



The Parish Church of
St Peter Great Berkhamsted



**2020 Trustees Report
and
Financial Statements**

Registered Charity number 1130108

Address for correspondence

The Parish of Great Berkhamsted
Parish Office, The Court House
Church Lane
Berkhamsted, Hertfordshire
HP4 2AX

Our Bankers

NatWest Bank Plc.
199 High Street
Berkhamsted,
Hertfordshire,
HP4 1BH

CAF Bank Ltd
25, Kings Hill Avenue
Kings Hill
West Malling, Kent
ME19 4JQ

The CBF Church of
England Funds
80 Cheapside
London
EC2V 6DZ

Our Independent Examiners

Hillier Hopkins LLP
Radius House
51 Clarendon Road
Watford
WD17 1HP

Incumbents during the reporting period

Rev'd. Canon Timothy Pilkington.
Rev'd. Stuart Owen

Church Wardens

Mark Grego and Tim Hennessey

Hon. Treasurer

Richard Hackworth

The photographs in this Report have been taken by members of the church congregation.

Trustees

Trustees in office between the 2019 APCM on 14th April 2019 and the 2020 APCM are set out below.

As a consequence of the 2020 Covid-19 pandemic, the 2020 AGM that had been planned for 14th April was postponed until 25th October 2020. Trustees who were in office in April 2020 had their periods of service extended until 25th October, when elections to replace retiring trustees took place.

For clarity, Trustees in office following the 2020 APCM are underlined.

Clergy

The Revd Stuart Owen (Rector of St Peter's from 12th September 2020)

The Revd Canon Timothy Pilkington (Team Rector until his retirement on 2nd February 2020)

The Revd Joe Roberts

The Revd John Russell

The Revd Simon Vivian (until his departure on 26th July 2020 from St Peter's to take up his appointment as Vicar of St Mary's Sawbridgeworth on 20th September)

Churchwardens

Mark Grego

Tim Hennessey

Deanery Synod

Alan Conway

Carole Dell (until APCM 25th October)

Christine Cowie (from APCM 25th October)

Peter Matthews (from APCM 25th October)

Other PCC members

Chris Beauchamp

Astrid Biddle (Deputy Churchwarden)

Carolynne Charman (Deputy Churchwarden)

Richard Currie (until APCM 25th October)

Julian Dawson (PCC Secretary)

Hilary Elliott (Deputy Churchwarden and Safeguarding Officer)

Oliver Fradgley (from APCM 25th October)

John Gerry (until APCM 25th October)

Nicholas Goss (from APCM 25th October)

Richard Hackworth (Hon PCC Treasurer and the All Saints representative on PCC)

Jon Lee

Alison McMunn (until APCM 25th October)

Prunella Murray

Christopher Green (also Chairman of the Diocesan Advisory Committee)

David Northcott (until APCM 25th October)

David Cooke (from APCM 25th October)

Susan Holmes (from APCM 25th October)

Trustee Report for the year ended 31st December 2020

The 2020 Covid-19 Pandemic

The 2020 Covid-19 pandemic has disrupted personal lives and the community throughout most of the year. Government's response to the pandemic has aimed to minimise rates of infection by limiting contacts between individuals and groups of people. Church life is essentially communal and so the community of St Peter's, and all other churches, has been particularly impacted. For periods of time, it has been necessary to close the church and suspend all public worship in line with Government and Church of England guidance. Here is a summary of the main actions taken by the PCC, the main impacts on our charity, and significant implications for the future.

Main actions taken

- When St Peter's was closed for all public worship and private prayer, our clergy prepared video recordings of services, either alone in church or from their homes, and these were broadcast live or as recordings through Internet streaming services provided by YouTube, Facebook and through the parish website.
- Additional pastoral care networks were quickly established to ensure regular telephone contact with members of the community living alone or who were considered vulnerable. This network continued until St Peter's was able to reopen.
- When restrictions were relaxed sufficiently to open St Peter's for private prayer a small area within the church was made available subject to careful controls. The number of visitors present at any one time was limited, and the church was manned at all times by a church minister and a steward. All visitors were required to wear face masks and to clean their hands with sanitiser when they arrived and when they departed, and the church was cleaned thoroughly after each period.
- Also, when restrictions were relaxed a limited number of most welcome music concerts were given in St Peter's church, and during Advent the church was illuminated as a sign of hope and greeting to the community. At Christmas additional services were conducted to enable all people who wished to attend church to be welcomed in at this very important season.
- Video meeting services such as Zoom and WhatsApp have been used to enable church groups to continue meeting while they could not meet face to face. Zoom has been used for PCC meetings, meetings between church officers and with clergy, and to run discussion groups within the parish. The Diocese of St Albans has made extensive use of Zoom to deliver important training, such as continuing Safeguarding training, and to host helpful meetings between parishes, such as for clergy, parish treasurers and Church Wardens.

- When public worship has been resumed it has necessarily been subject to continuing constraints to control how many people are able to attend church services, where they may sit in church, and how they may move around the building. Regrettably, communal singing has been prohibited, and some church liturgy has been reshaped to avoid potential sources of infection during worship. Congregants have been instructed to wear face masks at all times during church services. Special arrangements have been made to enable a limited church choir safely to accompany church services. Hand sanitisers and face masks have been made available and additional cleaning has been carried out following public worship.
- To manage the limited number of people permitted to attend church services an online ticketing service, Eventbrite, has been implemented to enable parishioners to reserve seats and to simplify church administration.
- The Court House that would normally be hired for community and church activities has necessarily been closed when required by Government restrictions. It has only been reopened when permitted for a limited number of clients known to the PCC and who are trusted to comply with the safety precautions and maintain the COVID secure environment.
- The parish magazine would normally be printed and distributed by volunteers, the majority of whom are drawn from older members of the church. To avoid unnecessary risk, for the duration of the pandemic printing and physical distribution have been suspended and the magazine has been published online on the parish website.
- The PCC has given full support to the Government Test and Trace system.

Main impacts

- The impact of the pandemic overall has been to reduce the ability of the church to reach members of the community, and to welcome people into church, especially over the Christmas period, which is particularly sad. The pandemic has frustrated the PCC's efforts fully to address its charitable objectives.
- Older people represent a relatively high proportion of the congregation of St Peter's, and older people have been considered to be at relatively high risk of infection and of consequent serious illness. A significant number of regular older worshipers therefore chose to avoid attending church until the pandemic is under control and they have been protected through vaccination. This is regrettable but understandable, and in these respects St Peter's experience matches that of other churches and charities.

