

**Parochial Church Council of
The Ecclesiastical Parish of
St Barnabas, Swanland**
Registered charity no. 1130240

**Annual Report
and
Financial Statements**

For the year ended 31 December 2021

Parochial Church Council of St Barnabas Swanland

Contents	Page
Annual Report	1
Independent Examiner's Report	6
Statement of Financial Activities	7
Statement of assets and liabilities	8
Notes to Accounts	9 to 14

Parochial Church Council of St Barnabas Swanland

Legal and Administrative Details

for the year ended 31 December 2021

Registered Office:

Main Street
Swanland
North Ferriby
East Yorkshire
HU14 3QP

Bankers:

HSBC PLC
3-4 Grand Buildings
Jameson Street
Hull
HU1 3JX

Independent Examiner:

Heather Newsham FCA
11 Allanhall Way
Kirk Ella
East Yorkshire
HU10 7QU

Parochial Church Council of St Barnabas Swanland

Parochial Church Council Report

for the year ended 31 December 2021

The Parochial Church Council (PCC) has pleasure in presenting its Report together with the Financial Statements for the year ended 31 December 2021.

Objectives and Activities

St. Barnabas Parochial Church Council is responsible with the Vicar (Rev Francis Scott) for good governance of the Church. The PCC is also specifically responsible for the maintenance of the Church complex of St Barnabas, Main Street, Swanland, North Ferriby HU14 3QP

During 2021, as was the case during 2020 for all places of worship, the Church was severely and negatively affected by the coronavirus pandemic at least for the period up until June 2021 by Government imposed restrictions. Some alleviation of these restrictions in June 2021. From then some easing of the strict restrictions meant that some more normal church activities could resume. Hall lettings resumed (for example the Bridge Club resumed its weekly meetings in the church hall). A Wedding and a marriage blessing took place in the chapel. By October when restrictions were lifted further other activities were able to resume such as Brownies and our Cygnet's young children's group.

The Church office also reopened (whereas the Church Secretary had previously been working from home).

So far as was possible, the Church continued to develop its ministry and mission aiming to *Share Christ through Friendship*. When planning activities for the year the PCC is guided by these values: **All** involved (every member ministry), **B**ecoming Disciples, **C**reating community, **D**oing evangelism, **E**ncountering God.

The PCC is committed to enabling as many people as possible to worship at the Church and to become part of the ecclesiastical parish community but many people, particularly the older and the clinically vulnerable were reluctant to attend in person, even when masked. The Church has taken advantage of technology; by live streaming one service each Sunday through the Church's YouTube station. Initially these services were virtual and broadcast from the vicarage, but latterly mixed virtual and in-person broadcast from the Chapel. Over a total of 48 services there were an average of 66 views (each view representing a person or household 'logging in' for any length of time). No eucharist was possible during virtual services. The short mid-week communion continued in the Church, attended initially by up to 20 people but more normally up to 10. These were not broadcast and have since been discontinued.

Previous Sunday groups for pre-school, primary and secondary school children and weekday groups for 11-18's have now restarted in person. The PCC are grateful for a core team of committed volunteers who have led these groups. The midweek eucharist has not continued however, with holy communion included in one service every 2nd and 4th Sunday.

Achievements and Performance

Church attendance

At the close of the New Church Electoral Roll in April 2022 there were 95 parishioners on the Electoral Roll, 39 of whom are not resident within the parish. This compared to **101** in October 2020. Because of the suspension of regular services, it is not helpful to report average weekly attendance as has previously been reported comparing numbers in October.

Baptismal Vows are important to the Church as a public mark of following Jesus Christ. Unfortunately, over the course of the year it was not practical to host baptism services due to the pandemic so those enquiring have delayed their plans until 2022.

Another membership measuring tool is available through Facebook; there are currently 60 'followers' registered with this web site.

Public Benefit Review of the Year

We recognise the Christian church is the only organisation that exists primarily for the benefit of non-members, so we take mission seriously and aim to use all our resources to maximise public benefit as detailed elsewhere in this Report.

