

**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**

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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:

Vicar	*	Revd Rachel Pennant	Chair	PCC
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
		Safeguarding Officer	(1)
	Becca Farrant		From 03 June 2019
			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
		Lay Vice Chair	(2)
	Christina Parker		From 24 May 2021
			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 Lathry - 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 relationships 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.

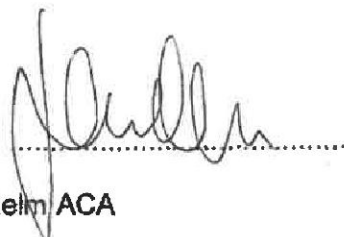
INDEPENDENT EXAMINER'S STATEMENT

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

		Unrestricted Funds	Restricted Funds	Endowment Funds	Total	Total
	Note	2021 £	2021 £	2021 £	2021 £	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	Restricted Funds	Endowment Funds	Total	Total
	2021	2021	2021	2021	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	Restricted Funds	Endowment Funds	Total	Total
		2021	2021	2021	2021	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)	-	-
	(Family support through local schools partnership)		
HABS (Hoddesdon & Broxbourne Settings)		687	437
St Albans Diocese	Bishop's Covid Appeal	3,900	
		12,087	6,937
Grants to individuals			
Moir 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
	<u>19,138</u>	<u>6,493</u>	<u>-</u>	<u>25,631</u>	<u>18,479</u>
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	<u>66,657</u>	<u>405,553</u>	<u>472,210</u>
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	<u>66,657</u>	<u>162,341</u>	<u>228,998</u>
Net Book Value	At the beginning of the year	981	251,323	252,304
	At the end of the year	<u>-</u>	<u>243,212</u>	<u>243,212</u>

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
	<u>405,553</u>	<u>162,341</u>	<u>243,212</u>

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
	<u>73,064</u>	<u>3,316</u>	<u>76,380</u>	<u>73,064</u>

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
	<u>17,829</u>	<u>-</u>	<u>-</u>	<u>17,829</u>	<u>18,060</u>

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
	<u>23,802</u>	<u>229</u>	<u>-</u>	<u>24,031</u>	<u>11,776</u>

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
<u>Restricted Donations & Fund Raising</u>						
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
<u>Dunn Trust Endowment Income</u>						
Organist-retainer	-	678	(678)	-	-	-
Clergy expenses	-	-	-	-	-	-
	-	678	(678)	-	-	-
<u>Total</u>	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
<u>St Catherine's House Fund:</u>						
Buildings	259,434	-	(8,111)	-	-	251,323
Cash on deposit	90,712	-	-	-	-	90,712
	350,146	-	(8,111)	-	-	342,035
<u>Restricted Collections & Donations/Dunn Trust & Quibell Trust Income</u>						
	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 anticipated 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 Management 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
	<u>2,448</u>	<u>3,427</u>

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	Restricted	Endowment	Total Funds	
	General	Funds	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