- For the same reasons a number of regular volunteers have stood back from the tasks they undertake for the parish. Although this has caused some inconvenience, other members of the church have come forward to pick up these roles. The PCC has also called on volunteers to undertake new roles in response to the pandemic, such as supervising periods of private prayer, managing the recording and streaming of services, and additional cleaning. The PCC is grateful to all who have responded so readily to these needs.
- The pandemic has prevented members of the church from taking pastoral care into the community, including visiting people at home, ministering to residents of care homes, and carrying worship into our church schools. Pastoral services such as funerals have also been significantly impacted.
- Many people have been involved in the measures summarised above and the PCC is grateful to them all. The PCC is particularly grateful to our Parish Administrator who has carried out much of the significant additional work required to plan and implement necessary procedures and controls. She has been a source of constant energy throughout.
- On a brighter note, St Peter's has also provided a place of peace to people suffering the impacts of the pandemic who might not normally attend church, but who have been grateful for the opportunity to visit St Peter's for private prayer and a conversation with a member of the church. Church services streamed on the Internet have attracted an online audience drawn from a wider community and geographical areas than would or could otherwise attend St Peter's. These are positive outcomes of the pandemic for the church.
- The pandemic has impacted the charity's finances. In particular, 2020 income from hiring the Court House and St Peter's church for activities and events, and income from church collections, have together reduced by approximately £20,000 compared with 2019. In contrast, costs have not reduced significantly. As a result, the General fund has been reduced to approximately £7,000, significantly below the PCC reserve policy level of £20,000 - £22,000. Reserves will be applied to support the General fund, but this will unavoidably limit the PCC's ability to cope with potential future difficulties. Some parish staff were placed on furlough and the PCC took advantage of the Government's Corona virus Job Retention Scheme to benefit from additional financial support. Nevertheless, because of deteriorating financial circumstances and in order to reduce costs the PCC has regrettably decided to declare an administrative post redundant during the year.
- It is pleasing to report that despite the pandemic regular donations through bank standing orders, the Parish Giving Scheme and Gift Aid envelopes, and Gift Aid income, have not been adversely affected. The PCC is very grateful for all who make regular donations to St Peter's.

Significant implications for the future

- At the time of writing this Report in early 2021 the outlook for the pandemic remains uncertain. Trustees and clergy will continue to do all possible to serve our community and meet our charitable objectives, and to respond to opportunities and manage setbacks as the situation evolves. The initiatives already well established, such as live and recorded streaming of church services, will continue and look likely to become regular features of future church life.
- All Saints House, that has until recently housed a curate and his family, has been let to tenants from the beginning of January 2021, yielding valuable and welcome additional income. But even with this benefit, other income is likely to be less than normal, and with our reserves depleted 2021 is likely to present the PCC, and all churches and charities, with significant but as yet unclear risks.
- PCC finances will therefore require closer attention for the foreseeable future. Two financial projections have been prepared for 2021 to provide the PCC with a basis for monitoring and managing resources. An optimistic projection assuming a normal year indicates a surplus. A pessimistic projection assuming the effects of the pandemic continue through 2021 indicates a deficit. The outcome will probably be between these two views and progress will be closely monitored each month.
- It is against this background that the Trustees present their Report and Accounts for 2020.



Introduction and background

The Church of England Parish of Great Berkhamsted is situated in Hertfordshire. The town of Berkhamsted is served by churches of all major denominations. There are two churches in the Parish of Great Berkhamsted. One is St Peter's to which this report solely relates. The other is a self-governing Local Ecumenical Partnership with the Methodist Church at All Saints Church.

St Peter's is part of a Team Ministry alongside four other parishes in nearby villages - St Peter and St Paul in Little Gaddesden, St John the Baptist Great Gaddesden, St Lawrence in Nettleden, and Holy Trinity in Potten End. Each of these parishes is self-governing. This report concerns the PCC of St Peter's only.

PCC responsibilities include the care and maintenance of St Peter's Church, the Court House, the Court House Cottage and All Saints House, and also parts of the Rectory Lane Cemetery, all of which are located in Berkhamsted.

Our Clergy

Revd. Canon Timothy Pilkington served as the Rector of St Peter's until his retirement on 2nd February 2020. The parish has also been supported by Revd. Simon Vivian, our first post Curate, until he left the parish to take up his appointment as Vicar of Great St Mary, Sawbridgeworth on 20th September 2020.

The parish was delighted to welcome Revd. Stuart Owen and his family to Berkhamsted. Fr Stuart was licensed as Rector of the parish on 12th September.

The parish benefits from the ministry of three retired members of the clergy, Fr Anthony Lathe, Fr David Lawson and Fr Christopher Rogers.

The parish has also been supported by Miss Olivia Davies, also Assistant Chaplain at Berkhamsted School. We are very grateful to the School for enabling Miss Davies to work with St Peter's.

Full time clergy are supported by a large number of volunteers including lay ministers, Church Wardens, members of the church choir, Sunday school and youth leaders, as well as many people who serve on committees and assist with administrative and worship tasks.

Our Trustees

Trustees constitute the Parochial Church Council, and are referred to as the PCC in this report. A full list of Trustees is presented above. Each member of the PCC has confirmed that they have reviewed this report and that to the best of their knowledge it is correct, and that there are no additional important matters which should be brought to the attention of the Charity Commission or the Diocese of St Albans.

Major activities and public benefit

The PCC is a Public Benefit Entity within the meaning of Financial Reporting Standard 102, and it has regard to the Charity Commission guidance on public benefit. The principal aims of the PCC are to serve its local community by:

- Providing a full programme of public Christian worship.
- Teaching the Christian faith.
- Encouraging and enabling as many people as possible to worship at St Peter's Church and to become members of our church community.
- Offering appropriate pastoral care within the local community.
- Promoting the whole pastoral, evangelistic, ecumenical and social missions of the Church of England.

St Peter's church is open during the day, and we invite all people of any faith or none to come into St Peter's to pray, to seek help and to find peace. Clergy take worship into the church schools, and lay ministers and others to carry worship and pastoral care into private and residential homes. The PCC is pleased to provide meeting space to a local group of Muslims as our guests for weekly prayer.

The PCC supports its Christian mission by hiring out the facilities of the Court House and St Peter's Church for a wide range of public and private events. The Court House is used by children's, recreational and teaching groups, and by families for private occasions. It is used for regular church sponsored events such as lunch clubs for the elderly. It is also hired for private business events such as book fairs and charity sales. St Peter's hosts a full range of high-quality music concerts and recitals in the church for the benefit of the local community. The PCC generally receives fees for the use of its facilities but these amount to significantly less than total operating and maintenance costs.

Our parish magazine, Your Berkhamsted, is available online and is distributed throughout Berkhamsted.

Governance structure and PCC responsibilities

The PCC is a body corporate and is registered as UK charity number 1130108. The Governing documents of the PCC are the Church Representation Rules and the Parochial Church Councils (Powers) Measure 1956. The PCC complies with the Charities Act 2011, appropriate charity accounting and reporting standards, and the management procedures of the Church of England. Annual PCC accounts are subject to Independent Examination.

Members of the PCC for the year ending 31st December 2020 are listed above together with specific roles and responsibilities where applicable. Elected members are appointed by the Annual Parochial Church Meeting (APCM) for three years. The PCC has no corporate trustees and no trustees hold title to any PCC properties. Copies of the minutes of the PCC

meetings are available for reference on the St Peter's church website
<http://www.stpetersberkhamsted.org.uk/groups/pcc>.