Covid and Community

Covid 19 restrictions, originally imposed in March 2020, continued through 2021 at varying levels of strictness, these restrictions had a dramatic negative effect on the life of the church. These required everybody to "stay at home" resulting in widespread loneliness. Working from home became a norm for many. The year ended with the acknowledgement of the spread of the "omicron" variant of the virus, with alarming rapidity. The Church's response to the pandemic was to encourage members to care for neighbours isolated at home, including on a one-to-one basis, forming "bubbles". Technology enabled contact to be maintained with family and friends and to secure on-line delivery of food and other necessities. The numbers of those in financial distress continued to grow; in response the demand for food banks rose through the year. Members were encouraged to contribute weekly to local collections for the Feed the City foodbank run by Vineyard Church in the City of Hull. These neighbour-based activities became the principal points of contact of the Church with the community.

Due to the Covid 19 restrictions, very few of the church's special groups have continued. Activities had to be suspended where they could not continue on a virtual basis. For example the following have not been possible

- brownies (for most of the year; Mondays)
- Coffee Chat (on Thursdays).
- Chair Exercise group (largely for the aged; Fridays)
- the "cake walk", affording the health benefits of exercise and friendship; Mondays)
- most small fellowship home groups in members' homes
- printed publication of the church magazine has not been possible after the last issue in April 2020, apart from an 'online' edition published in November 2020. Normally this had been prepared monthly and has been delivered by church members to homes in the parish.
- We note that the Vicar has not been able to take school assemblies Swanland Primary school due to Covid 19 risks as they affected schools.

We were however able to stage a Christmas panto on 11 December 2021, as we had done regularly other than in December 2020 when covid regulations effectively prevented us. The PCC is very grateful again to the availability of Saltmine Theatre Company. Attendance was reduced below that in a normal year, but it was well received. Similarly the Christmas "Mistletoe and Wine" was staged although on a reduced basis and smaller attendance.

Buildings maintenance

Title to the buildings were ceded to the York Diocese after completion of construction. The PCC recognises that to facilitate its work it is its obligation to maintain the fabric of the St. Barnabas Church complex. However, it has remained substantially unused for most of the year. The PCC is thankful to the Fabric Committee and the volunteers who carry out small time maintenance. Covid restrictions (now) place additional burdens on the maintenance of the buildings in the areas of heating (open windows and generous airflows) and cleanliness (handwashing, deep cleaning of all song books, bibles, toilets, door furniture etc after use). External re-decoration was undertaken in the year as well as correcting minor storm damage to the east window works. A further attempt (the fourth) was made to replace one of the two beech trees on the Main Street frontage that died as a result of the original construction, under Tree Preservation Order obligations

Deanery synod

Our deanery representative is our own Tim Scott (Lay Dean of Hull). The Deanery is actively looking forward to pursuing "Living Christ's Story" as the Diocese seeks to plan for Ministry & Mission for the next ten years.

Money

St Barnabas Swanland is a non-profit making, charitable organisation, receiving an income from all sources in 2021 of £80,546 (2020 £86,086). We see all financial provision as money for mission. Not only was this money used to pay our office administrator and fund various aspects of church life, but much was given away principally to the Diocese as its Freewill Offering. During 2021 the PCC also awarded grants four mission partners in the UK and abroad.

Financial Review

The activities of the PCC are funded almost entirely through the generosity of church members. Total voluntary income in 2021 was £73,449 (2020 was £78,259). Total receipts in 2021 were £ 80,546 (2020: £86,086). In 2021 total payments were £76,563 (2020: £85,914). The net result for the year was an excess of receipts over expenditure of £3,983 in 2021 compared to a surplus of £172 in 2020. The restrictions on Church attendance have resulted in changes to the patterns of giving, principally with the almost total loss of open plate cash collections. Further there has been a loss in regular income as members moved away for a variety of reasons. It is pleasing to report however that there are several new members committed to regular giving by standing order. The Church has taken advantage of the Government's Coronavirus job retention scheme, enabling the church secretary to be retained in post albeit on reduced hours. The CJRS paid to the Church a proportion of the secretary's hours not worked. Our gift aid officer Jenny Lancaster is also chair of the finance committee, the PCC would like to thank her and the finance committee for their contribution during the last year.

The previous year's Report noted that the PCC had agreed that, in order to simplify its accounting procedures, Church members should be encouraged to give to the general fund rather than to restricted funds. Those funds are now largely exhausted, but restricted funds of £5,534 remain. As a result of this policy the year closed with increased reserves of unrestricted funds of £41,020 (2020: £36,145). The reserves policy is to have sufficient in hand to cover unforeseen non-recurrent expenditure that may be necessary. It is aimed to have in hand about 3 months expenditure, being about £15,000 to cover unforeseen expenses.

