THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST CATHERINE & ST PAUL, HODDESDON

England & Wales · Charity number 1129941

Details

Other names	HODDESDON PCC
Status	Registered
Legal form	Previously excepted
Registered	2009-06-02
Register	View on the Charity Commission register

Contact

Address	18 West Hill Road Hoddesdon EN11 9DB
Phone	01992465665
Email	hoddparishchurch@tiscali.co.uk
Website	www.hoddesdonparishchurch.org.uk

Activities

Objects: Promoting in the ecclesiastical parish the whole mission of the Church.

Activities: Developing understanding of and faith in Jesus Christ, particularly through study of the Bible, through worship and prayer, Provision of pastoral care for those living in parish.Undertaking or supporting others in missionary and outreach work. Also responsible for the maintenance of St Catherine's and St Paul's Church and hall buildings.

Classification

- **How:** Makes Grants To Organisations, Provides Buildings/facilities/open Space, Provides Services
- **What:** Religious Activities
- **Who:** The General Public/mankind

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Geography

- **Area of benefit:** UNDEFINED. IN PRACTICE, LOCAL.
- Hertfordshire

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£157,684	£172,542	-	-
2023-12-31	£163,242	£188,809	-	-
2022-12-31	£160,629	£173,039	-	-
2021-12-31	£154,152	£158,010	-	-
2020-12-31	£127,867	£132,838	-	-

Trustees

Name	Role	Appointed
Rev MARK DAVID ESCOTT	Chair	2024-09-07
ALAN PAUL GIFFORD		2022-05-15
Dr DIANA ROSEMARY FORREST		2023-09-11
ELIE PERKINS		2023-09-11
HILARY FIONA MARSH CertEd		2023-02-26
IRIS TREW		2022-05-15
JOHN ARTHUR EVERETT		2016-04-24
JOHN ROBERTS		2022-05-15
LINDA JOYCE HINKS		2020-10-17
MARGARET DAVISON		2022-05-15
MIKE MARSH BSc		2011-06-12
Paula Clark		2023-09-11

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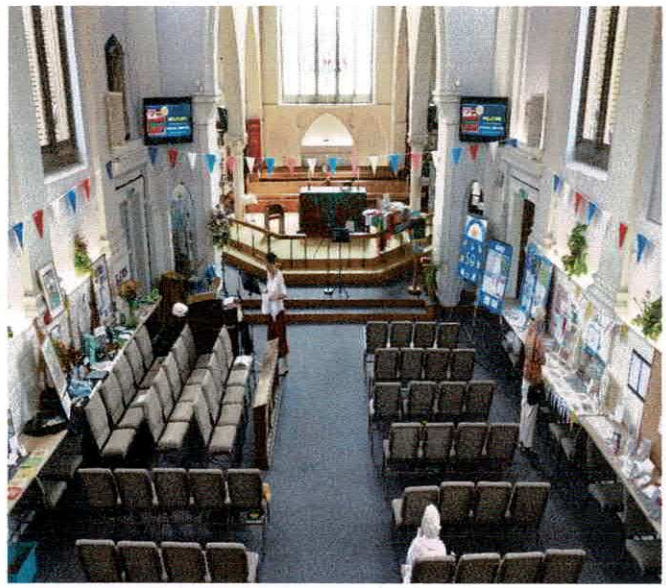
THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST CATHERINE & ST PAU

England & Wales - Charity number 1129941

Accounts

The Parochial Church Council of the Parish Church of St. Catherine and St. Paul Pauls Lane Hoddesdon EN11 8TR

Registered Charity No: 1129941



21-23 June 2024 - 'A Celebration Of Creativity'
Exhibition - part of 'Love Hoddesdon' Midsummer Festival

Annual Report

Financial Statements and Accounts

for the year ended 31 December 2024

VICAR

The Reverend Mark Escott

(from 07 September)

BANK
The Co-operative Bank PLC
PO Box 101
1 Balloon Street
MANCHESTER N19 3AL

INDEPENDENT EXAMINER:
Caladine Limited
Chantry House
22 Upperton Road
EASTBOURNE East Sussex BN21 1BF

Hoddesdon Parish Church, St. Catherine and St Paul, exists .....
to worship God, to lead people to Christ, to build a loving Christian Community

Parish Church of St Catherine and St Paul
Pauls Lane Hoddesdon EN11 8TR
www.hoddesdonparishchurch.com
01992 462127 / 07776 659891

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AIMS AND PURPOSES

The Parochial Church Council (PCC) of St Catherine and St Paul has the responsibility of co-operating with the Incumbent, in promoting in the ecclesiastical Parish, the whole Mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the Parish Church of St Catherine and St Paul, the Churchyard and the Church Hall buildings (Barclay Hall and Hunt Room).

OBJECTIVES AND ACTIVITIES

OUR MISSION STATEMENT:

'Our Church exists to worship God; to lead people to Christ; to build a loving Christian Community; and to serve a World in need.'

OUR VALUES:

'We seek to be a Community that is …..

generous in love; attentive in prayer; courageous in hope; accepting of others.'

OUR MISSION ACTION PLAN FOR 2024 was a continuation of what we started in 2023; the PCC took this decision because we were still in Vacancy and we kept the existing MAP 'ticking over' until our new Incumbent was appointed.

OUR PRIORITIES:

- Growing a younger and more diverse Congregation
- Deepening relationships with people in need in the Community
- Deepening the spiritual life of the Church
- Enabling the Church to go further in addressing the issue of Climate Change and Care of Creation
- Developing the Church building as a Community space of which to be proud

The PCC is aware of the Charity Commission's guidance on public benefit and the advancement of religion; the PCC benefits the local and wider Community by providing:
Christian religious Worship with:

- One Service* each Sunday and a Midweek Service each Wednesday, as well as special Festival Services, such as Christmas, Easter and Harvest.
  **A BCP (Book of Common Prayer) Holy Communion on the 1st Sunday evening of each month was introduced by Revd Mark Escott (Incumbent) after his appointment*
- Services to mark Life milestones - Baptisms, Marriages and Funerals, as well as Blessings for special Anniversaries.
- Services to mark national and global Events.
- Opportunities for spiritual growth for Church Members and anyone who wished to benefit from what the Church offers.
- Opportunities for local Schools to use the Church for special Events, which include families and friends.
- Fresh Expressions of Church: Messy Church and Wild Church for young families; Table Top Church for adults.
- Well-maintained Church buildings and facilities for Church and wider Community groups to meet and run activities.
- Pastoral care and support for people in the Parish.
- A quiet space for prayer, contemplation and meditation in the Church.

Hoddesdon Parish Church, St. Catherine and St Paul, exists …….
to worship God, to lead people to Christ, to build a loving Christian Community

ACHIEVEMENTS AND PERFOR*MANC*E

We were in Vacancy ffor a year (September 2023 to September 2024): the Churchwardens, Members of the PCC, Church Administrator, Family Link Worker and Members of the Congregation have stepped up to work together to keep the Church Activities progressing.



WORSHIP

DURING THE VACANCY:

Sunday Morning Service - 10:30 each week

- 1st Sunday of the month - informal **Café Church**

Subsequent Sundays - **All-Age Communion Service**

- **Monthly Joint Sunday Service** - alternating with St Cuthbert's Church, Rye

Midweek Service

- Wednesday at 10:00

Morning Prayer (regular Communion 'cover' was not always possible)

AFTER REVD MARK ESCOTT'S APPOINTMENT

Sunday Morning Service - 10:30 each week

- 1st Sunday - informal **Café Church**
- 18:30 Book of Common Prayer Holy Communion
- 2nd and 4th Sundays - Holy Communion
- 3rd Sunday - Sung Holy Communion

Midweek Service

- Wednesday at 10:00 - Holy Communion

Home Communion

- 4 Church Members in pairs take Home Communion each month to housebound Members of our Congregation.

Life Milestones

In 2024, there were:
6 Baptisms; 2 Confirmations; 2 Weddings; 10 Funerals (Church); 1 Committal of Ashes

CELEBRATORY AND FESTIVAL SERVICES

- **MOTHERING SUNDAY** - posies of daffodils, provided by Mothers Union, were given to everyone in the Congregation
- **EASTER SUNDAY -** Sunrise Service at Rye Meads Gatehouse and Easter Breakfast at St Cuthbert's Church; All-Age Easter Communion with Revd Bill Church at our Church
- **GOD'S CREATION AND HUMAN CREATIVITY** - Service concluding the Creativity Exhibition, attended by the Mayor and other invited guests
- **SERVICE OF INSTITUTION, INDUCTION AND INSTALLATION led by Bishop Jane and Archdeacon Janet of Hertford-** local Clergy and Community joined us to welcome our new Vicar, **Revd Mark Escott with Jess and their two sons, Thomas and Joel**
- **HARVEST FESTIVAL -** celebrated at Café Church; St Catherine's School Choir sang, and Harvest donations were passed on to the local FoodBank
- **REMEMBRANCE SUNDAY** - short Act of Worship at Hoddesdon War Memorial, followed by a Service in Church, both led by Revd Mark Escott
- **DECEMBER - CHRISTMAS SERVICES:**

CAROLS BY CANDLELIGHT (15 Dec) - the traditional Bible Readings were read by members of the local Community to a packed Church
CHRISTINGLE (24 Dec) for Families
FIRST COMMUNION OF CHRISTMAS (24 Dec)
CHRISTMAS DAY HOLY COMMUNION

We welcomed several Community Groups and Organisations into our Church for Seasonal Events:
S**t Catherine's School** - Harvest Service; Christingles; End of Term Services
Tiny Toes Nursery - Harvest; Christmas (Revd Mark read the Nativity story); *iny Toes often visit out Churchyard and come into our Church if it is open*
Brocket Road Adult Care - Christmas
Church volunteers took Christingles to **St Catherine's Nursery**

ATTENDANCES			
DATE	SERVICE	A	C
10 MAR	Mothering Sunday	92	4
31 MAR	Easter Sunday	69	6
22 JUN	Celebration of Creation	69	6

DATE	SERVICE	A	C
07 SSEP	**Licrnsing Service**	161	5
13 OCT	Harvest Festival	64	5
10 NOV	Remembrance Sunday	98	7

DATE	SERVICE	A	C
15 DEC	Carols by Candlelight	175	21
24 DEC	Christingle	93	80
24 DEC	1st Communion of Christmas	49	3
25 DEC	Christmas Day	24	2

CHURCH ACTIVITIES

Church Members run a number of different activities:

- **Early Birds** for Babies and Toddlers, with their Parents/Carers - twice a week in Term-time
- **Holiday At Home** - 4-day July event for older people: of activities, 3-course lunches and an Outing, (community and local Churches)
- **Luncheon Club** - once a month for older people, 2-course lunch at modest charge (Community and Church)
- **MU** (Mothers Union), Hoddesdon Branch of this worldwide Christian Organisation - twice a month (the second meeting is for Craft ptojects) with an annual programme of events and fund-raising.
- **Tuesday Group** - once a month for older people - social time, a Speaker, activities and annual Outing (Community and Church)
- **Chips, Chaps and Chat** Men's Group - twice a month - social time with Fish and chip Supper (Community and Church) *started in October by Revd Mark Escott*

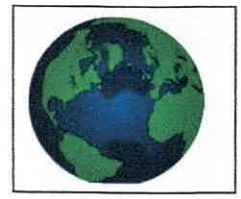


PASTORAL CARE

Some Church Members are unable to attend Church due to ill-health or age. The Congregation is very supportive. Those who are sick are prayed for weekly through our intercessions, and we have a Pastoral Care Group who met three times in the year to discuss and pray for those in need, run by our Pastoral Enabler.

MISSION SUPPORT

The Church supports - financially and prayerfully - eight Mission partners and four Mission organisations, through our Mission Support Group. We pray for them regularly through our Church Intercessions.
A Mission News article is included in each Church Magazine issue.



HODDESDON BELL-A-PEAL

Our Church's Ring of 8 John Warner Bells was cast and hung in 1901. Along with the mechanism, the Bells and the 1888 Bell Tower, are in great need of restoration, renovation and refurbishment. The Bell-A-Peal Team organises several annual fund-raising events which are very popular and well-supported by Church members and the local Community

Links with ST CATHERINE'S CHURCH OF ENGLAND VC PRIMARY SCHOOL

The Church works closely with St Catherine's School. During the Vacancy, three Chujrch Members led Collective Worship, which has been continued by Revd Mark Escott following his appointment as Vicar in September. We run a monthly Messy Church in the School during Term-time. Three Church Members - Mike Marsh, John Forrest and Jim Nicolson - have continued in their roles on the Board of Governors.

Work with CHURCHES TOGETHER IN HODDESDON, BROXBOURNE AND WORMLEY

We have been involved with a number of projects which are run through s ChurchesTogether. These include:

The Hear4U Listening Team; Broxbourne Foodbank; Warm Spaces; Grief Encounters Bereavement Support Group

WORK WITH LOVE HODDESDON AND THE BUSINESS IMPROVEMENT DISTRICT

The Church is involved with local events which take place in the town, run by 'Love Hoddesdon', a Team of local business personnel. This year's major event was the 'Midsummer Festival', celebrating 50 years of th Borough of Broxbourne. we held a 3-day exhibition - 'A Celebration of Creativity' - to showcase the diverse creative talents of local people, with displays from Community groups, youth organisations, Schools and individuals.

COMMUNICATIONS

- Internal electronic communication via e-mail and WhatsApp, keep most Church Members informed.
- Our **Facebook** page, **Website** and '**A Church Near You** 'provide information for the general public.
- Our **Church Administrator** works with our Webmaster to keep the website up-to-date with Notices of Services and other Church Events.
- Our **Church Magazine** - '***Church Matter***' - published 10 times a year (double issues for July-August and December-January) is posted/hand-delivered to 150 people in the Community, most of whom do not attend our - or any - Church; it is sent electronically to Church Members who use e-mail, and is available in paper form for others.
- A summary of PCC discussions is communicated verbally at the Sunday Service following the Meeting, and posted on the Church Noticeboard for people to read.

FABRIC REPORT - CHURCH BUILDINGS AND GARDEN - *John Everett, Churchwaeden*

The church building is in generally good condition as witnessed by the Quinquennial Inspection report in July 2020. However, the church, hall buildings and their fittings, require on-going maintenance, repair and improvement throughout the year, which is detailed below. It should be noted that many tasks have been carried out by the Maintenance Team, to whom the church is indebted, and which is reported separately

January

- Annual inspection and service of Hunt Room Boilers.
- Annual inspection and service of Church Warm Air Unit.
- Annual inspection and service of Barclay Hall Boil.

March

- Organ tuned.
- Church and Hall windows cleaned inside and outside
- Internal check of Church ring-main all Ok

May

- Gutter Clearance and Inspection of roofs on all 3 buildings.
- Gutter above Church office repaired.

June

- Church extension windows sills rubbed down and painted.
- Church entrance paving slabs refitted.

July

- Church Electrical system checked, and an electrical safety certificate obtained.
- Church knave LED faulty lights replaced.

August

- Fire Extinguisher annual testing on all 3 buildings.
- Hunt room windows painted outside.
- Barclay hall redecorated.

September

- PAT testing started.

October

- Church and Hall windows cleaned inside and outside.
- Flagpole Cleaned

November

- First Aid boxes checked and refilled as required.
- Gutter clearance and inspection of roofs on all 3 buildings.

December

- Maintenance and tuning of organ.

FUTURE PLANNED/POSSIBLE WORK:

- Restoration work to brickwork on Church Tower plinth.
- Refurbish external door to Tower to be done as part of the retuning of the bells.
- Repair Hunt Room upper floor window sills repair or replace.
- Repaint Barclay Hall exterior window frames and sills.
- Replace PIR LED light overlooking road alongside Hunt room.
- Replace Church knave LED non functioning lights.

STRUCTURE, GOVERNANCE AND MANAGEMEN



The Parish Church of St Catherine and St Paul is situated on the corner of Amwell Street and Taverners Way opposite Morrisons, in Hoddesdon, a fast-growing Hertfordshire town with many new residents from North and East London.
The town is in the Borough of Broxbourne in the Diocese of St Albans within the Church of England.

The correspondence address is:
Hoddesdon Parish Church - St Catherine and St Paul
Pauls Lane, Hoddesdon EN11 8TR E: admin@hoddesdonparishchurch.com

The three Parishes of Broxbourne with Wormley, Hoddesdon and Rye Park comprise the New River Group Ministry, established in 2007. The Group Ministry's role is to support each other in prayer and ministry, and to develop common areas of working and sharing resources, while, at the same time retaining independence as separate and distinct Parishes.

The PCC is body corporate within the Church of England; it is governed by the PCC Powers Measure 1956 and by the Church Representation Rules (CRR) - the original CRR were established in 1969 and completely revised and re-written in 2019, with several updates since then. As such, the PCC was previously a Charity, exempt from registration with the Charity Commission, but, in accordance with the requirements of the Charities Act 2006, it was registered with the Charity Commission on 02 June 2009, under Registered No.1129941.

The method of appointment of PCC members is set out in the Church Representation Rules. At HoddesdonParish Church, PCC Membership consists of the Incumbent (our Vicar), Churchwardens, and Members elected by those members of the Congregation who are on the Electoral Roll of the Church. All those who attend our Services and are regular worshippers are encouraged to register on the Electoral Roll and stand for election to the PCC.

ELECTORAL ROLL *Hilary Marsh, PCC Secretary*
At present, there are now 90 names on the Electoral Roll, 33 of whom are not resident in the Parish. At the ER Renewal in April/May 2025, 10 names were added and 9 names were removed; of the 9 names removed, 2 people have moved away and sadly, 1person has died.

PCC MATTERS

The PCC recognises that, in the absence of expert knowledge in its own ranks, it benefits from being able to draw on the considerable knowledge and experience of the Diocese in such areas as legal matters, accounting and reporting, planning and other aspects of managing land and buildings, including insurance, and in employment matters. It has made use of this resource on a number of occasions.

The full PCC met ten times during 2024 with a good level of attendance of 77%.

MEMBERS OF HODDESDON PAROCHIAL CHURCH COUNCIL who have served at any time from **01 January until 31 December** 2024 are:

Ex Officio Members:	
Incumbent:	Reverend Mark Escott - *Chair* (from 07 September 2024)
Churchwardens:	John Everett - *Lay Vice Chair*
	Linda Hinks
Co-opted	Mike Marsh - *Treasurer*
Elected Members:	Alan Gifford (from APCM 2022)
	Diana Forrest (from APCM 2924) - *Pastoral Enabler*
	Ellie Perkins (from APCM 2024)
	Hilary Marsh (from APCM 2023) - *PCC Secretary*
	Iris Trew (from APCM 2019/2022)
	John Roberts (from APCM 2023)
	John Rumble (Resigned August 2024)
	Margaret Davison (from APCM 2022)
	Paula Clark (from APCM 2024) - *Parish Safeguarding Officer*
**Non-elected Member - filling a 'Casual Vacancy'	Ruben Taylor (from 09 December 2024)

***A 'Casual' Vacancy occurs when a PCC Member resigns or there are not enough nominated Candidates to fill all Vacancies on a PCC. A Candidate who fills a Casual Vacancy remains a PCC Member until the next APCM when s/he must stand down and be formally elected.*

INDUCTION AND TRAINING OF PCC Members: Members are expected to acquaint themselves with the resources available on the websites of both the Charity Commission and the Diocese of St Albans, which cover the responsibilities of Trustees and their Training.

PCC Members are responsible for making decisions on all matters of general concern and importance to the Parish, including decisions on how PCC funds are to be spent. Given its wide responsibilities, the PCC sometimes delegates specific tasks relating to Church or Parish life, to sub-groups who report back to the full PCC with proposals for further discussion and subsequent adoption if appropriate.

PCC SECRETARY'S REPORT *Hilary Marsh*

'For I know the plans I have for you, declares the Lord,
Plans for welfare and not for evil, to give you a future and a hope.'
[Jeremiah 29:11]

SERVICES DURING VACANCY: Guided by the Bishop Jane and Archdeacon Janet of Hertford, the Churchwardens have been responsible for the day-to-day running of our Church. The major challenge has been finding 'cover' for Sunday All-Age Communion Services. We are very grateful to Canon Nick Sharp, Vicar of St Cuthbert's, Rye Park, for welcoming our Congregation to a number of his Sunday Holy Communion Services, as well as bringing his Congregation to worship with us in Hoddesdon.

PCC MEMBERSHIP: Following the APCM in 2024, all the PCC Vacancies were filled with 9 elected lay Members. In July, John Rumble resigned because Sue Rumble (Family Link Worker) would be leaving our Church in August, at the end of her Contract.

APPOINTMENT PROCESS:

- **15 January - Section 11 Meeting (for the PCC)**
  Parish Profile - After more than 3 months' work and associated Meetings of the PP Group of 11 members, Hoddesdon's Parish Profile, V13, was completed and adopted by the PCC: it was submitted to Bishop Jane and Archdeacon Janet for approval.
    - Advertisement - the PCC agreed to advertise the Vacancy in the Church Times (which would attract candidates from outside the Diocese) as well as the Diocesan Website.
    - The PCC voted for Diana Forrest and Paula Clark to be our Parish Representatives.
- **14 March** - Closing date for Applications
- **21 March** - Date for shortlisting of Candidates (CPAS)
- **23 April** - Pre-Interview visit
- **29 April** - Interview date
- **05 May** - Announcement in our Church - appointment of the Revd Mark Escott, currently Curate at Cheshunt St Mary the Virgin) as our next Incumbent and Vicar of Hoddesdon (although we - and Mark - had to wait 4 more months until .....
- **07 September - SERVICE OF INSTITUTION, INDUCTION and INSTALLATION of the Reverend Mark Escott by Bishop Jane and Archdeacon Janet of hertford**

Apart from the Vacancy process, the PCC had routine Meetings with the following topics discussed and addressed:

BCP Holy Communion
Bibles for St Catherine's School Leavers
Calendar dates 2025
New River Group Ministry
C Celebration of Creativity Exhibition
Services and Collections
Commitment Sundays
Curate'a house - repairs and maintenances
Eco Church requirements
Faculties
Family Link Worker Funding and Legacy
Hal Hirers - Parking, Equipment Storage, Sundays
Mission Action Planning
Mission Support Allocation
Rainbow Mosaic Plaque
Rainbow Mosaic Plaque
Safeguarding and Training - National Christmas Standards; Promoting A Safer Church; Risk Assessments
Seating - Pew removal and replacement
Sevice Planning - 07 Septemeber
Table Top Church
Volunteer Job descriptions/specification

VOLUNTEERS:

Hoddesdon Parish Church employs a Church Administrator, a Family Link Worker, and a Halls/Church Cleaner, all of whom are part-time; the Organist receives an annual honorarium. All other tasks and activities are undertaken by Church Members who freely give of their time and talents. Without their dedication, commitment, hard work and expertise, many of the tasks would not be achieved and the Church would not function effectively.

TO ALL OUR VOLUNTEERS AND STAFF - THANK YOU SO MUCH!

SAFEGUARDING: OUR PARISH SAFEGUARDING OFFICER IS PAULA CLARK.

The PCC takes its Safeguarding responsibilities very seriously and has reviewed and adopted the guidance from the Diocese and Church of England. This means that all eligible volunteers are subject to Disclosure and Barring Service (DBS) checks and provided with relevant training, which must be renewed every 3 years. During 2024 we had 32 volunteers to whom this applied and all have been kept up to date.

All new volunteers are subject to the Safer Recruitment process. In order to comply with the House of Bishops Guidance, during 2024 we developed Risk Assessments and Job Descriptions for all activities that are aimed at children or vulnerable adults.

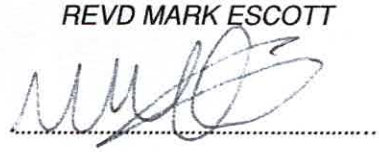
Our Parish Safeguarding Officer works to ensure that all church members understand that Safeguarding is a key element of this church's overall mission with all vulnerable people. There were no safeguarding concerns raised during 2024.

For the first time in 2024 we recognised Safeguarding Sunday further bringing the attention of the congregation to this important subject.

The Parochial Church Council considers that this Report, taken as a whole, provides evidence that the Achievements of the Parish Church of St Catherine and St Paul, Hoddesdon, furthered its Charitable Purposes for the public benefit in 2024.

Approved by the Members of the PCC and signedon their behalf by

REVD MARK ESCOTT



.....

VICAR / CHAIR

18 MAY 2025

PARISH CHURCH OF ST CATHERINE AND ST PAUL

INDEPENDENT EXAMINER'S REPORT

TO THE PAROCHIAL CHURCH COUNCIL OF PARISH CHURCH OF ST CATHERINE AND ST PAUL

I report to the Parochial Church Council on my examination of the financial statements of Parish Church of St Catherine and St Paul (the Church) for the year ended 31 December 2024 as set out on pages 12 to 29.

Responsibilities and basis of report

As the Parochial Church Council of the Church you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011.

I report in respect of my examination of the Church's financial statements carried out under section 145 of the Charities Act 2011. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the Charities Act 2011.

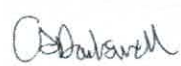
Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared the financial statements in accordance with the relevant version of the Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn. I understand that this has been done in order for the financial statements to provide a true and fair view in accordance with UK Generally Accepted Accounting Practice.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1 accounting records were not kept in respect of the Church as required by section 130 of the Charities Act 2011.
2 the financial statements do not accord with those records; or
3 the financial statements do not comply with the applicable requirements concerning the form and content of financial statements set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the financial statements 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 financial statements to be reached.



Colin Dadswell FCA FCCA DChA
Caladine Limited
Chantry House
22 Upperton Road
Eastbourne
East Sussex
BN21 1BF

Date: 20/06/2025

PARISH CHURCH OF ST CATHERINE AND ST PAUL

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 DECEMBER 2024

Current financial year	Notes	Unrestricted funds 2024 £	Restricted funds 2024 £	Endowment funds 2024 £	Total 2024 £	Total 2023 £
Income from:						
Donations and legacies	3	75,258	7,582	-	82,840	98,272
Charitable activities	4	3,167	-	-	3,167	2,285
Other trading activities	5	46,004	-	-	46,004	41,440
Investments	6	22,587	3,086	-	25,673	21,245
Total income		147,016	10,668	-	157,684	163,242
Expenditure on:						
Raising funds	7	27,403	7,981	-	35,384	38,928
Charitable activities	8	121,092	16,066	-	137,158	149,881
Total expenditure		148,495	24,047	-	172,542	188,809
Net gains/(losses) on investments	13	-	-	583	583	2,193
Net income/(expenditure)		(1,479)	(13,379)	583	(14,275)	(23,374)
Transfers between funds	21	(8,629)	8,629	-	-	-
Net movement in funds	11	(10,108)	(4,750)	583	(14,275)	(23,374)
Reconciliation of funds:						
Fund balances at 1 January 2024		77,734	355,173	75,499	508,406	531,780
Fund balances at 31 December 2024		67,626	350,423	76,082	494,131	508,406

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

PARISH CHURCH OF ST CATHERINE AND ST PAUL

STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

Prior financial year	Notes	Unrestricted funds 2023 £	Restricted funds 2023 £	Endowment funds 2023 £	Total 2023 £
Income from:					
Donations and legacies	3	80,771	17,501	-	98,272
Charitable activities	4	2,285	-	-	2,285
Other trading activities	5	41,440	-	-	41,440
Investments	6	19,036	2,209	-	21,245
Total income		143,532	19,710	-	163,242
Expenditure on:					
Raising funds	7	30,497	8,431	-	38,928
Charitable activities	8	126,976	22,905	-	149,881
Total expenditure		157,473	31,336	-	188,809
Net gains/(losses) on investments	13	-	-	2,193	2,193
Net income/(expenditure)		(13,941)	(11,626)	2,193	(23,374)
Transfers between funds	21	(10,559)	10,559	-	-
Net movement in funds	11	(24,500)	(1,067)	2,193	(23,374)
Reconciliation of funds:					
Fund balances at 1 January 2023		102,234	356,240	73,306	531,780
Fund balances at 31 December 2023		77,734	355,173	75,499	508,406

PARISH CHURCH OF ST CATHERINE AND ST PAUL

BALANCE SHEET

AT 31 DECEMBER 2024

	Notes	2024 £	£	2023 £	£
Fixed assets					
Tangible assets	**15**		219,139		227,120
Investments	**16**		76,082		75,499
			295,221		302,619
Current assets					
Debtors	**17**	12,164		17,159	
Cash at bank and in hand		194,315		204,092	
		206,479		221,251	
Liabilities					
Creditors: amounts falling due within one year	**18**	(7,569)		(15,464)	
Net current assets			198,910		205,787
Total net assets			494,131		508,406
Capital funds					
Endowment funds - general	**20**		76,082		75,499
Income funds					
Restricted funds	**21**		350,423		355,173
Unrestricted funds			67,626		77,734
Total charity funds			494,131		508,406

The financial statements on pages 13 to 30 were approved by the Parochial Church Council on 12TH MAY 2025 and signed on its behalf by

M. Marsh

Mr M Marsh
Treasurer

Rev Mark Escott
Chair

1 Accounting policies

Charity information

Parish Church of St Catherine and St Paul is a body corporate within the Church of England; it is governed by the PCC Powers Measure 1956 and by the Church Representation Rules

1.1 Accounting convention

The financial statements have been prepared in accordance with the Church's governing document, the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019). The Church is a Public Benefit Entity as defined by FRS 102.

The Church has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the Church. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the Parochial Church Council have a reasonable expectation that the Church has adequate resources to continue in operational existence for the foreseeable future. Thus the Parochial Church Council continues to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Parochial Church Council in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the Church.

1.4 Income

Income is recognised when the Church is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Planned giving, cash offerings, donations, grants and legacies are recognised when received.

Amounts received for specific purposes are dealt with as restricted funds and the liability for payment is recognised when the amounts are received.

Tax recoverable under Gift Aid is recognised when the donations to which it relates are received.

1 Accounting policies (Continued)

Income from the letting of hall premises and from freehold premises is recognised on the accruals basis. It is shown gross, with the associated costs being included in fundraising costs.

Dividends are accounted for when received; interest is accounted for on the accruals basis.

PCC Fees for weddings and funerals are accounted for on a 'net' basis, i.e. after deducting that element of the fees charged which belongs legally to the Diocese and other elements which are included in the charge on a 'pass through, nil profit' basis e.g. payments to the organist, choir, bell ringers, vergers.

The proceeds of insurance claims are netted off against the cost incurred in rectifying the damage or loss suffered.

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

The PCC is not registered for VAT and, accordingly, expenditure includes VAT where appropriate.

Fundraising Expenditure
This includes amounts incurred in obtaining donations and property maintenance costs.

Charitable expenditure
This comprises the costs incurred in fulfilling the PCC's principal objects, as outlined in its Annual Report, and includes:

- Parish share payable to the Dioceses as the PCC's assessed contribution to the provision of the clergy in the Diocese.
- Grants and donations payable to third parties, usually missions, in furtherance of the PCC's objects; these are accounted for when determined by the PCC.
- Payments to third parties of restricted collections and donations made specifically for the benefit of those recipients.
- Costs associated with church services and other worship and fellowship activities.
- Administrative and support costs.
- Governance costs, which are incurred in meeting the PCC's obligation for public accountability and compliance with regulation, and include the cost of the annual independent examination and the expenses of trustee meetings.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following basis:

Freehold land and buildings	50 years straight line
Plant and equipment	4/10 years straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1 Accounting policies (Continued)

Consecrated land and buildings and moveable church furnishings
Consecrated and beneficed property is excluded from the accounts by Section 10 (2) (a) of the Charities Act 2011 and, therefore, forms no part of the assets of the PCC. Moveable church contents are held by the vicar and churchwardens on special trust for the PCC and require a faculty for disposal. They are considered by the PCC to be inalienable property. They are not valued or recognised as fixed assets in the Financial Statements. All expenditure on consecrated or beneficed buildings by way of maintenance or improvement or on the acquisition of moveable church furnishings is written off when incurred.

Other land and buildings
Buildings owned by the PCC are depreciated on a straight-line basis over 50 years.

Other fixtures, fittings and equipment
Most items owned by the PCC are depreciated on a straight-line basis over 10 years. Some items will clearly have a useful life of less than this but others will last longer than 10 years. The PCC considers that an overall period of 10 years is appropriate. Computers, other electronic equipment and software are written off over 4 years. Some individual items of small value are written off as current expenditure.

1.7 Fixed asset investments
Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

1.8 Impairment of fixed assets
At each reporting end date, the Church reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.9 Cash and cash equivalents
Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts if any. Bank overdrafts are shown within borrowings in current liabilities.

1.10 Financial instruments
The Church has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Basic financial assets (disclosed as Debtors on the Balance Sheet)
These are stated at the settlement amount due. Prepayments are valued at the amount prepaid.

Basic financial liabilities (disclosed as Creditors on the Balance Sheet)
These are stated at their settlement amount.

Derecognition of financial liabilities
Financial liabilities are derecognised when the Church's contractual obligations expire or are discharged or cancelled.

1.11 Employee benefits
The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the Church is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1 Accounting policies (Continued)

1.12 Retirement benefits

Pensions

For eligible salaried employees who commenced employment after 1 January 2009, the PCC participates in the Pension Builder Classic section (PBC) of the Pension Builder Scheme, part of the Church Workers Pension Fund (CWPF), which is administered by Church of England Pensions Board. The latter holds the assets of the scheme separately from those of the PCC and the other participating employers. It is classed as a defined benefit scheme.

PBC 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. Discretionary increases may also be declared, depending upon the investment returns and other factors.

There is no sub-division of assets between employers in each section of the PBC and it is not, therefore, possible to attribute the scheme's assets and liabilities to a specific participating employer. The PCC is exposed to the actuarial risks associated with the current and former employees of other entities participating in the scheme and the legal structure of the scheme is such that if another employer fails, the PCC could become responsible for paying a share of that employer's pension liabilities. The Pensions Board has, however, put measures in place to mitigate those risks. The scheme is, therefore, considered to be a multi-employer scheme, as described in Section 28 of FRS 102, and, accordingly, contributions are accounted for as if the scheme were a defined contributions scheme

A valuation of the scheme is carried out once every three years. The most recent completed scheme valuation was carried out as at 31 December 2022. This revealed, on the ongoing assumptions used, a surplus of £34.8m. Currently there is no requirement for employers to make deficit payments.

The PCC contributes 5% of basic salary and employees are required to contribute a minimum of 5%. There were no arrears of contributions as at 31 December 2024

The PCC had 2 active members and 2 deferred member in the PCB at 31 December 2024.