Trustee induction and training

New members of the PCC are provided with copies of recent accounts and meeting minutes.

Significant changes in legislation are brought to the attention of the PCC from a variety of sources including regular mailings from the St Alban's Diocese and the Charity Commission. PCC members with specific responsibilities may attend relevant training courses offered by the Diocese and others as appropriate.

Management responsibilities

The PCC is ultimately responsible for the conduct and management of the charity but the majority of day-to-day management decisions are taken by the following members of the PCC, and subsequently ratified by the PCC if appropriate.:

- Rector of the Parish of Great Berkhamsted (Rev'd Stuart Owen),
- Church Wardens (Mr Mark Grego and Mr Tim Hennessey),
- Hon Treasurer (Mr Richard Hackworth), and
- Chairman of the Buildings Committee (Mr Mark Grego).

The PCC delegates responsibility for church music to the Director of Music (Mr A Davis), who is not a trustee.



KEY NUMBERS for 2020

- The PCC has met on 6 occasions during 2020 with an average attendance of 91%.
- Total income across all funds is approximately £209,000 (£236,700 in 2019).
- Expenditure across all funds is approximately £265,000 (£267,000 in 2019).
- The total of all PCC funds is approximately £1.57m (£1.63m in 2019). If property assets are excluded, PCC funds amount to approximately £190,000 (£246,000 in 2019).
- In 2020 donated income (including Gift Aid grants) represented 81% of all income across all funds (74% in 2019).
- Because of the Covid-19 pandemic St Peter's was closed for public worship for 21 Sundays in 2020. Sunday morning services were streamed from about mid-April, including an additional four services over Christmas 2020 and some mid-week services.
- Average Sunday attendance in October 2020 was 100 adults and 15 children (2019: 160 adults and 30 children). During the Covid-19 lock-down at the end of 2020, average Sunday attendance was about 50. Approximately 30 people regularly follow the main Sunday morning Eucharist service online.

Committees

Selected PCC activities are delegated to sub-committees which meet as required between full meetings of the Council. Reports of their activities are received and discussed at PCC meetings as appropriate, and reports of committee activities are presented to the APCM. The principal committees are as follows.

Buildings Committee

The Buildings Committee plans and oversees the maintenance and development of all properties which fall within the responsibility of the PCC. Faculty authorisation for work is obtained from the Diocese of St Albans as appropriate.

Pastoral Group

The Pastoral Group supports and visits members of the parish with pastoral needs, including bereavement support.

Standing Committee

This committee is required by law. It consists of the stipendiary clergy, the two church wardens, the two deputy wardens if they are appointed, the honorary treasurer and the honorary secretary. It has the power to transact the business of the PCC between its meetings.

Your Berkhamsted Committee

This Committee oversees management of the parish magazine, Your Berkhamsted. In addition, informal groups are convened to manage specific parish events as appropriate.

Parish staff, and volunteers

The St Peter's Parish office is operated by the Parish Administrator, Mrs Hilary Armstrong, who is a salaried employee. Until mid-2020 the PCC employed a second Administrator and it is with regret that the PCC reluctantly decided to make this job redundant in October 2020 because of financial difficulties caused by the Covid-19 pandemic.

Church music is led by a Director, Mr Adrian Davis, and Assistant Director of Music, Mrs Jean Wild, and an Organist, Mr Jon Lee, who are paid fees for their professional services. The work of the whole church in every area of activity is supported by many unpaid volunteers who receive only out of pocket expenses. The PCC is very grateful and appreciative of the untiring and voluntary support to the mission of the church donated by members of the church congregation. Since the life of the church is defined through these donations of time and talents the PCC considers that it would be inappropriate to quantify them across the whole church community. However, a reasonable and conservative estimate of the total contribution donated by members of the PCC alone has been and remains in the region of 500 person-days pa.

Safeguarding and Compliance

The PCC seeks to implement recognised and appropriate best practice to comply with relevant legislation, regulation and standards. In particular, the PCC attaches a high priority to safeguarding matters and has appointed a Safeguarding Officer, and the PCC has implemented controls and procedures to comply with the General Data Protection Regulations. All clergy and Trustees attend relevant safeguarding courses run by the Diocese of St Albans appropriate to their roles and responsibilities. The PCC complies with all relevant policies of the Church of England and the Diocese of St Albans.

Related organisations

The Parish of Great Berkhamsted is not a parent or subsidiary undertaking of any other organisation and is not in an Associate, Joint Venture or Joint Arrangement relationship with any other organisation. However, the PCC is active within the local community in several ways and the following allied self-governing organisations may be noted.

Church schools

The Castle Church of England Federation is a partnership of two Church of England School within the parish of St Peter's, and supported by the PCC:

- a) Thomas Coram Church of England School, Head of School Mrs Jackie Cutler.
- b) Victoria Church of England Infant and Nursery School, Head of School Mrs Caroline Crozier.

Mr Rob Halls is the Executive Headteacher of the Castle CE Federation.

All Saints Church

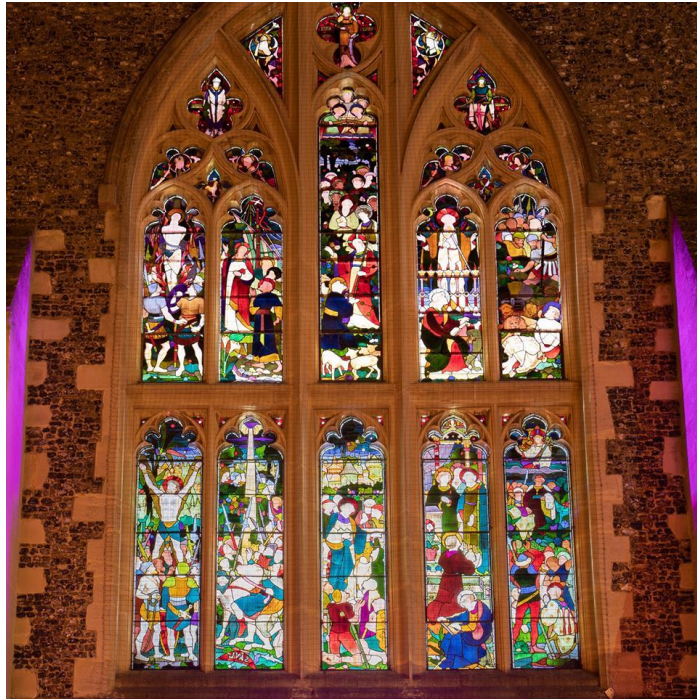
All Saints Church, Berkhamsted (Registered Charity number 1153162) is an Anglican/Methodist Local Ecumenical Partnership (LEP). The LEP is administered as part of the West Hertfordshire and Borders Methodist Circuit and is also part of the Parish of Great Berkhamsted. Ultimate responsibility for the management of All Saints Church lies with the Anglican Methodist Association (Berkhamsted) Ltd (Registered Charity number 280703 and Company number 01493109). All day-to-day management responsibility is delegated to the All Saints Council which is funded directly by the All Saints congregation.