The PCC continues to hold as designated funds £74,705 being the remainder of a legacy received in earlier years and designated by the PCC for the improvement of the entrance to the building, for which faculty and planning permission has been received, under the title of Project Welcome. These consents have not been implemented and will need to be renewed if the works are to proceed in the manner on display in the church foyer.

Major risks facing the Church

The PCC acknowledges its responsibility to identify, assess and manage the major risks to which it is exposed. The church maintains a health and safety risk assessment and a fire risk assessment. The church reviews its children, young persons and vulnerable adults safeguarding policies in conjunction with the diocesan advisers. The PCC recognises that under the national carbon neutral obligations (net zero by 2030) it remains necessary for the church to complete the carbon footprint tool required by the Diocese. Risk assessments were carried out under Covid 19 advice to guide socially distanced distribution of seating, ventilation, and one-way movement into and out of the church complex. The PCC acknowledges that financial risks exist due to the age of the church complex and likelihood of major plant failure, such as the hot air heating. Policies are in place to ensure safe handling and recording of cash. The ongoing consequences of Covid-19 in terms of access to and use of the building and the preparedness of members of the congregation to meet again in person remain risks.

Administrative information

St Barnabas Church is a multi-purpose building completed in 1992. It is part of the Diocese of York within the Church of England. The correspondence address is St Barnabas Church, Main Street, Swanland, North Ferriby, HU14 3QP. The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules) and a charity registered with the Charity Commission, Charity number 1130240.

PCC members who have served at any time from 1st January 2021 until the date this report was approved are:

Ex Officio members:

- Incumbent: Francis Scott (Chairman)
- Warden: Conrad Bate from APCM 2019 (re-elected at APCM 2021)
- Deanery Synod Rep and Diocesan Synod Rep: Tim Scott

Elected members:

- Karen Cowing from APCM 2019
- Graham Dunn: from APCM 2019: Treasurer
- Stephanie Bate: from APCM 2020
- Dafydd Taylor from APCM 2020: Secretary
- Richard Hoyes from APCM 2021
- Andy Forrester from APCM 2021
- Sue Forrester from APCM 2021

Of the 9 PCC elected posts at the 2021 APCM, 2 were unfilled, as were 2 of 3 Deanery Synod posts.

The PCC met by Zoom and in person eight times during the year for regular meetings and one additional meeting on 17 June 2021. At these the PCC received reports and approved recommendations from the following committees: Finance, Fabric, Vicar's Leadership Team as well as reports from the safeguarding officer and deanery synod rep. The APCM 2021 was held 17 June 2021.

On behalf of the PCC



Tim Scott (Vice Chairman)



Graham Dunn (Treasurer)

Parochial Church Council of St Barnabas Swanland

Independent Examiner's Report to the Trustees of Parochial Church Council of St Barnabas, Swanland

I report on the accounts for the year ended 31st December 2021 which are set out on pages 7 to 14.

Respective responsibilities of the Trustees and Independent Examiner

The charity's trustees are responsible for the preparation of the accounts.

The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently I do not express an audit opinion on the accounts.

Independent Examiner's Statement

In connection with my examination no matters have come to my attention

1. which give me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with s.130 of the 2011 Act; or
- to prepare accounts which accord with these accounting records and comply with the accounting requirements of the 2011 Act have not been met; or

2. No other matter has come to my attention in connection with my examination to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Heather Newsham FCA
Chartered Accountant
11 Allanhall Way
Kirk Ella
East Yorkshire
HU10 7QU

28th April 2022

Parochial Church Council of St Barnabas Swanland
Statement of Financial Activities
(incorporating income and expenditure account)
for the year ended 31 December 2021

	Note	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total Funds	
					2021 £	2020
Receipts	2					
Voluntary Income		71,224	-	2,225	73,449	78,259
Church Activities		7,069	-	-	7,069	7,629
Income from Investments		28	-	-	28	198
Total Receipts		<u>78,321</u>	<u>-</u>	<u>2,225</u>	<u>80,546</u>	<u>86,086</u>
Payments	3					
Church Activities		72,696	857	2,260	75,813	85,289
Governance costs		750	-	-	750	625
Total Payments		<u>73,446</u>	<u>857</u>	<u>2,260</u>	<u>76,563</u>	<u>85,914</u>
Excess of receipt over expenses		4,875	(857)	(35)	3,983	172
Fund Balance b/f 1st January 2021		36,145	75,562	5,569	117,276	117,104
Fund Balance c/f 31st December 2021		<u>41,020</u>	<u>74,705</u>	<u>5,534</u>	<u>121,259</u>	<u>117,276</u>