2 Critical accounting estimates and judgements

In the application of the Church's accounting policies, the Parochial Church Council is required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Income from donations and legacies

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
Donations and gifts	75,258	4,582	79,840	80,771	7,501	88,272
Grants receivable	-	3,000	3,000	-	10,000	10,000
	75,258	7,582	82,840	80,771	17,501	98,272
Donations and gifts						
Pledged offerings	53,462	-	53,462	55,488	-	55,488
Cash offerings	1,610	-	1,610	2,495	-	2,495
Bell Appeal	-	1,824	1,824	-	6,697	6,697
Other donations	6,230	2,758	8,988	6,580	804	7,384
Gift aid recoverable	13,956	-	13,956	16,208	-	16,208
	75,258	4,582	79,840	80,771	7,501	88,272

4 Income from charitable activities

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Church activities		
Fee income	3,167	2,285

5 Income from other trading activities

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Hall lettings	38,745	34,971
Newsletter income	1,142	1,081
Clubs and other church events	6,117	5,388
Other trading activities	46,004	41,440

6 Income from investments

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
Rental income	12,880	-	12,880	15,867	-	15,867
Dunn Trust income	-	1,886	1,886	-	2,209	2,209
Quibell Trust income	-	1,200	1,200	-	-	-
Interest receivable	9,707	-	9,707	3,169	-	3,169
	22,587	3,086	25,673	19,036	2,209	21,245

7 Expenditure on raising funds

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
Hall buildings upkeep	12,360	-	12,360	19,760	-	19,760
Curate's House upkeep	5,301	-	5,301	1,172	-	1,172
Clubs and other church events	2,981	-	2,981	3,120	450	3,570
Staff costs	6,761	-	6,761	6,445	-	6,445
Depreciation and impairment	-	7,981	7,981	-	7,981	7,981
	27,403	7,981	35,384	30,497	8,431	38,928

8 Expenditure on charitable activities

	Church activities	Church activities
	2024	2023
	£	**£**
Direct costs		
Staff costs	12,951	20,890
Diocesan Parish share	62,562	68,417
Clergy expenses	386	2,092
Organist	1,200	1,200
Upkeep of church buildings	19,213	15,965
Church services	4,427	3,306
Church activities	1,558	1,952
Newsletter	771	721
	103,068	114,543
Grant funding of activities (see note 9)	11,358	10,705
Share of support and governance costs (see note 10)		
Support	20,656	19,713
Governance	2,076	4,920
	137,158	149,881
Analysis by fund		
Unrestricted funds	121,092	126,976
Restricted funds	16,066	22,905
	137,158	149,881

9 Grants payable

	Church activities 2024 £	Church activities 2023 £
Grants to institutions:		
People International	1,500	1,500
Young Life	1,000	1,000
Mission Aviation Fellowship	500	500
All Nations Christian College	1,500	2,275
Wycliffe UK	2,250	1,750
AIM International	-	500
Operation Mobilisation	750	500
Tear Fund	500	500
Church Mission Society	1,000	1,000
Isobel Hospice	-	30
	9,000	9,555
Grants to individuals	2,358	1,150
	11,358	10,705

10 Support costs allocated to activities

	2024 £	2023 £
Staff costs	15,333	14,868
Administration and office expenses	1,069	1,045
Photocopying and printing	2,479	2,128
Telephone	179	179
Internet and website	1,596	1,493
Governance costs	2,076	4,920
	22,732	24,633
Analysed between:		
Church activities	22,732	24,633

Governance costs comprise:	2024 £	2023 £
Independent examination fees	620	600
Accountancy	1,456	4,320
	2,076	4,920

11 Net movement in funds

	2024	2023
	£	£
The net movement in funds is stated after charging/(crediting):		
Fees payable for the independent examination of the charity's financial statements	620	600
Depreciation of owned tangible fixed assets	7,981	7,981

12 Employees

The average monthly number of employees during the year was:

	2024	2023
	Number	Number
	3	3

Employment costs	2024	2023
	£	£
Wages and salaries	33,532	40,425
Pension and life insurance costs	1,513	1,778
	35,045	42,203

There were no employees whose annual remuneration was more than £60,000.

13 Gains and losses on investments

	Endowment funds 2024	Endowment funds 2023
	£	£
Gains/(losses) arising on:		
Revaluation of investments	583	2,193

14 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

15 Tangible fixed assets

	Freehold land and buildings	Plant and equipment	Total
	£	£	£
Cost			
At 1 January 2024	405,554	66,657	472,211
At 31 December 2024	405,554	66,657	472,211
Depreciation and impairment			
At 1 January 2024	178,434	66,657	245,091
Depreciation charged in the year	7,981	-	7,981
At 31 December 2024	186,415	66,657	253,072
Net book value			
At 31 December 2024	219,139	-	219,139
At 31 December 2023	227,120	-	227,120

16 Fixed asset investments

	Listed investments	Unlisted investments	Total
	£	£	£
Cost or valuation			
At 1 January 2024	25,499	50,000	75,499
Valuation changes	583	-	583
At 31 December 2024	26,082	50,000	76,082
Carrying amount			
At 31 December 2024	26,082	50,000	76,082
At 31 December 2023	25,499	50,000	75,499

	2024	2023
	£	£
Investments at fair value comprise:		
1128 CBF Investment Fund Units	26,082	25,499
£50,000 NSB Income Bonds	50,000	50,000
	76,082	75,499

17 Debtors

Amounts falling due within one year:	2024 £	2023 £
Trade debtors	1,227	96
Other debtors	8,027	13,543
Prepayments and accrued income	2,910	3,520
	12,164	17,159

18 Creditors: amounts falling due within one year

	2024 £	2023 £
Other creditors	-	2,473
Accruals and deferred income	7,569	12,991
	7,569	15,464

19 Retirement benefit schemes

Defined contribution schemes	2024 £	2023 £
Charge to profit or loss in respect of defined contribution schemes	1,513	1,778

The Church operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the Church in an independently administered fund.

20 Endowment funds

	At 1 January 2024 £	Gains and losses £	At 31 December 2024 £
Permanent endowments			
Dunn Bequest	75,499	583	76,082

Previous year:	At 1 January 2023 £	Gains and losses £	At 31 December 2023 £
Permanent endowments			
	73,306	2,193	75,499

20 Endowment funds (Continued)

Dunn Bequest - This is a permanent endowment which requires the income to be spent within the Parish in providing a retainer for the services of an organist and for meeting the expenses of the clergy.

Quibell Bequest - This is a permanent endowment which requires the income to be spent within the Parish, primarily for meeting the expenses of the clergy. The assets are held in a separate trust fund which is not controlled by the PCC. The trustees have informed the PCC that the fund is invested in CBF Church of England funds (Deposit, Fixed Interest Securities and Investments), the market value of which at 31 December 2024 was £30,055 (2023: £29,736). The original cost of the assets settled on the fund was £25,120. The income is considered to be restricted.

21 Restricted funds

The restricted funds of the charity comprise the unexpended balances of donations and grants held on trust subject to specific conditions by donors as to how they may be used.

	At 1 January 2024	Incoming resources	Resources expended	Transfers	At 31 December 2024
	£	£	£	£	£
St Catherine's House Fund - Buildings	227,120	-	(7,981)	-	219,139
St Catherine's House Fund - Cash	90,712	-	-	-	90,712
Bell Appeal	34,757	1,825	-	-	36,582
Leavers bibles St Catherine's Primary School	10	-	-	-	10
Family Link Worker	-	5,368	(13,997)	8,629	-
HABS (Hoddesdon & Broxbourne Settings)	813	-	-	-	813
Mosaic Project	910	-	-	-	910
Rainbow Trail	300	-	-	-	300
Messy Church	550	389	(483)	-	456
Other	1	-	-	-	1
Dunn Bequest - Organist retainer & clergy expenses	-	1,886	(1,586)	-	300
Quibell Bequest	-	1,200	-	-	1,200
	355,173	10,668	(24,047)	8,629	350,423

21 Restricted funds (Continued)

Previous year:	At 1 January 2023	Incoming resources	Resources expended	Transfers	At 31 December 2023
	£	£	£	£	£
St Catherine's House Fund - Buildings	235,101	-	(7,981)	-	227,120
St Catherine's House Fund - Cash	90,712	-	-	-	90,712
Bell Appeal	28,060	6,697	-	-	34,757
Leavers bibles St Catherine's Primary School	10	-	-	-	10
Family Link Worker	46	10,000	(20,605)	10,559	-
HABS (Hoddesdon & Broxbourne Settings)	813	-	-	-	813
Mosaic Project	910	-	-	-	910
Rainbow Trail	300	-	-	-	300
Messy Church	287	324	(61)	-	550
Other	1	480	(480)	-	1
Dunn Bequest - Organist retainer & clergy expenses	-	2,209	(2,209)	-	-
	356,240	19,710	(31,336)	10,559	355,173

St Catherine's House Fund
This comprises the Barclay Hall and Hunt Rooms, the New Rooms (over the Hunt Rooms), 134 Plomer Avenue (curate's house) and the net cash surplus derived from the sale of St Catherine's House and the purchase of 134 Plorner Avenue in 2008. These assets, any capital receipts derived from their disposal and any replacement assets purchased therefrom are held under a trust of which the PCC is the managing trustee and the St Albans Diocesan Board of Finance is the custodian trustee. Accordingly, these assets must be treated as a restricted fund in the accounts of the PCC. The income arising from assets within the Fund is not restricted and can be used for general PCC purposes. In 2008, the PCC decided to allocate the income from the fund to a designated fund for the Children's Family Worker. The latter was closed in 2012 and the income is now allocated to the General Fund. The resources expended in the fund during the year represent the charge for depreciation on fund assets.

Bell Appeal Fund
This was established in 2014. The condition of the bell installation had been of concern for several years, given that it was approaching twice its predicted maximum useful life (115 years actual compared with 60 years maximum predicted). During 2014 the PCC commissioned 3 specialist bell repair companies to inspect the installation and recommend what action might be needed. These reports showed that the ringing fittings had well outlived their useful life and recommended their replacement, together with some refurbishment of the bell frame. The bells themselves were still usable but it was also recommended that they be renovated and retuned as part of the rehanging process. Other non-structural renovation work on the tower is required, some of which can be carried out only with the bells removed. The cost of this work is difficult to predict accurately at this stage, but it could amount to £80,000. The PCC authorised the attempt to raise the necessary funds, recognising that this would be a longer-term project, spread over many years, and that the necessary work needed to be carried out at the same time and not piecemeal. A working group was set up oversee the project and to raise funds under the 'Bell-A-Peal' banner, both through events and, when sufficient money has been raised, by applying for grants from relevant organisations .

21 Restricted funds (Continued)

Bell Appeal Fund (Cont'd)
In the event that it does not prove possible to raise sufficient funds to finance the project, the money raised so far will be applied solely to repairs and improvements to the Bell Tower.

Family Link Worker
Grants and donations received specifically to fund the employment of a family link worker.

Specific Donations
Money given to the PCC to be applied for a specified purpose only, e.g. Harvest and Christmas appeals, donations for the upkeep or refurbishment of the church or halls, collections at funerals for a specified charity.

Dunn & Quibell Bequests
The Dunn Bequest is a permanent endowment which requires the income to be spent within the Parish in providing a retainer for the services of an organist and for meeting the expenses of the clergy and, accordingly, is treated as restricted.

The Quibell Bequest is a permanent endowment which requires the income to be spent within the Parish, primarily for meeting the expenses of the clergy and, accordingly, is treated as restricted. The assets are held in a separate trust fund which is not controlled by the PCC.

22 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 January 2024	Incoming resources	Resources expended	Transfers	At 31 December 2024
	£	£	£	£	£
General funds	77,734	147,016	(148,495)	(8,629)	67,626

Previous year:	At 1 January 2023	Incoming resources	Resources expended	Transfers	At 31 December 2023
	£	£	£	£	£
General funds	102,234	143,532	(157,473)	(10,559)	77,734

23 Analysis of net assets between funds

	Unrestricted funds 2024 £	Restricted funds 2024 £	Endowment funds 2024 £	Total 2024 £
At 31 December 2024:				
Tangible assets	-	219,139	-	219,139
Investments	-	-	76,082	76,082
Current assets/(liabilities)	67,626	131,284	-	198,910
	67,626	350,423	76,082	494,131

	Unrestricted funds 2023 £	Restricted funds 2023 £	Endowment funds 2023 £	Total 2023 £
At 31 December 2023:				
Tangible assets	-	227,120	-	227,120
Investments	-	-	75,499	75,499
Current assets/(liabilities)	77,734	128,053	-	205,787
	77,734	355,173	75,499	508,406

24 Related party transactions

No member of the PCC received any remuneration or benefits during the year for being a member of the PCC.

One (2023: 1) member of the PCC was reimbursed travelling, entertainment, telephone/broadband, training and other expenses amounting to £1,862 (2023: £2,092) during the year.

During the year, members of the PCC made unrestricted donations totaling £13,210.

There were no other disclosable transactions in respect of PCC members, persons closely connected to them or other related parties.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST CATHERINE & ST PAU

England & Wales - Charity number 1129941

Accounts

The Parochial Church Council of the Parish Church of St. Catherine and St. Paul Pauls Lane Hoddesdon EN11 8TR

Registered Charity No: 1129941



31 October 2023 - Wild Church in Welly Boots
Hallowe'en 'Light and Bright' Event

Annual Report

Financial Statements and Accounts

for the year ended 31 December 2023

Vicar:

The Reverend Rachel Pennant

(to 03 September 2023)

BANK
The Co-operative Bank PLC
PO Box 101
1 Balloon Street
MANCHESTER N19 3AL

INDEPENDENT EXAMINER:
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Hoddesdon Parish Church, St. Catherine and St Paul, exists .....
to worship God, to lead people to Christ, to build a loving Christian community and to serve a World in need

Parish Church of St Catherine and St Paul
Pauls Lane Hoddesdon EN11 8TR
www.hoddesdonparishchurch.com
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AIMS AND PURPOSES

The Parochial Church Council (PCC) of St Catherine and St Paul has the responsibility of co-operating with the incumbent, in promoting in the ecclesiastical Parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the Parish Church of St Catherine and St Paul, the Churchyard and the Church Hall buildings (Barclay Hall and Hunt Room).

Objectives and Activities

Our Mission Statement: 'Our church exists to worship God; to lead people to Christ; to build a loving Christian community; and to serve a world in need.'

Our Values: 'We seek to be a community that is generous in love; attentive in prayer; courageous in hope; accepting of others.'

In our **Mission Action Plan** for 2023, our Priorities were:

1. Growing a younger and more diverse congregation
2. Deepen relationships with people in need in the community
3. Deepen the spiritual life of the church
4. Enable the church to go further in addressing the issue of Climate Change and Care of Creation
5. Develop the church building as a community space to be proud of

The PCC is aware of the Charity Commission's guidance on public benefit and the advancement of religion; the PCC benefits the local and wider community by providing:

- Christian religious worship with one Service each Sunday and a midweek Service each Wednesday, as well as special Festival Services, such as Christmas, Easter and Harvest.
- Services to mark life milestones - Baptisms, Marriages and Funerals, as well as Blessings for special Anniversaries.
- Services to mark national and global events.
- Opportunities for spiritual growth for church members and anyone who wishes to benefit from what the Church offers.
- Opportunities for local schools to use the church for special events, which include families and friends.
- Fresh Expressions of church: Messy Church and Wild Church for young families, and Table Top Church for adults.
- Well-maintained church buildings and facilities for church and wider community groups to meet and run activities.
- Pastoral care and support for people in the Parish.
- A quiet space for prayer, contemplation and meditation in the church.

Achievements and Performance

We have been in Vacancy since the start of September 2023 and the Churchwardens, Administrator, Family Link Worker and members of the Congregation have stepped up to work well together to keep the activities progressing.

Worship

Our Sunday Services are at 10:30 each week. On the first Sunday of the month, we have an informal Café Church, and on other Sundays we held All-Age Communion services. During the Vacancy, we hold joint Services with St Cuthbert's Church once a month, either at our Church or theirs.



In 2023, there were 8 Baptisms and one Confirmation. From January to December 2023, there have been 14 Funerals, 9 held in Church, and 5 heldat the Cemetery or Crematorium . There was 1 Committal of Ashes.

During the past 3 years, there have been 8 Weddings in the Church.

A mid-week Holy Communion Service is held each Wednesday at 10:00; it is much Valued by a regular group of about 10-12, some of whom can't come on a Sunday. If the Vicar is away and we could not get cover for Communion, we have a Service of Morning Prayer, run by one of our Lay Leaders of Worship.
We have 4 Church members who provide Home Communion for those who are housebound. They go in two teams of two people, once a month. Currently, there are 4 people who receive Home Communion.

At Christmas, we held a very successful Christingle Service; we ran special Services for the local 'Tiny Toes' Nursery and St Catherine's Nursery, and additionally for the Clients of the East Herts Day Care Service.
The Bishop of Hertford ministered to us at our Midnight Communion Service on Christmas Eve.



Church Activities

Church members run a number of different activities, including the following:.

- Early Birds for Babies, Toddlers and their Carers, twice a week.
- Mothers Union - Hoddesdon Branch of this worldwide Christian Organisation, meets twice a month and runs 2 annual fund-raising events, attended by community and non-members.
- Luncheon Club once a month for older people- (community and church}
- Tuesday Group once a month for older people - social time, a Speaker, activities and annual Outing (community and church)
- Holiday At Home, a 4-day July event of activities, 3-course lunches and an Outing, for older people (community and local Churches) g tidy and cared for.



Pastoral Care

Some church members are unable to attend church due to ill-health or age. The Congregation is very supportive. Those who are sick are prayed for weekly through our intercessions, and we have a Pastoral Care Group who met three times in the year to discuss and pray for those in need, run by our Pastoral Enabler.

Mission Support

The church supports eight Mission partners and four Mission organisations, through our Mission Support Group and are prayed for regularly through our Church Intercessions.
A Mission News article is included in each Church Magazine issue.



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Mission Action Plan

Some of the achievements over the year in implementing the priorities of the Mission Action Plan include:

- Attracting many families to Wild Church on six occasions during the year - February, April, July, August, October (Light and Bright) and December (Wild Church goes Nativity)
- Successful Table Top Church in Morrison's once a month, for parents linked with Wild Church, Messy Church and Early Birds.

Hoddesdon Bell-A-Peal

Our Church's Ring of 8 John Warner Bells was cast and hung in 1901. Along with the mechanism, the Bells and the 1888 Bell Tower, are in great need of restoration, renovation and refurbishment. The Bell-A-Peal Team organise several fund-raising events each year which are very popular and well-supported by Church members and the local community

Links with St Catherine's Church of England Primary School

The Church works closely with St Catherine's School. The Vicar was going into the School regularly to lead Collective Worship, which was continued after she left by three members of the Congregation. We have worked with the School to set up Prayer Spaces within the Church building and we run Messy Church in the school every month during term-time. Mike Marsh has been joined by John Forrest and Jim Nicolson on the Board of Governors.

Work with Churches Together in Hoddesdon, Broxbourne and Wormley

We have been involved with a number of projects which are run through s ChurchesTogether. These include:

The Hear4U Listening Team; Broxbourne Foodbank; Warm Spaces; Grief Encounters Bereavement Support Group

Work with Love Hoddesdon and the Business Improvement District

The church enjoys involvement with local events which take place in the town, run by Love Hoddesdon. This year, we had open church on 7th May, as part of the coronation celebrations and we opened the church for hot chocolate and craft activities during Hoddesdon Loves Christmas. We are a co-opted member of the Hoddesdon Business Improvement District.

Communications

- Our active website and our e-mail system are managed by members of the Congregation. Our WhatsApp Groups help to link people together and we have a Facebook page.
- Our Church Administrator works with our Webmaster to keep the website up-to-date with Notices of Services and other Church Events.
- Streaming on Facebook and Youtibe ceased once there was a Clergy vacancy because there was a lack of personnel to administer the system.
- A Church Magazine is produced 10 times a year (double issues for July-August and December-January) which is posted/hand-delivered to 150 people in the community, most of whom do not attend our - or any - church; it is sent electronically to Church Members who use e-mail, and available in paper form for others.
- A summary of PCC discussions is communicated verbally at the Sunday Service following the Meeting, and posted on the Church Noticeboard for people to read.

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Church Buildings and Garden

Work is continually being done to maintain the Church Building, and our two Halls - Barclay Hall and the Hunt Room.

- Deep cleaning was undertaken in the Barclay Hall kitchen (twice) and the Hunt Room Nursery kitchen.
- The organ was tuned and maintained in March and December
- The gutters were cleaned twice (May and December), and the roofs inspected. Repairs were made to the gutter above the church office and new tiles fitted to the church roof north transept replacing damaged and loose ones.
- The Barclay Hall and Hunt Room were redecorated by volunteers from the Church Maintenance Team.
- All electrical equipment was PAT tested, in all three buildings.
- The PCC has applied for a Faculty to remove the pews in the church and replace them with chairs, to give more flexibility of use to the building.
- A Gardening Team works on the Church Garden and Grounds once a month to keep them looking tidy and cared for.
- The Halls are hired out regularly to 20 local community groups which gives the PCC a significant source of income, which is augmented by occasional hirings for family birthday parties and other celebrations.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Parish Church of St Catherine and St Paul, is situated in Amwell Street, opposite Morrisons, in Hoddesdon, a fast- growing town (with many new residents from North and East London) in the Borough of Broxbourne. in the Diocese of St Albans within the Church of England.



The correspondence address is:
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Pauls Lane, Hoddesdon EN11 9TR E: admin@hoddesdonparishchurch.com

The three Parishes of Broxbourne with Wormley, Hoddesdon and Rye Park comprise the New River Group Ministry, established in 2007. The Group Ministry's role is to support each other in prayer and ministry and to develop common areas of working and sharing resources, while at the same time retaining independence as separate and distinct Parishes.

The PCC is body corporate within the Church of England; it is governed by the PCC Powers Measure 1956 and by the Church Representation Rules - the original CRR were established in 1969 and completely revised and re-written in 2019. As such, the PCC was previously a charity, exempt from registration with the Charity Commission, but, in accordance with the requirements of the Charities Act 2006, it was registered with the Charity Commission on 02 June 2009 under Registered No.1129941.

The method of appointment of PCC members is set out in the Church Representation Rules. At HoddesdonParish Church, PCC membership consists of the incumbent (our Vicar), Churchwardens, and members elected by those members of the congregation who are on the Electoral Roll of the church. All those who attend our Services and are regular worshippers are encouraged to register on the Electoral Roll and stand for election to the PCC.

Electoral Roll *Pam Fairbairn, Elecroral Roll Officer*
At present there are now 95 names on the Electoral Roll, 30 of whom are not resident in the Parish. At the Revision in April 2024, 6 names were added and 9 names were removed, of the 9 names removed, 2 people have moved away and sadly, 7 people have died.

PCC Matters
The PCC recognises that, in the absence of expert knowledge in its own ranks, it benefits from being able to draw on the considerable knowledge and experience of the Diocese in such areas as legal matters, accounting and reporting, planning and other aspects of managing land and buildings, including insurance, and in employment matters. It has made use of this resource on a number of occasions.
The full PCC met eight times during 2022 with an average level of attendance of 77%.

PCC Members who have served at any time from 01 January until 31 December 2023 are:

Ex Officio members:	
Incumbent:	Reverend Rachel Pennant - *Chair* (until 05 September 2023)
Churchwardens:	John Everett - *Lay Vice Chair from 11 September 2023*
	Linda Hinks
Co-opted	Mike Marsh - *Treasurer*
Elected members:	Alan Gifford (from APCM 2022)
	Hilary Marsh (from APCM 2023) - *PCC Secretary*
	Iris Trew (from APCM 2019/2022)
	Jim Nicolson (to 26 February APCM 2023)
	John Roberts (from APCM 2023)
	John Rumble (from APCM 2023)
	Liz Galpin (to 26 February APCM 2023)
	Margaret Davison (from APCM 2022)
**Non-elected Members - filling 'Casual Vacancies'	Diana Forrest (from 11 September 2023)
	Ellie Perkins (from 11 September 2023)
	Paula Clark (from 11 September 2023) - *Safeguarding Officer*

***A 'Casual' Vacancy occurs when there are not enough nominated Candidates to fill all the Vacancies on a PCC. A Candidate who fills a Casual Vacancy remains a PCC Member until the next APCM when s/he must stand down and be formally elected.*

Induction and Training of PCC Members: Members are expected to acquaint themselves with the resources available on the websites of both the Charity Commission and the Diocese of St Albans, which cover the responsibilities of Trustees and their Training.

PCC members are responsible for making decisions on all matters of general concern and importance to the Parish, including decisions on how PCC funds are to be spent. Given its wide responsibilities, the PCC sometimes delegates specific tasks relating to Church or Parish life to sub-groups who report back to the full PCC with proposals for further discussion and subsequent adoption if appropriate.

PCC Secretary's Report *Hilary Marsh*

'For I know the plans I have for you, declares the Lord,
Plans for welfare and not for evil, to give you a future and a hope.'
[Jeremiah 29:11]

2023 has been challenging as well as 'out-of-the-ordinary', and unpredicted (but, of course, we rarely know what God has planned for us!).

The Revd Rachel Pennant, Vicar of Hoddesdon, was absent for 3 months on planned Extended Study Leave. The Churchwardens were responsible, assisted by the PCC and Church Administrator, for the smooth running of the church. Holy Communion Services on Sundays were taken by visiting Clergy, and Archdeacon Janet MacKenzie took our Holy Week and Easter Day Services.

Rachel's first Service after her return, was on 11 June, and a fortnight later, it was announced that she had been appointed Chaplain to the Rt Revd Dr Guli Francis-Dehqan, Bishop of Chelmsford. The PCC had a last Meeting with her in July and her last Service was on Sunday 05 September, to which many people from Churches Together and the local community were invited.

Rachel was licensed at a Service of Choral Evensong in Chelmsford Cathedral on 06 September, attended by some of our Hoddesdon Congregation, after which Hoddesdon Parish Church was officially 'in Vacancy'.

Services during Vacancy: Guided by the Bishop and Archdeacon of Hertford, the Churchwardens have been responsible for the day-to-day running of our Church. The major challenge has been finding 'cover' for Sunday All-Age Communion Services. We are very grateful to Canon Nick Sharp, Vicar of St Cuthbert's, Rye Park, for welcoming our Congregation to a number of his Sunday Holy Communion Services, as well as bringing his Congregation to worship with us in Hoddesdon.

PCC Membership: Following the APCM in 2023, not all the PCC Vacancies were filled with elected lay Members. In this scenario, the PCC may approach members of the Congregation to fill what are called 'Casual Vacancies': Diana Forrest, Ellie Perkins and Paula Clark were proposed and attended their first PCC Meeting on 11 September. Their tenure will cease at the 2024 APCM, when they can decide whether to be elected formally.

Parish Profile: The major task for any Church in Vacancy is the compilation of a 'Parish Profile', which contains information on the Church, as well as making it appeal to a prospective Candidate: Contents include: who we are, what we do - and how we do it, our Worship 'style(s)', Congregation demographics; Church Activities; links with the local community and Churches Together; Church Halls and School; work with children and young people; Vicarage accommodation; local education facilities; environment; the Diocese; our Vision for the future ..... and - most importantly - the qualities which we are seeking in our next Vicar.

On 03 October, eleven Church Members met for the initial Parish Profile Planning Meeting, to discuss content - our Priorities and our Vision. We each took responsibility for a specific aspect of the document. Diana Forrest collated all the information. By 21 December, the Group had agreed the wording in Version 8.

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Informal Vacancy Meeting 16 November: For the first time, the Congregation was invited to attend the first part of the Meeting with Archdeacon Janet, Revd Chris Kilgour (Rural Dean) and Revd Mike Duff (Patronage Secretary for CPAS and the Peache Trust), who outlined the Vacancy process. Unfortunately, Bishop Jane of Hertford was unable to attend.

In small groups, we discussed the following questions:

- What brings you back, Sunday after Sunday, to this church?
- What is your Vision for your Church?
- What are the challenges for your Church?

In the second part of the Meeting - for the PCC - Revd Mike Duff specified major aspects of the Vacancy procedure - Parish Profile, MAP, role of the 2 Parish Representatives (to be elected by the PCC at a 'Section 11' Meeting next year), advertising and Interview Day. CPAS will run the process from start to finish for our Church.

Apart from the Vacancy process, the PCC had routine Meetings with the following topics discussed and addressed:

- Children's Ministry
- Curate's house - maintenance and repairs
- Faculties
- Lay Leaders of Worship
- Mission Support Allocation
- Pews - disposal
- Stewardship and Commitment
- Coronation Activity Sunday
- Eco Church
- Family Link Worker Funding
- Mission Action Planning
- PCC Policies
- Safeguarding and Training
- Table-top Church
- Extended Study Leave: arrangements for HC and other Services during the Vicar's 3-month absence

Volunteers: Hoddesdon Parish Church employs a Church Administrator, a Family Link Worker, and a Halls/Church Cleaner, all of whom are part-time; the Organist receives an annual honorarium. All other tasks and activities are undertaken by Church Members who freely give of their time and talents. Without their dedication, commitment, hard work and expertise, many of the tasks would not be achieved and the Church would not function effectively.

To all our Volunteers and Staff - THANK YOU SO MUCH!

Safeguarding: Our Parish Safeguarding Officer is Paula Clark.
The PCC takes its Safeguarding responsibilities very seriously and has reviewed and adopted the Guidance from the Diocese and Church of England. This means that all eligible Volunteers are subject to Disclosure and Barring Service (DBS) checks and 'Best Practice' Guidelines provided, together with relevant Training. The PCC has also reviewed the Safeguarding Action Plan and the information contained in the Safeguarding Hub regarding Church-led activities.

This year we celebrated Safeguarding Sunday giving a brief look into the responsibilities of the Safeguarding Officer and what Safeguarding means to us as a community. During this year, many of our PCC and Volunteers needed to renew their DBS Checks and also their Safeguarding Training. We now have 27 members of our Congregation with current DBS Checks and 35 who have undertaken the Safeguarding Training.

The appointed Parish Safeguarding Officer works to ensure that all Church members understand that Safeguarding is a key element of this Church's overall Mission with all Vulnerable people.

The PCC considers that this Report, taken as a whole, provides evidence that the Achievements of the Parish Church of St Catherine and St Paul, Hoddesdon, in 2023, furthered its Charitable Purposes for the public benefit: until September this year, the majority of Services were live-streamed and accessed on-line (YouTube and Facebook), giving opportunities for the wider community along with Church Members who are unable to attend because of varying reasons, to benefit from worship. The PCC is looking to recruit another technical team with the relevant skills and expertise for live-streaming Services in the future.

Approved by the PCC and signed on their behalf by

John Everett

Lay Vice Chair / Churchwarden

J Everett

NB All photos are used with permission

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PARISH CHURCH OF ST CATHERINE AND ST PAUL

INDEPENDENT EXAMINER'S REPORT

TO THE PAROCHIAL CHURCH COUNCIL OF PARISH CHURCH OF ST CATHERINE AND ST PAUL

I report to the Parochial Church Council on my examination of the financial statements of Parish Church of St Catherine and St Paul (the Church) for the year ended 31 December 2023 as set out on pages 12 to 29.

Responsibilities and basis of report

As the Parochial Church Council of the Church you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the Church's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

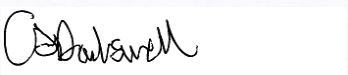
I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1 accounting records were not kept in respect of the Church as required by section 130 of the 2011 Act; or

2 the financial statements do not accord with those records; or

3 the financial statements do 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 financial statements to be reached.



Colin Dadswell FCA FCCA DChA

Caladine Limited
Chantry House
22 Upperton Road
Eastbourne
East Sussex
BN21 1BF

Dated: 18/07/2024

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PARISH CHURCH OF ST CATHERINE AND ST PAUL

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 DECEMBER 2023

Current financial year	Notes	Unrestricted funds 2023 £	Restricted funds 2023 £	Endowment funds 2023 £	Total 2023 £	Total 2022 £
Income from:						
Donations and legacies	**3**	80,771	17,501	-	98,272	101,112
Charitable activities	**4**	2,285	-	-	2,285	4,651
Other trading activities	**5**	41,440	-	-	41,440	41,483
Investments	**6**	19,036	2,209	-	21,245	13,383
Total income		143,532	19,710	-	163,242	160,629
Expenditure on:						
Raising funds	**7**	30,497	8,431	-	38,928	33,659
Charitable activities	**8**	126,976	22,905	-	149,881	139,380
Total expenditure		157,473	31,336	-	188,809	173,039
Net gains/(losses) on investments	**12**	-	-	2,193	2,193	(3,074)
Net income/(expenditure)		(13,941)	(11,626)	2,193	(23,374)	(15,484)
Transfers between funds	**20**	(10,559)	10,559	-	-	-
Net movement in funds		(24,500)	(1,067)	2,193	(23,374)	(15,484)
Reconciliation of funds:						
Fund balances at 1 January 2023		102,234	356,240	73,306	531,780	547,264
Fund balances at 31 December 2023		77,734	355,173	75,499	508,406	531,780

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

PARISH CHURCH OF ST CATHERINE AND ST PAUL

STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

Prior financial year	**Notes**	**Unrestricted funds 2022 £**	**Restricted funds 2022 £**	**Endowment funds 2022 £**	**Total 2022 £**
Income from:					
Donations and legacies	**3**	87,014	14,098	-	101,112
Charitable activities	**4**	4,651	-	-	4,651
Other trading activities	**5**	41,483	-	-	41,483
Investments	**6**	10,695	2,688	-	13,383
Total income		143,843	16,786	-	160,629
Expenditure on:					
Raising funds	**7**	25,548	8,111	-	33,659
Charitable activities	**8**	117,025	22,355	-	139,380
Total expenditure		142,573	30,466	-	173,039
Net losses on investments	**12**	-	-	(3,074)	(3,074)
Net income/(expenditure) and movement in funds		1,270	(13,680)	(3,074)	(15,484)
Reconciliation of funds:					
Fund balances at 1 January 2022		100,964	369,920	76,380	547,264
Fund balances at 31 December 2022		102,234	356,240	73,306	531,780

PARISH CHURCH OF ST CATHERINE AND ST PAUL

BALANCE SHEET

AT 31 DECEMBER 2023

	Notes	2023 £	2023 £	2022 £	2022 £
Fixed assets					
Tangible assets	**14**		227,120		235,101
Investments	**15**		75,499		73,306
			302,619		308,407
Current assets					
Debtors	**16**	17,159		15,847	
Cash at bank and in hand		204,092		220,352	
		221,251		236,199	
Liabilities					
Creditors: amounts falling due within one year	**17**	(15,464)		(12,826)	
Net current assets			205,787		223,373
Total net assets			508,406		531,780
Capital funds					
Endowment funds - general	**19**		75,499		73,306
Income funds					
Restricted funds	**20**		355,173		356,240
Unrestricted funds			77,734		102,234
Total charity funds			508,406		531,780

The financial statements on pages 12 to 29 were approved by the Parochial Church Council on ..... and signed on its behalf by

J Everett

John Everett
Lay Vice Chair

H M Marsh

Hilary Marsh
Member of the PCC

PARISH CHURCH OF ST CATHERINE AND ST PAUL

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2023

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1 Accounting policies

Charity information

Parish Church of St Catherine and St Paul is a body corporate within the Church of England; it is governed by the PCC Powers Measure 1956 and by the Church Representation Rules

1.1 Accounting convention

The financial statements have been prepared in accordance with the Church's governing document, the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019). The Church is a Public Benefit Entity as defined by FRS 102.

The Church has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the Church. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the Parochial Church Council have a reasonable expectation that the Church has adequate resources to continue in operational existence for the foreseeable future. Thus the Parochial Church Council continues to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Parochial Church Council in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the Church.

1.4 Income

Income is recognised when the Church is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Planned giving, cash offerings, donations, grants and legacies are recognised when received.

Amounts received for specific purposes are dealt with as restricted funds and the liability for payment is recognised when the amounts are received.

Tax recoverable under Gift Aid is recognised when the donations to which it relates are received.

PARISH CHURCH OF ST CATHERINE AND ST PAUL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

1 Accounting policies (Continued)

Income from the letting of hall premises and from freehold premises is recognised on the accruals basis. It is shown gross, with the associated costs being included in fundraising costs.

Dividends are accounted for when received; interest is accounted for on the accruals basis.

PCC Fees for weddings and funerals are accounted for on a 'net' basis, i.e. after deducting that element of the fees charged which belongs legally to the Diocese and other elements which are included in the charge on a 'pass through, nil profit' basis e.g. payments to the organist, choir, bell ringers, vergers.

The proceeds of insurance claims are netted off against the cost incurred in rectifying the damage or loss suffered.

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

The PCC is not registered for VAT and, accordingly, expenditure includes VAT where appropriate.

Fundraising Expenditure

This includes amounts incurred in obtaining donations and property maintenance costs.