The Friends of St Peter's

The object of the Friends of St Peter's Great Berkhamsted (Registered Charity number 1160314) is the preservation, repair, maintenance and improvement of the fabric of St Peter's Church and associated Churchyards. The PCC receives occasional grants from the Friends for the care of the church, for which it has been very grateful. The PCC has collaborated with the Friends of St Peter's and with Dacorum Borough Council in a project to enhance the Rectory Lane Cemetery during the period November 2017 to October 2020.

Other local charities

The PCC nominates trustees for some independent local charities.



Property

The PCC owns two residential properties, All Saints House and Court House Cottage. All Saints House has been occupied by our curate Revd Simon Vivian and his family until September 2020 when he left the parish to take up a new position. The PCC has invested in significant maintenance of All Saints House in preparation to let it to tenants commencing in January 2021. The additional regular income will be important to the charity.

The Court House Cottage was occupied by a tenant until February 2020. It was then vacant until it was relet in August 2020.

The Court House Cottage and the Court House are separate but adjacent properties and the PCC has prepared a detailed programme of investment work to improve them both for the benefit of future tenants of the Cottage and users of the Court House. The pace with which the PCC will be able to proceed with this plan will depend on available funds.

St Peter's Church is a Grade II* listed building parts of which date from the thirteenth century. The Court House is a Grade II listed building that dates from the sixteenth century. Maintenance of these important properties is a continuing and generally expensive responsibility. The PCC sets money aside for this work in a (Designated) Building fund.

Charitable grants

Fund raising events and church service collections are carried out for a number of charities. During 2019 the PCC made gifts to charities totalling approximately £2,300. Details are summarised in Note 9 to the Financial Report.

Principal plans, constraints and risks

The PCC aims to strengthen resources and develop skills in order successfully to grow church membership and to serve the community well in the foreseeable future. PCC initiatives are constrained by available funds. In addition to the traditional method of donating through bank Standing Orders, donors may also donate through on-line services such as PayPal, and through the Parish Giving Scheme (PGS) which provides administrative and financial advantages to the PCC. The PCC encourages all donors to Gift Aid their donations.

The average age of the congregation continues to increase, with associated medium to long term risks of reducing donated income and reducing numbers of volunteers for some roles. The PCC is addressing these risks by encouraging new members and through outreach to the community.

Property maintenance and development is limited by funds available for building work, that are allocated to projects according to practical priorities and available resources. It is therefore sometimes necessary to postpone lower priority, but nevertheless important, work and the PCC recognises the potential risks entailed. However, the PCC plans a programme of improvements to the Court House Cottage and the Court House better to reduce costs and to serve its community more effectively.

PCC policy is to manage normal business risks in line with best practice. The charity has not suffered any material damage due to failures of, or inadequate management of, controls.

Going Concern basis for accounts

The charity's financial statements have been prepared on a going concern basis as the Trustees believe that no material uncertainties exist. The Trustees have also considered the impact of Covid-19, the level of funds held, and the expected level of income and expenditure for 12 months from the date of authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

There are no points of special concern relating to the pandemic or any other matter to bring to the attention of the Charity Commission or the Diocese of St Albans, and no post balance sheet events are to be noted.

Independent Examiner's Report to the trustees of The Parish of Great Berkhamsted, St Peter for the year ended 31 December 2020

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2020 which are set out on pages 17 to 37.

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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.



Neil Cundale BSc FCA
Hillier Hopkins LLP
Chartered Accountants
Radius House
51 Clarendon Road
Watford
Herts WD17 1HP

Date: 3 March 2021

PCC of Great Berkhamsted St Peter

Statement of Financial Activities

For the period from 01 January 2020 to 31 December 2020

	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
Incoming resources						
Incoming resources from generated funds						
Voluntary income	170,524	10,618	—	—	181,142	184,294
Activities for generating funds	270	540	—	—	810	4,612
Investment income	10,392	—	—	—	10,392	21,574
Incoming resources from charitable activities	7,633	1,548	60	—	9,241	22,043
Other incoming resources	7,470	—	—	—	7,470	4,223
Total income	196,290	12,706	60	—	209,056	236,745
Resources used						
Cost of generating funds	8,212	20,463	—	—	28,674	15,162
Charitable activities	200,514	34,366	100	—	234,980	250,205
Governance costs	2,020	—	—	—	2,020	2,160
Total expenditure	210,746	54,828	100	—	265,674	267,527
Net income / (expenditure) resources before transfer	(14,456)	(42,123)	(40)	—	(56,618)	(30,782)
Transfers						
Gross transfers between funds - in	10	19,817	1,560	—	21,387	13,148
Gross transfers between funds - out	(1,277)	(20,109)	—	—	(21,387)	(13,148)
Other recognised gains / losses						
Net movement in funds	(15,723)	(42,416)	1,521	—	(56,618)	(30,782)
Reconciliation of funds						
Total funds brought forward	22,623	1,597,575	6,272	—	1,626,470	1,657,251
Total funds carried forward	6,900	1,555,159	7,793	—	1,569,852	1,626,470
Represented by						
Unrestricted						
General fund	6,900	—	—	—	6,900	22,623
Designated						
Buildings Fund	—	25,880	—	—	25,880	53,282
Clergy support fund	—	20,551	—	—	20,551	20,551
Court House	—	30,963	—	—	30,963	36,692
Legacy	—	93,183	—	—	93,183	93,183
Little Fishes	—	1,324	—	—	1,324	1,169
Parish Magazine	—	3,258	—	—	3,258	2,598
Property	—	1,380,000	—	—	1,380,000	1,380,000
RLCP Contingency	—	—	—	—	—	10,100
Restricted						
Agency collection	—	—	0	—	0	0
Flower Fund	—	—	233	—	233	272
Money received for restricted purposes	—	—	1,560	—	1,560	—
St Catherine Chapel	—	—	6,000	—	6,000	6,000

PCC of Great Berkhamsted St Peter

Balance sheet (Separate funds)

