Elam Ministries	1,000	1,000
Dohnavur Fellowship, India	1,000	685
	<u>16,115</u>	<u>17,213</u>

(ii) Special Collections

	2020 £	2019 £
Coldstream Guards	-	1,346
Bishop of Guildford	-	75
Royal National Lifeboat Institution	232	-
Nakuru	30	-
Children's Society	250	572
Hants & I of W Air Ambulance	-	175
Jerusalem Merit	-	67
Rosemary Foundation	-	150
	<u>12</u>	<u>2,385</u>

Total	<u>16,627</u>	<u>19,598</u>
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*Some Special Collections donations are paid directly into beneficiary account, so not included in totals for St. Luke's accounts.

Independent Examiner's Report to the PCC of St Luke's, Grayshott

I report to the Trustees and members of the PCC of St Luke's, Grayshott on my examination of the accounts for the year ended 31 December 2020, which are set out on pages 9 to 21. My examination was carried out in accordance with the Church Accounting Regulations 2006 ("the Regulations") and the Charities Act 2011 ("the Act").

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the requirements of the Act.

The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act and that independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 145 of the Charities Act,
- To follow all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act, and;
- To state whether particular matters have come to my attention.

Basis of Independent examiner's statement

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair" view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- The accounting records were not kept in accordance with section 130 of the Charities Act; or
- The accounts did not accord with the accounting records; or
- The accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a "true and fair" view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signature:

Date:

15 April 2021

Jonathan C M Tippet FCA
The Calf House
Brows Farm
Farnham Road
Liss GU36 6JG