Charitable expenditure

This comprises the costs incurred in fulfilling the PCC's principal objects, as outlined in its Annual Report, and includes:

- Parish share payable to the Dioceses as the PCC's assessed contribution to the provision of the clergy in the Diocese.
- Grants and donations payable to third parties, usually missions, in furtherance of the PCC's objects; these are accounted for when determined by the PCC.
- Payments to third parties of restricted collections and donations made specifically for the benefit of those recipients.
- Costs associated with church services and other worship and fellowship activities.
- Administrative and support costs.
- Governance costs, which are incurred in meeting the PCC's obligation for public accountability and compliance with regulation, and include the cost of the annual independent examination and the expenses of trustee meetings.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following basis:

Freehold land and buildings	50 years straight line
Plant and equipment	4/10 years straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

PARISH CHURCH OF ST CATHERINE AND ST PAUL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

1 Accounting policies (Continued)

Consecrated land and buildings and moveable church furnishings

Consecrated and beneficed property is excluded from the accounts by Section 10 (2) (a) of the Charities Act 2011 and, therefore, forms no part of the assets of the PCC. Moveable church contents are held by the vicar and churchwardens on special trust for the PCC and require a faculty for disposal. They are considered by the PCC to be inalienable property. They are not valued or recognised as fixed assets in the Financial Statements. All expenditure on consecrated or beneficed buildings by way of maintenance or improvement or on the acquisition of moveable church furnishings is written off when incurred.

Other land and buildings

Buildings owned by the PCC are depreciated on a straight-line basis over 50 years.

Other fixtures, fittings and equipment

Most items owned by the PCC are depreciated on a straight-line basis over 10 years. Some items will clearly have a useful life of less than this but others will last longer than 10 years. The PCC considers that an overall period of 10 years is appropriate. Computers, other electronic equipment and software are written off over 4 years. Some individual items of small value are written off as current expenditure.

1.7 Fixed asset investments

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

1.8 Impairment of fixed assets

At each reporting end date, the Church reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts if any. Bank overdrafts are shown within borrowings in current liabilities.

1.10 Financial instruments

The Church has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Basic financial assets (disclosed as Debtors on the Balance Sheet)

These are stated at the settlement amount due. Prepayments are valued at the amount prepaid.

Basic financial liabilities (disclosed as Creditors on the Balance Sheet)

These are stated at their settlement amount.

Derecognition of financial liabilities

Financial liabilities are derecognised when the Church's contractual obligations expire or are discharged or cancelled.

1.11 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received

Termination benefits are recognised immediately as an expense when the Church is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

PARISH CHURCH OF ST CATHERINE AND ST PAUL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

1 Accounting policies (Continued)

1.12 Retirement benefits
Pensions

For eligible salaried employees who commenced employment after 1 January 2009, the PCC participates in the Pension Builder Classic section (PBC) of the Pension Builder Scheme, part of the Church Workers Pension Fund (CWPF), which is administered by Church of England Pensions Board. The latter holds the assets of the scheme separately from those of the PCC and the other participating employers. It is classed as a defined benefit scheme.

PBC 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. Discretionary increases may also be declared, depending upon the investment returns and other factors.

There is no sub-division of assets between employers in each section of the PBC and it is not, therefore, possible to attribute the scheme's assets and liabilities to a specific participating employer. The PCC is exposed to the actuarial risks associated with the current and former employees of other entities participating in the scheme and the legal structure of the scheme is such that if another employer fails, the PCC could become responsible for paying a share of that employer's pension liabilities. The Pensions Board has, however, put measures in place to mitigate those risks. The scheme is, therefore, considered to be a multi-employer scheme, as described in Section 28 of FRS 102, and, accordingly, contributions are accounted for as if the scheme were a defined contributions scheme

A valuation of the scheme is carried out once every three years. The most recent completed scheme valuation was carried out as at 31 December 2022. This revealed, on the ongoing assumptions used, a surplus of £34.8m. Currently there is no requirement for employers to make deficit payments.

The PCC contributes 5% of basic salary and employees are required to contribute a minimum of 5%. There were no arrears of contributions as at 31 December 2023

The PCC had 2 active members and 2 deferred member in the PCB at 31 December 2023.

2 Critical accounting estimates and judgements

In the application of the Church's accounting policies, the Parochial Church Council is required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

PARISH CHURCH OF ST CATHERINE AND ST PAUL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

3 Income from donations and legacies

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
Donations and gifts	80,771	7,501	88,272	86,764	4,098	90,862
Grants receivable	-	10,000	10,000	250	10,000	10,250
	80,771	17,501	98,272	87,014	14,098	101,112
Donations and gifts						
Pledged offerings	55,488	-	55,488	62,555	-	62,555
Cash offerings	2,495	-	2,495	1,630	-	1,630
Bell Appeal	-	6,697	6,697	-	2,262	2,262
Other donations	6,580	804	7,384	5,759	1,836	7,595
Gift aid recoverable	16,208	-	16,208	16,820	-	16,820
	80,771	7,501	88,272	86,764	4,098	90,862

4 Income from charitable activities

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Fee income	2,285	4,651

5 Income from other trading activities

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Hall lettings	34,971	35,148
Newsletter income	1,081	1,606
Clubs and other church events	5,388	4,729
Other trading activities	41,440	41,483

PARISH CHURCH OF ST CATHERINE AND ST PAUL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

6 Income from investments

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
Rental income	15,867	-	15,867	8,899	-	8,899
Dunn Trust income	-	2,209	2,209	-	1,088	1,088
Quibell Trust income	-	-	-	-	1,600	1,600
Interest receivable	3,169	-	3,169	1,796	-	1,796
	19,036	2,209	21,245	10,695	2,688	13,383

7 Expenditure on raising funds

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
Hall buildings upkeep	19,760	-	19,760	11,536	-	11,536
Curate's House upkeep	1,172	-	1,172	5,792	-	5,792
Clubs and other church events	3,120	450	3,570	2,583	-	2,583
Staff costs	6,445	-	6,445	5,637	-	5,637
Depreciation and impairment	-	7,981	7,981	-	8,111	8,111
	30,497	8,431	38,928	25,548	8,111	33,659

PARISH CHURCH OF ST CATHERINE AND ST PAUL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

8 Expenditure on charitable activities

	Church activities	Church activities
	2023	2022
	£	**£**
Direct costs		
Staff costs	20,890	18,635
Diocesan Parish share	68,417	65,297
Clergy expenses	2,092	2,134
Organist	1,200	1,200
Upkeep of church buildings	15,965	13,819
Church services	3,306	2,541
Church activities	1,952	2,433
Newsletter	721	679
	114,543	106,738
Grant funding of activities (see note 9)	10,705	11,073
Share of support and governance costs (see note 10)		
Support	19,713	17,895
Governance	4,920	3,674
	149,881	139,380
Analysis by fund		
Unrestricted funds	126,976	117,025
Restricted funds	22,905	22,355
	149,881	139,380

PARISH CHURCH OF ST CATHERINE AND ST PAUL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

9 Grants payable

	Church activities 2023	Church activities 2022
	£	£
Grants to institutions:		
People International	1,500	1,500
Young Life	1,000	1,000
Mission Aviation Fellowship	500	500
All Nations Christian College	2,275	1,250
Wycliffe UK	1,750	1,750
AIM International	500	500
Operation Mobilisation	500	-
Tear Fund	500	500
Church Mission Society	1,000	-
Hoddesdon & Broxbourne Settings	-	500
Nigerian Flood Relief	-	573
Isobel Hospice	30	-
	9,555	8,073
Grants to individuals	1,150	3,000
	10,705	11,073

10 Support costs allocated to activities

	2023	**2022**
	£	**£**
Staff costs	14,868	13,680
Administration and office expenses	1,045	363
Photocopying and printing	2,128	2,039
Telephone	179	345
Internet and website	1,493	1,468
Governance costs	4,920	3,674
	24,633	21,569
Analysed between:		
Church activities	24,633	21,569

PARISH CHURCH OF ST CATHERINE AND ST PAUL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

10 Support costs allocated to activities (Continued)

Governance costs comprise:	**2023** **£**	**2022** **£**
Independent examination	600	1,080
Accountancy	4,320	1,920
PCC away day expenses	-	674
	4,920	3,674

11 Employees

The average monthly number of employees during the year was:

	2023 **Number**	**2022** **Number**
	3	3

Employment costs	**2023** **£**	**2022** **£**
Wages and salaries	40,425	36,267
Pension and life insurance costs	1,778	1,685
	42,203	37,952

There were no employees whose annual remuneration was more than £60,000.

12 Gains and losses on investments

	Endowment funds **2023**	**Endowment funds** **2022**
Gains/(losses) arising on:	**£**	**£**
Revaluation of investments	2,193	(3,074)

13 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

PARISH CHURCH OF ST CATHERINE AND ST PAUL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

14 Tangible fixed assets

	Freehold land and buildings	Plant and equipment	Total
	£	£	£
Cost			
At 1 January 2023	405,554	66,657	472,211
At 31 December 2023	405,554	66,657	472,211
Depreciation and impairment			
At 1 January 2023	170,453	66,657	237,110
Depreciation charged in the year	7,981	-	7,981
At 31 December 2023	178,434	66,657	245,091
Net book value			
At 31 December 2023	227,120	-	227,120
At 31 December 2022	235,101	-	235,101

15 Fixed asset investments

	Listed investments	Unlisted investments	Total
	£	£	£
Cost or valuation			
At 1 January 2023	23,306	50,000	73,306
Valuation changes	2,193	-	2,193
At 31 December 2023	25,499	50,000	75,499
Carrying amount			
At 31 December 2023	25,499	50,000	75,499
At 31 December 2022	23,306	50,000	73,306

	2023	2022
	£	£
Investments at fair value comprise:		
1128 CBF Investment Fund Units	25,499	23,306
£50,000 NSB Income Bonds	50,000	50,000
	75,499	73,306

PARISH CHURCH OF ST CATHERINE AND ST PAUL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

16 Debtors

	2023	2022
Amounts falling due within one year:	£	£
Trade debtors	96	
Other debtors	13,543	12,461
Prepayments and accrued income	3,520	3,386
	17,159	15,847

17 Creditors: amounts falling due within one year

	2023	2022
	£	£
Other creditors	2,473	5,076
Accruals and deferred income	12,991	7,750
	15,464	12,826

18 Retirement benefit schemes

Defined contribution schemes

The Church operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the Church in an independently administered fund.

The charge to profit or loss in respect of defined contribution schemes was £1,778 (2022 - £1,685).

19 Endowment funds

	At 1 January 2023	Gains and losses	At 31 December 2023
	£	£	£
Permanent endowments			
	73,306	2,193	75,499

Previous year:	At 1 January 2022	Gains and losses	At 31 December 2022
	£	£	£
Permanent endowments			
Dunn Bequest	76,380	(3,074)	73,306

Dunn Bequest - This is a permanent endowment which requires the income to be spent within the Parish in providing a retainer for the services of an organist and for meeting the expenses of the clergy.

PARISH CHURCH OF ST CATHERINE AND ST PAUL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

19 Endowment funds (Continued)

Quibell Bequest - This is a permanent endowment which requires the income to be spent within the Parish, primarily for meeting the expenses of the clergy. The assets are held in a separate trust fund which is not controlled by the PCC. The trustees have informed the PCC that the fund is invested in CBF Church of England funds (Deposit, Fixed Interest Securities and Investments), the market value of which at 31 December 2023 was £29,736 (2022: £28,824). The original cost of the assets settled on the fund was £25,120. The income is considered to be restricted.

20 Restricted funds

The restricted funds of the charity comprise the unexpended balances of donations and grants held on trust subject to specific conditions by donors as to how they may be used.

	At 1 January 2023	Incoming resources	Resources expended	Transfers	At 31 December 2023
	£	£	£	£	£
St Catherine's House Fund - Buildings	235,101	-	(7,981)	-	227,120
St Catherine's House Fund - Cash	90,712	-	-	-	90,712
Bell Appeal	28,060	6,697	-	-	34,757
Leavers bibles St Catherine's Primary School	10	-	-	-	10
Family Link Worker	46	10,000	(20,605)	10,559	-
HABS (Hoddesdon & Broxbourne Settings)	813	-	-	-	813
Mosaic Project	910	-	-	-	910
Rainbow Trail	300	-	-	-	300
Messy Church	287	324	(61)	-	550
Other	1	480	(480)	-	1
Dunn Bequest - Organist retainer & clergy expenses	-	2,209	(2,209)	-	-
	356,240	19,710	(31,336)	10,559	355,173

PARISH CHURCH OF ST CATHERINE AND ST PAUL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

20 Restricted funds (Continued)	At 1 January 2022	Incoming resources	Resources expended	Transfers	At 31 December 2022
	£	£	£	£	£
St Catherine's House Fund - Buildings	243,212	-	(8,111)	-	235,101
St Catherine's House Fund – Cash	90,712	-	-	-	90,712
Bell Appeal	25,798	2,262	-	-	28,060
Leavers bibles St Catherine's Primary School	-	10	-	-	10
Family Link Worker	9,079	10,000	(19,033)	-	46
HABS (Hoddesdon & Broxbourne Settings)	913	400	(500)	-	813
Mosaic Project	-	1,000	(90)	-	910
Rainbow Trail	-	300	-	-	300
Messy Church	205	126	(44)	-	287
Other	1	-	-	-	1
Dunn Bequest - Organist retainer	-	1,088	(1,088)	-	-
Quibell Bequest	-	1,600	(1,600)	-	-
	369,920	16,786	(30,466)	-	356,240

St Catherine's House Fund

This comprises the Barclay Hall and Hunt Rooms, the New Rooms (over the Hunt Rooms), 134 Plomer Avenue (curate's house) and the net cash surplus derived from the sale of St Catherine's House and the purchase of 134 Plorner Avenue in 2008. These assets, any capital receipts derived from their disposal and any replacement assets purchased therefrom are held under a trust of which the PCC is the managing trustee and the St Albans Diocesan Board of Finance is the custodian trustee. Accordingly, these assets must be treated as a restricted fund in the accounts of the PCC. The income arising from assets within the Fund is not restricted and can be used for general PCC purposes. In 2008, the PCC decided to allocate the income from the fund to a designated fund for the Children's Family Worker. The latter was closed in 2012 and the income is now allocated to the General Fund. The resources expended in the fund during the year represent the charge for depreciation on fund assets.

Bell Appeal Fund

This was established in 2014. The condition of the bell installation had been of concern for several years, given that it was approaching twice its predicted maximum useful life (115 years actual compared with 60 years maximum predicted). During 2014 the PCC commissioned 3 specialist bell repair companies to inspect the installation and recommend what action might be needed. These reports showed that the ringing fittings had well outlived their useful life and recommended their replacement, together with some refurbishment of the bell frame. The bells themselves were still usable but it was also recommended that they be renovated and retuned as part of the rehanging process. Other non-structural renovation work on the tower is required, some of which can be carried out only with the bells removed. The cost of this work is difficult to predict accurately at this stage, but it could amount to £80,000. The PCC authorised the attempt to raise the necessary funds, recognising that this would be a longer-term project, spread over many years, and that the necessary work needed to be carried out at the same time and not piecemeal. A working group was set up oversee the project and to raise funds under the 'Bell-A-Peal' banner, both through events and, when sufficient money has been raised, by applying for grants from relevant organisations .

PARISH CHURCH OF ST CATHERINE AND ST PAUL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

20 Restricted funds (Continued)

Bell Appeal Fund (Cont'd)

In the event that it does not prove possible to raise sufficient funds to finance the project, the money raised so far will be applied solely to repairs and improvements to the Bell Tower.

Family Link Worker

Grants and donations received specifically to fund the employment of a family link worker.

Specific Donations

Money given to the PCC to be applied for a specified purpose only, e.g. Harvest and Christmas appeals, donations for the upkeep or refurbishment of the church or halls, collections at funerals for a specified charity.

Dunn & Quibell Bequests

The Dunn Bequest is a permanent endowment which requires the income to be spent within the Parish in providing a retainer for the services of an organist and for meeting the expenses of the clergy and, accordingly, is treated as restricted.

The Quibell Bequest is a permanent endowment which requires the income to be spent within the Parish, primarily for meeting the expenses of the clergy and, accordingly, is treated as restricted. The assets are held in a separate trust fund which is not controlled by the PCC.

21 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 January 2023	Incoming resources	Resources expended	Transfers	At 31 December 2023
	£	£	£	£	£
General funds	102,234	143,532	(157,473)	(10,559)	77,734

Previous year:	At 1 January 2022	Incoming resources	Resources expended	Transfers	At 31 December 2022
	£	£	£	£	£
General funds	100,964	143,843	(142,573)	-	102,234

PARISH CHURCH OF ST CATHERINE AND ST PAUL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

22 Analysis of net assets between funds

	Unrestricted funds 2023 £	Restricted funds 2023 £	Endowment funds 2023 £	Total 2023 £
Fund balances at 31 December 2023 are represented by:				
Tangible assets	-	227,120	-	227,120
Investments	-	-	75,499	75,499
Net current assets	77,734	128,053	-	205,787
	77,734	355,173	75,499	508,406

	Unrestricted funds 2022 £	Restricted funds 2022 £	Endowment funds 2022 £	Total 2022 £
Fund balances at 31 December 2022 are represented by:				
Tangible assets	-	235,101	-	235,101
Investments	-	-	73,306	73,306
Net current assets	102,234	121,139	-	223,373
	102,234	356,240	73,306	531,780

23 Related party transactions

No member of the PCC received any remuneration or benefits during the year for being a member of the PCC.

One (2022: 1) member of the PCC was reimbursed travelling, entertainment, telephone/broadband, training and other expenses amounting to £2,092 (2022: £2,134) during the year.

During the year, members of the PCC made unrestricted donations totalling £12,010.

There were no other disclosable transactions in respect of PCC members, persons closely connected to them or other related parties.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST CATHERINE & ST PAU

England & Wales - Charity number 1129941

Accounts

Parish Church of St Catherine and St Paul
Pauls Lane Hoddesdon EN11 8TR
www.hoddesdonparishchurch.com
01992 462127 / 07776 659891

The Parochial Church Council of the
Parish Church of St. Catherine and St. Paul
Pauls Lane Hoddesdon EN11 8TR

Registered Charity No: 1129941



Annual Report

Financial Statements and Accounts

for the year ended 31 December 2022

Vicar:

The Reverend Rachel Pennant

BANK
The Co-operative Bank PLC
PO Box 101
1 Balloon Street
MANCHESTER N19 3AL

INDEPENDENT EXAMINER:
John Helm ACA
Tandem Accounting Ltd
17 Heathville Road
LONDON N19 3AL

Hoddesdon Parish Church, St. Catherine and St Paul, exists …….
to worship God, to lead people to Christ, to build a loving Christian community
and to serve a World in need

Parish Church of St Catherine and St Paul
Pauls Lane Hoddesdon EN11 8TR
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AIMS AND PURPOSES

The Parochial Church Council (PCC) of St Catherine and St Paul has the responsibility of co-operating with the incumbent, the Reverend Rachel Pennant, in promoting in the ecclesiastical Parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the Parish Church of St Catherine and St Paul, the Churchyard and the Church Hall buildings (Barclay Hall and Hunt Room).

Objectives and Activities

Our Mission Statement: 'Our church exists to worship God; to lead people to Christ; to build a loving Christian community; and to serve a world in need.'

Our Values: 'We seek to be a community that is generous in love; attentive in prayer; courageous in hope; accepting of others.'

In our **Mission Action Plan** for 2022, our priorities were:

1. Deepen the spiritual life of the church
2. Enable the church to address the issue of Climate Change and Care of Creation.
3. Help young families to grow spiritually
4. Ensure the church services meet the needs of all ages
5. Establish the New Estate Ministry

The PCC is aware of the Charity Commission's guidance on public benefit and the advancement of religion; the PCC benefits the local and wider community by providing:

- Christian religious worship with one Service each Sunday and a midweek Service each Wednesday, as well as special Festival Services, such as Christmas, Easter and Harvest.
- Services to mark life milestones - Baptisms, Marriages and Funerals, as well as Blessings for special Anniversaries.
- Services to mark national and global events.
- Opportunities for spiritual growth for church members and anyone who wishes to benefit from what the Church offers.
- Opportunities for local schools to use the church for special events, which include families and friends.
- Messy church and Wild Church for young families
- Opportunities for organisations in the wider community to use the church for concerts and other activities and events.
- Well-maintained church buildings and facilities for church and wider community groups to meet and run activities.
- Pastoral care and support for people in the Parish.
- A quiet space for prayer, contemplation and meditation in the church.

Achievements and Performance



Worship

We undertook a detailed Review of Worship and decided to continue with a single service at 10.30am on Sunday mornings, and to work to make this service relevant to people of all ages and abilities, from early years to older people.
In October, the PCC agreed to start Café church once a month, and this has welcomed in new people.
There is a Wednesday Morning service at 10.00am, which is either Holy Communion or Morning Prayer.

In 2022, we celebrated 4 Baptisms and 5 Marriages, and held 10 Funerals at the Church, with 10 at Crematoria and 2 at the Cemetery, conducted by our Clergy.

Church Activities

Church members run a number of different activities, including the following:

- Early Birds for babies, toddlers and their carers
- Mothers Union
- Tuesday Group once a month for older people
- Lunch Club once a month for older people
- Holiday at Home annually for older people



Pastoral Care

Some church members are unable to attend church due to ill-health or age. The congregation is very supportive. There is a small team of people who take home communion to those who request it. Those who are sick are prayed for weekly through our intercessions.
One member of the congregation has trained to become a Pastoral Enabler.

Mission Action Plan

Some of the achievements over the year in implementing the priorities of the Mission Action Plan include:

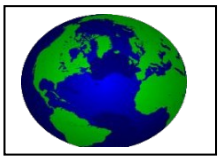
- Three prayer events for Ukraine in March, and a Prayer Day in May.
- An Away Day with guided reflections at All Nations in October
- Bronze Accreditation from A Rocha UK for our work to address the issue of Climate Change as a church.
- A neighbourhood audit, which identified that families enjoy outdoor activities.
- Attracting many families to Wild Church on six occasions during the year - February, April, July, August, October (Light and Bright) and December (Wild Church goes Nativity).
- Working with Churches Together to run a Welcome Barbecue for new residents at High Leigh Garden Village.

Links with St Catherine's School

The church works closely with St Catherine's Church of England Primary School. The vicar, Rachel Pennant, goes in regularly to do assemblies;
we have worked with them to set up Prayer Spaces; we run Messy Church in the school every month during term-time; and there is church involvement in

the Board of Governors.

Mission Support



The church supports eight Mission partners and four Mission organisations, through our Mission Support Group.
These are prayed for regularly through our church intercessions

Work with Churches Together in Hoddesdon, Broxbourne and Wormley

We have been involved with a number of projects which are run through Churches Together. These include:

- The Hear4U Listening Team
- The Hear4U Bereavement Support Group
- Warm Spaces
- The New Estates Ministry
- The Peace Cottage Community Garden

Work with Love Hoddesdon and the Business Improvement District

The church enjoys involvement with local events which take place in the town, run by Love Hoddesdon. This year, we ran Wild Church alongside the Jubilee celebrations, we opened the church for hot chocolate and craft activities during Hoddesdon Loves Christmas and took part in the Christmas parade.
We are a co-opted member of the Hoddesdon Business Improvement District.

Other Community Events



We opened the church for 3 days during the Platinum Jubilee celebrations to show twelve art displays of Happy and Glorious from different local community groups, along with a dance display on the Friday, which was linked with Wild Church.
There were several community events as part of the church's Bell-A-Peal, which attracted church members alongside members of the community.

Church Buildings and Garden

Deep cleaning was undertaken in the Barclay Hall kitchen (twice) and the Hunt Room Nursery kitchen.



Hunt Room

The organ was tuned and maintained in March and December
The gutters were cleaned twice (May and December), and the roofs inspected. Repairs were made to the gutter above the church office and new tiles fitted to the church roof north transept replacing damaged and loose ones.
The Barclay Hall and Hunt Room were redecorated by volunteers from the Church Maintenance Team.
All electrical equipment was PAT tested, in all three buildings.



Barclay Hall

The Halls are hired out to local community groups. This gives the PCC a source of income, and it also gives us links with different community activities. Groups which use our Halls include:

Alcoholics Anonymous	Herts 'n Soles Western Dance	'Ntertainers Dance Class
Baby College	Herts Musical Memories	Moo Music
Caterpillar Music (babies/toddlers)	Hoddesdon Women's Club	Rascals Theatre Group

Cocaine Anonymous
Get Active Rascals
Hazelwood Art Group
Martial Arts Group
MD Music Academy (Dance)
Mental health support
Sarah Hill Line Dancing
Slimming World
St John

Ambulance

Communications
We have an active website, and a strong presence on Facebook. Our Services are streamed on Facebook and YouTube. We produce a monthly Newsletter which is sent electronically to those who use email and given in paper form to others. A summary of PCC discussions is communicated verbally during the following church Service, and then posted on the church notice board for people to read.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Parish Church of St Catherine and St Paul, is situated in Amwell Street, opposite Morrisons, in Hoddesdon, a fast- growing town (with many new residents from North and East London) in the Borough of Broxbourne. in the Diocese of St Albans within the Church of England.



The correspondence address is:
Hoddesdon Parish Church - St Catherine and St Paul
Pauls Lane, Hoddesdon EN11 9TR
T: 01992 462127 M: 07717 16775 E: admin@hoddesdonparishchurch.com

The three Parishes of Broxbourne with Wormley, Hoddesdon and Rye Park comprise the New River Group Ministry, established in 2007. The Group Ministry's role is to support each other in prayer and ministry and to develop common areas of working and sharing resources, while at the same time retaining independence as separate and distinct Parishes.

The PCC is body corporate within the Church of England; it is governed by the PCC Powers Measure 1956 and by the Church Representation Rules - the original CRR were established in 1969 and completely revised and re-written in 2019. As such, the PCC was previously a charity, exempt from registration with the Charity Commission, but, in accordance with the requirements of the Charities Act 2006, it was registered with the Charity Commission on 02 June 2009 under Registered No.1129941.

The method of appointment of PCC members is set out in the Church Representation Rules. At Hoddesdon Parish Church, PCC membership consists of the incumbent (our Vicar), Churchwardens, and members elected by those members of the congregation who are on the Electoral Roll of the church. All those who attend our Services and are regular worshippers are encouraged to register on the Electoral Roll and stand for election to the PCC.

Electoral Roll: At present, there are 101 names listed on the 2022-3 Church Electoral Roll, 36 of whom are not resident in the Parish. At the Revision in May 2022, 2 names were added; 8 names were

removed - 6 because of moving out of this area, and 2 passed away.

PCC members are responsible for making decisions on all matters of general concern and importance to the Parish, including decisions on how PCC funds are to be spent. Given its wide responsibilities, the PCC sometimes delegates specific tasks relating to church or parish life to sub-groups who report back to the full PCC with proposals for further discussion and subsequent adoption if appropriate.

PCC Matters

The PCC recognises that, in the absence of expert knowledge in its own ranks, it benefits from being able to draw on the considerable knowledge and experience of the Diocese in such areas as legal matters, accounting and reporting, planning and other aspects of managing land and buildings, including insurance, and in employment matters. It has made use of this resource on a number of occasions.

The full PCC met eight times during 2022 with an average level of attendance of 77%. PCC members who have served at any time from 01 January until 31 December 2022 are:

Ex Officio members:

Incumbent: Reverend Rachel Pennant - *Chair*

Curate: Reverend Kate Carter (until 30 April 2022) Churchwardens:
John Everett
Linda Hinks

Elected members:

Alan Gifford (from APCM 15 May 2022)
Becca Farrant (resigned October 2022)
Christina Parker (to APCM 15 May 2022)
Diana Forrest (to APCM 15 May 2022)
Hilary Marsh (Deanery Synod) - *PCC Secretary*
Iris Trew
Jim Nicolson - *Lay Vice Chair*
Liz Galpin
Margaret Davison (from APCM 15 May 2022)
Mike Marsh (Deanery Synod) - *Treasurer*
Paula Clark (to APCM 15 May 2022) - *Safeguarding Officer*

Induction and Training of PCC Members: Members are expected to acquaint themselves with the resources available on the websites of both the Charity Commission and the Diocese of St Albans, which cover the responsibilities of Trustees and their training.

Volunteers: Hoddesdon Parish Church employs a Church Administrator, a Family Link Worker, and a Halls Cleaner, all of whom are part-time; the Organist receives an annual honorarium. All other tasks and activities are undertaken by church members who freely give of their time and talents. Without their dedication, commitment, hard work and expertise, many of the tasks would not be achieved and the church would not function effectively.

To all our Volunteers - THANK YOU SO MUCH!

Safeguarding: Our Parish Safeguarding Officer is Paula Clark.

The PCC takes its Safeguarding responsibilities very seriously and has reviewed and adopted the guidance from the Diocese and Church of England. This means that all eligible volunteers are subject to Disclosure and Barring Service (DBS) checks and best practice guidelines provided together with relevant training.

We work with the Safer Recruitment guidelines of the Church of England and this year the PCC has

approved a new Policy regarding the Recruitment of ex-Offenders.

The appointed Parish Safeguarding Officer works to ensure that all church members understand that Safeguarding is a key element of this church's overall mission with all vulnerable people.

During the past year, PCC members and others, working with vulnerable people, have completed on-line training and DBS clearances have been kept up-to-date.
There have been 2 Safeguarding concerns raised in 2022 which have been dealt with in line with guidance from the Diocesan Safeguarding Advisor.

The PCC considers that this Report, taken as a whole, provides evidence that the Achievements of the Parish Church of St Catherine and St Paul, Hoddesdon, in 2022, furthered its charitable purposes for the public benefit: the majority of Services continued to be live-streamed and accessed on-line (YouTube and Facebook), giving opportunities for the wider community to benefit from worship, as well as Church Members who are unable to attend because of varying reasons.



Approved by the PCC and signed on their behalf by the Reverend Rachel Pennant







NB All photos are used with permission

INDEPENDENT EXAMINER'S REPORT

TO THE PAROCHIAL CHURCH COUNCIL OF ST CATHERINE'S AND ST PAULS, HODDESDON

I report to the Parochial Church Council on my examination of the financial statements of St Catherine & St Paul, Hoddesdon (the Church) for the year ended 31 December 2022.

Responsibilities and basis of report

As the Parochial Church Council of the Church you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the Church's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Church as required by section 130 of the 2011 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do 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 financial statements to be reached.



John Helm ACA

Tandem Accounting Ltd
17 Heathville *Road*
London
N19 3AL

Date 30th May 2023

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2022

Current financial year

	Notes	Unrestricted funds 2022 £	Restricted funds 2022 £	Endowment funds 2022 £	Total 2022 £	Total 2021 £
Income from:						
Donations and legacies	**3**	87,014	14,098	-	101,112	118,767
Charitable activities	**4**	4,651	-	-	4,651	3,430
Other trading activities	**5**	41,483	-	-	41,483	30,133
Investments	**6**	10,695	2,688	-	13,383	1,822
Total income		143,843	16,786	-	160,629	154,152
Expenditure on:						
Raising funds	**7**	25,548	8,111	-	33,659	22,840
Charitable activities	**8**	117,025	22,355	-	139,380	135,170
Total expenditure		142,573	30,466	-	173,039	158,010
Net gains/(losses) on investments	**13**	-	-	(3,074)	(3,074)	3,316
Net movement in funds		1,270	(13,680)	(3,074)	(15,484)	(542)
Fund balances at 1 January 2022		100,964	369,920	76,380	547,264	547,806
Fund balances at 31 December 2022		102,234	356,240	73,306	531,780	547,264

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2022

Prior financial year

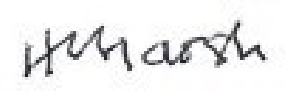
	Notes	Unrestricted funds 2021 £	Restricted funds 2021 £	Endowment funds 2021 £	Total 2021 £
Income from:					
Donations and legacies	**3**	89,737	29,030	-	118,767
Charitable activities	**4**	3,430	-	-	3,430
Other trading activities	**5**	30,133	-	-	30,133
Investments	**6**	1,144	678	-	1,822
Total income		124,444	29,708	-	154,152
Expenditure on:					
Raising funds	**7**	14,729	8,111	-	22,840
Charitable activities	**8**	113,639	21,531	-	135,170
Total expenditure		128,368	29,642	-	158,010
Net gains/(losses) on investments	**13**	-	-	3,316	3,316
Net movement in funds		(3,924)	66	3,316	(542)
Fund balances at 1 January 2021		104,888	369,854	73,064	547,806
Fund balances at 31 December 2021		100,964	369,920	76,380	547,264

Parish Church of St Catherine and St Paul
Pauls Lane Hoddesdon EN11 8TR
www.hoddesdonparishchurch.com
01992 462127 / 07776 659891

STATEMENT OF FINANCIAL POSITION
AS AT 31 DECEMBER 2022

	Notes	2022 £	2022 £	2021 £	2021 £
Fixed assets					
Property, plant and equipment	**14**		235,101		243,212
Investments	**15**		73,306		76,380
			308,407		319,592
Current assets					
Trade and other receivables	**16**	15,847		17,830	
Cash at bank and in hand		220,352		233,873	
		236,199		251,703	
Current liabilities	**17**	(12,826)		(24,031)	
Net current assets			223,373		227,672
Total assets less current liabilities			531,780		547,264
Capital funds					
Endowment funds - general	**19**		73,306		76,380
Income funds					
Restricted funds	**20**		356,240		369,920
Unrestricted funds			102,234		100,964
			531,780		547,264

The financial statements were approved by the Parochial Church Council on 19th February 2023



Hilary Marsh
PCC Secretary



Mike Marsh
Treasurer

pp Rev'd Dr Rachel Pennant

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022

1 Accounting Policies

Charity information

St Catherine's & St Paul's, Hoddesdon is a body corporate within the Church of England; it is governed by the PCC Powers Measure 1956 and by the Church Representation Rules

1.1 Accounting Convention

The financial statements have been prepared in accordance with the Church's governing document, the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019). The Church is a Public Benefit Entity as defined by FRS 102.

The Church has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the Church. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going Concern

At the time of approving the financial statements, the Parochial Church Council have a reasonable expectation that the Church has adequate resources to continue in operational existence for the foreseeable future. Thus the Parochial Church Council continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable Funds

Unrestricted funds are available for use at the discretion of the Parochial Church Council in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the Church.

1.4 Income

Income is recognised when the Church is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Planned giving, cash offerings, donations, grants and legacies are recognised when received.

Amounts received for specific purposes are dealt with as restricted funds and the liability for payment is recognised when the amounts are received.

Tax recoverable under Gift Aid is recognised when the donations to which it relates are received.

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2022

1 Accounting Policies (Continued)

Income from the letting of hall premises and from freehold premises is recognised on the accruals basis. It is shown gross, with the associated costs being included in fundraising costs.

Dividends are accounted for when received; interest is accounted for on the accruals basis.

PCC Fees for weddings and funerals are accounted for on a 'net' basis, i.e. after deducting that element of the fees charged which belongs legally to the Diocese and other elements which are included in the charge on a 'pass through, nil profit' basis e.g. payments to the organist, choir, bell ringers, vergers.

The proceeds of insurance claims are netted off against the cost incurred in rectifying the damage or loss suffered.

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

The PCC is not registered for VAT and, accordingly, expenditure includes VAT where appropriate.

Fundraising Expenditure
This includes amounts incurred in obtaining donations and property maintenance costs.

Charitable expenditure
This comprises the costs incurred in fulfilling the PCC's principal objects, as outlined in its Annual Report, and includes:

- Parish Share payable to the Dioceses as the PCC's assessed contribution to the provision of the clergy in the Diocese.
- Grants and donations payable to third parties, usually missions, in furtherance of the PCC's objects; these are accounted for when determined by the PCC.
- Payments to third parties of restricted collections and donations made specifically for the benefit of those recipients.