As at: 31 December 2020

	General Fund	Designated Funds	Restricted Funds	Endowment Funds	At 31/12/2020 £	At 31/12/2019 £
Fixed assets						
Tangible assets	—	1,380,000	—	—	1,380,000	1,381,288
Fixed assets	—	1,380,000	—	—	1,380,000	1,381,288
Current assets						
Debtors	—	—	—	—	—	12,000
Cash at bank and in hand	9,650	178,559	9,590	—	197,799	240,739
Current assets	9,650	178,559	9,590	—	197,799	252,739
Liabilities						
Creditors: Amounts falling due in one year	2,750	3,400	1,797	—	7,947	7,558
Net current assets less current liabilities	6,900	175,159	7,793	—	189,852	245,181
Total assets less current liabilities	6,900	1,555,159	7,793	—	1,569,852	1,626,470
Total net assets less liabilities	6,900	1,555,159	7,793	—	1,569,852	1,626,470
Represented by						
Unrestricted						
Unrestricted - General fund	6,900	—	—	—	6,900	22,623
Designated						
Designated - All Saints Roof	—	—	—	—	—	—
Designated - RLCP Contingency	—	—	—	—	—	10,100
Designated - Buildings Fund	—	25,880	—	—	25,880	53,282
Designated - Clergy support fund	—	20,551	—	—	20,551	20,551
Designated - Court House	—	30,963	—	—	30,963	36,692
Designated - Cowper Society	—	—	—	—	—	—
Designated - Legacy	—	93,183	—	—	93,183	93,183
Designated - Little Fishes	—	1,324	—	—	1,324	1,169
Designated - Parish Magazine	—	3,258	—	—	3,258	2,598
Designated - Property	—	1,380,000	—	—	1,380,000	1,380,000
Restricted						
Restricted - St Catherine Chapel	—	—	6,000	—	6,000	6,000
Restricted - Flower Fund	—	—	233	—	233	272
Restricted - Organ Appeal Fund	—	—	—	—	—	—
Restricted - Petertide	—	—	—	—	—	—
Restricted - Money received for restricted purposes	—	—	1,560	—	1,560	—
Restricted - Agency collection	—	—	0	—	0	0
Funds of the church	6,900	1,555,159	7,793	—	1,569,852	1,626,470

The Trustee Report and Accounts for 2020 were approved by the PCC at its meeting on 23rd February 2021

A handwritten signature in black ink, appearing to read 'Stuart Owen', with a large, stylized initial 'S'.

Rev'd Stuart Owen, Rector

A handwritten signature in black ink, appearing to read 'Richard Hackworth', written in a cursive style.

Richard Hackworth, Hon. Treasurer

Dated 2 . iii . 21

Financial Report for the year ended 31 December 2020

Financial responsibilities of trustees

The PCC is responsible for preparing annual financial statements in accordance with Charity law which give a true and fair view of the state of affairs of the PCC and of its financial activities. In summary, Trustees financial responsibilities are to:

- Evidence the trustees' responsibility for public accountability and Stewardship.
- Select suitable accounting policies and apply them consistently.
- Make judgements and estimates that are reasonable and prudent.
- State whether the policies adopted are in accordance with the Statement of Recommended Practice 'Accounting and Reporting by Charities' and with applicable accounting standards, subject to any material departures disclosed and explained in the financial statements.
- Prepare the financial statements on the going concern basis unless it is inappropriate to assume that the PCC will continue in operation.
- Keep proper accounting records which disclose with reasonable accuracy at any time the financial position of the PCC and to enable them to ensure that the financial statements comply with the Charities Act 2011.
- Safeguard the assets of the PCC and take reasonable steps for the prevention and detection of fraud or other irregularities.
- Maintain reserves at an adequate level appropriate to the Charity objectives and responsibilities.

Accounting standards

Accounts have been prepared on the going concern basis in accordance with relevant requirements of the Charities Act 2011, the Church Accounting Regulations 2006, the Charities Statement of Recommended Practice 2015 (SORP 2015) and the Financial Reporting Standard 102 (March 2018).

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

Eligibility for Independent Examination and application of Small Entity Accounting Standards.

For the year ending 31st December 2020 the total assets of the charity are less than £3.26m net, its gross income is less than £500,000 and it employs less than 50 staff. The charity therefore qualifies to prepare its Report and Accounts in compliance with the Accounting Standards for Smaller Entities (FRS 102, 1a). In accordance with FRS 102 and the Charities SORP 2015 the charity is not required to commission a formal audit and may rely upon

Independent Examination of its Annual Report and Accounts.

Funds

The PCC operates thirteen funds which are set out below. The PCC holds no Endowment funds.

Unrestricted funds

General fund - receives the regular income of the PCC and is used for normal operating and recurring expenses including insurance, utility, administration and housekeeping costs.

Designated unrestricted funds

Buildings fund - to support property maintenance and improvements.

Clergy Support fund – to hold unrestricted reserves to support potential shortfalls in General fund income.

Court House fund – holds money specifically donated for maintenance and enhancement of the Court House.

Legacy fund – to hold all legacies bequeathed to the PCC. All money received from legacies is accounted for through this fund.

Little Fishes – to support the Little Fishes children's group.

Parish Magazine fund – to support the production and distribution of the parish magazine, "Your Berkhamsted".

Property fund – represents the fair value to the PCC of the properties held for the benefit of the PCC. The properties are legally vested in the Diocesan Board of Finance as Custodian Trustee.

Rectory Lane Cemetery Project (RLCP) fund – held money set aside to supplement funds raised by the RLCP between November 2017 and October 2020 to ensure that the RLCP is able to meet its fund-raising obligations arising from a Lottery Heritage Fund grant. As at 31st December 2020 this fund has been reduced to zero.

Restricted funds

Petertide fund – holds money specifically given to the PCC to support the Petertide charities selected by the PCC.

Flower fund – holds money received for the provision of flowers in St Peter's Church.

Restricted fund – holds money received by the PCC for other restricted purposes.

St Catherine's Chapel fund – holds funds specifically donated for restoration of the St Catherine's chapel.

Agency funds

These hold monies collected by the PCC acting as agent for independent organisations and individuals. No formal Agency Agreements are in place.

Independent organisations include charities and the Diocese of St Albans. Money held for charities is usually collected during church services such as funerals, or in “red bucket” appeals on behalf of specified charities. The PCC ensures that the identities of the charities concerned are made clear to church congregations at the time of the collection.

Money collected on behalf of the Diocese consists of fees for parochial church services such as weddings and funerals.

Money collected on behalf of individuals includes fees due to musicians, bell ringers and church vergers for optional services provided at weddings or other special events. These fees are paid by those commissioning the services concerned and not by the PCC.

These funds are referred to collectively as “Agency Funds”. They are not PCC assets although they generally reside temporarily in PCC bank accounts until disbursed, which the PCC aims to complete promptly. The Balance Sheet shows the value of Agency funds held at year end. During 2020 the PCC has collected and disbursed approximately £11,800 through Agency funds.

Incoming resources

All income is recognised when receipt of that income by the PCC is considered highly probable, and is accounted for gross. The value of the very considerable amount of time and expertise given free of charge by volunteer members of the congregation in a wide variety of ways is not quantified.

Expended resources

Expenditure is recognised when it is incurred and is accounted for gross. Parish support costs are not apportioned to specific activities. Grants and donations are recognised when paid over, or when awarded if that award creates a binding or constructive obligation on the PCC.

Fixed assets

Property

Property assets are as follows.