Parochial Church Council of St Barnabas Swanland

Statement of assets and liabilities

At 31 December 2021

	Note	2021 £	2020 £
Fixed assets	4	-	-
Current assets			
Debtors		3,222	3,242
Short term deposits		74,109	46,745
Cash at Bank and in hand		50,742	76,713
		<u>128,073</u>	<u>126,700</u>
Creditors: Amount falling due within one year	5	6,814	9,424
NET CURRENT ASSETS	6	<u>121,259</u>	<u>117,276</u>
NET ASSETS		<u>121,259</u>	<u>117,276</u>
FUNDS	7		
Unrestricted		41,020	36,145
Designated		74,705	75,562
Restricted		5,534	5,569
		<u>121,259</u>	<u>117,276</u>

Approved by the Parochial Church Council on 6th May 2022

and signed on its behalf by:



Tim Scott (Vice Chairman)



G Dunn (Treasurer)

Parochial Church Council of St Barnabas Swanland

Notes to the Financial Statements

for the year ended 31 December 2021

1. Accounting policies

a) Accounting convention

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' "true and fair view" provisions, together with FRS102 (2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)).

The financial statements have been prepared under the historical cost using the accruals basis.

b) Funds

General funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted. The accounts include all transactions, assets and liabilities for which the PCC is responsible. They do not include the accounts of Church groups that owe their main affiliation to another body or those that are informal gatherings of Church members.

c) Income Resources

Voluntary income and capital sources

Collections are recognised when received by or on behalf of the PCC.

Planned giving receivable under covenant is recognised only when received.

Income tax recoverable on covenants or gift aid donations is recognised when the relevant claim is lodged with HMRC.

Grants and legacies to the PCC are accounted for when the PCC is notified of its legal entitlement and the amount due.

Sales from the parish magazine are accounted for gross.

Income from investments

Dividends and interest are accounted for when received.

d) Grants

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC.

Parochial Church Council of St Barnabas Swanland

Notes to the Financial Statements

for the year ended 31 December 2021

e) Fixed assets

Consecrated land and buildings and movable Church furnishings

Consecrated and beneficed property is excluded from the financial statements by virtue of Section 10(2) (a) and (c) the Charities Act 2011.

No value is placed on movable Church furnishings held by the Church wardens on special trust for the PCC and which require a faculty for disposal because the PCC considers this to be inalienable property.

All expenditure incurred during the year on consecrated or beneficed buildings and movable Church furnishings, whether maintenance or improvement, is written off as expenditure in the Statement of Financial Activities.

Other fixtures, fittings and office equipment

All furnishings and equipment are written off when the asset is acquired.

f) Current assets

Amounts owed to the PCC at 31 December 2021 in respect of fees or other income are shown as debtors less provisions for amounts that may prove uncollectable.

Short term deposits include cash held on deposit either with the CBF Church of England Funds or at banks.

Parochial Church Council of St Barnabas Swanland

Further analysis of Receipts and Payments

for the year ended 31 December 2021

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total Funds	
				2021 £	2020
2. Incoming resources					
Planned giving					
Regular planned giving *	57,659	-	780	58,439	61,815
Open Collections	526	-	-	526	1,189
Donations	1,361	-	1,000	2,361	1,820
Appeal	-	-	-	-	-
Tax recoverable **	11,678	-	445	12,123	13,435
Legacies					
	71,224	-	2,225	73,449	78,259
Church activities					
Activities and events	1,029	-	-	1,029	550
Parish magazine	20	-	-	20	2,051
Service fees	80	-	-	80	424
Church buildings lettings	2,461	-	-	2,461	1,471
Government furlough grant	3,197			3,197	3,126
Other	282			282	7
	7,069	-	-	7,069	7,629
Income from investments					
Interest	28	-	-	28	198
Total receipts	78,321	-	2,225	80,546	86,086

* Regular planned giving by Gift Aid also includes such funds and payroll giving received via agencies which recover income tax and forward the gross amount after deducting an administration fee. It is not practicable to isolate and reallocate the income tax and administration fees.