- Costs associated with church services and other worship and fellowship activities.
- Administrative and support costs.
- Governance costs, which are incurred in meeting the PCC's obligation for public accountability and compliance with regulation, and include the cost of the annual independent examination and the expenses of trustee meetings.

1.6 Property, Plant and Equipment

Property, plant and equipment are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following basis:

Freehold land and buildings	50 years straight line
Plant and equipment	4/10 years straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2022

1 Accounting Policies (Continued)

Consecrated land and buildings and moveable church furnishings

Consecrated and beneficed property is excluded from the accounts by Section 10 (2) (a) of the Charities Act 2011 and, therefore, forms no part of the assets of the PCC. Moveable church contents are held by the vicar and churchwardens on special trust for the PCC and require a faculty for disposal. They are considered by the PCC to be inalienable property. They are not valued or recognised as fixed assets in the Financial Statements. All expenditure on consecrated or beneficed buildings by way of maintenance or improvement or on the acquisition of moveable church furnishings is written off when incurred.

Other Land and Buildings

Buildings owned by the PCC are depreciated on a straight-line basis over 50 years.

Other Fixtures, Fittings and Equipment

Most items owned by the PCC are depreciated on a straight-line basis over 10 years. Some items will clearly have a useful life of less than this but others will last longer than 10 years. The PCC considers that an overall period of 10 years is appropriate. Computers, other electronic equipment and software are written off over 4 years. Some individual items of small value are written off as current expenditure.

1.7 Non-current Investments

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

1.8 Impairment of Non-current Assets

At each reporting end date, the Church reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.9 Cash and Cash Equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid

investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.10 Financial Instruments

The Church has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Basic Financial Assets

These are stated at the settlement amount due. Prepayments are valued at the amount prepaid.

Basic financial liabilities

These are stated at their settlement amount.

Derecognition of financial liabilities

Financial liabilities are recognised when the Church's contractual obligations expire or are discharged or cancelled.

1.11 Employee Benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the Church is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2022

1 Accounting Policies (Continued)

1.12 Retirement benefits

Pensions

For eligible salaried employees who commenced employment after 1 January 2009, the PCC participates in the Pension Builder Classic section (PBC) of the Pension Builder Scheme, part of the Church Workers Pension Fund (CWPF), which is administered by Church of England Pensions Board. The latter holds the assets of the scheme separately from those of the PCC and the other participating employers. It is classed as a defined benefit scheme.

PBC 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. Discretionary increases may also be declared, depending upon the investment returns and other factors.

There is no sub-division of assets between employers in each section of the PBC and it is not, therefore, possible to attribute the scheme's assets and liabilities to a specific participating employer. The PCC is exposed to the actuarial risks associated with the current and former employees of other entities participating in the scheme and the legal structure of the scheme is such that if another employer fails, the PCC could become responsible for paying a share of that employer's pension liabilities. The Pensions Board has, however, put measures in place to mitigate those risks. The scheme is, therefore, considered to be a multi- employer scheme, as described in Section 28 of FRS 102, and, accordingly, contributions are accounted for as if the scheme were a defined contributions scheme

A valuation of the scheme is carried out once every three years. The most recent completed scheme valuation was carried out as at 31 December 2019. This revealed, on the ongoing assumptions used, a deficit of £4.8m. At the most recent annual review, the Board chose to grant a discretionary bonus of 3%, following improvements in the funding position in 2021. Currently there is no requirement for employers to make deficit payments.

The PCC contributes 5% of basic salary and employees are required to contribute a minimum of 5%. There were no arrears of contributions as at 31 December 2022

The PCC had 2 active members and 2 deferred members in the PCB at 31 December 2022.

2 Critical Accounting, Estimates and Judgements

In the application of the Church's accounting policies, the Parochial Church Council are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2022

3 Donations and legacies

	Unrestricted funds	**Restricted funds**	**Total**	Unrestricted funds	Restricted funds	Total
	2022	**2022**	**2022**	2021	2021	2021
	£	**£**	**£**	£	£	£
Donations and gifts	86,764	4,098	90,862	89,737	6,834	96,571
Grants receivable	250	10,000	10,250	-	22,196	22,196
	87,014	14,098	101,112	89,737	29,030	118,767
Donations and gifts						
Pledged offerings	62,555	-	62,555	66,553	-	66,553
Cash offerings	1,630	-	1,630	1,073	-	1,073
Bell Appeal	-	2,262	2,262	-	280	280
Other donations	5,759	1,836	7,595	4,289	6,554	10,843
Gift aid recoverable	16,820	-	16,820	17,822	-	17,822
	86,764	4,098	90,862	89,737	6,834	96,571
Grants receivable for core activities						
Government grants	-	-	-	-	500	500

Other grant income	250	10,000	10,250	-	21,696	21,696
	250	10,000	10,250	-	22,196	
						22,196

4 Charitable activities

	2022	2021
	£	£
Fee income	4,651	3,430

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2022

5 Other trading activities

	Unrestricted funds	Unrestricted funds
	2022	2021
	£	£
Hall lettings	35,148	27,537
Newsletter income	1,606	1,489
Clubs and other church events	4,729	1,107
Other trading activities	41,483	30,133

6 Investments

	Unrestricted funds	**Restricted funds**	**Total**	Unrestricted funds	Restricted funds	Total
	2022	**2022**	**2022**	2021	2021	2021
	£	**£**	**£**	£	£	£
Rental income	8,899	-	8,899	-	-	-

Dunn Trust income	-	1,088	1,088	-	678	678
Quibell Trust income	-	1,600	1,600	-	-	-
Interest receivable	1,796	-	1,796	1,144	-	1,144
	10,695	2,688	13,383	1,144	678	1,822

7 Raising funds

	Unrestricted funds	**Restricted funds**	**Total**	Unrestricted funds	Restricted funds	Total
	2022 £	**2022 £**	**2022 £**	2021 £	2021 £	2021 £
Hall buildings upkeep	11,536	-	11,536	6,986	-	6,986
Curate's House upkeep	5,792	-	5,792	650	-	650
Clubs and other church events expenses	2,583	-	2,583	1,169	-	1,169
Staff costs	5,637	-	5,637	5,924	-	5,924
Depreciation and impairment	-	8,111	8,111	-	8,111	8,111
	25,548	8,111	33,659	14,729	8,111	22,840

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2022

8 Charitable activities

	2022 £	2021 £
Staff costs	18,635	6,493
Diocesan Parish share	65,297	58,944
Clergy expenses	2,134	4,362
Organist	1,200	1,200
Upkeep of church buildings	13,819	11,269
Church services	2,541	1,239
Church activities	2,433	17,094
Newsletter	679	665
	106,73	101,26

	8	6
Grant funding of activities (see note 9)	11,073	
		14,087
Share of support costs (see note 10)	17,895	18,937
Share of governance costs (see note 10)	3,674	880
	139,380	135,170
Analysis by fund		
Unrestricted funds	117,025	113,639
Restricted funds	22,355	21,531
	139,380	135,170

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2022

9 Grants payable

	2022	2021
	£	£
Grants to institutions:		
People International	1,500	1,000
Young Life	1,000	1,000
Mission Aviation Fellowship	500	500
All Nations Christian College	1,250	1,00

Wycliffe UK	1,750	1,500
AIM International	500	500
Operation Mobilisation	-	500
Tear Fund	500	500
Church Mission Society	-	1,000
Hoddesdon & Broxbourne Settings	500	687
St Albans Diocese	-	3,900
Nigerian Flood Relief	573	-
	8,073	12,087
Grants to individuals	3,000	2,000
	11,073	14,087

10 Support costs

	Support costs	Governance costs	2022	Support costs	Governance costs	2021
	£	£	£	£	£	£
Staff costs	13,680	-	13,680	13,216	-	13,216
Depreciation	-	-	-	981	-	981
Administration and office expenses	363	-	363	791	-	791
Photocopying and printing	2,039	-	2,039	2,473	-	2,473
Telephone	345	-	345	529	-	529
Internet and website	1,468	-	1,468	947	-	947
Independent examination	-	1,080	1,080	-	880	880
Accountancy	-	1,920	1,920	-	-	-
PCC away day expenses	-	674	674	-	-	-
	17,895	3,674	21,569	18,937	880	19,817
Analysed between						
Charitable activities	17,895	3,674	21,569	18,937	880	19,817

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2022

11 Parochial Church Council

None of the Parochial Church Council (or any persons connected with them) received any

remuneration or benefits (other than for purchasing items on behalf of the church) from the Church during the year.

12 Employees

The average monthly number of employees during the year was:

	2022 Number	**2021 Number**
	3	3

Employment costs	**2022 £**	**2021 £**
Wages and salaries	36,267	24,628
Pension and life insurance costs	1,685	1,005
	37,952	25,633

There were no employees whose annual remuneration was more than £60,000.

13 Net gains/(losses) on investments

	Endowment funds general 2022 £	Endowment funds general 2021 £
Revaluation of investments	(3,074)	3,316

14 Property, plant and equipment

	Freehold land and buildings	Plant and equipment	Total
	£	£	£
Cost			
At 1 January 2022	405,554	66,657	472,211
At 31 December 2022	405,554	66,657	472,211
Depreciation and impairment			
At 1 January 2022	162,472	66,657	229,129
Depreciation charged in the year	7,981	-	7,981
At 31 December 2022	170,453	66,657	237,110
Carrying amount			
At 31 December 2022	235,101	-	235,101
At 31 December 2021	243,212	-	243,212

15 Fixed Asset Investments

	Listed Investments £
Cost of Valuation	
At 1 January 2022	76,380
Valuation Changes	(3,074)

At 31 December 2022	73,306
	======
Carrying amount	
At 31 December 2022	73,306
At 31 December 2021	76,380
	======

	2022 £	2021 £
Investments at fair value comprise:		
1128 CBF Investment Fund Units	23,306	26,380

£50,000 NSB Income Bonds	50,000	50,000
	73,306	
		76,380

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2022

16 Trade and other receivables

	2022	2021
Amounts falling due within one year:	**£**	£
Other receivables	12,461	14,415
Prepayments and accrued income	3,386	3,415
	15,847	17,830

17 Current liabilities

	2022	2021
	£	£
Other payables	5,076	8,852
Accruals and deferred income	7,750	15,179
	12,826	24,031

18 Retirement benefit schemes

Defined contribution schemes

The Church operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the Church in an independently administered fund.

The charge to profit or loss in respect of defined contribution schemes was £1,685 (2021 - £1,005).

19 Endowment funds

	Balance at 1 January 2022	**Revaluation gains and losses**	**Balance at 31 December 2022**	**Balance At 1 January 2021**	**Revaluation gains and losses**	**1**
	£	**£**	**£**		**£**	**£**
Permanent endowments						
Dunn Bequest	73,064	3,316	76,380	(3,074)		73,306
	73,064	3,316	76,380	(3,074)		73,306

4		0		6

Dunn Bequest - This is a permanent endowment which requires the income to be spent within the Parish in providing a retainer for the services of an organist and for meeting the expenses of the clergy.

Quibell Bequest - This is a permanent endowment which requires the income to be spent within the Parish, primarily for meeting the expenses of the clergy. The assets are held in a separate trust fund which is not controlled by the PCC. The trustees have informed the PCC that the fund is invested in CBF Church of England funds (Deposit, Fixed Interest Securities and Investments), the market value of which at 31 December 2022 was £28,824 (2021: £30,445). The original cost of the assets settled on the fund was £25,120. The income is considered to be restricted.

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2022

19 Restricted Funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in Funds			
	Balance at 1 January 2022	**Incoming resources**	**Resources expended**	**Balance at 31 December 2022**
	£	**£**	**£**	**£**
St Catherine's House Fund - Buildings	243,212	-	(8,111)	235,101
St Catherine's House Fund - Cash	90,712	-	-	90,712
Bell Appeal	25,798	2,262	-	28,060
Leavers bibles St Catherine's Primary School	-	10	-	10
Family Link Worker	9,079	10,000	(19,033)	46
HABS (Hoddesdon & Broxbourne Settings)	913	400	(500)	813
Mosaic Project	-	1,000	(90)	910
Rainbow Trail	-	300	-	300
Messy Church	205	126	(44)	287
Other	1	-	-	1
Dunn Bequest - Organist retainer	-	1,088	(1,088)	-
Quibell Bequest	-	1,600	(1,600)	-
	369,920	16,786	(30,466)	356,240

Movements for the year ended 31 December 2021

	Movement in Funds			
	Balance at 1 January 2021	**Incoming resources**	**Resources expended**	**Balance at 31 December 2021**
	£	**£**	**£**	**£**

St Catherine's House Fund - Buildings	251,323	-	(8,111)	243,212
St Catherine's House Fund - Cash	90,712	-	-	90,712
Bell-A--Peal	25,518	280	-	25,798
Leavers' bibles St Catherine's Primary School	-	57	(57)	-
Readership Training	350	350	(700)	-
Listening Project	150	-	(150)	-
Family Link Worker	800	15,720	(7,441)	9,079
HABS (Hoddesdon & Broxbourne Setting	1,000	600	(687)	913
Mosaic Project	-	11,185	(11,185)	-
Rainbow Project	-	200	(200)	-
Messy Church	-	638	(433)	205
Other		-	-	1
Dunn Bequest - Organist retainer	1	678	(678)	-
	369,854	29,708	(29,642)	369,920

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2022

20 Restricted funds (Continued)

St Catherine's House Fund

This comprises the Barclay Hall and Hunt Rooms, the New Rooms (over the Hunt Rooms), 134 Plomer Avenue (curate's house) and the net cash surplus derived from the sale of St Catherine's House and the purchase of 134 Plorner Avenue in 2008. These assets, any capital receipts derived from their disposal and any replacement assets purchased therefrom are held under a trust of which the PCC is the managing trustee and the St Albans Diocesan Board of Finance is the custodian trustee. Accordingly, these assets must be treated as a restricted fund in the accounts of the PCC. The income arising from assets within the Fund is not restricted and can be used for general PCC purposes. In 2008, the PCC decided to allocate the income from the fund to a designated fund for the Children's 8 Family Worker. The latter was closed in 2012 and the income is now allocated to the General Fund. The resources expended in the fund during the year represent the charge for depreciation on fund assets.

Bell-A-Peal Fund

This was established in 2014. The condition of the bell installation had been of concern for several years, given that it was approaching twice its predicted maximum useful life (115 years actual compared with 60 years maximum predicted). During 2014 the PCC commissioned 3 specialist bell repair companies to inspect the installation and recommend what action might be needed. These reports showed that the ringing fittings had well outlived their useful life and recommended their replacement, together with some refurbishment of the bell frame. The bells themselves were still usable but it was also recommended that they be renovated and retuned as part of the rehanging process. Other non-structural renovation work on the tower is required, some of which can be carried out only with the bells removed. The cost of this work is difficult to predict accurately at this stage, but it could amount to £80,000. The PCC authorised the attempt to raise the necessary funds, recognising that this would be a longer-term project, spread over many years, and that the necessary work needed to be carried out at the same time and not

piecemeal. A working group was set up oversee the project and to raise funds under the 'Bell-A-Peal' banner, both through events and, when sufficient money has been raised, by applying for grants from relevant organisations

In the event that it does not prove possible to raise sufficient funds to finance the project, the money raised so far will be applied solely to repairs and improvements to the Bell Tower.

Specific Donations
Money given to the PCC to be applied for a specified purpose only, e.g. Harvest and Christmas appeals, donations for the upkeep or refurbishment of the church or halls, collections at funerals for a specified charity.

Dunn and Quibell Bequests
The Dunn Bequest is a permanent endowment which requires the income to be spent within the Parish in providing a retainer for the services of an organist and for meeting the expenses of the clergy and, accordingly, is treated as restricted.

The Quibell Bequest is a permanent endowment which requires the income to be spent within the Parish, primarily for meeting the expenses of the clergy and, accordingly, is treated as restricted. The assets are held in a separate trust fund which is not controlled by the PCC.

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2022

21 Analysis of net assets between funds

	Unrestricted funds 2022 £	Restricted funds 2022 £	Endowment funds 2022 £	Total 2022 £	Total 2021 £
Fund balances are represented by:					
Property, plant and equipment	-	235,101	-	235,101	243,212
Investments	-	-	73,306	73,306	76,380
Current assets	102,234	121,139	-	223,373	227,672
	102,234	356,240	73,306	531,780	547,264

Analysis for the year ended 31 December 2021

	Unrestricted funds	Restricted funds	Endowment funds	Total

	2021 £	2021 £	2021 £	2021 £
Property, plant and equipment	-	243,212	-	243,212
Investments	-	-	76,380	76,380
Current assets	100,964	126,708	-	227,672
	100,964	369,920	76,380	547,264

22 Related party transactions

There were no disclosable related party transactions during the year (2021 - none).

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST CATHERINE & ST PAU

England & Wales - Charity number 1129941

Accounts

The Parochial Church Council of St. Catherine's and St. Paul's Church Pauls Lane Hoddesdon EN11 8TR

Registered Charity No: 1129941

Annual Report, Accounts and Financial Statements

for the year ended 31 December 2021

Vicar:
The Reverend Rachel Pennant

Curate:
The Reverend Kate Carter

Bank:
The Co-operative Bank plc
PO Box 101
1 Balloon Street
Manchester
M60 4EP

Independent Examiner:
John Helm ACA
Simply Churches Ltd
17 Heathville Road
London
N19 3AL

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SECTION 1 LEGAL AND ADMINISTRATIVE INFORMATION

1.1 Administrative Information

The PCC is body corporate within the Church of England; it is governed by the PCC Powers Measure 1956 and by the Church Representation Rules - the original CRR were established in 1969 and completely revised and re-written in 2019. As such, the PCC was previously a charity, exempt from registration with the Charity Commission, but, in accordance with the requirements of the Charities Act 2006, it was registered with the Charity Commission on 02 June 2009 under Registered No.1129941.

The method of appointment of members of the PCC is set out in the Church Representation Rules. Members are either ex officio, elected at the Annual Parochial Church Meeting (APCM) by those church members who are on the Electoral Roll, elected representatives on Deanery or Diocesan Synods, or are co-opted.

All regular worshippers are encouraged to register on the Electoral Roll and to stand for election to the PCC.

During the year the following 19 people served as members of the PCC:

EX OFFICIO:				PCC
Vicar	*	Revd Rachel Pennant	Chair	
Curate	*	Revd Kate Carter		
Churchwarden	*	John Everett		From 24 May 2021
Churchwarden	*	Linda Hinks		From 24 May 2021
CHESHUNT DEANERY SYNOD				
	*	Hilary Marsh		From 17 October 2020
			PCC Secretary	From 24 May 2021
	*	Mike Marsh		From 17 October 2020
			Treasurer	From 24 May 2021
ELECTED TO PCC				
	*	Paula Clark		From 24 March 2019 (1)
			Safeguarding Officer	*From 03 June 2019*
		Becca Farrant		From 17 October 2020 (1)
	*	Diana Forrest	*Minutes Secretary*	From 24 March 2019 (1)
	*	Liz Galpin		From 17 October 2020 (1)
	*	Jim Nicolson		From 17 October 2020 (2)
			Lay Vice Chair	*From 24 May 2021*
		Christina Parker		From 24 March 2019 (2)
		Iris Trew		From 17 October 2020 (1)

* *Member of the Standing Committee*
( ) No. in brackets = service period on PCC

1.2 - Structure, Governance and Management

Members of the PCC are responsible for making decisions on all matters of general concern and importance to the Parish, including, in particular, on how the funds of the PCC are to be spent.

The PCC carries out the day-to-day business of the church; a Standing Committee has the power to transact the business of the PCC between full meetings in an emergency, subject to any directions given by the full Council.

Standing Committee membership is: Chair (incumbent), Lay Vice-Chair, Churchwardens, Secretary, Treasurer and 2 others, elected by the PCC (see *names in preceding list). The Minutes of the Standing Committee are an item on the Agenda of the full PCC meeting held subsequent to an SC meeting.

The PCC recognises that, in the absence of expert knowledge in its own ranks, it benefits from being able to draw on the considerable knowledge and experience of the Diocese in such areas as legal matters, accounting and reporting, planning and other aspects of managing land and buildings, including insurance, and in employment matters. It has made use of this resource on a number of occasions.

The full PCC met 8 times during this year; it was not necessary for the Standing Committee to meet. Decisions have also been made by 'Correspondence' (= e-mail), now permitted in the revised Church Representation Rules.
A good level of attendance was maintained at all meetings.

Induction and Training of PCC Members:
Members are expected to acquaint themselves with the resources available on the websites of both the Charity Commission and the Diocese of St Albans, which cover the responsibilities of Trustees and their training.

1.3 Responsibilities of Trustees

1.3.1 Aims and Purposes

The Parochial Church Council (PCC) of St Catherine and St Paul has the responsibility of co-operating with the incumbent, the Reverend Rachel Pennant, in promoting in the ecclesiastical Parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the Parish Church of St Catherine and St Paul, the Churchyard and the Church Hall buildings (Barclay Hall and Hunt Room).

1.3.2 Objectives

The PCC is aware of the Charity Commission's guidance on public benefit and the advancement of religion; the PCC benefits the local and wider community by providing:

- Christian religious worship with one Service each Sunday and a midweek Service each Wednesday, as well as special Festival Services, such as Christmas, Easter and Harvest.
- Services to mark life milestones - Baptisms, Marriages and Funerals, as well as Blessings for special Anniversaries.
- Services to mark national and global events.
- Opportunities for spiritual and intellectual development for church members and anyone who wishes to benefit from what the Church offers.
- Opportunities for local schools to use the church for special events, which include families and friends.
- Opportunities for organisations in the wider community to use the church for concerts and other events.

- Well-maintained church buildings and facilities for church and wider community groups to meet and run activities. *See Review of the Year for church-run groups with wider community involvement.*
- Pastoral care and support for people in the Parish.
- A quiet space for prayer, contemplation and meditation in the church.

The PCC considers that this Report, taken as a whole, provides further evidence that the achievements of the Parish Church of St Catherine and St Paul, Hoddesdon, in 2021, furthered its charitable purposes for the public benefit, taking into account the reduction of 'in person' Services (which were streamed
on-line) and activities (some of which were also on-line/via Zoom), because of the COVID-19 Pandemic, and ensuing restrictions of Lockdowns and social distancing, required within Government guidelines.

1.3.3 Financial Statements - Preparation Requirements

Charity Law in England and Wales requires the PCC to prepare Financial Statements for each Financial Year which give a true and fair view of its financial activities during the year and of its financial position at the end of the year.

In preparing those Financial Statements, the PCC is required to:

- Select suitable Accounting Policies and apply them consistently;
- Observe the methods and principles of the Charities SORP (Statement of Recommended Practice);
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any departures disclosed and explained in the Financial Statements; and

Prepare the Financial Statements on the 'Going Concern' basis unless it is inappropriate to presume that the activities of the Charity will continue.

The PCC is responsible for keeping adequate accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and enables it to ascertain that the Financial Statements comply with applicable laws and regulations. The PCC is also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud
and of other irregularities.

1.3.4 Post Balance Sheet Event and Going Concern Consideration

It is the PCC's responsibility to ensure that the Accounts are drawn up on a 'going concern' basis i.e. that it has the resources, financial or otherwise, to continue operating in the foreseeable future, for at least 12 months from the approval of these Accounts.

In April 2022, the PCC reviewed the most likely outcome for 2022 and concluded that it would break-even over the year. This was based on the much-improved level, post-pandemic, of Hall Hire income, maintenance of the current level of giving by the congregation and the corrected, reduced cost of the Diocesan Parish Share, after allowing for the cost of the Family Link Worker, much higher energy costs, increased maintenance and the additional requirement to pay for accounting services. The PCC also considered that there was no reason to assume that the outlook for 2023 would be materially different from that for 2022.

In the light of the above review and of the fact that the level of its cash reserves has been maintained in 2021, and in the absence of any significant adverse Post-Balance Sheet event, the PCC has concluded that it is appropriate to prepare the 2021 Accounts on a going-concern basis

SECTION 2 STATUTORY REPORTS

2.1 PCC and Standing Committee *Hilary Marsh - PCC Secretary*

Overview of 2021 - Issues and topics discussed:

- Accountancy Support and Financial Reporting (the current Treasurer will be standing down at the 2022 APCM)
- Alpha and Start Courses
- Away Morning for church members
- Children's Admission to Communion (before Confirmation)
- Commitment and Stewardship
- Community Rainbow Mosaic Project
- COVID Vaccinations in Barclay Hall
- COVID restrictions for attending 'In Person Services' in church
- CTHBW
- DBS Checks for PCC
- Family Link Worker
- Finance - Internal Controls Policy
- Foundation Governor (appointment) - St Catherine's School
- Hear4U Bereavement Support
- Hear4U Listening Team (CTHBW)
- Hunt Room Building - heating
- Intergenerational Church
- Memorial Book
- Mission Action Plan Review and Revision
- Mission Support - allocation to Mission Partners and Organisations
- New Estate Ministry (CTHBW)
- On-line Services
- PCC Fees (Bell-Ringers, Church Running Costs, Choir, Organist, Sexton, Verger) and Staff salaries
- PCC Nominations - from the same family
- Peace Cottage Community Hub (CTHBW)
- Seating - Pews
- Worship Review

Visitors to PCC: Mark Galpin (Chair, Mission Support Group)
Julian Pennant (Community Rainbow Mosaic Project)

2.2 Safeguarding *Paula Clark*

The PCC takes its Safeguarding responsibilities very seriously and has reviewed and adopted the guidance from the Diocese and Church of England. This means that all eligible volunteers are subject to Disclosure and Barring Service (DBS) checks and best practice guidelines provided together with relevant training which must be renewed every 3 years. In addition, all new volunteers must be subject to the Safer Recruitment process.

A Parish Safeguarding Officer is appointed and works to ensure that all church members understand that Safeguarding is a key element of this church's overall mission with all vulnerable people. During the past year, members of the PCC and others working with vulnerable people have completed on-line training and DBS clearances have been kept up to date.

2.3 Fabric *John Everett - Churchwarden*

The church building is in generally good condition as witnessed by the Quinquennial Inspection report in July 2020. However, the church, hall buildings and their fittings, require on-going maintenance, repair and improvement throughout the year, which is detailed below. It should be

noted that many tasks have been carried out by the Maintenance Team, to whom the church is indebted, and which is reported separately.

January
- Annual inspection and service of Hunt Room Boilers.
- Annual inspection and service of Church Warm Air Unit.
- Annual inspection and service of Barclay Hall Boiler.

February
- Gallery floor taken up in 2 places, old joists removed, remaining wood treated, new joists fitted and treated, then new flooring put down and carpet replaced.

March
- Organ tuned.
- Church and Hall windows cleaned inside and outside.
- Internal check of Church ring-main all Ok.

May
- Gutter clearance and Inspection of roofs on all 3 buildings.

June
- Wireless Internet installed in the Bunting Room.
- Wireless internet installed in the Hunt Room.

August
- Fire Extinguisher annual testing on all 3 buildings.

September
- Internal check of Church ring-main - all Ok.
- Barclay Vaccination Centre security modifications removed, repairs to paintwork. and walls carried out in readiness for hall's normal use.

October
- Church and Hall windows cleaned inside and outside.
- Church North and South Transept lights changed from Halogen to LED.
- Church Gallery lights both sides changed from Halogen to LED.

November
- Gutter clearance and inspection of roofs on all 3 buildings.
- First Aid boxes checked and refilled as required.

December
- Maintenance and tuning of Organ.
- The Choir side gallery lights were disconnected from the main South Nave lights and wired up temporarily so that they can be turned on and off independently.

Future planned/possible work:
- Revisions to Foyer layout with removal of shelving and replacement with noticeboards.
- Check North Transept roof for slipped tiles.
- Repair/replace gutter above Church office.
- Restoration work to brickwork on Church Tower plinth.
- Refurbish external door to Tower.
- Re-plaster and decorate Church office.
- Church Chancel lighting changed from filament to LED.

2.4 Cheshunt Deanery Synod

Synod Officers:

Rural Dean:	Revd Charles Hudson (Broxbourne with Wormley)
Lay Chairman:	Gill Hutchinson (Turnford)
Hon Secretary & Treasurer:	Dorothy Ayre (Rye Park)

Synod Meetings: The Deanery Synod met on 3 occasions during 2021:
- April (via Zoom)
- July at Broxbourne

- October at Rye Park

13 April - A catch-up with Deanery Synod Members - there had been no Meetings since February 2020. All Parishes had been affected by COVID and other health issues; the Clergy had faced extra workloads streaming Worship Services and Morning and Evening Prayer via Facebook or zoom. Some church buildings had been open for worship before Easter, and others were opening after Easter, with on-line Services continuing and had attracted new people.

Two Curates would be joining the Deanery in June: Mark Escott to Cheshunt and Ash David to Broxbourne.

20 July AGM (Broxbourne Parish Church) with Eucharist, Social time and refreshments.
Treasurer's Report:

- End-of-year Accounts showed funds held of £7,542.30 included £5,000 Deanery Hub Grant awaiting distribution to Parishes for various Youth/Children's Ministry (not yet started).
- Rural Dean's expenses and Administrator Support paid out had been reimbursed by the Diocese.
- The Standing/Mission and Pastoral Committee met once to discuss Pastoral Aid Grants for 2021.
- Diocesan Synod Reports (October 2020 and March 2021):
  - Main topics - Covenant for Clergy Care and Wellbeing, Becoming an Eco Diocese,
  - Stipend Levels for 2021/22, Covenant for Clergy Care and Wellbeing, Diocesan Board of
  - Finance Reports, and other Annual Reports.
- Elections to Diocesan Synod (Triennium 2021-4):
  - House of Clergy - Revd. Charles Hudson, Revd. Rachel Pennant, Revd. Teresa Wynne.
  - House of Lathy - No nominations had been received; Cheshunt Deanery Synod may elect 3 members, and therefore no lay representation on the DBF.

12 October (St Cuthbert's):
Revd Tom Lilley, Team Vicar of St James, Goffs Oak, was welcomed.
Speaker: Revd. Alison Jackson on 'Reaching New People'.
Discussions on the theme of 'Re-igniting Vision', based around a meditation on the miraculous 'catch of fish' (John 21:1-14), followed by small group discussions.

Treasurer's update:

- Rural Dean's expenses - paid.
- Deanery Hub Grant to Hoddesdon PCC of £610.50 to set up Messy Church at St. Catherine's Primary School - claimed.
- Grants have been approved for other Parishes.

Business of Note:

a) Finance: Reports are prepared by Miss Dorothy Ayre, Honorary Treasurer.
b) The Synod also seeks:
   - To encourage representatives on Synod to take back to their Parishes matters of impact for consideration in their PCC.
   - To bring back to Synod any consideration that their PCC may have.
   - To invite members of each congregation to appropriate discussions or to hear speakers covering a wide range of issues.

Charitable Status of Deanery Synod: The Synod has Charitable Status and is exempt from registration with the Charity Commission.

Full Minutes: Full Minutes of each Deanery Synod Meeting are circulated to all Synod Members. Parishes requiring a fuller report on any of the Synod's proceedings should ask one of their Deanery Synod Members for more details. Copies of previous Deanery Synod Minutes are available to PCC Secretaries on request.

Further information can be obtained from the Deanery Secretary/Treasurer or Rural Dean.

SECTION 3 REVIEW OF THE YEAR (CHURCH GROUP REPORTS)

In 2021, Lockdown 3 and ensuing COVID-19 restrictions impacted on a number of regular church activities: some were cancelled and others only restarted in the late Autumn.

3.1 Children and Families

3.1.1 Family Link Worker *Sue Rumble*

I have been in post since August 2021. Initially, this involved networking and making contacts locally, with the Diocese, intergenerational church, and Messy Church community. I have and continue to undertake training courses both in person and on zoom for my own personal development and to impart to others. Monthly Messy Church sessions at St Catherine's School have commenced and very well attended. I have encouraged and supported the work at 'Early Birds' and designed a questionnaire to investigate the needs of local families. As part of Churches Together and Love Hoddesdon, I have been involved with welcoming new residents to the new estates in Hoddesdon.

Networking and initial contacts

Through the Diocese, there have been meetings with the Diocesan Children's Mission Enabler and the Fresh Expressions lead. Further, met with an experienced Family Worker in Hertford. Other meetings and contacts include, 2 schools, 2 local nurseries and HABS School's Family Worker. Good working relationship have been formed with the Community Champion at Morrisons and the Head Teacher at St Catherine's School. See Messy Church section for details.

Questionnaire

Working with Diana Forrest, a questionnaire has been designed with the aim of identifying the needs of local families. From this our church can determine how it could meet some of these needs. This has been sent out to the 3 primary schools and nurseries in the Diocese via survey monkey. Next step is for a small team to go out in the town square and ask passers-by to complete the questionnaire.

Early Birds

This is a well-established group and there is good emphasis on including scriptural input. Good relationships are made between the team and the attending parents/carers. The questionnaire was 'tested' at 'Early Birds' as this was an ideal forum.

Messy Church

There is an incredible team of church volunteers which enable Messy Church to happen. To date, there have been 2 sessions which were both incredibly well attended (November 36 children and 19 adults; December 27 children 16 adults).

It is important to do things with people and not for people therefore, it is really encouraging that some parents/carers have become involved with helping at Messy Church. Good relationships are being formed and the Gospel is being presented in an understandable and fun way.

Contact with the Community Champion at Morrison's has resulted in their support of £40 every month for food. They were incredibly generous in December in providing a Christmas dinner and chocolate selection boxes as a children's gift. Further, they provided takeaway boxes which means

we can reduce food wastage and provide for any families in need. The church gifted a nativity book for the children which emphasises the real meaning of Christmas.

The Messy Church team have monthly planning and de-brief meetings which encourages all to take part, use existing gifts and the opportunity to develop new gifts. Messy Church is an ideal forum to introduce families to the Gospel therefore, a form of 'Fresh Expression' of church.

A huge thank you to all the team of volunteers that are making this happen. People have really stepped up and given a variety of skills such as, making tea, serving food, crafts/games, registration and talking with families. Everyone is essential.

'Missionally engaging in your local community course'
I took this eight-week course which explores loving your community, making disciples, and birthing contextual church through theology, practice, and transformation. It helps us explore what God might be leading us into in our own specific context. The most important thing I believe is, that whatever we do it is done with integrity and no hidden agenda. At the heart of our mission is the building of relationships, being incarnational and contextual. The use of the word 'Church' within Messy Church clearly communicates where we are coming from.

Future Plans
To continue with and further develop Messy Church.
Recruit a small team to go into the town square with questionnaire described above.
To continue accessing the free zoom training and networking available through the Diocese and encourage others to join.
Further development of 'Early Birds' including a possible 2nd weekly session.
Investigate and plan utilising the outside space in the churchyard for family

3.1.2 Baptism Team *Julia Everett*
During the latter part of 2021, there were 5 Baptisms (1 young adult and 4 babies/children). After the Service, all the families and guests were invited to join the congregation for refreshments including Baptism cake. It was not possible to hold the Baptism Families Reunion Service and Tea in the summer as in previous years.

3.1.3 Early Birds *Jacqui Gifford*
Early Birds returned to the Hunt Room in September; a smaller group of just 16 existing and new families (giving more opportunities to grow strong relationships) meets at 10:00 on Wednesdays for 1.5 hours (term-time). The Team, assisted by 7 volunteers, introduced '*Bible Bugs*', a new resource of Bible Stories and associated Crafts to teach children the Love of God; they have been well-received by children and adults. Many of the Stories and Crafts have been shared on the church WhatsApp Group. Children also have many opportunities to play freely with bikes, soft play, small world toys, drawing and jigsaws, plus much more.