- a) Consecrated and benefice property including St Peter’s Church and the Rectory Lane Cemetery. This is not included in the accounts in accordance with s. 10(2) to 10(4) of the Charities Act 2011. The PCC has maintenance responsibility for these properties and for ensuring that they are adequately insured.
- b) The Court House. The PCC considers that the potential market value of the Court House, and the costs of a potential sale, would depend heavily on several important considerations none of which can be reliably identified nor assessed in advance. This property is therefore valued at zero.

- c) Movable church furnishings held by the Rector and Churchwardens on special trust for the PCC, and which require a faculty for disposal. These are inalienable property, listed in the church inventory, which can be inspected by arrangement at any reasonable time. These assets are valued at zero.
- d) Residential property consisting of the Court House Cottage and All Saints House. During the year ending 31st December 2020 the Court House Cottage has been rented on the open market, and All Saints House has been occupied by our Curate and his family free of rent. The fair market value of PCC property assets has been left unchanged at the end of this Financial Year.

All expenditure incurred on the property set out under a) to d) above, whether for maintenance or improvement, is written off.

Insured value

As at 31st December 2020 PCC property and contents is insured for a total replacement cost of approximately £26.5m, £23.2m of which relates to St Peter's church.

Other fixed assets

Fixed assets with a purchase price of £1,000 or less are written off when the asset is acquired. Other fixed assets, such as office equipment, with a purchase price greater than £1,000 are depreciated on a straight-line basis over 5 years unless the PCC determines otherwise in specific cases.

Current assets

Cash at bank and in hand. The PCC operates bank accounts with CAF Bank Ltd, NatWest Bank plc and with CCLA Investment Management Ltd. Small cash floats are also held for certain activities.

Inventories. The PCC holds small inventories of office supplies, housekeeping materials, worship supplies and books. The fair sale value of these is considered to be immaterial and inventories are valued at zero

Debtors. Amounts owing to the PCC at 31st December in respect of fees, rents, Gift Aid and other income are shown as debtors less any provision for amounts that may prove uncollectable. All utility and insurance costs are paid by monthly Direct Debits and therefore no accruals have been made for prepayments.

Intangible assets

The PCC has not identified any intangible assets with material value.

Liabilities

Long term commitments

The PCC has no outstanding borrowings or long-term funding commitments towards other organisations.

Current liabilities

Creditors.

Material payments considered to be highly likely although not yet invoiced are recorded as liabilities.

As a registered charity the PCC has no tax liabilities.

Reserves

PCC policy is to maintain a minimum General fund balance of not less than 2 months regular planned income to cover likely day to day transactions. Through 2020, average monthly planned income is approximately £12,000 to £13,000. As at 31st December 2020 the General fund balance is approximately £7,000. Consequently, in January 2021 funds have been transferred from reserves to lift the General fund to an acceptable balance. Through 2021 the General fund will be monitored closely every monthly, and supported as necessary from reserves held in the Clergy Support fund and, if essential, the Legacy fund. One associated potential risk of calling upon the Legacy fund is that the PCC might not have sufficient funds available for planned building work during 2021.

PCC policy is to determine no formal reserve policies for other funds since these would serve no useful management purposes.

Cash investments

PCC investment policy is to hold cash in excess of that required for day-to-day activities but likely to be required at call in a CCLA CBF cash deposit account. This account is considered to represent no investment risk to the PCC. Funds can be accessed within 10 working days. Cash which the PCC considers is likely to be required in more than 1 year but less than 5 years is invested in term deposit accounts selected by reference to the return offered and finance industry risk ratings. As at 31st December 2020 no such term deposit accounts were held.

Risk management

The PCC considers that there is no significant risk of material adjustments to transactions relating to the current or previous reporting periods.

Day to day operational risks are managed as appropriate and proportionate in accordance with recognised best practice.

An important operational risk is potential loss of computer data which would severely reduce the PCC's ability to function. Reputable security software is installed on computer equipment and important computer data is stored and automatically backed-up off-site.

The greatest financial risk is inadequate General fund cash flow to support regular commitments, particularly through the Covid-19 pandemic. Projections of the financial outlook have been prepared to inform the PCC of potential risks and contingency actions

identified. Monthly cash flow summaries for the General fund and the Building fund will continue to be circulated to the PCC with supporting commentaries.

Remuneration

Staff

Until mid-2020 the PCC employed two people to staff the Parish Office from Monday to Friday. With much regret the PCC decided to declare one of these jobs redundant because of financial difficulties caused by the Covid-19 pandemic, and she left employment on 31st October 2020.

Three musicians (the Director of Music, the Assistant Director of music, and the church organist) are also treated as employees for the purposes of collecting and paying PAYE and National Insurance contributions.

The PCC offers all employees membership of a Work Place Pension in accordance with the Pensions Act 2008.

Trustees

Clergy are employed by the Diocese of St Albans and receive no additional remuneration from the PCC. Members of the PCC are not remunerated for their services as Trustees.

During 2020 one Trustee has been employed by the PCC for his separate role as church organist (refer to the paragraph above concerning staff).

All trustees are reimbursed by the PCC for out-of-pocket expenses incurred on PCC business and evidenced by reasonable receipts. The total of unclaimed trustee expenses is considered to be immaterial.

Parochial church services

The church offers individual trained members of the church to provide assistance and support to parochial church services such as weddings and funerals. Examples include bell ringers, vergers and musicians. This assistance and support is paid for by the people commissioning the services concerned (such as wedding couples and families for funerals), and not by the charity. Parochial fees are set out in a schedule approved by the PCC. The PCC collects Parochial fees on behalf of the people concerned and holds funds in an agency account where they are not counted as PCC assets, until they are disbursed.

During 2020 two Trustees served to provide assistance and support to Parochial services, as organist and as a verger. These roles are independent of the roles as Trustees of the individuals concerned.

Related Party Transactions

All trustees have confirmed that neither they, nor any of their relatives, nor any company in which they have financial interests, have been party to any PCC transactions in the year ending 31st December 2020. No trustees have any financial interests in any PCC assets.

Notes to this Financial Report

1. Cash flow statement.
2. Donated income and Gift Aid
3. Covid-19 Job Retention Scheme
4. Legacies.
5. Investment income.
6. Transactions with employees and trustees and related persons.
7. Employment costs.
8. Pension scheme.
9. Grants and outward giving.
10. Parish share.
11. Parochial fees.
12. Fixed assets.
13. Accrued assets and liabilities
14. Fund reports.