** Tax recoverable relates to income from regular giving, collections (via GASDS) and donations.

Parochial Church Council of St Barnabas Swanland

Notes to the Financial Statements

for the year ended 31 December 2021

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total Funds	
				2021 £	2020
3. Resources expended					
Missionary & Charitable giving (Note 8)	5,500	-	1,817	7,317	6,100
Diocesan Freewill offering	45,000	-	-	45,000	45,000
Children & Youth work					
Employment costs	-	-	-	-	-
Other costs	-	-	443	443	1,152
Utilities	3,208	-	-	3,208	3,534
Insurance	1,673	-	-	1,673	1,669
Cleaning (Note 3C)	430	-	-	430	1,312
Repairs & maintenance	4,543	857	-	5,400	11,770
New Organ	-	-	-	-	-
Parish magazine costs	-	-	-	-	2,400
Events	1,377	-	-	1,377	42
Office staff (Note 3C)	6,981	-	-	6,981	7,738
Communication, printing, stationery postage , telephone etc	2,057	-	-	2,057	2,019
Bank fees	41	-	-	41	(40)
Other	1,886	-	-	1,886	2,593
	<u>72,696</u>	<u>857</u>	<u>2,260</u>	<u>75,813</u>	<u>85,289</u>
Governance costs	750	-	-	750	625
	<u>73,446</u>	<u>857</u>	<u>2,260</u>	<u>76,563</u>	<u>85,914</u>

Parochial Church Council of St Barnabas Swanland

Notes to the Financial Statements

for the year ended 31 December 2021

c) Employee emoluments

	Gross Pay	2021 £	2020
The total remuneration of employees were :			
Office administration and cleaner	7,411	7,411	7,738
	7,411	7,411	7,738

The PCC employed one member of staff for all 2021 and a cleaner who started in October 2021 and one member of staff in 2020.

d) Members of the PCC and related parties

The Vicar is Chairman of the PCC and as disclosed in note 3a) was reimbursed for travel and subsistence expenses not exceeding amounts permitted by HMRC.

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

e) Governance costs

Included in governance costs (note 3b) is £750 relating to the Independent Examination of the PCC accounts.

4. Fixed assets

The PCC owns freehold property at Main Street, Swanland, which is held by The York Diocesan Board of Finance Limited as custodian trustee, on which is a multi-purpose building which was completed in 1991 and includes the Parish Church, hall, office and other facilities. The historic cost of the site, building, furniture and equipment was in excess of £900,000 and is insured for replacement at £5,600,000.

5.

Creditors: Amount falling due within one year	2021	2020
Accruals and deferred income	3,417	4,750
Creditors for goods and services	3,397	4,674
	6,814	9,424

6.

Analysis of net assets/(liabilities) by fund

	Unrestricted Funds	Designated Funds	Restricted Funds	2021	2020
Current assets	47,834	74,705	5,534	128,073	126,700
Current liabilities	(6,814)	-	-	(6,814)	(9,424)
	41,020	74,705	5,534	121,259	117,276

Parochial Church Council of St Barnabas Swanland

Notes to the Financial Statements

for the year ended 31 December 2021

7. Analysis of Funds	Balance b/f £	Income £	Expenditure £	2021 £	2020
Unrestricted					
General Fund	36,145	78,321	73,446	41,020	36,145
Designated					
Project Welcome	72,651	-	-	72,651	72,651
Project East Window	2,911	-	857	2,054	2,911
	<u>75,562</u>	<u>-</u>	<u>857</u>	<u>74,705</u>	<u>75,562</u>
Restricted					
Youth & children	4,419	-	1,110	3,309	4,419
Fabric	-	1,250	-	1,250	-
Partner with Ubuntu Academy	975	975	975	975	975
Swanland Education Africa	175	-	175	-	175
Others	-	-	-	-	-
	<u>5,569</u>	<u>2,225</u>	<u>2,260</u>	<u>5,534</u>	<u>5,569</u>
Total Funds	117,276	80,546	76,563	121,259	117,276

8. Grants to Missions, Charities and Needy

	General Funds	Restricted Funds	2021 £	General Funds	Restricted Funds	2020 £
Hunsley Christian Youth Trust	-	667	667	-	-	-
Partner with Ubuntu Academy	1,000	975	1,975	1000	950	1,950
Partner with Trade Right International C	2,000	-	2,000	2000	-	2,000
Partner with Africa Inland Mission Chad	2,000	-	2,000	2000	-	2,000
Swanland Education Africa	-	175	175	-	150	150
Beyond Reach	500	-	500	-	-	-
	<u>5,500</u>	<u>1,817</u>	<u>7,317</u>	<u>5,000</u>	<u>1,100</u>	<u>6,100</u>