3.1.4 Young People's Zone *Iris and Katrina Trew*

YPZ had 13 children on role; 9 children attended the last meeting on 13 March 2020. During Lockdown, 10 children reached the age to move on; the remaining 3 children will do likewise. It was sadly decided that YPZ would not re-open after restrictions eased in September.

It is hoped that, in the not-to-distant future, with the number of children participating in church activities, it will be possible for YPZ to re-open

3.2 Church Buildings and Church Grounds

3.2.1 Church Gardening Team *Julian Pennant*
The Gardening Team continued to meet on the third Saturday of each month, keeping the Church Grounds in good order and sharing refreshments together. This is a great opportunity to bless the

local community by creating and maintaining a space which can be enjoyed by all – everyone is welcome to help.

3.2.2 Maintenance Team *John Everett*
The Maintenance Team members, who meet when required (almost weekly in 2021), have continued to carry out a variety of tasks, including:

- Changing light fittings and bulbs in the church, Barclay Hall, Hunt Room, Nursery. Whenever possible, the old filament and Halogen bulbs have been replaced with LEDs.
- Barclay Hall has had the security window covers removed, and repairs carried out to internal paintwork.
- Hunt Room upstairs:
  - Room 6 set up for use as an Office.
  - Wireless internet installed.
  - Maintenance Store Cupboard cleared out and shelving installed for safe storage of candle holders.
- Church, Barclay Hall and Hunt Rooms have had their emergency lights tested.
- All the Church, Barclay Hall, Hunt Room and Nursery electrical equipment has been PAT tested.
- Deep-cleaning of Barclay Hall and Hunt Room Nursery Kitchens.
- Changing and repairing locks as required.

3.3 Church Communications

3.3.1 Church Cyber Issues *John Forrest*
Internet platforms continued to be vital lifelines in times of Lockdown. The church's e-mail system and website are important connections with the outside world. Continuing changes to the Cyber technology present regular challenges and a need for continual maintenance.

A YouTube Channel, administered by Julian Pennant, presents regular streamed Services of Worship on Sundays and at other times of the week. Zoom has helped to offer possibilities for meeting 'remotely' for Saturday Morning Prayer and for other meetings. A church WhatsApp conversation links about 50 church members together.

3.3.2 Communications Team *Jim Nicolson*
The Communications Team completed the steps identified in its action plan:

1. Effective and well-maintained noticeboards, Welcome signs, and attractive, event-specific banners.
2. Maintaining a high profile on Social Media - Facebook, YouTube and WhatsApp.
3. Excellent displays in the Church Porch to present a bright, vibrant and colourful reception for people as they arrive.
4. Feedback on the outcome of PCC meetings is given at the following Sunday Service.
5. A Faculty has been obtained to renovate the Foyer, making it clutter-free for more display board space. Work will begin as soon as other commitments allow.

3.4 Community and Outreach

3.4.1 Alpha and Start Courses *Revd Kate Carter*
Alpha: Throughout 2021, contact was maintained with the participants of the partially-completed 2020 Alpha Course.
Start: No Start Course in 2021, but one is planned for 2022.

3.4.2 Children's Holiday Club *Julian Pennant*
No Children's Holiday Club was held during Summer 2021.

3.4.3 Community Mosaic Project *Julian Pennant*

A great Team effort has seen the Rainbow Mosaic panels completed and installed. The finished Mosaic looks striking and the area was more welcoming with block paving and new seating. Of more significance, lots of connections have been made with those in the community through the Project - the many people who came to help construct panels, the shops which helped with the Rainbow Trail, local Schools, the Vaccination Team from Barclay Hall, Love Hoddesdon and other local residents.

3.4.4 Hoddesdon Bell-A-Peal *John Allison*
The activities of the Bell-A-Peal were halted. The Bell-A-Peal Team held a consultative meeting with Hoddesdon BID Manager, Tony Cox, to plan a way forward to access grant funding for TLB Services to undertake the work required on the Bells and Tower. Work to launch a B-A-P website is in progress.

3.4.5 Hoddesdon Bell-Ringers *John Allison*
The Ringing membership has not changed from 2020. Regular ringing was suspended during COVID restrictions. The tolling of Tenor bell half-muffled was undertaken to mark the Funeral of HRH the Duke of Edinburgh. Ringing Teams for three Weddings were successfully organised, following the completion of a COVID Risk Assessment for the Bell Tower. Regular Service ringing was re-started at the end of October. The tradition of ringing for the Christmas Eve Midnight Service took place with four Ringers from Hoddesdon Tower

3.4.6 Hoddesdon MU *Sarah Davies*
The 2021 planned Programme of Events for members was very much reduced:
- Members kept in touch via phone, e-mail and Zoom;
- Monthly letters from the Diocesan President kept members updated;
- Special doorstep deliveries to all members on Mothering Sunday;
- Easter Service via Zoom

Some face-to-face Meetings were enjoyed:
- November - Stocking Workshop;
- December - Advent/Christmas Meeting with Kate Carter

Members continued practical activities at home to support the local community:
- Christmas Stockings and knitted baby garments - delivered to the Neo-natal Unit at PAH, Harlow.
- Memory Books - delivered to The Chadwick Care Home, Hoddesdon.

3.4.7 Holiday At Home *Jackie Billing*
Holiday At Home week was unable to run again this year. However, HAH guests were welcomed to a 'Reunion Tea' in Barclay Hall in November. This event was well-attended and well-received. Each guest left with a small Christmas gift.
HAH Team has kept in contact with guests by sending cards (enclosing details of support offered in the local area for those who might need it) for major occasions.

3.4.8 Luncheon Club *Marian Hoyles*
Luncheon Club re-started in September after 18 months' closure. Only 18 guests attended the September lunch (under half the usual number pre-Lockdown), but this rose to c30 guests at the Christmas meal. Some guests may have been unaware that Luncheon Club had re-started or been cautious about returning.

3.4.9 St Catherine's School: Prayer Spaces *Revd Kate Carter*
Two Prayer Spaces were held in 2021:
- The first was set up and run by the School;
- The second, on the theme of the Lord's Prayer, ran for a week, and was a joint School-Hoddesdon Parish Church venture.

3.4.10 Star Trail *Julian Pennant*
As part of Churches Together Stall for Hoddesdon Christmas Fair, the Star Trail was set up, using knitted figures and wooden stars. Ten Town Centre shops hid a figure from the Nativity Story in their window and participants went around finding the figures and reading the Story together. The Library hosted the Trail for the rest of the Christmas Season, allowing it to run for the whole of December. About 20 families participated with very positive feedback from some who took part

3.4.11 'The Newsletter' *Hilary Marsh (Editor)*
'The Newsletter' - the Parish magazine - is published 10 times a year, with double issues for July/August and December/January.
'The Newsletter' has continued to be produced in A4 format; an average of 140 copies of each issue is printed on the Church Office printer, and are:

- posted to c100 recipients who do not attend this church;
- posted to church members who were self-isolating;
- hand-delivered
- e-mailed to church members.

The December/January issue was personally delivered to all residents in the 39 new Beech Walk flats.
60% of readers responded to the Subscription request, with some additional donations.

3.4.12 Tuesday Fellowship Group *John Roberts*
This Group for the over 50s usually meets once a month in Barclay Hall; attendance is from church and community. Meeting format includes Refreshments on arrival and chat, Notices and 'Thought for the Day', Prayers and guest Speaker's Talk. In-house activities, Anniversary Service, Summer Outing, and Christmas Lunch complete the year.
The Group only met three times in the Autumn.

3.5 Mission and Ministry

3.5.1 Home Communion *Brian Hoyles*
There was no Home Communion in 2021 until November. There are two groups - five in each group served by two teams of two. For 2022 it would be good to have another team to serve as some weeks Home Communion is missed.

3.5.2 Mission Support *Mark Galpin*
Hoddesdon Parish Church continued to give financial support to 8 Mission Partners and 4 Mission Organisations, as well as prayerful support through Intercessions during Sunday morning Worship. All Mission Partners provide regular Newsletters; some sent videos of their work, and it was a delight to welcome 'in person' those Missionaries who were on Home Leave in the UK.

3.5.3 Prayer and Visiting Team *John and Susan Roberts*
The Prayer and Visiting Team comprises church members who are in touch with people who, due to illness or other concerns, might value support for a short or longer time, which may include:

- Being good listeners
- Praying for and responding to personal requests
- Keeping in touch by phone; visiting at home or in hospital
- Providing Home Communion

A monthly 'Healing Prayer Meeting' offers Team members an opportunity to respond to requests for prayer, for individuals or the wider church community. A Fellowship meeting is held once or twice a year to support one another and discuss any broader concerns.
There were no meetings in 2020-21.

3.5.4 Transport *John Allison*
Although the Team of regular drivers was available throughout 2021, no transport operated.

3.6 Worship and Fellowship

3.6.1 Choir *John Roberts*
Recorded and live Singing for Worship was provided throughout 2021 by members of the Church Choir, St Martin's Singers and the Church Band. A traditional 'Candlelit' Carol Service was held in December, ably led by the Church Choir.

3.6.2 Flower Arrangers *Jackie Stacey*
Floral displays were created by the Flower Arrangers throughout 2021 (except for Lent and Advent) with special arrangements for Easter, Harvest and Christmas, as well as one Wedding.

3.6.3 House Groups / Bible Study *Revd Kate Carter*
In the Autumn, 4 Bible Study Groups were commenced, following study material on *Ephesians* to accompany the Teaching Sermons in Sunday Worship.

3.6.4 Prayer Groups *Julian Pennant*
Prayer Patterns have continued, in church:
- 'In person' weekly Monday Morning Prayer
- 'In person' Saturday Morning Prayer (first Saturday of the month)
- All other Saturdays via Zoom.

These have been an encouraging backbone to all that the church is seeking to do and to be.

On-line:
- YouTube - Morning Prayer once or twice a week
- Night Prayer during Advent

Average of 5 on-line participants, some regular church members, others not. This is still new - different patterns and timings continue to be trialed.
The Church WhatsApp Group has aided sharing of Prayer needs in addition to the Weekly Notices. Corporate intercessions continued to be an important part of Services.

3.6.5 Sidespersons and Welcomers *Revd Kate Carter*,
Following the completion of the 'Everybody Welcome' Course, the Welcome Team has been restarted: Welcomers and Sidespersons are serving on a weekly basis at Sunday Morning Services.

3.6.6 Social Events
There were no Social Events in 2021; refreshments after Sunday morning and weekday Services were reinstated in late November and December.

3.6.7 Sound and Vision *Julian Pennant*
A Team continued to support the operation of the Sound desk and microphones, carrying out the necessary repairs to allow continued good functioning. A system has been developed to ensure the smooth-running of the screens in the building and the live-stream.
Live-streaming of Services to YouTube and Facebook has continued, aiming to support two groups:
1. Those who continue to find it hard to attend church every week, because of infirmity;
2. Those who are interested in what happens in the building but not yet ready to cross the threshold.

Post- Lockdown:
- YouTube - a typical weekly number of views is 30. National research indicates that about one third of these viewers will watch the whole Service.
- Facebook - viewers are hard to numerate; a typical number of views of the whole Service in the following week is 2-4, with another 20, interested enough to watch the very start of the Service.

An audio recording of the Bible Reading and Sermon has continued on a dial-in local phone-line. This has been valued by two church members without internet access.

3.7 Ecumenical Relationships and Involvement

3.7.1 Care For The Homeless *Diana Forrest*
Since the first Lockdown, the Council has taken responsibility for housing all homeless people, including those who in the past did not fit their criteria. Most are being housed in a single room, which has basic facilities such as a bed, cooker and fridge. Many homeless people do not have any kitchen equipment or proper bedding, so the Council asked the Broxbourne Winter Night Shelter Team if Starter Packs could be provided for these people. There is still enough money in the Winter Night Shelter fund for us to be able to do this.

Martin Lynas has set up 4 Teams of people to make up these Packs, which include bedding, a toaster, saucepans, a kettle, crockery and cutlery. 26 Packs have been made up since the beginning of Lockdown. Simple mobile phones are also provided to those who need them, so contact can be made with the clients when needed.

3.7.2 Christian Aid *Brian Hoyles*
The usual Christian Aid Week door-to-door Collection did not take place and there were no sponsored activities. It is hoped that church members gave directly to Christian Aid as Christian Aid Week was well-advertised in the media. The Winter Quiz was e-mailed to church members and paper copies were also sold. Overall total raised from the Quiz by local churches was £2244, with £66 from paper copies.

3.7.3 CTHBW - Churches Together In Hoddesdon, Broxbourne and Wormley (www.cthbw.org.uk) *Revd Rachel Pennant*
Churches Together held their annual Service to mark the Week of Prayer for Christian Unity during January, meeting online. This focussed on the work of a new group, 'Sustainable Broxbourne', to consider how the focus on Creation Care from 2020, could be taken forward practically.
Once again, the joint Good Friday Worship could not take place, however the inaugural 'Easter Praise' event was held online, celebrating the joy of the season and included good involvement from the local community and local businesses.

The Churches Together group and church leaders have continued to meet on-line to plan and pray. Churches Together also serve the local community together including supporting the Foodbank and providing Marshalls for the Vaccination Centre in the Barclay Hall. Following changes in the local Night-time Economy, the local Street Pastors group stopped their outings, however some members have transferred to the much busier Hertford group.
Churches Together have also been closely involved in several COVID Recovery projects, collaborating with the local Community and Broxbourne Council, many of which are reported elsewhere in this Report. Pilot projects to deliver small gifts and welcome new residents in Brewery Road and Beech Walk were warmly received.

3.7.4 COVID Vaccination Centre *Diana Forrest*
The local Primary Care Network used the church's Barclay Hall from December 2020 until August 2021 as a COVID Vaccination Centre, and volunteers were sourced through Churches Together. Over 35,000 vaccinations were given during that time.

3.7.5 HABS (Hoddesdon and Broxbourne Settings) *Revd Kate Carter*
Sue Rumble (Family Link Worker) took the lead on linking with HABS to arrange a collection of Christmas gifts for HABS families in 2021.

3.7.6 Hear4U Bereavement Support *Diana Forrest*
Four of the Hear4U Listeners also support a new Bereavement Support Group, based in Hoddesdon Parish Church, which started in November. It meets on the second Thursday of the month at 10:30. Anyone can attend and there is no need to book.

3.7.7 Hear4U Listening Team *Diana Forrest*
Fourteen volunteers from across Broxbourne Churches were trained in Active Listening, and the Hear4U Listening Team started taking referrals from May. Referrals mainly came from social prescribers who work in Primary Care. The Listeners see clients one-to-one in a face-to-face setting. The three main venues are Hoddesdon Parish Church, St Cuthbert's Church and St Joseph's RC Church in Waltham Cross. Twenty-six referrals were received between May and December, and the service is developing well, meeting an important need in the Borough.

3.7.8 Love Hoddesdon and Hoddesdon BID *Revd Rachel Pennant*
Hoddesdon Parish Church is a co-opted member of the Hoddesdon Business Improvement District (BID). This involves attending Board meetings and being involved in local events. It was exciting that towards the latter part of the year some of the events were able to re-start, albeit in a modified form. The Church continues to support the local town and build good relationships with local businesses, including through the Christmas Star Trail and distribution of gifts to local shopkeepers and Market stall-holders.

3.7.9 New Housing Ministry *Diana Forrest*
New housing is being built in the Parish in Brewery Road, Conduit Lane, Beech Walk, Essex Road and High Leigh Garden Village. Churches Together are working with Love Hoddesdon, B3 Living and the developers to deliver Welcome Packs to the new residents as they move in. These Packs contain a few little treats (e.g. biscuits and coffee), along with information about Hoddesdon, information about Church Services and a Welcome Card from the churches. Some Packs have been handed over in person, and others have been left in the houses to greet the residents when they first move in. They have been very well received so far.

3.7.10 New River Group *Rachel Pennant*
The New River Group Ministry was established in 2007 and comprises the three Parishes of Broxbourne with Wormley, Hoddesdon and Rye Park. The role of the Group Ministry is to support each other in prayer and ministry and to develop common areas of working and sharing resources, while at the same time retaining independence as separate and distinct Parishes. The Group Council, comprising the 3 incumbents, other ordained Clergy, Readers and lay representatives, would normally meet twice a year to share news of Services, events, new initiatives and ministry within the local communities. During the past year the weekly Deanery Chapter meetings have provided support and prayer for Clergy, and consequently the Group has not met, however it will be important to discuss how it will continue going forward.

3.7.11 Peace Cottage and Garden Community Hub *Diana Forrest and Revd Kate Carter*
Volunteers from Churches Together continued to work with the Quakers to transform the Quaker Meeting House, its connected buildings and Garden in Lord Street, into Peace Cottage and Garden - a Community Hub - a local resource to meet some of the rising mental health and loneliness needs in the community.
Peace Cottage:
- Essential repairs have been completed and about £30,000 has been raised;
- Hot water for the Toilet facility;
- Decorations have started upstairs, supported by volunteers from All Nations Christian College.

Peace Garden:
- Work progressed encouragingly with the support of volunteer gardeners from Churches Together and local residents.

Some Community Consultation Events and Open Days took place, and a Christmas Celebration with music and singing in December. Community activities started in Autumn 2021 to provide coffee after Community Walks, and a Dementia Café will be opening early in 2022.

SECTION 4 - FINANCIAL REPORT AND ACCOUNTS

4.1 Financial Review

4.1.1 Summary

The net result for year was a small deficit of £542 (2020: £3,682). After allowing for the benefit of the unrealised gain on investments of £3,316 (2020: £1,490), the overall operating result was a deficit of £3,858, a modest improvement on the deficit of £5,172 incurred in 2020. Without depreciation of £9,092, which does not affect our cash position, the deficit became an operating surplus of £5,234, compared with £3,126 in 2020.

The above operating surplus has been somewhat artificially enhanced by the way in which the funding received during the year for the Family Link Worker has been accounted for. The accounting rules require the funding received to be accounted on receipt rather than being spread over the life of the project. In 2021 the PCC received funding of c. £15,700, of which £13,000 represented grants from other charitable bodies. The Family Link Worker started work at the beginning of September and the costs incurred in the year, which do not amount to a full year's expenditure, were £7,441, resulting in a surplus of c. £9,079, which is being

carried forward in the restricted fund to 2022 and which will partly offset the full twelve months' costs to be incurred in that year, together with a second grant of £10,000. Any shortfall will be covered by the General Fund up to a level of £10,000 agreed by the PCC.

Without the surplus generated in the Family Link Worker, the overall operating surplus would have instead been a deficit of £3,845.

At 31 December 2021, total funds stood at £547,264 (2020: £547,806) and cash balances at £233,874 (2020: £216,154). The latter represented a relatively high cash inflow of c. £17,700. This reflects the historically high level of creditors at the end of the year, c. £24,000, in respect of expenditure incurred and charged in the 2021 accounts, but not paid for until 2022, notably £10,550 for the Mosaic Project and £7,900 of fees for funerals and weddings payable to the Diocese. In other words, the improvement in the cash position was largely one of timing.

4.1.2 Income & Expenditure

Income

Total income for the year amounted to £154,152 (2020: £127,667), an increase of £26,485 and was driven largely by additional income generated by new activities, primarily the Family Link Worker and the Mosaic Project.

The main elements were:

- The above increase was largely the result of the inclusion of new, restricted-fund activities in the year – the Family Link Worker (FLW) and the Mosaic Project. Income for the former amounted to £15,720 and for latter, £11,185, a total of £26,905.
- Income for the FLW comprised grants of £13,000 and £2,720 of donations, mainly from members of the congregation. Future grant funding of £20,000 (£10,000 in both 2022 and 2023) has been secured. As indicated above, the timing of the receipt of particularly grant

income in 2021 has resulted in surplus, given that the FLW was in post for only c. one-third of the year. This circumstance will not be repeated in 2022.

- Income for the Mosaic Project comprised grants of £8,585 and £2,600 of donations, mainly from members of the congregation. This restricted income was not quite sufficient to cover the costs of the project and costs of £2,030 were charged to the General Fund.
- Income from hall lettings, at £27,537, represented a 72% improvement on 2020 and was well on the way to recovering to the pre-pandemic level of 2019 (c. £32,000). It reflected both a better-than-expected recovery in normal hall hire following the easing of Covid restrictions and that fact that the halls were used by the NHS as a Covid Vaccination Centre for longer than anticipated, with the latter generating income of c.£12,600.
- Pledged giving for the year of £67,471 was a modest £1,068 lower than in 2020. This reduction was anticipated because several donors had stopped giving for various reasons. Despite this small reduction, the total for 2021 remained c.£2,000 higher than that received in 2019.
- Income from PCC fees (charged for weddings, funerals and cremations) rebounded from the very low level of £817 in 2020 to £3,430 for the year. There were only 3 weddings in 2021, which was not unexpected in the light of Covid restrictions for most of the year. There were many funerals and cremations and income was improved as a result of a welcome change in Diocesan policy as a result of which the PCC is now allowed to retain £30 for each cremation service, whereas previously the whole fee went to the Diocese. The low number of weddings in 2021 still meant that the total level of fees for the year was still c. £1,450 below the level achieved in 2019. Mainly as a result of Covid restrictions, there appears to be a definite trend to holding most funerals at crematoria; the financial impact of this, at this stage, difficult to predict.
- Income from 'Cash Offerings' of £1,073, as nearly double the 2020 level and reflected the fact that it was possible to hold more services in the year than in 2020, which was adversely affected by the Covid lockdowns. Despite the greater number of services, the prolonged restrictions on serving refreshments after services meant that the income from 'Coffee & Refreshments' of £254, represented just a marginal increase on the 2020 level. This compared with c.£900 in 2019.
- Newsletter income of £1,489 was much higher than normal - £1,065 above the 2020 level. This was not the result of any increase in demand or in higher prices but rather reflected the fact that advertising income was not collected in 2020, due to a misunderstanding over whose responsibility it was. This income comfortably covered the cost of producing the newsletters.
- Income from investments, mainly interest, of £1,822, was £1,367 below the already low level received in 2020. It reflects the fact that interest rates declined even more during the year but this was not unexpected. Rates have improved slightly in recent months but it is unlikely that there will be any significant recovery in 2022.

Expenditure

Total expenditure for the year amounted to £158,010 against £132,839 in 2020, an increase of £25,171, which mirrors the increase in income of £26,485 referred to above, with additional expenditure on the Family Link Worker and the Mosaic Project.

The main elements were:

- The additional costs associated with the Family Link Work and the Mosaic project mentioned above explain the increase of c. £20,900 in the cost of Church Activities of £23,587 (2020: £2,699). Costs associated with the Family Link Worker, who was in post

for 4 months of the year, amounted to £7,441 and Messy Church costs were £433. The cost of the Mosaic Project amounted to £13,215, of which £11,185 was covered by restricted income.

- The diocesan parish share, our largest single item of expenditure, amounted to £58,944, a reduction of c. £2,400 compared with 2020. This reduction was largely the result of the decision by the Diocese to reduce by £1 million the amount it would seek to recover from parishes in 2021 as a measure of support for the financial difficulties they were experiencing as a result of the Covid pandemic. As the year progressed, the financial position of the Diocese continued to deteriorate and it asked parishes to make a voluntary contribution in addition to their regular parish share. The PCC responded by donating £3,900, bringing the total paid to the Diocese to the level originally included in the budget. This has been shown separately in the Accounts under 'Grants – other'. The parish share continued to benefit from a special allowance from the Diocese of £11,700, which represented 75% of the rental income of £15,600 foregone as a result of the house being occupied by the Curate.
- Expenditure on grants to mission partners (mission support) amounted to £10,187, a small increase on the previous year, and slightly above the budget of £10,000.
- The upkeep of the church building amounted to c. £11,269, an increase of just £351 over the 2020 level. The cost of gas consumed amounted to c. £5,100 an increase of c. £1,400 or 39% over 2020. This was largely driven by the increased use of the church building as Covid restrictions were lifted rather than by the significantly higher gas prices now affecting the economy, the impact of which will be seen in 2022. The increase in gas costs was largely offset by a reduction in maintenance costs, which at an exceptionally low figure of £1,370, were nearly £1,200 below the 2020 level.
- The cost of running the hall buildings for the year, amounted to £11,269, a reduction of c. £1,500 compared with 2020. This reduction was largely the result of spending only £910 on maintenance, a reduction of c. £1,700 on the previous year. This was not entirely unexpected, given that in 2020 one-off costs were incurred in preparing the Barclay Hall for use by the NHS as a Covid-19 vaccination centre. As with the church building, savings on maintenance were partly offset by increases in gas and electricity costs, which, at £3,198, represented an increase of c. £900. In contrast to the church building, most of the increase was in electricity, reflecting increased use of the halls, particularly as a Covid vaccination centre. The cost of gas increased less than might have been expected and probably reflected relatively low use of the kitchen cooker. The cost of insuring the hall buildings fell year-on-year but a welcome £500.
- In the context of both church and hall maintenance, the PCC wishes to acknowledge the considerable contribution made by a church warden and the Maintenance Team as they continue to carry out many maintenance tasks on a voluntary basis, thereby saving the PCC a considerable amount of money.
  The PCC is also mindful that, in recent years, it has been fortunate in not having to incur high maintenance costs but that this situation cannot continue and significant expenditure will need to be incurred in the foreseeable future. In particular, soaring gas prices bring into sharper focus the need to replace the ageing and inefficient church boiler, the cost of which will be very significant. In addition, the church sound system is old and in need of replacement and the hall roofs need attention.
- The Newsletter continues to be printed 'in-house' and the reported cost of £665 (2020: £637) represents postage and reflects the need to post the majority of newsletters, which had previously been distributed by members of the congregation, due to nervousness

about transmission of Covid-19. It does not include the printing and paper costs, although these are modest.

- Administration and Support costs amounted to £17,956, an increase of c. £2,300 over 2020. This was largely due to unexpected one-off general administration and photocopying/printing costs, together with routine increases in staff costs. Against this, there were modest reductions in telephone and internet/website costs.

4.2 - Reserves Policy

The PCC has examined the requirements for free reserves i.e. those unrestricted funds not represented by tangible fixed assets or investments. The PCC considers that free reserves should be the equivalent of approximately 4 months' routine general fund expenditure plus the committed future expenditure of other projects, where funds permit. The PCC is of the opinion that this provides sufficient flexibility to cover temporary shortfalls in income and will allow it to cope with unforeseen emergencies. At 31 December 2021, the PCC had net free reserves of £100,964 (2020: £103,907) as follows:

	2021 £	2020 £
Balance of unrestricted funds per Accounts	100,964	104,888
Less: tangible fixed assets	-	981
Free reserves	100,964	103,907

	2021 £	2020 £
Free reserves requirement:		
4 months' forecast routine expenditure	46,000	46,000
Allowance for exceptional expenditure e.g. unavoidable maintenance and major projects.	30,000	30,000
	76,000	76,000
	75.3%	72.4%

In arriving at the figure of £46,000 for 4 months' routing expenditure, the commitment made by the PCC to part-fund the employment of the Family Link Worker by up to £10,000 a year for 3 years out of free reserves has been taken into account.
The allowance for exceptional expenditure, such as unavoidable maintenance and major projects, has been maintained at £30,000. This figure has been set in the knowledge that the PCC has now enjoyed six years of historically low maintenance costs, that the level of maintenance required to be carried out as a result of the quinquennial inspection carried out in 2020 was not as onerous as expected and that, therefore, the PCC has made the prudent assumption that it will need to incur higher levels of maintenance in the foreseeable future.

The PCC remains comfortable with the indicated level of free reserves.

4.3 - Investment Policy

The PCC considers that it has a fiduciary duty to be risk-averse in its approach to investment. In the light of that, it continues to invest cash balances in the general funds that are surplus to normal operating requirements with the CBF Church of England Deposit Fund, despite the very low rates of interest on offer. Market rates, both short- and longer-term, deteriorated in the latter part of 2020 and remained at a very low level throughout 2021 but it continues to be the case that, in order to

earn a modest rate, it is necessary to deposit money fixed for unacceptably long periods and the PCC is not prepared to do that.
The cash balance that forms part of the restricted St Catherine's House fund represents capital that the PCC must maintain, although the income therefrom is not restricted. Accordingly, the PCC, in conjunction with its co-trustee, the St Albans Diocesan Board of Finance, deposits these funds with large financial institutions for periods up to a year, in order to obtain higher returns. The Dunn Trust endowment is represented by low-risk investments that are held for the longer term and to produce a steady income. Although the PCC has the power to change the assets in the endowment, it

has refrained from doing so, because it considers the present position meets its risk-averse policy. If the PCC were to make any changes, it would not, in the light of that policy, invest in equities.



Rev Dr Rachel Pennant Chair

Independent Examiner's Report to the PCC of St. Catherine's and St. Paul's Church, Hoddesdon

I report on the financial statements of Hoddesdon Parochial Church Council ('the PCC') for the year ended 31 December 2021, set out on pages 23-35.

This report is made solely to the PCC in accordance with section 145 of the Charities Act 2011 (the Act). My independent examination has been undertaken so that I might state to the PCC those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by the law, I do not accept responsibility to anyone other than the Trust and the PCC for my independent examination, for this report, or the opinions I have formed.

RESPECTIVE RESPONSIBILITIES OF THE PCC AND THE EXAMINER

The PCC considers that an audit is not required for this year (under section 144(2) of the Act and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under section 145 of the Act);
- to follow the procedures laid down in the General Direction 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 General Directions given by the Charity Commissioners. 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 PCC as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

INDEPENDENT EXAMINER'S STATEMENT

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do 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.

Signed ..... Date 22/7/22

John Helm ACA

Simply Churches Ltd
17 Heathville Road
London N19 3AL

Statement of Financial Activities

For the year ended 31 December 2021

	Note	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Endowment Funds 2021 £	Total 2021 £	Total 2020 £
Income from:						
Donations and legacies	2a	89,737	29,030	-	118,767	105,492
Charitable activities	2b	3,430	-	-	3,430	817
Other Trading Activities	2c	30,133	-	-	30,133	18,169
Investments	2d	1,144	678	-	1,822	3,189
Total Income		**124,444**	**29,708**	**-**	**154,152**	**127,667**
Expenditure on:						
Raising funds	3a	14,729	8,111	-	22,840	24,408
Charitable Activities	3b	113,639	21,531	-	135,170	108,431
Total Expenditure		**128,368**	**29,642**	**-**	**158,010**	**132,839**
Net Gain/(loss) on Investments - unrealised		-	-	3,316	3,316	1,490
Net Income/(Expenditure)		**(3,924)**	**66**	**3,316**	**(542)**	**(3,682)**
Transfers between funds		-	-	-	-	-
Net Movement in funds		**(3,924)**	**66**	**3,316**	**(542)**	**(3,682)**
Total funds brought forward		104,888	369,854	73,064	547,806	551,488
Total funds carried forward		**100,964**	**369,920**	**76,380**	**547,264**	**547,806**

Balance Sheet
At 31 December 2021

	Note	Unrestricted Funds	Restricted Funds	Endowment Funds	Total	Total
		2021 £	2021 £	2021 £	2021 £	2020 £
Fixed Assets						
Tangible assets	6	-	243,212	-	243,212	252,304
Investments	7	-	-	76,380	76,380	73,064
		-	243,212	76,380	319,592	325,368
Current Assets						
Debtors	8	17,829	-	-	17,829	18,060
Short term deposits		75,570	90,712	-	166,282	165,130
Cash at Bank		30,035	36,225	-	66,260	49,665
Petty Cash		1,332	-	-	1,332	1,359
		124,766	126,937	-	251,703	234,214
Less:						
Creditors: Amounts Falling Due Within One Year	9	23,802	229	-	24,031	11,776
Net Current Assets		100,964	126,708	-	227,672	222,438
Net Assets		100,964	369,920	76,380	547,264	547,806
Funds						
Unrestricted		100,964	-	-	100,964	104,888
Restricted	10	-	369,920	-	369,920	369,854
Endowment	11	-	-	76,380	76,380	73,064
		100,964	369,920	76,380	547,264	547,806

Approved by the Parochial Church Council on 18 May 2022 and signed on its behalf by:

Rev Rachel Pennant
Chair

Mr M Marsh
Treasurer

Notes to the Financial Statements for the year ended 31 December 2021

Accounting policies

The Financial Statements have been prepared under the Charities Act 2011 and in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP 2019 (FRS102)) and the Financial Reporting Standard 102 (FRS 102)

The financial statements have been prepared under the historical cost convention except for investment assets which are shown at market value. The accruals basis of accounting has been adopted, unless indicated in the following notes. The principal accounting policies are applied consistently.

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

The PCC meets the definition of a public benefit entity under FRS 102.

Going Concern

Each year it is the PCC's responsibility to state whether or not the annual accounts have been drawn up on a going concern basis. Going concern is the assumption that an entity, in this case the PCC, has the resources (financial or otherwise) needed to continue operating for the foreseeable future and, in particular, for at least 12 months from the date of approval by the PCC of these annual accounts. If the going concern principle did not apply then the accounts would be drawn up on an insolvent basis.

The PCC considers that there are no material uncertainties over the charity's ability to continue operating in the short-term and, accordingly, the accounts have been drawn up on a going concern basis. Please refer to section 1.3.4 Post Balance Sheet Events and Going Concern Consideration of the Annual Report for an explanation of the matters that the PCC took into account in arriving at this conclusion.

Recognition of income

Planned giving, cash offerings, donations, grants and legacies are recognised when received.

Amounts received for specific purposes are dealt with as restricted funds and the liability for payment is recognised when the amounts are received.

Tax recoverable under Gift Aid is recognised when the donations to which it relates are received.

Income from the letting of hall premises and from freehold premises is recognised on the accruals basis. It is shown gross, with the associated costs being included in fundraising costs.

Dividends are accounted for when received; interest is accounted for on the accruals basis.

PCC Fees for weddings and funerals are accounted for on a 'net' basis, i.e. after deducting that element of the fees charged which belongs legally to the Diocese and other elements which are included in the charge on a 'pass through, nil profit' basis e.g. payments to the organist, choir, bell ringers, vergers.

The proceeds of insurance claims are netted off against the cost incurred in rectifying the damage or loss suffered.

Recognition of expenditure

Expenditure is recognised as soon as a liability is considered probable and the amount of the liability can be reliably measured.

The PCC is not registered for VAT and, accordingly, expenditure includes VAT where appropriate.

Fundraising Expenditure

This includes amounts incurred in obtaining donations and property maintenance costs.

Charitable expenditure

This comprises the costs incurred in fulfilling the PCC's principal objects, as outlined in its Annual Report, and includes:

- Parish share payable to the Dioceses as the PCC's assessed contribution to the provision of the clergy in the Diocese.
- Grants and donations payable to third parties, usually missions, in furtherance of the PCC's objects; these are accounted for when determined by the PCC.
- Payments to third parties of restricted collections and donations made specifically for the benefit of those recipients.
- Costs associated with church services and other worship and fellowship activities.
- Administrative and support costs.
- Governance costs, which are incurred in meeting the PCC's obligation for public accountability and compliance with regulation, and include the cost of the annual independent examination and the expenses of trustee meetings.

Tangible Fixed Assets

Consecrated land and buildings and moveable church furnishings

Consecrated and beneficed property is excluded from the accounts by Section 10 (2) (a) of the Charities Act 2011 and, therefore, forms no part of the assets of the PCC.

Moveable church contents are held by the vicar and churchwardens on special trust for the PCC and require a faculty for disposal. They are considered by the PCC to be inalienable property. They are not valued or recognised as fixed assets in the Financial Statements. All expenditure on consecrated or beneficed buildings by way of maintenance or improvement or on the acquisition of moveable church furnishings is written off when incurred.

Other land and buildings

Buildings owned by the PCC are depreciated on a straight-line basis over 50 years.

Other fixtures, fittings and equipment

Most items owned by the PCC are depreciated on a straight-line basis over 10 years. Some items will clearly have a useful life of less than this but others will last longer than 10 years. The PCC considers that an overall period of 10 years is appropriate. Computers, other electronic equipment and software are written off over 4 years.