1 Cash Flow Statement

	Fund types			31/12/2020	31/12/2019
	Unrestricted	Designated	Restricted	All funds	All funds
	£	£	£	£	£
Cash flows from operating activities					
Fund income from SOFA	196,290	12,706	60	209,056	236,745
Less investment (rental) income	-9,870	0	0	-9,870	-20,310
Less bank interest	-460	0	0	-460	-1,264
Less increase in debtors	12,000	0	0	12,000	-250
Cash income from operating activities	197,960	12,706	60	210,726	214,921
Fund expenditure from SOFA	210,746	54,828	100	265,674	267,527
less increase in creditors	2,710	-2,400	-700	-389	-398
less depreciation	-1,288	0	0	-1,288	-1,300
Cash expenditure on operating activities	212,168	52,428	-600	263,996	265,829
Net cash provided by (used in) operating activities	-14,208	-39,723	660	-53,270	-50,908
Reconciliation of movement in funds to net operating cash flows					
Net movement in funds as reported in the SOFA	-15,723	-42,416	1,521	-56,618	-30,782
Less investment (rental) and interest	-10,330	0	0	-10,330	-21,574
Less revaluation of property assets	0	0	0	0	0
Less cash fund transfer in	-10	-19,817	-1,560	-21,387	-13,148
Plus cash fund transfer out	1,277	20,109	0	21,387	13,148
Depreciation charges	1,288	0	0	1,288	1,300
Decrease in Debtors	12,000	0	0	12,000	-250
Plus increase in creditors	-2,710	2,400	700	389	398
Net cash provided by (used in) operating activities	-14,208	-39,723	660	-53,270	-50,908

	Fund types			Years ending	
	Unrestricted	Designated	Restricted	31/12/2020	31/12/2019
	£	£	£	All funds £	All funds £
Cash flows from investments and interest					
Rental income	9,870	0	0	9,870	20,310
Bank interest	460	0	0	460	1,264
Equipment purchase	0	0	0	0	0
Net cash flows from investments and interest	10,330	0	0	10,330	21,574
Net change in cash from operating activities, investments and interest	-3,878	-39,723	660	-42,940	-29,334
Reconciliation of net cash flows from operating activities with cash at bank and in hand					
Change in cash during 2020 before interfund transfers	-3,878	-39,723	660	-42,940	-29,334
Cash at bank and in hand brought forward from 2019	14,795	218,575	7,370	240,739	270,073
Plus cash transfers in during 2020	0	19,807	1,560	21,367	13,148
Less cash transfers out during 2020	-1,267	-20,099	0	-21,367	-13,148
Cash at bank and in hand reported in Balance Sheet	9,650	178,559	9,590	197,799	240,739
Analysis of cash and cash equivalents					
Cash at banks and in hand	9,650	178,559	9,590	197,799	240,739
Notice deposits	0	0	0	0	0
Overdraft facilities	0	0	0	0	0
Total cash and cash equivalents	9,650	178,559	9,590	197,799	240,739

2 Donated income and Gift Aid

In total the PCC received donations in 2020, including Gift Aid, from all sources and across all funds of approximately £183,000, 22% of which is Gift Aid. The principal sources of donated income are as follows.

Source	£
Planned monthly donations excluding Gift Aid	
Planned Stewardship direct to PCC	69,971
PGS	63,769
Other sources including collections and donations	9,326
Total	143,066
Gift Aid received	
Claimed by PCC	26,144
Received through PGS	13,818
Total Gift Aid	39,962
Total income from all donations	183,029

3 Covid-19 Job Retention Scheme

The PCC placed four employees on furlough for the period when St Peter's church was required to close for public worship and it applied for grants under the Government Job Retention Scheme, totalling £7,042.

4 Legacies

During 2020, the PCC has received three legacies totalling £9,706.

5 Investment income

Investment income consists of:

- a) Interest of £460 earned by cash held on deposit with CCLA.
- b) Rental income of £9,870 from rental of Court House Cottage.

6 Financial transactions with employees, trustees, professional services and related person transactions

Donations

Details of all personal donations are confidential to the parish Planned Giving Co-ordinator and the Treasurer, including those of PCC members and their families. Donations to the charity made by trustees and their family members are typical of donations made by the church congregation as a whole.

Reimbursement of expenses

Clergy, employees and trustees may incur out-of-pocket expenses on behalf of the PCC which are reimbursed against reasonable evidence of payment. During 2019 expense reimbursements are as follows.

Group (numbers making claims)	Total reimbursements
Employees (2 people)	£587
Members of the clergy (5 people)	£4,857
Other trustees (4 people)	£2,687
Total (across 9 people)	£8,131

The maximum total reimbursement of expenses paid to a single trustee (other than members of clergy) in the reporting period is £1,190. The PCC has made no loans to trustees or staff.

Professional fees

Independent Examination fees during 2020 are £2,160. Professional fees may also be paid for architectural, design and installation services necessary for the maintenance of PCC property.

7 Employment costs

The total gross remuneration paid during 2020 is £24,837. Additional redundancy costs including Employers pension contributions are £5,950. In 2020 the PCC collected and paid to HMRC Income Tax and National Insurance totalling £2,980. The PCC has no liability for post-employment or post-retirement benefits.

8 Pension scheme – CWPF Pension Builder 2014

In accordance with the 2008 Pensions Act, the PCC offers membership of a pension scheme to all eligible workers. The PCC participates in the Pension Builder 2014 Scheme section of the Church Workers Pension Fund (CWPF) for lay staff. The Scheme is administered by the Church of England Pensions Board.

Pension Builder 2014 is classed as defined benefit scheme. It is a cash balance scheme that provides a lump sum that members use to provide benefits at retirement. Pension contributions are recorded in an account for each member. The Board may add discretionary bonuses to member accounts before retirement, depending on investment experience and other factors. There is no requirement for the Board grant any bonuses. The account, plus any bonuses declared, is payable from members' Normal Pension Age. A reduction may be made if benefits are withdrawn before this age.

The scheme is a multi-employer scheme as described in Section 28 of FRS 102 as it is not possible to attribute the Pension Builder Scheme's assets and liabilities to specific employers. This means that contributions are accounted for as if the Scheme were a defined contribution scheme. 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. There is no requirement for deficit payments at the current time. The employer pensions costs charged to the SoFA in 2020 are £1,892.

An actuarial valuation of the Pension Builder Scheme is carried out once every three years, the most recent valuation being as at 31 December 2016. A valuation as at 31 December 2019 is underway as at 31 December 2020. For the Pension Builder 2014 section, the 2016 valuation revealed a surplus on the ongoing assumptions used of £1.8m. Retirement accounts are invested in line with the Church of England's ethical policies. The Church of England Pension's Board review of 2020 reported overall investment returns in excess of 9%.

9 Grants and outward giving

Money collected on behalf of independent charities is accounted for through Agency funds. Charitable grants and contributions paid in 2020 include:

- a) £290 to The Children's Society.
- b) £939 to the Hospice of St Francis.
- c) £939 to DENS.
- d) £143 to charitable appeals by the Diocese of St Albans.

Money is also donated to various charities at pastoral services such as funerals which is generally not managed by the PCC. Such donations are not included.

10 Parish Share

The Parish Share is paid to the Diocese of St Albans to contribute towards clergy employment costs, ministerial training, and to assist less well-off parishes in the Diocese. Annual Parish Share expenditure is:

2017	£131,659
2018	£132,455
2019	£131,674
2020	£130,858
2021	£132,053

The Parish Share is the single largest item of PCC expenditure, representing approximately 63% of General fund expenditure in 2020.

11 Parochial Fees

The Church of England sets standard fees for parochial church services such as weddings, funerals and memorial services, some of which are retained by the PCC and some of which are remitted to the Diocese of St Albans. In addition, the PCC sets its own fees for providing “extras” such as an organist, the choir, bell ringers, making private videos, additional church cleaning during the Covid-19 pandemic, and administrative support if requested. Parochial fees are reviewed annually. In 2020 the PCC received a total of £1550, and the Diocese a total of approximately £1,794. Diocesan fees are accounted for through an Agency account.

12 Fixed assets and depreciation

Property		
Property at fair market value at 31 st December 2019		£1,380,000
Additions and disposals during 2020	-	
Revaluation during 2020	-	
Property at fair market value at 31 st December 2020		£1,380,000
Office equipment		
Office equipment at 31 st December 2018		£1,288
Purchase price	£6,488	
Depreciation brought forward 1 st January 2020	(£5,200)	
Additions and disposals during 2020	-	
Depreciation applied 31 st December 2020	(£1,288)	

Net book value at 31 st December 2020		Nil
--	--	-----

The total net value of fixed assets at 31st December 2020 is £1,380,000. The Land Registry House Price index shows a significant increase between December 2019 and October 2020, indicating that fair-value estimates for property prices have risen during 2020. However, in view of the economic uncertainties associated with the Covid-19 pandemic, including proposed tax changes, PCC property values are unchanged in these accounts.

13 Accrued assets and liabilities

Accrued assets

As at 31st December 2020 the PCC has no debtors or accrued assets.

Accrued liabilities

As at 31st December 2020 the PCC has total accrued liabilities of approximately £7,950 consisting of:

- a) £2,300 for professional fees.
- b) £5,650 for advance receipts and known payments due early in 2021.

Contingent liability

The PCC currently holds no contingent liabilities.

14 Fund reports

Fund transfers

The following significant fund transfers have been made:

- a) £10,100 from the RLCP fund to the Building fund. The RLCP fund is now fully transferred to the Building fund.
- b) £600 from the Verger Agency fund to the General fund. This money is parochial fees for providing church vergers. As these posts are currently held on an honorary basis these fees have been passed directly to the Charity.
- c) £9,706 from the Legacy fund to the Building fund.

Other fund transfers have been made during the year for administrative convenience such as managing fund balances between PCC bank accounts.

Fund movements, and fund assets and liabilities

Summary reports are given below.

PCC of Great Berkhamsted St Peter

Fund movement summary

Selected period: 01 January 2020 to 31 December 2020

Fund	Fund Balances brought forward	Incoming Resources	Outgoing Resources	Transfers	Gains and Losses	Journal Entries	Fund balances Carried forward
AS-Roof - All Saints Roof	—	—	—	—	—	—	—
Buildings - Buildings Fund	53,282	1,270	48,185	19,514	—	—	25,880
Clergy - Clergy support fund	20,551	—	—	—	—	—	20,551
Courth - Court House	36,692	—	5,729	—	—	—	30,963
Cowper - Cowper Society	—	—	—	—	—	—	—
Flower - Flower Fund	272	60	100	—	—	—	233
Legacy - Legacy	93,183	9,707	—	(9,707)	—	—	93,183
LitFsh - Little Fishes	1,169	182	27	—	—	—	1,324
Restricted - Money received for restricted purposes	—	—	—	1,560	—	—	1,560
Organ - Organ Appeal Fund	—	—	—	—	—	—	—
Magazine - Parish Magazine	2,598	1,548	888	—	—	—	3,258
Petertide - Petertide	—	—	—	—	—	—	—
Property - Property	1,380,000	—	—	—	—	—	1,380,000
RLCP - RLCP Contingency	10,100	—	—	(10,100)	—	—	—
Cath - St Catherine Chapel	6,000	—	—	—	—	—	6,000
General - General fund	22,623	196,290	210,746	(1,267)	—	—	6,900
Totals	1,626,470	209,056	265,674	—	—	—	1,569,852

PCC of Great Berkhamsted St Peter

Statement of Assets and Liabilities (by fund)

As at: 31 December 2020

			Balance	Previous balance
Tangible assets				
0500: Property - Asset				
Property	Designated		1,380,000	1,380,000
			1,380,000	1,380,000
0510: Equipment - Asset				
General fund	Unrestricted		—	1,288
			—	1,288
		Tangible assets	1,380,000	1,381,288
Cash at bank and in hand				
0600: NatWest Current - Asset				
General fund	Unrestricted		10	58
Agency collection	Restricted		—	(48)
			10	10
0601: CAF Bank Account - Asset				
Buildings Fund	Designated		29,280	54,282
Clergy support fund	Designated		20,551	(250)
Court House	Designated		30,963	36,692
Flower Fund	Restricted		233	272
Little Fishes	Designated		1,299	1,134
Money received for restricted purposes	Restricted		1,560	—
Parish Magazine	Designated		3,258	2,598
RLCP Contingency	Designated		—	(10,100)
St Catherine Chapel	Restricted		6,000	6,000
General fund	Unrestricted		9,397	13,363
Agency collection	Restricted		1,797	1,145
			104,339	105,137
0605: CCLA Account - Asset				
Clergy support fund	Designated		—	20,801
Legacy	Designated		93,183	93,183
RLCP Contingency	Designated		—	20,200
General fund	Unrestricted		62	1,264
			93,245	135,447
0625: NatWest Stewardship Account - Asset				
General fund	Unrestricted		70	10
			70	10
0651: St Peters Choir Float - Asset				
General fund	Unrestricted		100	100
			100	100
0652: Little Fishes Float - Asset				
Little Fishes	Designated		25	35
General fund	Unrestricted		10	—
			35	35
		Cash at bank and in hand	197,799	240,739

		Balance	Previous balance
Debtors			
0660: Income Tax Debtor - Asset			
General fund	Unrestricted	—	12,000
		<u>—</u>	<u>12,000</u>
	Debtors	<u>—</u>	<u>12,000</u>
Agency accounts			
6699: Agency collections - Liability			
Agency collection	Restricted	1,797	1,097
		<u>1,797</u>	<u>1,097</u>
	Agency accounts	<u>1,797</u>	<u>1,097</u>
Creditors: Amounts falling due in one year			
0700: Accruals - Liability			
Buildings Fund	Designated	3,400	—
General fund	Unrestricted	2,750	—
		<u>6,150</u>	<u>—</u>
Z04: Accounts Payable - Liability			
Buildings Fund	Designated	—	1,000
General fund	Unrestricted	—	5,460
		<u>—</u>	<u>6,460</u>
	Creditors: Amounts falling due in one year	<u>6,150</u>	<u>6,460</u>
	Grand Total	<u><u>1,569,852</u></u>	<u><u>1,626,470</u></u>