Some individual items of small value are written off as current expenditure.

Debtors

These are stated at the settlement amount due. Prepayments are valued at the amount prepaid.

Creditors

These are stated at their settlement amount.

Investments

Investments are stated at market value on the Balance Sheet date.

Pensions

For eligible salaried employees who commenced employment after 1 January 2009, the PCC participates in the Pension Builder Classic section (PBC) of the Pension Builder Scheme, part of the Church Workers Pension Fund (CWPF), which is administered by Church of England Pensions Board. The latter holds the assets of the scheme separately from those of the PCC and the other participating employers. It is classed as a defined benefit scheme.

PBC 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. Discretionary increases may also be declared, depending upon the investment returns and other factors.

There is no sub-division of assets between employers in each section of the PBC and it is not, therefore, possible to attribute the scheme's assets and liabilities to a specific participating employer. The PCC is exposed to the actuarial risks associated with the current and former employees of other entities participating in the scheme and the legal structure of the scheme is such that if another employer fails, the PCC could become responsible for paying a share of that employer's pension liabilities. The Pensions Board has, however, put measures in place to mitigate those risks. The scheme is, therefore, considered to be a multi-employer scheme, as described in Section 28 of FRS 102, and, accordingly, contributions are accounted for as if the scheme were a defined contributions scheme

A valuation of the scheme is carried out once every three years. The most recent completed scheme valuation was carried out as at 31 December 2019. This revealed, on the ongoing assumptions used, a deficit of £4.8m. At the most recent annual review, the Board chose to grant a discretionary bonus of 3%, following improvements in the funding position in 2021. Currently there is no requirement for employers to make deficit payments.

The PCC contributes 5% of basic salary and employees are required to contribute a minimum of 5%. There were no arrears of contributions as at 31 December 2021

The PCC had 2 active members and 2 deferred member in the PCB at 31 December 2021.

The pension costs charged during the year in the SOFA represent contributions payable to the scheme and amounted to £614 (2020: £402).

Funds

Unrestricted funds are general funds that are not subject to restrictions regarding their use and can be applied to the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted.

Endowment funds are funds the capital of which must be retained. Income arising from investment of the endowment may be used only for the purpose, restricted or unrestricted, for which the endowment was established. The endowment funds and their uses are as follows:

S Dunn Bequest	This is a permanent endowment which requires the income to be spent within the Parish in providing a retainer for the services of an organist and for meeting the expenses of the clergy and, accordingly, is treated as restricted.
Quibell Bequest	This is a permanent endowment which requires the income to be spent within the Parish, primarily for meeting the expenses of the clergy and, accordingly, is treated as restricted. The assets are held in a separate trust fund which is not controlled by the PCC.

Restricted funds comprise (a) funds held under trusts which require the capital to be maintained and invested in a restricted range of assets, (b) income from endowments which is to be spent only on the purposes intended by the donors (see endowment funds above), and (c) revenue donations or grants which may be expended on the specific activity intended by the donor. Any

balance of a restricted fund which remains unspent at the end of each year must be carried forward as a balance on that fund.

The main restricted funds and their uses are as follows:

St Catherine's House Fund

This comprises the Barclay Hall and Hunt Rooms, the New Rooms (over the Hunt Rooms), 134 Plomer Avenue (curate's house) and the net cash surplus derived from the sale of St Catherine's House and the purchase of 134 Plomer Avenue in 2008. These assets, any capital receipts derived from their disposal and any replacement assets purchased therefrom are held under a trust of which the PCC is the managing trustee and the St Albans Diocesan Board of Finance is the custodian trustee. The terms of that trust provide that the capital is to be used for a Church Hall or Meeting Place for the promotion of, aiding or furthering the religious and other charitable work of the Church of England and accordingly it is treated as a restricted fund. The income arising from assets within the Fund is not restricted and can be used for general PCC purposes.

Bell Appeal

This was established in 2014. The condition of the bell installation had been of concern for several years, given that it was approaching twice its predicted maximum useful life (115 years actual compared with 60 years maximum predicted). During 2014 the PCC commissioned 3 specialist bell repair companies to inspect the installation and recommend what action might be needed. These reports showed that the ringing fittings had well outlived their useful life and recommended their replacement, together with some refurbishment of the bell frame. The bells themselves were still usable but it was also recommended that they be renovated and retuned as part of the rehanging process. Other non-structural renovation work on the tower is required, some of which can be carried out only with the bells removed. The cost of this work is difficult to predict accurately at this stage, but it could amount to £80,000. The PCC authorised the attempt to raise the necessary funds, recognising that this would be a longer-term project, spread over many years, and that the necessary work needed to be carried out at the same time and not piecemeal. A working group was set up oversee the project and to raise funds under the 'Bell-A-Peal' banner, both through events and, when sufficient money has been raised, by applying for grants from relevant organisations .

In the event that it does not prove possible to raise sufficient funds to finance the project, the money raised so far will be applied solely to repairs and improvements to the Bell Tower.

Notes to the Financial Statements - continued
For the year ended 31 December 2021

Income

Note		Unrestricted Funds 2021 £	Restricted Funds 2021 £	Endowment Funds 2021 £	Total 2021 £	Total 2020 £
2a	**Donations and legacies**					
	Pledged offerings	66,553	-	-	66,553	67,471
	Cash offerings	1,073	-	-	1,073	565
	Income Tax reclaimable	17,822	-	-	17,822	18,498
	Restricted Collections	-	-	-	-	-
	Donations-Bell Appeal	-	280	-	280	90
	Donations-Other	4,289	6,554	-	10,843	10,024
	Legacies	-	-	-	-	1,000
	Government grants	-	500	-	500	6,244
	Other grant income	-	21,696	-	21,696	1,600
		89,737	**29,030**	**-**	**118,767**	**105,492**

Government grants: 2021 - from HCC for the Mosaic Project (2020 - received under the Coronavirus Job Retention Scheme (Furlough Recovery)).
Other grants: 2021 - for Mosaic Project, £8,085; for Family Link Worker, £13,000; for Messy Church, £611 (2020 - for Listening Project, £1,600)

2b	**Charitable Activities**					
	Fee income (net)	3,430	-	-	**3,430**	**817**
2c	**Other Trading Activities**					
	Hall Lettings	27,537	-	-	27,537	15,986
	Fund raising-Bell Appeal	-	-	-	-	487
	Fund raising-Other	-	-	-	-	-
	Newsletter income	1,489	-	-	1,489	424
	Early Birds	235	-	-	235	362
	Tuesday Club	86	-	-	86	82
	Coffee & Refreshments	254	-	-	254	234
	Flowers	240	-	-	240	33
	Luncheon Club	72	-	-	72	541
	Other church activities	220	-	-	220	20
		30,133	**-**	**-**	**30,133**	**18,169**
2d	**Investments**					
	Deposit interest	1,144	-	-	1,144	1,982
	Dunn Trust income	-	678	-	678	1,207
	Quibell Trust income	-	-	-	-	-
		1,144	**678**	**-**	**1,822**	**3,189**
	Total	124,444	29,708	-	154,152	127,667

Notes to the Financial Statements - continued
For the year ended 31 December 2021

Expenditure

Note		Note	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Endowment Funds 2021 £	Total 2021 £	Total 2020 £
3a	**Expenditure on Raising Funds**						
	Hall buildings - upkeep		12,910	-	-	12,910	14,374
	Hall buildings - depreciation		-	2,733	-	2,733	2,733
	Curate's House - upkeep		650	-	-	650	895
	Curate's House - depreciation		-	5,378	-	5,378	5,378
	Early Birds expenditure		267	-	-	267	358
	Tuesday Club expenditure		79	-	-	79	40
	Luncheon Club expenditure		40	-	-	40	259
	Catering expenditure		172	-	-	172	113
	Flowers expenditure		552	-	-	552	200
	Commitment envelopes		59	-	-	59	58
			14,729	8,111	-	22,840	24,408
3b	**Expenditure on charitable activities**						
	Diocesan Parish share		58,944	-	-	58,944	61,354
	Grants - Mission support	3d	9,500	687	-	10,187	9,937
	Grants - other		3,900	-	-	3,900	-
	Clergy expenses		4,162	200	-	4,362	3,675
	Organist		522	678	-	1,200	1,200
	Church buildings - upkeep		11,269	-	-	11,269	10,918
	Church services		1,239	-	-	1,239	1,380
	Church activities		3,621	19,966	-	23,587	2,700
	Newsletter		665	-	-	665	637
			93,822	21,531	-	115,353	91,801
	Support Cost (see Note 3c)		19,817	-	-	19,817	16,630
	Expenditure on charitable activities		113,639	21,531	-	135,170	108,431
	Total expenditure		128,368	29,642	-	158,010	132,839
3c	**Support costs**						
	Administration & Support Costs		17,956	-	-	17,956	15,663
	Depreciation-plant and equipment		981	-	-	981	187
	Governance Costs - Independent Examination Fee		880	-	-	880	780
			19,817	-	-	**19,817**	**16,630**

Support costs have been allocated in full to expenditure on charitable activities as the PCC considers that it is substantially to the latter that the benefit of expenditure on support costs accrues.

Notes to the Financial Statements - continued
For the year ended 31 December 2021

Expenditure - continued

3d Grants Payable - Mission Support - continued

	2021 £	2020 £
Grants to institutions	12,087	6,937
Grants to individuals	2,000	3,000
Total grants payable	14,087	9,937

Parishes in the Church of England are encouraged to allocate a proportion of the available income with which the Lord has generously provided them to support Christian organisations and individuals engaged in missionary activities. Hoddesdon PCC includes such an allocation in its budget each year and considers that, in so doing, it is putting part of its 'Mission Statement' into action by supporting others whose objective it is either 'to lead people to Christ' or 'serve a world in need'.

The PCC does not have a policy of supporting specific organisations or particular areas of mission. In allocating grants, the PCC aims to support mission organisations with which members of the congregation or their close family have a direct connection. This includes, in particular, students of the nearby All Nations Christian College who join the congregation during their period of study and who, on completion of their studies, go on to work for missionary organisations, often overseas, or to work in the ordained ministry. In some cases, it is not practical to make a grant to the organisation to which the mission partner is connected and, accordingly, the grant is paid directly to the individual concerned. The PCC also makes small grants to individuals, by way of personal support.

All grant payments are made from unrestricted funds. No support costs have been allocated to grant payments.

		2021 £	2020 £
Grants to institutions			
People International	(in support of the Mangles)	1,000	1,500
Young Life (youth work)		1,000	1,000
Mission Aviation Fellowship		500	500
All Nations Christian College		1,000	1,000
London City Mission	(prior year adjustment)	-	(500)
Wycliffe UK (Bible Translators)	(in support of Liz Williams)	500	500
Wycliffe UK (Bible Translators)	(in support of the Gieskes)	1,000	1,000
AIM International	(in support of Rosina Ferdinand)	500	500
Operation Mobilisation	(in support of Nancy Pan)	500	500
Tear Fund		500	500
Church Mission Society	(in support of the Pearts)	1,000	
St Catherine's Primary School	(in support of M Musoroa, Zambia)	-	-
HABS (Hoddesdon & Broxbourne Settings)	(Family support through local schools partnership)	687	437
St Albans Diocese	Bishop's Covid Appeal	3,900	
		12,087	6,937
Grants to individuals			
Moira McClure (Ethiopia)	(with LIFT Ethiopia)	1,500	1,000
Julia Liles	(in Cambodia)	-	500
Jennifer Garibay	(Vauxhall Christian Centre)	500	500
Andrew & Lisa Peart	(in Bolivia)	-	1,000
		2,000	3,000

4 Net Income/(Expenditure) is stated after charging:

	2021 £	2020 £
Depreciation	9,092	8,298
Independent Examination fee	880	780
	9,972	9,078

Notes to the Financial Statements - continued

For the year ended 31 December 2021

5 Employee Emoluments

Included within resources expended are the following employee emoluments

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Endowment Funds 2021 £	Total 2021 £	Total 2020 £
Gross pay	18,449	6,178	-	24,627	17,464
National Insurance Contributions	-	-	-	-	402
Pension Contributions	689	315	-	1,004	614
	19,138	6,493	-	25,631	18,479
Average number of employees	2	1	-	3	2

No employee received emoluments in excess of £60,000 during the year.

6 Tangible fixed assets

		Equipment (Unrestricted) £	Buildings (Restricted) £	Total £
Cost	At the beginning of the year	66,657	405,553	472,210
	Additions	-	-	-
	Disposals	-	-	-
	At the end of the year	66,657	405,553	472,210
Depreciation	At the beginning of the year	65,676	154,230	219,906
	Charge for the year	981	8,111	9,092
	Disposals	-	-	-
	At the end of the year	66,657	162,341	228,998
Net Book Value	At the beginning of the year	981	251,323	252,304
	At the end of the year	-	243,212	243,212

The buildings in the Restricted Fund are:

	At the end of the year		
	Cost £	Depreciation £	Net Book Value £
Barclay Hall & Hunt Rooms	6,500	6,370	130
New Rooms (over Hunt Rooms)	130,144	80,676	49,468
Curate's House (134 Plomer Ave)	268,909	75,295	193,614
	405,553	162,341	243,212

7 Fixed Asset Investments

	At the beginning of the year £	Gain/(Loss) on revaluation £	At the end of the year £	2020 £
1128 CBF Investment Fund Units	23,064	3,316	26,380	23,064
£50,000 NSB Income Bonds	50,000	-	50,000	50,000
	73,064	3,316	76,380	73,064

The CBF Investment Fund Units are shown in the accounts at market value (original cost £4,415).

8 Debtors

	Unrestricted Funds	Restricted Funds	Endowment Funds	Total 2021 £	Total 2020 £
Hall hire fees receivable	345	-	-	345	-
Other accrued income	-	-		-	444
Income tax recoverable	13,322	-	-	13,322	13,982
Prepayments	3,415	-	-	3,415	3,380
Grants receivable	500	-	-	500	-
Interest receivable	247	-	-	247	254
	17,829	-	-	17,829	18,060

9 Creditors: Amounts Falling Due Within One Year

	Unrestricted Funds	Restricted Funds	Endowment Funds	Total 2021 £	Total 2020 £
Accrued expenditure	15,179	-	-	15,179	4,171
Deferred income	-	-	-	-	632
Other creditors (fees due to Diocese/proceeds of special collections)	8,623	229	-	8,852	6,973
	23,802	229	-	24,031	11,776

Notes to the Financial Statements - continued

For the year ended 31 December 2021

10 Restricted Funds

A) Current Year

	At the beginning of the year	Incoming Resources	Resources Expended	Gains/ (losses)	Transfers	At the end of the year
a) St Catherine's House Fund:						
Buildings	251,323		(8,111)			243,212
Cash on deposit	90,712	-	-	-	-	90,712
	342,035	-	(8,111)	-	-	333,924
Donations/Dunn Trust & Quibell Trust						
b) Income	2,301	29,428	(21,531)	-	-	10,198
c) Bell Appeal	25,518	280	-	-	-	25,798
	369,854	29,708	(29,642)	-	-	369,920

a) **St Catherine's House Fund**

This comprises the Barclay Hall and Hunt Rooms, the New Rooms (over the Hunt Rooms), 134 Plomer Avenue (curate's house) and the net cash surplus derived from the sale of St Catherine's House and the purchase of 134 Plomer Avenue in 2008. These assets, any capital receipts derived from their disposal and any replacement assets purchased therefrom are held under a trust of which the PCC is the managing trustee and the St Albans Diocesan Board of Finance is the custodian trustee. Accordingly, these assets must be treated as a restricted fund in the accounts of the PCC. The income arising from assets within the Fund is not restricted and can be used for general PCC purposes. In 2008, the PCC decided to allocate the income from the fund to a designated fund for the Children's & Family Worker. The latter was closed in 2012 and the income is now allocated to the General Fund. The resources expended in the fund during the year represent the charge for depreciation on fund assets.

b) **Restricted Collections & Donations/Dunn Trust & Quibell Trust Income**

Money given to the PCC to be applied for a specified purpose only, e.g. Harvest and Christmas appeals, donations for the upkeep or refurbishment of the church or halls, collections at funerals for a specified charity. Income from the Dunn Trust (see Note 10 Endowment Funds) can be used only for the purposes specified and is therefore treated as restricted.

c) **Bell Appeal Fund**

maximum useful life (115 years actual compared with 60 years maximum predicted). During 2014 the PCC commissioned 3 specialist bell repair companies to inspect the installation and recommend what action might be needed. These reports showed that the ringing fittings had well outlived their useful life and recommended their replacement, together with some refurbishment of the bell frame. The bells themselves were still ringable but it was also recommended that they be renovated and retuned as part of the rehanging process. Other non-structural renovation work on the tower is required, some of which can be carried out only with the bells removed. The cost of this work is difficult to predict accurately at this stage, but it could amount to £80,000. The PCC has authorised the attempt to raise the necessary funds, recognising that this would be a longer-term project, spread over many years, and that the necessary work needed to be carried out at the same time and not piecemeal. A working group has been set up oversee the project and to raise funds under the 'Bell-A-Peal' banner, both through events and, when sufficient money has been raised, by applying for grants from relevant organisations. Fund-raising events are held throughout the year.

In the event that it does not prove possible to raise sufficient funds to finance the project, the money raised so far will be applied solely to repairs and improvements to the Bell Tower.

Notes to the Financial Statements - continued
For the year ended 31 December 2021

10 Restricted Funds - continued

A) Current Year - continued

b) Restricted Collections & Donations/Dunn Trust & Quibell Trust Income - continued

	At the beginning of the year	Incoming Resources	Resources Expended	Gains/ losses	Transfers	At the end of the year
Restricted Donations & Fund Raising						
Bibles for school leavers at St Catherine's Primary School	-	57	(57)	-	-	-
Readership training	350	350	(700)	-	-	-
Listening Project	150	-	(150)	-	-	-
Family Link Worker	800	15,720	(7,441)	-	-	9,079
HABS (Hoddesdon & Broxbourne Settings)	1,000	600	(687)	-	-	913
Mosaic project	-	11,185	(11,185)	-	-	-
Rainbow Trail	-	200	(200)	-	-	-
Messy Church	-	638	(433)	-	-	205
Other	1	-	-	-	-	1
	2,301	28,750	(20,853)	-	-	10,198
Dunn Trust Endowment Income						
Organist-retainer	-	678	(678)	-	-	-
Clergy expenses	-	-	-	-	-	-
	-	678	(678)	-	-	-
Total	2,301	29,428	(21,531)	-	-	10,198

B) Comparative Year (2020)

	At the beginning of the year	Incoming Resources	Resources Expended	Gains/ losses	Transfers	At the end of the year
St Catherine's House Fund:						
Buildings	259,434	-	(8,111)	-	-	251,323
Cash on deposit	90,712	-	-	-	-	90,712
	350,146	-	(8,111)	-	-	342,035
Restricted Collections & Donations/Dunn Trust & Quibell Trust Income	1	5,240	(2,940)	-	-	2,301
Bell Appeal	24,941	577	-	-	-	25,518
	375,088	5,817	(11,051)	-	-	369,854

Family Link Worker At its meeting in October 2020, the PCC decided to allocate £10,000 a year for 3 years towards the cost of employing a Family Link Worker from September 2021 and to review the project after one year. The purpose of the role is to build on the Church's current outreach activity and the work of church/community groups, to develop deeper relationships between the church and families within Hoddesdon, by helping to create and develop activities to encourage spiritual growth. The PCC will look to find the additional funding required locally through a combination of encouraging support from the congregation, fund raising activities and seeking support from suitable grant-making bodies.
During the year, members of the congregation donated £2,720 (2020: £1,000) towards the project and grant funding of £13,000 (2020: nil) was secured. Expenditure incurred amounted to £5,866 (2020: nil), leaving a balance of £10,654 to be carried forward. This meant that the designated £10,000 was not required during the year. It is anticpated that the current restricted balance will be fully utilised in 2022.

Listening Project Also at the meeting in October 2020, the PCC decided to participate in a project initiated by Churches Together called Hear 4U. Its purpose is to provide trained, one-to-one listening support – a 'listening ear' to people referred to it in order to help provide a solution to their problems. It also uses the listening skills of its volunteers in other settings, such as the bereavement support group and the Peace Cottage community hub. The project operates across the Borough of Broxbourne and people are referred to it by community groups such as General Practice, The Family Centre, Hoddesdon & Broxbourne Services (HABS) and others. During 2020, the project secured a grant of £1,600 to provide listening training to its volunteers. A condition of the grant was that it had to be made to a registered charity. As Churches Together is not a registered charity, the PCC agreed that it would be the charity to receive the grant on behalf of Churches Together. The grant covers training for 14 volunteers across the Borough, including 3 from Hoddesdon Parish Church, one of whom is a member of the PCC. Half of the training took place in 2020, the rest took place in 2021. The restricted fund will remain open in the accounts of the PCC as it is hoped that further grants and donations will be received to cover training and other administrative costs.

Notes to the Financial Statements - continued
For the year ended 31 December 2021

11 Endowment Funds

	At the beginning of the year	Incoming Resources	Resources Expended	Gain /(losses)	Transfers	At the end of the year
Dunn Trust	73,064	-	-	3,316	-	76,380

Dunn Trust This is a permanent endowment which requires the income to be spent within the Parish in providing a retainer for the services of an organist and for meeting the expenses of the clergy. Details of the assets included in the fund are set out in note 6. The income is considered to be restricted.

Quibell Trust This is a permanent endowment which requires the income to be spent within the Parish, primarily for meeting the expenses of the clergy. The assets are held in a separate trust fund which is not controlled by the PCC. The trustees have informed the PCC that the fund is invested in CBF Church of England funds (Deposit, Fixed Interest Securities and Investments), the market value of which at 31 December 2021 was £30,445 (2020: £30,971). The original cost of the assets settled on the fund was £25.120. The income is considered to be restricted.

12 Key Management Personnel & Related Party Transactions

- Key Manangement Personnel - those in charge of directing, controlling, running and operating the Charity on a day to day basis are the members of the PCC.
- No member of the PCC was remunerated during the year for being a member of the PCC.
- Two (2020: 2) PCC members were reimbursed travelling, entertainment, telephone/broadband, training, publications and other expenses amounting to £2,540 (2020: £3,890) during the year.
- During the year, members of the PCC gave a total of £27,755 (2020: £29,226) in unrestricted offerings and donations.
- There were no other disclosable transactions in respect of PCC members, persons closely connected with them or other related parties during the year

13 Operating Lease Commitments

At the Balance Sheet date, the PCC had future minimum lease payments under non-cancellable operating leases as follows:

Payments falling due:	2021	2020
Not later than 1 year	979	979
Between 2 and 5 years	1,469	2,448
	2,448	3,427

Appendix to the Financial Statements

For the year ended 31 December 2021

The supplementary information contained in this appendix does not form part of the Financial Statements but is provided in the expectation that it will be of interest to church members.

	Unrestricted Funds General 2021 £	Restricted Funds 2021 £	Endowment Funds 2021 £	Total Funds Year ended 31 December 2021 £	2020 £
Expenditure					
3a Hall Buildings					
Heat and light-Halls	3,198	-	-	3,198	2,270
Maintenance-Halls	910	-	-	910	2,607
Cleaning-Halls	6,641	-	-	6,641	6,597
Insurance-Halls	1,968	-	-	1,968	2,457
Water rates	194	-	-	194	443
Advertising	-	-	-	-	-
	12,910	-	-	12,910	14,374
3b Church Buildings					
Heat, light and water	6,454	-	-	6,454	5,040
Maintenance-Church	1,370	-	-	1,370	2,526
Cleaning-Church	739	-	-	739	720
Sound system	-	-	-	-	145
Insurance-Church	2,706	-	-	2,706	2,487
	11,269	-	-	11,269	10,918

Appendix to the Financial Statements - continued
For the year ended 31 December 2021

The supplementary information contained in this appendix does not form part of the Financial Statements but is provided in the expectation that it will be of interest to church members.

Expenditure	Unrestricted Funds General	Restricted Funds	Endowment Funds	Total Funds Year ended 31 December	
	2021 £	2021 £	2021 £	2021 £	2020 £
3b Church services					
Church music	899	-	-	899	1,128
Wine, candles etc	236	-	-	236	138
Service Books	86	-	-	86	77
Visiting clergy	18	-	-	18	37
	1,239	-	-	1,239	1,380
3b Church Activities					
Family Outreach & children	-	7,441	-	7,441	-
Messy Church		433		433	
In-House mission & Pastoral	1,285	907	-	2,192	1,852
Mosaic Project	2,030	11,185	-	13,215	-
Publicity	161	-	-	161	703
Churches Together/Deanery	145	-	-	145	145
	3,621	19,966	-	23,587	2,699
3b Administration & Support Costs					
Administration & Office Expenses	791	-	-	791	107
Photocopying & Printing	2,473	-	-	2,473	1,349
Parish Administrator	13,216	-	-	13,216	12,418
Telephone	529	-	-	529	710
Internet & website	947	-	-	947	1,079
	17,956	-	-	17,956	15,663
3a/b Depreciation					
Plant and equipment 10%	981	-	-	981	187
Plant and equipment 25%	-	-	-	-	-
Church Halls	-	2,733	-	2,733	2,733
Curate's House	-	5,378	-	5,378	5,378
	981	8,111	-	9,092	8,298

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST CATHERINE & ST PAU

England & Wales - Charity number 1129941

Accounts

The Parochial Church Council of
St. Catherine's and St. Paul's Church
Pauls Lane
Hoddesdon
EN11 8TR

Registered Charity No: 1129941

Annual Report, Accounts and Financial Statements

for the year ended 31 December 2020

Vicar:
The Reverend Rachel Pennant

Curate:
The Reverend Kate Carter

Bank:
The Co-operative Bank plc
PO Box 101
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M60 4EP

Independent Examiner:
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SECTION 1 LEGAL AND ADMINISTRATIVE INFORMATION

1.1 Administrative Information

The PCC is body corporate within the Church of England; it is governed by the PCC Powers Measure 1956 and by the Church Representation Rules - the original CRR were established in 1969 and completely revised and re-written in 2019. As such, the PCC was previously a charity, exempt from registration with the Charity Commission, but, in accordance with the requirements of the Charities Act 2006, it was registered with the Charity Commission on 02 June 2009 under Registered No.1129941.

The method of appointment of members of the PCC is set out in the Church Representation Rules. Members are either ex officio, elected at the Annual Parochial Church Meeting (APCM) by those church members who are on the Electoral Roll, elected representatives on Deanery or Diocesan Synods, or are co-opted.

All regular worshippers are encouraged to register on the Electoral Roll and to stand for election to the PCC.

During the year the following 19 people served as members of the PCC:

				PCC
EX OFFICIO:				
Vicar	*	Revd Rachel Pennant	Chair	
Curate	*	Revd Kate Carter		
Churchwarden	*	John Everett		From 17 October 2020
Churchwarden	*	Linda Hinks		From 17 October 2020
Churchwarden	*	Mike Marsh		To 17 October 2020
			Treasurer	From 27 April 2020
CHESHUNT DEANERY SYNOD				
	*	Hilary Marsh	PCC Secretary	From 19 October 2020
		Mike Marsh		From 17 October 2020
ELECTED TO PCC		Jackie Billing		From 30 April 2017 To 17 October 2020
		Paula Clark	*Safeguarding Officer From 03 June 2019*	From 24 March 2019
		Andrew Davies		From 25 April 2015 *Resigned 14 July 2020*
		Becca Farrant		From 17 October 2020
	*	Diana Forrest	*Minutes Secretary*	From 24 March 2019
		Liz Galpin		From 17 October 2020
		James Harvey		From 30 April 2017 *Resigned 12 January 2020*
	*	Irene Linnell		From 30 April 2017 To 17 October 2020
	*	Jim Nicolson	*Lay Vice Chair From 19 October 2020*	From 30 April 2017
	*	Christina Parker		From 24 April 2016
		Ellie Perkins		From 27 April 2014 To 17 October 2020
		Betty Smith		From 17 October 2020 *Resigned 07 December 2020*
		Iris Trew		From 17 October 2020

* *Member of the Standing Committee*

1.2 - Structure, Governance and Management

Members of the PCC are responsible for making decisions on all matters of general concern and importance to the Parish, including, in particular, on how the funds of the PCC are to be spent.

The PCC carries out the day-to-day business of the church; a Standing Committee has the power to transact the business of the PCC between full meetings in an emergency, subject to any directions given by the full Council.

Standing Committee membership is: Chair (incumbent), Lay Vice-Chair, Churchwardens, Secretary, Treasurer and 2 others, elected by the PCC (see *names in preceding list). The Minutes of the Standing Committee are an item on the Agenda of the full PCC meeting held subsequent to an SC meeting.

The PCC recognises that, in the absence of expert knowledge in its own ranks, it benefits from being able to draw on the considerable knowledge and experience of the Diocese in such areas as legal matters, accounting and reporting, planning and other aspects of managing land and buildings, including insurance, and in employment matters. It has made use of this resource on a number of occasions.

The full PCC met 8 times during this year; it was not necessary for the Standing Committee to meet. Decisions have also been made by 'Correspondence' (= e-mail), now permitted in the revised Church Representation Rules.
A good level of attendance was maintained at all meetings.

Induction and Training of PCC Members:
Members are expected to acquaint themselves with the resources available on the websites of both the Charity Commission and the Diocese of St Albans, which cover the responsibilities of Trustees and their training.

1.3 Responsibilities of Trustees

1.3.1 Aims and Purposes

The Parochial Church Council (PCC) of St Catherine and St Paul has the responsibility of co-operating with the incumbent, the Reverend Rachel Pennant, in promoting in the ecclesiastical Parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the Parish Church of St Catherine and St Paul, the Churchyard and the Church Hall buildings (Barclay Hall and Hunt Room).

1.3.2 Objectives

The PCC is aware of the Charity Commission's guidance on public benefit and the advancement of religion; the PCC benefits the local and wider community by providing:

- Christian religious worship with one Service each Sunday and a midweek Service each Wednesday, as well as special Festival Services, such as Christmas, Easter and Harvest.
- Services to mark life milestones - Baptisms, Marriages and Funerals, as well as Blessings for special Anniversaries.
- Services to mark national and global events.
- Opportunities for spiritual and intellectual development for church members and anyone who wishes to benefit from what the Church offers.
- Opportunities for local schools to use the church for special events, which include families and friends.
- Opportunities for organisations in the wider community to use the church for concerts and other events.
- Well-maintained church buildings and facilities for church and wider community groups to meet and run activities. *See Review of the Year for church-run groups with wider community involvement.*
- Pastoral care and support for people in the Parish.
- A quiet space for prayer, contemplation and meditation in the church.

The PCC considers that this Report, taken as a whole, provides further evidence that the achievements of the Parish Church of St Catherine and St Paul, Hoddesdon, in 2020, furthered its charitable purposes for the public benefit, taking into account the reduction of 'in person' Services (which were streamed on-line) and activities (some of which were also on-line/via Zoom), because of the COVID-19 Pandemic, and ensuing restrictions of Lockdowns and social distancing, required within Government guidelines.

1.3.3 Financial Statements - Preparation Requirements

Charity Law in England and Wales requires the PCC to prepare Financial Statements for each Financial Year which give a true and fair view of its financial activities during the year and of its financial position at the end of the year.

In preparing those Financial Statements, the PCC is required to:

- Select suitable Accounting Policies and apply them consistently;
- Observe the methods and principles of the Charities SORP (Statement of Recommended Practice);
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any departures disclosed and explained in the Financial Statements; and

Prepare the Financial Statements on the 'Going Concern' basis unless it is inappropriate to presume that the activities of the Charity will continue.

The PCC is responsible for keeping adequate accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and enables it to ascertain that the Financial Statements comply with applicable laws and regulations. The PCC is also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

1.3.4 Post Balance Sheet Event and Going Concern Consideration

This year's going concern review has focused on the ongoing uncertainty over the timing of the easing of Covid-19 restrictions and to what extent, once those restrictions have been removed, people will return to a more 'normal' level of activity with a reduced online component.

At the time of last year's review, the PCC was, understandably, concerned about the probability of incurring a significant deficit in 2020, particularly in the light of a substantial reduction in the level of hall hire income and, to a lesser extent, in the level of personal giving by the church family. In the event, as these accounts show, the outcome for 2020 was better than anticipated. There was, thankfully, no reduction in personal giving; the PCC benefited from the Government's furlough recovery scheme; the reduction in hall hire income, though still substantial at c.50%, was not as bad as had been feared, two substantial donations were received and the PCC was able to make some useful cost savings. The result was a small operating surplus and, importantly, there was no reduction in cash reserves.

In April 2021, the PCC reviewed the most likely outcome for 2021 and concluded that it would incur an operating deficit of around £6,500. This figure is better than previously predicted as it takes fully into account the significant benefit of the unexpected reduction in Parish Share and the continuing use of the Barclay Hall as a Vaccination Centre, the contract for which was recently extended from the end of March 2021 to the end of October 2021, bringing in income of £1,500 per month. The PCC also remains reasonably confident that the level of personal giving will be maintained in 2021 and that it can consolidate most of the cost savings achieved in 2020. On the other hand, it recognizes that the benefit of income from the furlough recovery scheme will not be repeated in 2021.

In the light of the above review, the PCC concluded that, despite the forecast deficit for 2021, the fact that the level of its cash reserves had been maintained in 2020 meant that these reserves remained more than adequate to absorb that deficit. Accordingly, it considers that it is appropriate to prepare the 2020 Accounts on a going-concern basis and that it is not necessary to make any adjustment to these accounts as a result of the ongoing uncertainty surrounding the emergence from Covid-19 restrictions. The PCC will continue to keep the timing and extent of a return to normality under review.

SECTION 2 STATUTORY REPORTS

2.1 PCC and Standing Committee *Hilary Marsh - PCC Secretary*

Overview of 2020 - Issues and topics discussed:

- Alpha and Start Courses
- Broxbourne Winter Night Shelter
- Children's Admission to Communion (before Confirmation)
- Christmas Services on-line
- Church Open for Private Prayer
- Church Pastoral Network
- Commitment and Stewardship
- Community Mosaic Project
- COVID Vaccinations in Barclay Hall
- Credit card for Staff use
- CTHBW
- Family Link Worker
- Finance - Internal Controls Policy
- Hear4U Listening Team (CTHBW)
- Lent Course
- Lockdown issues
- Mission Action Plan Review and Revision
- Mission Support - allocation to Mission Partners and Organisations
- New Estate Ministry
- PCC Nominations - from the same family
- Peace Cottage and Garden
- On-line Services and Congregation
- Patterns of Worship
- Peache Trust and CPAS amalgamation
- Policies
- Safeguarding - PCC training
- Sunday Services during July/August
- Welcome Team

2.2 Safeguarding *Paula Clark*

The PCC takes its Safeguarding responsibilities very seriously and has reviewed and adopted the guidance from the Diocese and Church of England. This means that all eligible volunteers are subject to Disclosure and Barring Service (DBS) checks and best practice guidelines provided together with relevant training.

A Parish Safeguarding Officer is appointed and works to ensure that all church members understand that Safeguarding is a key element of this church's overall mission with all vulnerable people. During the past year, members of the PCC and others working with vulnerable people have completed on-line training and DBS clearances have been kept up to date.

The Diocese is considering changing the frequency of DBS checks from every 5 years to every 3 years and if this happens, there will be quite a few to renew this year.

2.3 Fabric *John Everett - Churchwarden*

The church building is in good condition as witnessed by the Quinquennial Inspection report in September 2015. However, the church, hall buildings and their fittings, require on-going maintenance, repair and improvement throughout the year, which is detailed below. It should be noted that many tasks have been carried out by the Maintenance Team, to whom the church is indebted, and which is reported separately.

January

- Annual inspection and service of Hunt Room Boilers.
- Annual inspection and service of Church Warm Air Unit.
- Annual inspection and service of Barclay Hall Boiler.

March
- Organ tuned.
- Church and Hall windows cleaned inside and outside.

April
- Church Emergency Lights replaced.
- Hunt Room Emergency Lights replaced.
- Internal check of church ring-main - OK.

May
- Gutter Clearance and Inspection of roofs on all 3 buildings.
- Brass handles fitted to doors from Church Foyer to Nave.
- Gallery floor inspected for future repair.

June
- Barclay Hall Kitchen water tank replaced.

August
- Fire Extinguisher annual testing on all 3 buildings.

September
- Internal check of church ring-main - OK.
- The church Boilers brickwork has been repaired.

October
- Church and Hall windows cleaned inside and outside.

November
- Gutter Clearance and Inspection of roofs on all 3 buildings.
- First Aid boxes checked and refilled as required.

December
- Maintenance and tuning of organ.
- Annual inspection and service of Hunt Room Boilers.
- Annual inspection and service of Church Warm Air Unit.
- Annual inspection and service of Barclay Hall Boiler.
- The Barclay Hall had added security, and other modifications done, to prepare the building to become a Vaccination Centre.

Future planned/possible work:
- Revisions to Foyer layout with removal of shelving and replacement with noticeboards.
- Check North Transept roof for slipped tiles.
- Repair/replace gutter above Church Office.
- Restoration work to brickwork on Church Tower plinth.
- Refurbish external door to Church Tower.
- Re-plaster and decorate Church Office.
- Church Boiler requires repairs to internal steel work.

2.4 Cheshunt Deanery Synod *Dorothy Ayre, DS Secretary/Treasurer*

Synod Officers:

Rural Dean:	Revd Charles Hudson (Broxbourne with Wormley)
Lay Chairman:	Gill Hutchinson (Turnford)
Hon Secretary & Treasurer:	Dorothy Ayre (Rye Park)

Synod Meetings: The Deanery Synod met on only one occasion during 2020 due to the Coronavirus

11 February (Broxbourne): all the churches gave an update on what had happened in their Parish, since the previous meeting in October 2019:

Waltham Cross: Attendances, socials and Christmas Services over last year. New monthly Youth Group with Leah the church's first Youth Worker; first Curate, Vanessa, arriving in Summer 2020. Parish Share paid in full.

Cheshunt: Church House development completed; Parish Share paid in full; Continuing fundraising for toilet in church; successful Christmas with over 9,000 visiting.

Goffs Oak: Still in vacancy but living in hope; Parish Share paid in full; successful Christmas with Goffs Oak Primary School holding Service in church.

Northaw and Cuffley: successful Christmas especially Crib Service; Regular Coffee Shop attended by 30-40 with Christmas Service in Shop; Children's Church held in Undercroft; DAC advising on re-ordering and heating; plan to hold a Rose Flower Festival in June.

Turnford: church roof stripped of lead 3 times in 14 months - now in disrepair so much fundraising needed; Coffee Tea and Toast Outreach for elderly and isolated; Christmas Nativity very well attended.

Broxbourne with Wormley: Building renovation has continued - West Tower finished, stonework around window to be repaired, Total cost £250,000; Clergy and Lay Staff numbers down for various reasons; welcomed back Jahnn and Ara who lead music; successful Christmas with 560 people at one Christmas Eve Service; Outreach through Messy Church, Tuesday@2 aimed at Over-65s; supporting Winter Night Shelter.

Hoddesdon: Curate Kate joined in June; 2 Readers moved on; another Reader currently in training; Isaiah 54:11-13 encouraged church family after tough times; local school agreed to hold Messy Church; prayer life reinvigorated; Outreach - building up Toddler Group, reflecting on how to reach out to New Estate near A10.

Rye Park: successful Christmas; Forres School Choir at packed Christingle; augmented Church Choir with people from community; hope to provide a social setting for non-churched people to discover the joy of singing, and in time find their way into church; Outreach - Messy Church, Toddler Church, Breakfast Club over Summer holidays and Half Term for those needing free school meals - Morrisons supplied food; Knit, Stitch and Natter (half church and half non-church members), Dots and Tots, Childminders; Autism and Dementia Support Groups; supporting Winter Night Shelter; heating repairs to cost around £10K, and roof repairs to cost around £60K.

The Rural Dean reported on:

- Cheshunt Deanery Hub Grant. Bid process has started with 6/8 Parishes applying. Bids include funding for Messy Church and a school-based Alpha Course.
- Pre-Lambeth Conference hospitality - Cheshunt Deanery to host Bishop Alf Cooper (Diocese of Chile).
- Safeguarding - churches encouraged to read updated Safeguarding Newsletter - it contains new information on leaders' responsibilities and advice on training needs.

Diocesan Synod Report - Bishop Alan spoke about:

- 'Big Conversation' and Eco-Church.
- Lay Ministry training including shortening of Reader Training to 2 years.
- Stipends to rise by 2% and Parish Share by almost 2%.
- Stimulating discussion on the implications of advances in Artificial Intelligence.

Business of Note:

a) Finance: Reports are prepared by Dorothy Ayre, Treasurer.

b) The Synod also seeks to:

- encourage representatives on Synod to take back to their Parishes matters of impact for consideration in their PCC.
- bring back to Synod any consideration their PCC may have.
- invite members of each congregation to appropriate discussions or to hear speakers on a wide range of issues.

Charitable Status of Deanery Synod: The Synod has charitable status and is exempt from registration with the Charity Commissioners.

Full Minutes of each Deanery Synod Meeting - circulated to all Synod Members. Parishes requiring a fuller report on any of Synod's proceedings should ask one of their Deanery Synod Members for more details. Copies of previous Deanery Synod minutes are available to PCC Secretaries on request.

Further information can be obtained from the Deanery Secretary/Treasurer or Rural Dean.

2021 Deanery Synod Meeting Dates - To be advised.

SECTION 3 REVIEW OF THE YEAR (CHURCH GROUP REPORTS)

3.1 Children and Families

3.1.1 Baptism Visiting *Julia Everett*
There was 1 adult Baptism during the year, which took place in a socially-distanced Sunday Morning Service. The young man had attended the Alpha Course beforehand and was well-supported by his friends and family at the Service. Sadly, it was not possible to celebrate with cake and coffee as usual. It is hoped to form a Baptism Visiting Team in the future to welcome and support families.

3.1.2 Children's Classes *Jacqui Gifford*
Sadly, Sunday school hasn't been meeting on a regular basis. Children are welcomed into the main Sunday All Age Worship Service. It has been pleasing to see them join in the 10:30 Service; Resources are available for children during Services if required.

3.1.3 Early Birds *Jacqui Gifford*
What a very strange year this Group has had. Early Birds continued to meet on Monday afternoon and Wednesday and Friday mornings until Lockdown in March. The Group is led by Julia Everett, Maggie Brinkley and Jacqui Gifford, alongside a fantastic team of 5, who provide coffee and biscuits,.
Since Lockdown, a couple of attempts have been made to contact people, grandparents and carers, to meet on Zoom, but this hasn't been taken up by members. Having spoken to members personally, encouraging them to take part in on-line meetings, it appears that this type of meeting does not suit their needs. Furthermore, e-mails have been sent, encouraging them to join in on-line with Sunday Worship.

Diocesan Support Group for Toddler Group leaders has been attended termly by Julia Everett.

It is hoped that Early Birds will start up again in the near future, once restrictions are lifted.

3.1.4 Young People's Zone *Iris and Katrina Trew*
The Young People's Zone currently has up to twelve attendees.
Unfortunately, because of Lockdown, the VE Day poster which they painted for the display board in the Church Porch was not used. Kate Carter arranged an afternoon meeting before Christmas in Church which a few children attended. They played games, made colourful jar lights (all socially distanced of course) and enjoyed a goody bag.

Hopefully, it will soon be possible to resume YPZ meetings where friendships are made and activities /crafts achieved.

3.2 Church Buildings and Church Grounds

3.2.1 Church Gardening Team
The Gardening Team continued to meet when possible, keeping the borders tidy and clearing leaves and fallen branches. This also provided a great opportunity to chat to members of the local community as they passed through the Churchyard. A new initiative was the planting of 2,000 crocus bulbs in the grass at the front and side of the church building, by a team of church members and some other interested local people, on an Autumn Saturday. Planting was on a prepared grid to ensure a reasonable spread of bulbs. They looked lovely this Spring - a real ray of hope in a dark February. The Council has been asked to delay mowing to allow the leaves to die down, hopefully giving an even better show next year.

3.2.2 Maintenance Team *John Everett*

Over the last year, the Maintenance Team members, who don't meet on a regular basis, but just when required, which as it turns out is nearly every week, have continued to carry out a variety of tasks; these have included:

- Changing light fittings and bulbs in the church, Barclay Hall, Hunt Room, Nursery. Whenever possible, the old filament and halogen bulbs have been replaced with LEDs.
- Barclay Hall has had a second pair of LED panel lights fitted, replacing the existing fluorescent 4-tube system.
- Barclay hall spot lights have been changed to LEDs.
- Barclay Hall has been redecorated.
- The Hunt room has been redecorated.
- Church, Barclay Hall and Hunt Rooms have had their emergency lights tested and replaced as required, not completed yet.
- All the Church, Barclay Hall, Hunt Room and Nursery electrical equipment has been PAT tested.
- The Barclay Hall kitchen has been deep-cleaned twice.
- The Hunt Room Nursery Kitchen has been deep-cleaned.
- Changing and repairing locks as required.

3.3 Church Communications

3.3.1 Church Cyber Issues *John Forrest*
Since the start of 'Lockdown', internet platforms have become ever more vital as lifelines. Some church members who were housebound, even before Lockdown, have been able to join in. However, mixing on-line with in-person worship events may need assessing in future. A protocol exists for all those who make use of the church's e-mail and cyber systems.

3.3.2 Communications Team *Jim Nicolson*
A regular Newsletter from the Church Office and updates on the Website have helped communications as effectively as possible during Lockdown.

The application for a Faculty to revamp the Foyer is continuing; it is to be hoped that an end is in sight and that a start can be made to these long-awaited changes!

3.4 Community and Outreach

3.4.1 Alpha and Start Courses *Revd Kate Carter*
Alpha: An Alpha Course was commenced during the Autumn Term of 2020 in hybrid from, with some guests attending in person in the church and others attending on-line. After the first 5 sessions, in-person meetings were stopped due to Government guidance. Those who had been attending in person were not comfortable transferring to on-line meetings and so the Alpha Course was paused in November. It has been possible to keep in touch with most of the guests through WhatsApp, Zoom, E-mail and 'phone. Since COVID has now caused such a large hiatus in the Course, Alpha will re-commence as an on-line Course after Easter 2021. For any of the previous guests who cannot yet engage on-line, every effort will be made to keep in touch informally and to extend invitations to events wherever possible.

Start: The Start Course was also run during 2020 and worked well on Zoom with a small number of guests. One point for consideration will be to discuss which evangelistic/discipleship Courses work best for the local community. Another point for consideration may be whether some Courses are continued to be offered on-line in the future as they can be easier to access for some guests.

3.4.2 Children's Holiday Club *Julian Pennant*
Preliminary plans were made to hold a Summer Holiday Club over 2 full days rather than 4 mornings, as the Team felt that this could be more attractive to families needing child-care. It was hoped that it would have a similar structure to the previous year, giving children a variety of activities including craft, drama, music, dance and games and a chance to relax and enjoy meeting each other and the Club leaders. Because of COVID-19, the Club could not be run, but some of the children met in person for a 'Light Party'

on 31 October - a socially-distanced event, arranged in the church with snacks, a short film and crafts on the theme of Jesus being the 'Light of the World'.

3.4.3 Community Mosaic Project *Julian Pennant*
The plan is to simplify the design to be simply a large Rainbow, spanning the width of the seating area. It would then become a permanent symbol of gratitude to all who have brought people through the Pandemic - gratitude to the NHS Staff and Key Workers for whom the Rainbow is a recognized symbol; to the Scientists who have developed the vaccine and to the many others who have helped to get everyone through this difficult time.
The Rainbow, of course, is also a symbol of God's love for humanity, bringing them through a crisis and promising never to leave them.

3.4.4 Family Link Worker *Diana Forrest*
During 2020, the PCC has developed plans to employ a full-time Family Link Worker. The role of this Worker will be to work with church members to develop new ways of reaching local families, supporting them in their practical needs and enabling them to come to faith in Christ and grow spiritually.

Applications for funding have been submitted to several different Trusts. By the end of 2020, £3,000 has been offered by the Verulam House Fund Trust. The PCC has agreed to give £10,000 for the first year from the church's Reserves and then £10,000 per year from Reserves and local fund-raising for the next two years. Applications have been submitted to another ten Trust funds for the rest of the funding needed.

3.4.5 Hoddesdon Bell-A-Peal *John Allison*
The only event in 2020 was 'The Italian Job' Bistro on 15 February; thereafter, because of COVID and Lockdown restrictions, the Team was unable to run any of the planned events. Thanks go to all those who continue to support the Project, which is appreciated. A new Engineers Report was received on 15 October, following the inspection carried out in December 2019 by TLB Services of Newark. Due to COVID restrictions the Bell-A-Peal Team has not met to discuss the proposals from TLB Services; it was hoped that, with assistance of various local organisations who have offered to apply for grant funding, the Project would be further ahead with future plans. It is hoped to start the implementation of the restoration work on the Bells and Tower in 2022 if funding is in position. The current Fund stands at just over £25,000.

3.4.6 Hoddesdon Bell-Ringers *John Allison*
The Hoddesdon Bell-Ringing group activities were cancelled from March due to COVID Lockdowns; because the Ringing Chamber is too small for social-distancing, sadly, it was not possible to ring for the VE Day 75th Anniversary commemoration in May. The only opportunity for ringing was providing a service bell to be tolled before the 10:30 Sunday Services by one individual ringer, from the Summer until Christmas. The Hoddesdon Bell-Ringers will be advised for returning to group-ringing following any guidance from the National Council of Bell-Ringers. The ringing membership has not changed from 2019.

3.4.7 Hoddesdon Mothers' Union *Sarah Davies*
Because of COVID-19 and Lockdowns, the 2020 planned programme of events for members was very much reduced.
Before Lockdown 1, the following events took place:
- January - Quiz (£300 raised); February - AGM; March - talk on the 2020 MU theme (*'Building Hope and Confidence'*) by Kim Wilkinson, Diocesan President.

Other events were run, where possible, via Zoom:
- June - Wave of Prayer; December - Advent/Christmas meeting

Members continued practical activities at home to support the local community:
Princess Alexandra Special Care Baby Unit: knitted cardigans; hats for prem and new-born babies; cot blankets; sewn baby quilts.
Local Dementia Groups: Memory books.

3.4.8 Holiday At Home *Jackie Billing*

Due to COVID-19 restrictions, Holiday At Home week was unable to run this year. However, HAH guests attended a 'Reunion Tea' in the Barclay Hall on Sunday 01 March, just 3 weeks before Lockdown 1.
HAH has kept in contact with guests by sending cards at Easter. Also, in the week in which Holiday At Home would have run, each guest received a card with a tea bag and a biscuit; at Christmas, each guest received a card with a personalised Christmas decoration. Each card had details of support being offered in the local area for those who might need it. Holiday At Home has also contacted guests by telephone.

3.4.9 Luncheon Club *Marian Hoyles*
The Luncheon Club only met in January, February and March, with 35-40 guests, as, even when restrictions due to COVID were eased, the impossibility of maintaining social distancing at a meal where social interaction between guests is always a high priority and the vulnerability of the guests (many of whom are aged over 80), made further meetings impossible.

As anybody over the age of 60 is welcome to attend the Luncheon Club, no list of 'members' or contact details of those who come, is kept, so contact throughout the rest of the year was not possible.

3.4.10 Spring Tea *Hilary Marsh*
The Spring Tea for older members of the church and community was suspended for this year because of other Social events planned for 2020.

3.4.11 St Catherine's School: Prayer Spaces *Revd Kate Carter*
Having launched Prayer Spaces in the School for one week in Autumn Term 2019, a second Prayer Space was set up in Spring Term 2020. This ran over the space of a week, allowing children to participate a class at a time, and it was supported by volunteers from St Catherine's and St Paul's.

3.4.12 Star Trail *Julian Pennant*
A group of 10 church members, appropriately distanced, constructed about 25 wooden stars and crowns from the prunings of the lime trees in the Churchyard. All-weather, battery-operated timer lights were wound around them and half of them were arranged in the tree at the front of the church and around the noticeboards. Ten local shops were approached who agreed to have a Star in their window, together with a knitted character from the Nativity Story and a sheet with a stainable code, making up a Trail around the Town which told the Christmas Story.

About thirty children completed the Trail and received a chocolate prize from a church member, sitting in the Foyer doorway, plus a pack to join in with the on-line Christingle Service.

3.4.13 'The Newsletter' *Hilary Marsh (Editor)*
'The Newsletter' - the parish magazine - is published 10 times a year, with double issues for July/August and December/January.

In 2020, February and March issues were distributed by church members; thereafter, because of COVID-19 and 2 Lockdowns, copies were printed in A4 format on the church printer, and posted to all subscribers, the majority of whom are non-church members, as well as to some church members who were housebound.

3.4.14 Tuesday Fellowship Group *John Roberts*
Under normal circumstances, the Group for the over 50s meets on the 3rd Tuesday of the month in the Barclay Hall. Average attendance: 25. (50% from local community).

Members enjoy refreshments, a chat, and peruse second-hand books/CDs (voluntary donation towards guests' expenses); the meeting starts with notices, a 'Thought for the Day', prayers and guest speakers.
In-house activities, Anniversary Service, summer outing, and Christmas Lunch complete the year.
In 2020, due to COVID-19 Lockdowns, the Group met in January, February and October.
Thanks go to the Team for giving of their time to this outreach to the congregation and local community.

3.5 Ecumenical Relationships and Involvement

3.5.1 Broxbourne Winter Night Shelter *Diana Forrest - Broxbourne Winter Night Shelter Project Coordinator*

This year, for the first time, one of the Halls, belonging to Hoddesdon Parish Church, Barclay Hall, was used as one of the venues for the Broxbourne Winter Night Shelter, on Thursday nights. Jackie Billing and Diana Forrest were the venue coordinators, and in total 28 volunteers helped to support this work.
Their roles included: receiving the beds from the previous venue; setting up the Hall; making the beds and laying the tables; preparing and cooking the food; serving the food; playing games with the guests and listening to them; staying overnight with the guests; preparing breakfast for them in the morning; packing away the bedding and tidying the Hall and sending the beds off in the van to the next venue.

There was a great atmosphere each night, with a wonderful Team spirit. The food cooked was always delicious, wholesome, and much appreciated by the guests. At times, the guests enjoyed playing cards. A new card game developed after a while, which the guests called 'Night Shelter'!

Alongside this work, the buildings attached to the Quaker Meeting House in Lord Street, Hoddesdon were opened as a Day facility for the guests, in a pilot project called 'Peace Cottage'. The guests could have a shower and use the washing machine there, and stay for hot drinks, a light lunch, play games and chat. A Team of 29 people helped with this, including seven volunteers from the Mothers' Union.

An evaluation of the Broxbourne Winter Night Shelter was undertaken, and this can be summarised as follows:

- The Broxbourne Winter Night Shelter 2020 provided accommodation for nine guests over a 10-week period from 06 January until 12 March.
- 219 volunteers were involved in supporting this project, providing a warm and enjoyable environment in each venue, with good food, encouragement and kindness.
- Three of the guests found it helpful to use the Day facilities at Peace Cottage in Hoddesdon and made use of the shower and washing machine available there.
- The project enriched many who were involved, both volunteers and guests.
- All the longer-term guests who stayed at the Night Shelter had found housing by the end of the Project.

As a result of the Coronavirus Pandemic, the Council was given responsibility for housing all homeless people who came to them for help, through a project called 'No First Night Out'. The rooms they found for people were furnished, but did not have bedding or kitchen equipment like kettles, toasters, plates etc. The Winter Night Shelter Team decided to use their funds to provide Starter Packs for these people as they moved into their rooms. These Starter Packs have been gratefully received.

3.5.2 Christian Aid *John Allison*

The Christian Aid Street Collecting was cancelled due to COVID Lockdown. Christian Aid has been presenting TV advertising to keep their profile in the public domain and receive on-line donations as much as possible. John Allison with Brian and Marian Hoyles are co-ordinating any activities for Christian Aid Week for the Hoddesdon Parish, referenced through local churches rep, Kathleen Lord.

3.5.3 CTHBW - Churches Together In Hoddesdon, Broxbourne and Wormley *Rachel Pennant (www.cthbw.org.uk)*

Churches Together began 2020 with the Annual Service to mark the Week of Prayer for Christian Unity. This focussed on how Christians can seek to work for peace and reconciliation within our divided political culture. Joint Lent Groups were also organised focusing on the Care of God's Creation, using the Archbishop of Canterbury's Lent book. The planned joint Good Friday worship could not take place, but throughout the year, the group and church leaders have met on-line to plan and pray, including as part of the 'Thy Kingdom Come' season. A new event took place this year, originally planned as a Drive in Carol Service at Paradise Wildlife Park, but which had to move on-line at the last minute. Its success suggests that it might be repeated in future years.

Churches Together also serve the local community together, supporting the Foodbank and providing Street Pastors. This year, they have also been closely involved in several COVID Recovery projects, collaborating with the local Community and Broxbourne Council, many of which are reported elsewhere

in this Report. Plans are also being put into place for welcoming residents at many of the new housing developments in progress across the Borough.

3.5.4 HABS (Hoddesdon and Broxbourne Settings) *Revd Kate Carter*
In December 2020, members of the congregation of St Catherine's and St Paul's once again generously donated gifts towards the HABS Christmas collection. The HABS team in their work with local schools and families, have reported a significant rise in the needs of vulnerable families in the area during the Pandemic.

3.5.5 Love Hoddesdon and Hoddesdon BID *Rachel Pennant*
Hoddesdon Parish Church is a co-opted member of the Hoddesdon Business Improvement District (BID). This involves attending Board meetings and being involved in local events. Sadly, many of these had to be cancelled in 2020, however the church has taken an active role in the town's COVID Recovery plans alongside other local churches. The Christmas Star Trail and distribution of 'Comfort and Joy' gifts to local shopkeepers are two examples of ways in which the Church is seeking to build these relationships and support the local town.

3.5.6 Hear4U Listening Team *Diana Forrest*
Through the Coronavirus Pandemic, local Health and Social Care workers have been identifying increasing numbers of people struggling with anxieties. As a result, Churches Together decided to set up a Listening Team for the Borough of Broxbourne. Sixteen people have come forward for training in Listening, and the training is being given (via Zoom) by the Acorn Christian Healing Foundation. The training will be completed in March 2021, and it is hoped to start the Listening towards the end of April 2021.

3.5.7 New Estate Ministry
No Report for 2020 - the COVID-19 Pandemic reduced building developments.

3.5.8 New River Group *Rachel Pennant*
The New River Group Ministry was established in 2007 and comprises the threee Parishes of Broxbourne with Wormley, Hoddesdon and Rye Park. The role of the Group Ministry is to support each other in prayer and ministry and to develop common areas of working and sharing resources, while at the same time retaining independence as separate and distinct Parishes.

The Group Council, comprising the 3 incumbents, other ordained Clergy, Readers and lay representatives - meets twice a year, to share news of Services, events, new initiatives and ministry within the local communities. Unfortunately, no meetings of the Council took place in 2020, though it is hoped that these will resume once the current COVID restrictions are lifted. However, the three incumbents plus other associated Clergy have met weekly with the rest of the Deanery Chapter to support and pray for one another.

3.5.9 Peace Cottage and Garden Community Project
Peace Cottage *Diana Forrest*
Following the successful pilot of using Peace Cottage for homeless people early in the year, plans are being developed to open the Quaker Meeting House in Lord Street as a community resource. The facilities include the Grade II listed worship area, a kitchen, a community hall, and the linked warden's cottage. A Partnership Group has been established to support this project, and plans have been made to upgrade the building. There is need for a new heating system, hot water heaters and a modernised kitchen. A video has been made describing the vision for this project. This can be found at:
https://m.youtube.com/watch?v=mJG87qZthLs

Peace Garden *Revd Kate Carter*
In Autumn 2020, work began on the garden of Peace Cottage on Lord Street, adjacent to the Quaker Meeting House. Local churches from the Churches Together Group are working with the Quakers to develop the Cottage and Garden into a resource for the local community with a particular aim to meet some of the rising mental health and loneliness needs in the community. It is also envisaged as a space to provide the physical benefits of gardening, room for quiet reflection or prayer and a potential space for

artistic projects as well. Significant clearance work has been done in the garden, thanks to an enthusiastic team of volunteers from the Quakers, St Catherine's and St Paul's and other local churches.

3.6 Mission and Ministry

3.6.1 Home Communion *Brian Hoyles*
There are 6 people on the Home Communion recipients list, split into 2 groups. Two Teams of 2 serve them - which isn't quite enough; this means that some weeks, there is no Home Communion. There really needs to be at least one more Team of people.

This year, Home Communion ran as normal until the end of March when it ceased because of the COVID-19 Pandemic. It briefly restarted at the beginning of September until Tier 3 came in at the end of October. There has been some contact maintained with the recipients during this time.

3.6.2 Mission Support *Mark Galpin*
This year, the Mission Support Group continued to support and be in regular contact with 9 mission partners, spread across 9 different countries and 4 continents, and 4 mission organisations. A representative from Tear Fund visited the church and the congregation heard about their work in Rwanda; videos from partners in Bolivia and the Middle East/Central Asia have been received and shared at Sunday services. A personal highlight for Mark and Liz Galpin was meeting one of the mission partners in the banks of the Bosphorous, looking across to the lights of Old Istanbul.

3.6.3 Prayer and Visiting Team *John and Susan Roberts*
Perhaps a more appropriate title for this year would be: 'Prayer and Keeping In Touch Team'!

Due to the current restrictions around social distancing that have been in place for some time now, visiting church members at home has not currently been an option. However, the Team is continuing to keep in touch with vulnerable and other members, mainly with phone calls, but also by discovering the wonderful gift of 'on-line' communication, including e-mail, Skype, Zoom and WhatsApp. Initiated by the Clergy as well as numerous very thoughtful church members, these options are offering a greater variety of links with church activities as well as one-to-one support and conversations.
It will be interesting to discover whether these additional opportunities for keeping in touch will continue after Lockdowns end.

3.6.4 Transport *John Allison*
There was no church transport operating this year due to COVID restrictions; it is hoped that the current Team of regular and occasional drivers, who have transported those in need to church events and occasional trips for medical treatment will be available when conditions allow.

3.7 Worship and Fellowship

3.7.1 Choir *Christina Parker*
This has been a COVID Year. The Choir last met in March, since when live singing has been banned. The lack of live music in church has been a great loss and sadly missed by Choir and Congregation alike. As for the future, it is uncertain. The outcome of the Worship Review and its interpretation will decide on the way forward and whether 'The Choir' will be allowed to return in the form in which it has served so faithfully up until now.

3.7.2 Flower Arrangers *Jackie Stacey*
Weekly flower displays in the church were suspended for 2 Lockdowns in 2020, because of COVID when the church building was closed for public Worship. The Flower Team was able, however, to provide a small flower arrangement for Harvest Festival and Christmas.

3.7.3 House Groups *Geoff Wilcox*

There are currently two House Groups running: one meets at Shirley and Jim Ward's on Roselands as Shirley's health allows, with some 11 members; the other meets in the church Bunting Room. generally every two weeks on Tuesday evenings, with some 6 members.

The purpose of House Groups is to study different aspects of the Bible and thereby get a better understanding of scripture, Christian faith and God's love for everyone.

If anyone would like to join the church House Group, they would be very welcome. Contact Geoff Wilcox (01920 465092).

3.7.4 Prayer Groups *Julian Pennant*
One of the positive things to come from this year is the strengthening of the church's corporate prayer life through on-line connections. Monday Morning Prayer has continued, either in person or on-line, and Saturday Morning Prayer on Zoom was added during the first Lockdown. Morning and Evening Prayer/Compline has also been available on YouTube. The Church WhatsApp Group has allowed the sharing of prayer needs in addition to the Weekly Notice sheet. Corporate intercessions have continued to be an important part of Services.

3.7.5 Sidespersons and Welcomers *Revd Kate Carter*
2020 has seen a hiatus in the role of the Welcome Team, due to the closure of the church building for Sunday Services. During this time, the Team has been re-formed with additional Team members coming on board. As a way of preparing for the next season of the church, Kate Carter will be running the 'Everybody Welcome' Course with the Welcome Team, which aims to explore how every aspect of the church's building, Worship and Mission can embody a genuine welcome to new people. This Course will be starting after Easter 2021.

3.7.6 Social Events *Sarah Davies*
One 'in person' Social event was held before COVID-19 restrictions were introduced in late March. Members of the 'Herts For Mission' Team gave a presentation of their work during the 10:30 All Together Sunday Service on 01 March, and were hosted at a 'Bring and Share' lunch, held in Barclay Hall following the Service.

3.7.7 Sound and Vision *Julian Pennant*
Over the course of the year, with help and advice from many quarters, the streaming system for Services was developed to a point where it is not onerous to operate but gives quite watchable results. This has allowed the church to continue to worship as a congregation when the building has been closed. Musicians have been willing and able adapt to producing pre-recorded music for use in streamed Services.
From near the start, the aim was to develop a system that could combine 'in person' Worship with live-streaming so that it could be continued when the congregation was back in the building. This was for the benefit of two groups:

1. Those who will continue to find it hard to make it to church every week, even after restrictions have ended because of infirmity; and
2. Those who are interested in what goes on in the building but not yet ready to cross the threshold.

To be able to invite people to join in Worship is at the very heart of mission as a church and on-line video is a significant tool in enabling this.

The majority of those who regularly attended before Lockdown, and who watch on-line, do so on YouTube. Recent Sunday morning Services have generally had about 70 views on YouTube with 10-20 people also watching the sermon when it is posted separately later; Morning Prayer has 10-20 views. This suggests that the YouTube channel is providing a resource for the spiritual lives of a number of people.

Facebook views are more difficult to estimate as people are more likely to watch a couple of seconds of something and then move on, but during the 9 months of 2020, 175 hours of church video material was watched by Facebook users. These will tend to be people less closely associated with church but interested in what the church is doing.

An audio recording of the reading and sermon was made available from December on a dial-in local 'phone line. This has had one regular listener and several more sporadic ones.

3.7.8 Vergers *Vernon Tye*
There are still only 3 Vergers to cover all the Church Services and activities and they all have other church duties to perform as well, so more willing hands would be most welcome.

Vergers' duties are:
(1) To open up the Church and prepare it for every Service including Funerals, Weddings etc.
(2) To prepare the altar, wafers, wine etc. for Holy Communion which are held on Sunday and Wednesday mornings.

Because of the Pandemic, there has been no Holy Communion Services during the 2 Lockdowns; during the 4 months (July to October) between Lockdowns, only bread was permitted for Holy Communion.

Thanks go to all the ladies who do the Church communion washing i.e. purifications, altar and table cloths etc. and also to Jacqui Gifford for sorting out the rota.
Please contact Vernon Tye, Mike Marsh or Linda Hinks to find out more about a Verger's role and work.

SECTION 4 - FINANCIAL REPORT AND ACCOUNTS

4.1 Financial Review

4.1.1 Summary

In the 2019 Annual Report & Accounts, the PCC predicted that the impact of Covid-19 restrictions, particularly the loss of hire income from the closure of the church halls, would substantial. It predicted that it was likely to incur a substantial deficit and a consequential drain on its cash reserves. We give thanks to the Lord that this prediction was not realised.

In the event, the net result for year was a relatively modest deficit of £5,172 (before an unrealised gain on investment of £1,490). Without depreciation, which does not affect our cash position, the deficit became a small operating surplus of c. £3,000. This meant that cash flow for the year remained positive at c. £2,700, with no drain on cash reserves.

At 31 December 2020, total funds stood at £547,806 (2019: £551,488) and cash balances at £216,154 (2019: £213,486).

4.1.2 Income & Expenditure

Total income for the year amounted to £127,667 against £156,496 in 2019, a reduction of c. £28,800. The main elements were:

- There was a loss of £16,000 (50%) in hall lettings compared with 2019. A substantial loss had been expected, but, in the event, the actual loss was not as great as had been feared.
- Several other income-generating activities from church organisations which rely on social contact, such as Early Birds, Tuesday Club, Luncheon Club, the provision of flowers in church, and fund raising events, suffered an overall reduction in income of c. £3,300 but, there was an offsetting drop in expenditure in these activities, except in the case of fund-raising, of c. £2,200 which meant that the overall impact was not great.
- The lockdown restrictions which applied for most of the year resulted in a sharp reduction in the number of weddings and funerals held in church and, as a result, net fee income in 2020 was just c. £800 a reduction, of c. £4,000 from the 2019 level.
- Fund raising income, mainly for the Bell Appeal, amounted to only £500 in 2020, a reduction of c. £4,000 from the 2019 level.
- In 2019, in the four months prior to the arrival of our curate, the curate's house generated rental income of £5,200. Clearly, there was no income from that source in 2020.
- Income from investments was better than expected and, at £3,200, was just £300 below the 2019 level.
- On the other hand, pledged income and donations showed a modest increase, an outcome that was by no means assured, given the uncertainty over the possible adverse impact of the pandemic in members of the congregation.
- The PCC also benefited from the receipt of £6,200 from the Corona Virus Job Retention Scheme (furlough recovery).

Total expenditure for the year amounted to £132,839 against £144,254 in 2019, a reduction of £11,415.

The main elements were:

- The diocesan parish share, our largest single item of expenditure, amounted to £61,354, a reduction of c. £4,200 compared with 2019. The underlying charge for the cost of providing the parish with clergy increased because we now have a curate in place, this increase was more than offset by a special allowance from the Diocese of £11,700, which represents 75% of the rental income of £15,600 foregone as a result of the house now being used by the Curate.
- Expenditure on grants to mission partners (mission support) was £9,937, a reduction of c. £1,600 from the 2019 level. The target MSG Budget has not changed. The 2019 figure was £1,600 higher,

special allowance from the Diocese of £11,700, which represents 75% of the rental income of £15,600 foregone as a result of the house now being used by the Curate.

- Expenditure on grants to mission partners (mission support) was £9,937, a reduction of c. £1,600 from the 2019 level. The target MSG Budget has not changed. The 2019 figure was £1,600 higher, because the payment to Young Life was overlooked in 2018 and at the 2019 APCM, it was agreed that the missed 2018 payment of £1,600 should be made good in 2019.
- The upkeep of church buildings amounted to c. £10,900, an overall saving against 2019 of c. £2,300. Within the overall total, there was a reduction of c. £3,000 in cleaning, the result of the cleaning of the church building being carried out on a voluntary basis, following the departure of the employed cleaner at the end of 2019. There were small, offsetting increases in the cost of utilities and maintenance. The increase in utilities was disappointing in the light of the enforced reduction in the use of the church during periods of lockdown.
- The cost of running the hall buildings for the year, c. £14,400, represented a small reduction of just £700 from the 2019 level. The cost of heating and lighting the halls, c. £2,300, represented a significant year-on-year saving of c.£2,800, and was to be expected, given that, as a result of lockdown restrictions, the halls were not used at all or only to a very limited extent for much of the year. This saving was offset by an increase in maintenance expenditure of c. £1,200, which reflected both the one-off costs of preparing the Barclay Hall for use by the NHS as a Covid-19 vaccination centre (it should be noted that these costs have been totally funded by the NHS) and taking the opportunity afforded by the low level of use of the halls to carry out deferred repairs. Other costs – cleaning, insurance and water – all increased a little over the year.
- The printing of the church newsletter was taken 'in-house' during the year, and, as a result, the cost of producing it fell from c. £1,500 in 2019 to c. £600, a saving of £900. The associated loss of income was c. £300, producing a net benefit of c. £600. The cost reflects the need to post the majority of newsletters, which had previously been distributed by members of the congregation, due to nervousness about transmission of Covid-19. It does not include the printing and paper costs, although these are modest.
- Administration and Support costs at c. £15,700 remained overall just £100 lower than in 2019. Within the overall total, office and telephone costs showed useful savings of c. £850, reflecting lower administrative activity brought about by the lockdown restrictions. This saving was largely offset by increases in other costs such as internet and website costs, reflecting the move to services being held online during the lockdown.
- The cost of church services, other than online costs, was c. £600 lower than in 2019, a direct result of the restrictions placed on being able to hold services in church.
- There were increases in some other cost categories, such as clergy expenses (largely the effect of a full year for our curate and extra equipment to support working at home during the lockdown) and church activities, (largely the result of training for the Churches Together listening project).

4.2 - Reserves Policy

The PCC has examined the requirements for free reserves i.e. those unrestricted funds not represented by tangible fixed assets or investments. The PCC considers that free reserves should be the equivalent of approximately 4 months' routine general fund expenditure plus the committed future expenditure of other projects, where funds permit. The PCC is of the opinion that this provides sufficient flexibility to cover temporary shortfalls in income and will allow it to cope with unforeseen emergencies. At 31 December 2020, the PCC had net free reserves of £103,908 (2019: £103,658) as follows:

	2020 £	2019 £
Balance of unrestricted funds per Accounts	104,888	104,826
Less: tangible fixed assets	981	1,168
Free reserves	103,907	103,658

	2020 £	2019 £
Free reserves requirement:		
4 months' forecast routine expenditure	46,000	45,000
Allowance for exceptional expenditure e.g. unavoidable maintenance and major projects.	30,000	30,000
	76,000	75,000
Requirement as % of Free Reserves	73.1%	72.4%

The allowance for exceptional expenditure has been substantially increased in the light of the perceived need to refurbish parts of the interior of the church and the Barclay Hall and to allow for other work which needs to be undertaken as a result of the quinquennial inspection which was carried out in 2020. The latter requirement was not, in the event, as onerous as expected but the PCC wishes to remain prudent in the light of increased uncertainty engendered by the pandemic and has decided not to reduce this requirement.
However, the PCC is conscious of the requirement for a charity not to carry excess reserves and has agreed to part-fund the proposed employment of a Community Link Worker for 3 years at £10,000 a year, starting in September 2021. If the employment of a Community Link Worker is realised, it is anticipated, based on past performance, that most, if not all, of this would need to be funded from reserves.

4.3 - Investment Policy

The PCC considers that it has a fiduciary duty to be risk-averse in its approach to investment. In the light of that, it continues to invest cash balances in the general funds that are surplus to normal operating requirements with the CBF Church of England Deposit Fund, despite the very low rates of interest on offer. Market rates, both short- and longer-term, deteriorated in the latter part of 2020 but it continues to be the case that, in order to earn a modest rate, it is necessary to deposit money fixed for unacceptably long periods and the PCC is not prepared to do that.
The cash balance that forms part of the restricted St Catherine's House fund represents capital that the PCC must maintain, although the income therefrom is not restricted. Accordingly, the PCC, in conjunction with its co-trustee, the St Albans Diocesan Board of Finance, deposits these funds with large financial institutions for periods up to a year, in order to obtain higher returns. The
Dunn Trust endowment is represented by low-risk investments that are held for the longer term and to produce a steady income. Although the PCC has the power to change the assets in the endowment, it has refrained from doing so, because it considers the present position meets its risk-averse policy. If the PCC were to make any changes, it would not, in the light of that policy, invest in equities.

This report was approved by the PCC on 22 May 2021 and signed on its behalf by

Rev Dr Rachel Pennant Chair 24/5/21

I report on the financial statements of Hoddesdon Parochial Church Council ('the PCC') for the year ended 31 December 2020, set out on pages 22-35.

This report is made solely to the PCC in accordance with section 145 of the Charities Act 2011 (the Act). My independent examination has been undertaken so that I might state to the PCC those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by the law, I do not accept responsibility to anyone other than the Trust and the PCC for my independent examination, for this report, or the opinions I have formed.

RESPECTIVE RESPONSIBILITIES OF THE PCC AND THE EXAMINER

The PCC considers that an audit is not required for this year (under section 144(2) of the Act and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under section 145 of the Act);
- to follow the procedures laid down in the General Direction 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 General Directions given by the Charity Commissioners. 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 PCC as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

INDEPENDENT EXAMINER'S STATEMENT

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do 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.

Signed ..... John Helm Date ..... 24 May 2021

John Helm ACA
Simply Churches Ltd
17 Heathville Road
London N19 3AL

Statement of Financial Activities

For the year ended 31 December 2020

	Note	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Endowment Funds 2020 £	Total 2020 £	Total 2019 £
Income from:						
Donations and legacies	2a	101,369	4,123	-	105,492	103,161
Charitable activities	2b	817	-	-	817	4,889
Other Trading Activities	2c	17,682	487	-	18,169	44,934
Investments	2d	1,982	1,207	-	3,189	3,512
Total Income		**121,850**	**5,817**	**-**	**127,667**	**156,496**
Expenditure on:						
Raising funds	3a	16,297	8,111	-	24,408	27,398
Charitable Activities	3b	105,491	2,940	-	108,431	116,856
Total Expenditure		**121,788**	**11,051**	**-**	**132,839**	**144,254**
Net Gain/(loss) on investments - unrealised		-	-	1,490	1,490	3,402
Net Income/(Expenditure)		**62**	**(5,234)**	**1,490**	**(3,682)**	**15,644**
Transfers between funds		-	-	-	-	-
Net Movement in funds		**62**	**(5,234)**	**1,490**	**(3,682)**	**15,644**
Total funds brought forward		104,826	375,088	71,574	551,488	535,844
Total funds carried forward		**104,888**	**369,854**	**73,064**	**547,806**	**551,488**

Balance Sheet
At 31 December 2020

	Note	Unrestricted Funds	Restricted Funds	Endowment Funds	Total	Total
		2020 £	2020 £	2020 £	2020 £	2019 £
Fixed Assets						
Tangible assets	6	981	251,323	-	252,304	260,802
Investments	7	-	-	73,084	73,084	71,574
		981	251,323	73,084	325,388	332,376
Current Assets						
Debtors	8	18,060	-	-	18,060	16,501
Short term deposits		68,087	97,043	-	165,130	164,842
Cash at Bank		27,948	21,717	-	49,665	46,530
Petty Cash		1,359	-	-	1,359	2,114
		115,454	118,760	-	234,214	230,047
Less: Creditors: Amounts Falling Due Within One Year	9	11,547	229	-	11,776	10,735
Net Current Assets		103,907	118,531	-	222,438	219,312
Net Assets		104,888	369,854	73,084	547,806	551,488
Funds						
Unrestricted		104,888	-	-	104,888	104,826
Restricted	10	-	369,854	-	369,854	375,088
Endowment	11	-	-	73,084	73,084	71,574
		104,888	369,854	73,084	547,806	551,488

Approved by the Parochial Church Council on 22 May 2021 and signed on its behalf by:

Rev Rachel Pennant
Chair

24/5/21

Mr M Marsh
Treasurer

24.05.2021

Notes to the Financial Statements for the year ended 31 December 2020

Accounting policies

The Financial Statements have been prepared under the Charities Act 2011 and in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP 2019 (FRS102)) and the Financial Reporting Standard 102 (FRS 102)

The financial statements have been prepared under the historical cost convention except for investment assets which are shown at market value. The accruals basis of accounting has been adopted, unless indicated in the following notes. The principal accounting policies are applied consistently.

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

The PCC meets the definition of a public benefit entity under FRS 102.

Going Concern

Each year it is the PCC's responsibility to state whether or not the annual accounts have been drawn up on a going concern basis. Going concern is the assumption that an entity, in this case the PCC, has the resources (financial or otherwise) needed to continue operating for the foreseeable future and, in particular, for at least 12 months from the date of approval by the PCC of these annual accounts. If the going concern principle did not apply then the accounts would be drawn up on an insolvent basis.

The PCC considers that there are no material uncertainties over the charity's ability to continue operating in the short-term and, accordingly, the accounts have been drawn up on a going concern basis. Please refer to section 1.3.4 Post Balance Sheet Events and Going Concern Consideration of the Annual Report for an explanation of the matters that the PCC took into account in arriving at this conclusion.

Recognition of income

Planned giving, cash offerings, donations, grants and legacies are recognised when received.

Amounts received for specific purposes are dealt with as restricted funds and the liability for payment is recognised when the amounts are received.

Tax recoverable under Gift Aid is recognised when the donations to which it relates are received.

Income from the letting of hall premises and from freehold premises is recognised on the accruals basis. It is shown gross, with the associated costs being included in fundraising costs.

Dividends are accounted for when received; interest is accounted for on the accruals basis.

PCC Fees for weddings and funerals are accounted for on a 'net' basis, i.e. after deducting that element of the fees charged which belongs legally to the Diocese and other elements which are included in the charge on a 'pass through, nil profit' basis e.g. payments to the organist, choir, bell ringers, vergers.

The proceeds of insurance claims are netted off against the cost incurred in rectifying the damage or loss suffered.

Recognition of expenditure

Expenditure is recognised as soon as a liability is considered probable and the amount of the liability can be reliably measured.

The PCC is not registered for VAT and, accordingly, expenditure includes VAT where appropriate.

Fundraising Expenditure

This includes amounts incurred in obtaining donations and property maintenance costs.

This comprises the costs incurred in fulfilling the PCC's principal objects, as outlined in its Annual Report, and includes:

- Parish share payable to the Dioceses as the PCC's assessed contribution to the provision of the clergy in the Diocese.
- Grants and donations payable to third parties, usually missions, in furtherance of the PCC's objects; these are accounted for when determined by the PCC.
- Payments to third parties of restricted collections and donations made specifically for the benefit of those recipients.
- Costs associated with church services and other worship and fellowship activities.
- Administrative and support costs.
- Governance costs, which are incurred in meeting the PCC's obligation for public accountability and compliance with regulation, and include the cost of the annual independent examination and the expenses of trustee meetings.

Tangible Fixed Assets

Consecrated land and buildings and moveable church furnishings

Consecrated and beneficed property is excluded from the accounts by Section 10 (2) (a) of the Charities Act 2011 and, therefore, forms no part of the assets of the PCC.

Moveable church contents are held by the vicar and churchwardens on special trust for the PCC and require a faculty for disposal. They are considered by the PCC to be inalienable property. They are not valued or recognised as fixed assets in the Financial Statements. All expenditure on consecrated or beneficed buildings by way of maintenance or improvement or on the acquisition of moveable church furnishings is written off when incurred.

Other land and buildings

Buildings owned by the PCC are depreciated on a straight-line basis over 50 years.

Other fixtures, fittings and equipment

Most items owned by the PCC are depreciated on a straight-line basis over 10 years. Some items will clearly have a useful life of less than this but others will last longer than 10 years. The PCC considers that an overall period of 10 years is appropriate. Computers, other electronic equipment and software are written off over 4 years.

Some individual items of small value are written off as current expenditure.

Debtors

These are stated at the settlement amount due. Prepayments are valued at the amount prepaid.

Creditors

These are stated at their settlement amount.

Investments

Investments are stated at market value on the Balance Sheet date.

Pensions

For eligible salaried employees who commenced employment after 1 January 2009, the PCC participates in the Pension Builder Classic section (PBC) of the Pension Builder Scheme, part of the Church Workers Pension Fund (CWPF), which is administered by Church of England Pensions Board. The latter holds the assets of the scheme separately from those of the PCC and the other participating employers. It is classed as a defined benefit scheme.

PBC 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. Discretionary increases may also be declared, depending upon the investment returns and other factors.

There is no sub-division of assets between employers in each section of the PBC and it is not, therefore, possible to attribute the scheme's assets and liabilities to a specific participating employer. The PCC is exposed to the actuarial risks associated with the current and former employees of other entities participating in the scheme and the legal structure of the scheme is such that if another employer fails, the PCC could become responsible for paying a share of that employer's pension liabilities. The Pensions Board has, however, put measures in place to mitigate those risks. The scheme is, therefore, considered to be a multi-employer scheme, as described in Section 28 of FRS 102, and, accordingly, contributions are accounted for as if the scheme were a defined contributions scheme

A valuation of the scheme is carried out once every three years. The most recent completed scheme valuation was carried out as at 31 December 2016. This revealed, on the ongoing assumptions used, a deficit of £14.2m. 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 employers to make deficit payments at the current time.

The PCC contributes 5% of basic salary and employees are required to contribute a minimum of 5%. There were no arrears of contributions as at 31 December 2020

The PCC had 1 active members and 2 deferred member in the PCB at 31 December 2020.

The pension costs charged during the year in the SOFA represent contributions payable to the scheme and amounted to £402 (2019: £525).

Funds

Unrestricted funds are general funds that are not subject to restrictions regarding their use and can be applied to the general purposes of the PCC. Funds designated for a particular purpose by the PCC (e.g. Children and Family Worker) are also unrestricted.

Endowment funds are funds the capital of which must be retained. Income arising from investment of the endowment may be used only for the purpose, restricted or unrestricted, for which the endowment was established. The endowment funds and their uses are as follows:

S Dunn Bequest	This is a permanent endowment which requires the income to be spent within the Parish in providing a retainer for the services of an organist and for meeting the expenses of the clergy and, accordingly, is treated as restricted.
Quibell Bequest	This is a permanent endowment which requires the income to be spent within the Parish, primarily for meeting the expenses of the clergy and, accordingly, is treated as restricted. The assets are held in a separate trust fund which is not controlled by the PCC.

Restricted funds comprise (a) funds held under trusts which require the capital to be maintained and invested in a restricted range of assets, (b) income from endowments which is to be spent only on the purposes intended by the donors (see endowment funds above), and (c) revenue donations or grants which may be expended on the specific activity intended by the donor. Any balance of a restricted fund which remains unspent at the end of each year must be carried forward as a balance on that fund.

The main restricted funds and their uses are as follows:

St Catherine's House Fund

This comprises the Barclay Hall and Hunt Rooms, the New Rooms (over the Hunt Rooms), 134 Plomer Avenue (curate's house) and the net cash surplus derived from the sale of St Catherine's House and the purchase of 134 Plomer Avenue in 2008. These assets, any capital receipts derived from their disposal and any replacement assets purchased therefrom are held under a trust of which the PCC is the managing

trustee and the St Albans Diocesan Board of Finance is the custodian trustee. The terms of that trust provide that the capital is to be used for a Church Hall or Meeting Place for the promotion of, aiding or furthering the religious and other charitable work of the Church of England and accordingly it is treated as a restricted fund. The income arising from assets within the Fund is not restricted and can be used for general PCC purposes.

Bell Appeal

This was established in 2014. The condition of the bell installation had been of concern for several years, given that it was approaching twice its predicted maximum useful life (114 years actual compared with 60 years maximum predicted). During 2014 the PCC commissioned 3 specialist bell repair companies to inspect the installation and recommend what action might be needed. These reports showed that the ringing fittings had well outlived their useful life and recommended their replacement, together with some refurbishment of the bell frame. The bells themselves were still usable but it was also recommended that they be renovated and retuned as part of the rehanging process. Other non-structural renovation work on the tower is required, some of which can be carried out only with the bells removed. The cost of this work is difficult to predict accurately at this stage, but it could amount to £80,000. The PCC authorised the attempt to raise the necessary funds, recognising that this would be a longer-term project, spread over 4 to 5 years, and that the necessary work needed to be carried out at the same time and not piecemeal. A working group was set up oversee the project and to raise funds under the 'Bell-A-Peal' banner, both through events and, when sufficient money has been raised, by applying for grants from relevant organisations .

In the event that it does not prove possible to raise sufficient funds to finance the project, the money raised so far would revert to the General Fund.

Notes to the Financial Statements - continued
For the year ended 31 December 2020

Income

Note		Unrestricted Funds 2020 £	Restricted Funds 2020 £	Endowment Funds 2020 £	Total 2020 £	Total 2019 £
2a	**Donations and legacies**					
	Pledged offerings	67,471	-	-	67,471	65,373
	Cash offerings	565	-	-	565	1,602
	Income Tax reclaimable	18,498	-	-	18,498	18,197
	Restricted Collections	-	-	-	-	1,412
	Donations-Bell Appeal	-	90	-	90	5,757
	Donations-Other	7,591	2,433	-	10,024	8,820
	Legacies	1,000	-	-	1,000	2,000
	Government Grants	6,244	-	-	6,244	-
	Other grant income	-	1,600	-	1,600	-
		101,369	**4,123**	-	**105,492**	**103,161**
	Government grants: grants received under the Coronavirus Job Retention Scheme (Furlough Recovery) in respect of 2 employees for the period May to November 2020.					
2b	**Charitable Activities**					
	Fee income (net)	817	-	-	**817**	**4,889**
2c	**Other Trading Activities**					
	Hall Lettings	15,986	-	-	15,986	31,963
	Rent from Curate's House	-	-	-	-	5,200
	Fund raising-Bell Appeal	-	487	-	487	2,157
	Fund raising-Other	-	-	-	-	294
	Newsletter income	424	-	-	424	736
	Early Birds	362	-	-	362	1,244
	Tuesday Club	82	-	-	82	241
	Coffee & Refreshments	234	-	-	234	902
	Flowers	33	-	-	33	608
	Luncheon Club	541	-	-	541	1,576
	Other church activities	20	-	-	20	13
		17,682	**487**	-	**18,169**	**44,934**
2d	**Investments**					
	Deposit interest	1,982	-	-	1,982	2,308
	Dunn Trust income	-	1,207	-	1,207	1,204
	Quibell Trust income	-	-	-	-	-
		1,982	**1,207**	-	**3,189**	**3,512**
	Total	121,850	5,817	-	127,667	156,495

Notes to the Financial Statements - continued
For the year ended 31 December 2020

Expenditure

Note		Note	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Endowment Funds 2020 £	Total 2020 £	Total 2019 £
3a	**Expenditure on Raising Funds**						
	Hall buildings - upkeep		14,374	-	-	14,374	15,068
	Hall buildings - depreciation		-	2,733	-	2,733	2,733
	Curate's House - upkeep		895	-	-	895	1,007
	Curate's House - depreciation		-	5,378	-	5,378	5,378
	Early Birds expenditure		358	-	-	358	926
	Tuesday Club expenditure		40	-	-	40	191
	Luncheon Club expenditure		259	-	-	259	915
	Catering expenditure		113	-	-	113	323
	Flowers expenditure		200	-	-	200	799
	Commitment envelopes		58	-	-	58	58
			16,297	8,111	-	24,408	27,398
3b	**Expenditure on charitable activities**						
	Diocesan Parish share		61,354	-	-	61,354	65,528
	Grants - Mission support	3d	9,587	350	-	9,937	11,500
	Restricted collections		-	-	-	-	1,135
	Clergy expenses		3,668	7	-	3,675	1,904
	Organist		-	1,200	-	1,200	1,651
	Church buildings - upkeep		10,725	193	-	10,918	13,242
	Church services		1,380	-	-	1,380	1,991
	Church activities		1,760	940	-	2,700	1,562
	Newsletter		637	-	-	637	1,475
			89,111	2,690	-	91,801	99,988
	Support Cost (see Note 3c)		16,380	250	-	16,630	16,868
	Expenditure on charitable activities		105,491	2,940	-	108,431	116,856
	Total expenditure		121,788	11,051	-	132,839	144,254

3c	**Support costs**					
	Administration & Support Costs	15,413	250	-	15,663	15,816
	Depreciation-plant and equipment	187	-	-	187	272
	Governance Costs - Independent Examination Fee	780	-	-	780	780
		16,380	250	-	16,630	16,868

Support costs have been allocated in full to expenditure on charitable activities as the PCC considers that it is substantially to the latter that the benefit of expenditure on support costs accrues.

Notes to the Financial Statements - continued
For the year ended 31 December 2020

3d **Grants Payable - Mission Support - continued**

	2020 £	2019 £
Grants to institutions	6,937	9,000
Grants to individuals	3,000	2,500
Total grants payable	9,937	11,500

Parishes in the Church of England are encouraged to allocate a proportion of the available income with which the Lord has generously provided them to support Christian organisations and individuals engaged in missionary activities. Hoddesdon PCC includes such an allocation in its budget each year and considers that, in so doing, it is putting part of its 'Mission Statement' into action by supporting others whose objective it is either 'to lead people to Christ' or 'serve a world in need'.

The PCC does not have a policy of supporting specific organisations or particular areas of mission. In allocating grants, the PCC aims to support mission organisations with which members of the congregation or their close family have a direct connection. This includes, in particular, students of the nearby All Nations Christian College who join the congregation during their period of study and who, on completion of their studies, go on to work for missionary organisations, often overseas, or to work in the ordained ministry. In some cases, it is not practical to make a grant to the organisation to which the mission partner is connected and, accordingly, the grant is paid directly to the individual concerned. The PCC also makes small grants to individuals, by way of personal support.

All grant payments are made from unrestricted funds. No support costs have been allocated to grant payments.

		2020 £	2019 £
Grants to institutions			
People International	(in support of the Manples)	1,500	1,000
Young Life (youth work)		1,000	4,000
Mission Aviation Fellowship		500	500
All Nations Christian College		1,000	500
London City Mission	(prior year adjustmnent)	(500)	300
Wycliffe UK (Bible Translators)	(in support of Liz Williams)	500	1,000
Wycliffe UK (Bible Translators)	(in support of the Gieskes)	1,000	
AIM International	(in support of Rosina Ferdinand)	500	500
Operation Mobilisation	(in support of Nancy Pan)	500	500
Tear Fund		500	500
St Catherine's Primary School	(in support of M Musoroa, Zambia)	-	200
HABS (Hoddesdon & Broxbourne Settings)	(Family support through local schools partnership)	437	-
		6,937	9,000
Grants to individuals			
Moira McClure (Ethiopia)	(with LIFT Ethiopia)	1,000	500
Julia Liles	(in Cambodia)	500	500
Jonathon & Sonia Weaver	(with Zambia Flying Mission)	-	500
Peter & Christine Knight		-	1,000
Jennifer Garibay	(Vauxhall Christian Centre)	500	-
Andrew & Lisa Peart	(in Bolivia)	1,000	-
		3,000	2,500

4 **Net Income/(Expenditure) is stated after charging:**

	2020 £	2019 £
Depreciation	8,298	8,383
Independent Examination fee	780	780
	9,078	9,163

Notes to the Financial Statements - continued
For the year ended 31 December 2020

5 Employee Emoluments

Included within resources expended are the following employee emoluments

	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Endowment Funds 2020 £	Total 2020 £	Total 2019 £
Gross pay	17,464	-	-	17,464	17,337
National Insurance Contributions	402	-	-	402	264
Pension Contributions	614	-	-	614	525
	18,479	-	-	18,479	18,126
Average number of employees	2	-	-	2	2

No employee received emoluments in excess of £60,000 during the year.

6 Tangible fixed assets

		Equipment (Unrestricted) £	Buildings (Restricted) £	Total £
Cost	At 1 January 2020	66,657	405,553	472,210
	Additions	-	-	-
	Disposals	-	-	-
	At 31 December 2020	66,657	405,553	472,210
Depreciation	At 1 January 2020	65,489	146,119	211,608
	Charge for the year	187	8,111	8,298
	Disposals	-	-	-
	At 31 December 2020	65,676	154,230	219,906
Net Book Value	At 31 December 2020	981	251,323	252,304
	At 31 December 2019	1,168	259,434	260,602

The buildings in the Restricted Fund are:

	At 31 December 2020		
	Cost £	Depreciation £	Net Book Value £
Barclay Hall & Hunt Rooms	6,500	6,240	260
New Rooms (over Hunt Rooms)	130,144	78,073	52,071
Curate's House (134 Plomer Ave)	268,909	69,917	198,992
	405,553	154,230	251,323

7 Fixed Asset Investments

	At 1 January 2020 £	Gain/(Loss) on revaluation £	At 31 December 2020 £	2019 £
1128 CBF Investment Fund Units	21,574	1,490	23,064	18,172
£50,000 NSB Income Bonds	50,000	-	50,000	50,000
	71,574	1,490	73,064	68,172

The CBF Investment Fund Units are shown in the accounts at market value (original cost £4,415).

8 Debtors	Unrestricted Funds	Restricted Funds	Endowment Funds	Total 2020 £	Total 2019 £
Hall hire fees receivable	-	-	-	-	500
Other accrued income	444	-		444	531
Income tax recoverable	13,982	-	-	13,982	11,728
Prepayments	3,380	-	-	3,380	3,384
Other debtors	-	-	-	-	-
Interest receivable	254	-	-	254	418
	18,060	-	-	18,060	16,561

9 Creditors: Amounts Falling Due Within One Year	Unrestricted Funds	Restricted Funds	Endowment Funds	Total 2020 £	Total 2019 £
Accrued expenditure	4,390	-	-	4,390	4,956
Deferred income	632	-	-	632	100
Other creditors (fees due to Diocese/proceeds of special collections)	6,525	229	-	6,754	5,679
	11,547	229	-	11,776	10,735

Notes to the Financial Statements - continued

For the year ended 31 December 2020

10 Restricted Funds

A) Current Year

	At 1 January 2020	Incoming Resources	Resources Expended	Gains/ (losses)	Transfers	At 31 December 2020
a) St Catherine's House Fund:						
Buildings	259,434		(8,111)			251,323
Cash on deposit	90,712	-	-	-	-	90,712
	350,146	-	(8,111)	-	-	342,035
b) Restricted Collections & Donations/Dunn Trust & Quibell Trust Income	1	5,240	(2,940)	-	-	2,301
c) Bell Appeal	24,941	577	-	-	-	25,518
	375,088	5,817	(11,051)	-	-	369,854

a) St Catherine's House Fund

This comprises the Barclay Hall and Hunt Rooms, the New Rooms (over the Hunt Rooms), 134 Plomer Avenue (curate's house) and the net cash surplus derived from the sale of St Catherine's House and the purchase of 134 Plomer Avenue in 2008. These assets, any capital receipts derived from their disposal and any replacement assets purchased therefrom are held under a trust of which the PCC is the managing trustee and the St Albans Diocesan Board of Finance is the custodian trustee. Accordingly, these assets must be treated as a restricted fund in the accounts of the PCC. The income arising from assets within the Fund is not restricted and can be used for general PCC purposes. In 2008, the PCC decided to allocate the income from the fund to a designated fund for the Children's & Family Worker. The latter was closed in 2012 and the income is now allocated to the General Fund. The resources expended in the fund during the year represent the charge for depreciation on fund assets.

b) Restricted Collections & Donations/Dunn Trust & Quibell Trust Income

Money given to the PCC to be applied for a specified purpose only, e.g. Harvest and Christmas appeals, donations for the upkeep or refurbishment of the church or halls, collections at funerals for a specified charity. Income from the Dunn Trust (see Note 10 Endowment Funds) can be used only for the purposes specified and is therefore treated as restricted.

c) Bell Appeal Fund

The condition of the bell installation has been of concern for several years, given that it is now approaching twice its predicted maximum useful life (114 years actual compared with 60 years maximum predicted). During 2014 the PCC commissioned 3 specialist bell repair companies to inspect the installation and recommend what action might be needed. These reports showed that the ringing fittings had well outlived their useful life and recommended their replacement, together with some refurbishment of the bell frame. The bells themselves were still ringable but it was also recommended that they be renovated and returned as part of the rehanging process. Other non-structural renovation work on the tower is required, some of which can be carried out only with the bells removed. The cost of this work is difficult to predict accurately at this stage, but it could amount to £80,000. The PCC has authorised the attempt to raise the necessary funds, recognising that this would be a longer-term project, spread over 4 to 5 years, and that the necessary work needed to be carried out at the same time and not piecemeal. A working group has been set up oversee the project and to raise funds under the 'Bell-A-Peal' banner, both through events and, when sufficient money has been raised, by applying for grants from relevant organisations. Fund-raising events are held throughout the year.

In the event that it does not prove possible to raise sufficient funds to finance the project, the money raised so far would revert to the General Fund.

Notes to the Financial Statements - continued
For the year ended 31 December 2020

10 Restricted Funds - continued
A) Current Year - continued

b) Restricted Collections & Donations/Dunn Trust & Quibell Trust Income - continued

	At 1 January 2020	Incoming Resources	Resources Expended	Gains/ losses	Transfers	At 31 December 2020
Restricted Donations & Fund Raising						-
Bibles for school leavers at St Catherine's Primary School	-	140	(140)	-	-	-
Readership training	-	350	-	-	-	350
Crocus Bulbs	-	193	(193)	-	-	-
To support digital cost of on-line ministry	-	250	(250)	-	-	-
Vicar's Discretionary Fund	-	150	-	-	-	150
Listening Project	-	1,600	(800)	-	-	800
Family Link Worker	-	1,000	-	-	-	1,000
HABS (Hoddesdon & Broxbourne Settings)	-	350	(350)	-	-	-
Other	1	-	-	-	-	1
	1	4,033	(1,733)	-	-	2,301
Dunn Trust Endowment Income						
Organist-retainer	-	1,200	(1,200)	-	-	-
Clergy expenses	-	7	(7)	-	-	-
	-	1,207	(1,207)	-	-	-
Total	1	5,240	(2,940)	-	-	2,301

B) Comparative Year (2019)

	At 1 January 2019	Incoming Resources	Resources Expended	Gains/ (losses)	Transfers	At 31 December 2019
St Catherine's House Fund:						
Buildings	267,545	-	(8,111)	-	-	259,434
Cash on deposit	90,712	-	-	-	-	90,712
	358,257	-	(8,111)	-	-	350,146
Restricted Collections & Donations/Dunn Trust & Quibell Trust Income	-	4,764	(4,763)	-	-	1
Bell Appeal	17,027	7,914	-	-	-	24,941
	375,284	12,678	(12,874)	-	-	375,088

11 **Endowment Funds**

	At 1 January 2020	Incoming Resources	Resources Expended	Gains/(losses)	Transfers	At 31 December 2020
Dunn Trust	71,574	-	-	1,490	-	73,064

Dunn Trust This is a permanent endowment which requires the income to be spent within the Parish in providing a retainer for the services of an organist and for meeting the expenses of the clergy. Details of the assets included in the fund are set out in note 6. The income is considered to be restricted.

Quibell Trust This is a permanent endowment which requires the income to be spent within the Parish, primarily for meeting the expenses of the clergy. The assets are held in a separate trust fund which is not controlled by the PCC. The trustees have informed the PCC that the fund is invested in CBF Church of England funds (Deposit, Fixed Interest Securities and Investments), the market value of which at 31 December 2020 was £30,971 (2019: £29,872). The original cost of the assets settled on the fund was £25,120. The income is considered to be restricted.

Family Link Worker At its meeting in October 2020, the PCC decided to allocate £10,000 a year for 3 years towards the cost of employing a Family Link Worker from September 2021 and to review the project after one year. The purpose of the role is to build on the Church's current outreach activity and the work of church/community groups, to develop deeper relationships between the church and families within Hoddesdon, by helping to create and develop activities to encourage spiritual growth. The PCC will look to find the additional funding required locally through a combination of encouraging support from the congregation, fund raising activities and seeking support from suitable grant-making bodies. During the year, a member of the congregation donated £1,000 towards the project and indicated that if the project did not go ahead, then they were happy for the donation to be treated as unrestricted.

Listening Project Also at is meeting in October 2020, the PCC decided to participate in a project initiated by Churches Together called Hear4U. Its purpose is to provide trained, one-to-one listening support - a 'listening ear' - to people referred to it in order to help provide a solution to their problems. It will also use the listening skills of its volunteers in other settings, such as walking groups, bereavement support groups and the Peace Cottage refuge. The project is to operate across the Borough of Broxbourne and people will be referred to it by community groups such as General Practice, The Family Centre, Hoddesdon & Broxbourne Settings (HABS) and others. During 2020, the project secured a grant of £1,600 to provide listening training to its volunteers. A condition of the grant was that it had to be made to a registered charity. As Churches Together is not a registered charity, the PCC agreed that it would be the charity to receive the grant on behalf of Churches Together. The grant covers training for 14 volunteers across the Borough, including 3 from Hoddesdon Parish Church, one of whom is a member of the PCC. Half of the training took place in 2020, the rest will take place in 2021. This restricted fund will remain open in the accounts of the PCC as it is hoped that further grants and donations will be received to cover training and othe administrative costs.

12 **Key Management Personnel & Related Party Transactions**

- Key Manangement Personnel - those in charge of directing, controlling, running and operating the Charity on a day to day basis are the members of the PCC.
- No member of the PCC was remunerated during the year for being a member of the PCC.
- Two (2019: 2) PCC members were reimbursed travelling, entertainment, telephone/broadband, training, publications and other expenses amounting to £3,890 (2019: £2,111) during the year.
- During the year, members of the PCC gave a total of £29,226 (2019: £30,015) in unrestricted offerings and donations.
- There were no other disclosable transactions in respect of PCC members, persons closely connected with them or other related parties during the

13 **Operating Lease Commitments**

At the Balance Sheet date, the PCC had future minimum lease payments under non-cancellable operating leases as follows:

Payments falling due:	2020	2019
Not later than 1 year	979	979
Between 2 and 5 years	2,448	3,427
	3,427	4,406

Appendix to the Financial Statements

For the year ended 31 December 2020

The supplementary information contained in this appendix does not form part of the Financial Statements but is provided in the expectation that it will be of interest to church members.

	Unrestricted Funds General 2020 £	Restricted Funds 2020 £	Endowment Funds 2020 £	Total Funds Year ended 31 December 2020 £	2019 £
Expenditure					
3a Hall Buildings					
Heat and light-Halls	2,270	-	-	2,270	5,098
Maintenance-Halls	2,607	-	-	2,607	1,434
Cleaning-Halls	6,597	-	-	6,597	6,394
Insurance-Halls	2,457	-	-	2,457	2,053
Water rates	443	-	-	443	90
Advertising	-	-	-	-	-
	14,374	-	-	14,374	15,068
3b Church Buildings					
Heat, light and water	5,040	-	-	5,040	4,711
Maintenance-Church	2,333	193	-	2,526	2,133
Cleaning-Church	720	-	-	720	3,734
Sound system	145	-	-	145	54
Insurance-Church	2,487	-	-	2,487	2,610
	10,725	193	-	10,918	13,242

Expenditure	Unrestricted Funds General 2020 £	Restricted Funds 2020 £	Endowment Funds 2020 £	Total Funds Year ended 31 December 2020 £	2019 £
3b Church services					
Church music	1,128	-	-	1,128	1,226
Wine, candles etc	138	-	-	138	695
Service Books	77	-	-	77	50
Visiting clergy	37	-	-	37	20
	1,380	-	-	1,380	1,991
3b Church Activities					
Young Peoples work	-	-	-	-	6
In-House mission & Pastoral	912	940	-	1,852	912
Publicity	703	-	-	703	500
Churches Together/Deanery	145	-	-	145	145
	1,760	940	-	2,700	1,562
3b Administration & Support Costs					
Administration & Office Expenses	107	-	-	107	699
Photocopying & Printing	1,349	-	-	1,349	1,136
Parish Administrator	12,418	-	-	12,418	12,129
Telephone	710	-	-	710	968
Internet & website	829	250	-	1,079	884
	15,413	250	-	15,663	15,816
3a/b Depreciation					
Plant and equipment 10%	187	-	-	187	187
Plant and equipment 25%	-	-	-	-	85
Church Halls	-	2,733	-	2,733	2,733
Curate's House	-	5,378	-	5,378	5,378
	187	8,111	-	8,298	8,383