

**PAROCHIAL CHURCH COUNCIL OF ST. MARY'S WHITKIRK**  
**(Registered Charity No. 1130280)**

**ANNUAL REPORT**  
**AND**  
**FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2021**

**Incumbent:** The Reverend Matthew Peat

**Address:** Whitkirk Vicarage  
386 Selby Road  
Whitkirk  
Leeds  
LS15 0AA

**Bank:** Yorkshire Bank Plc  
Crossgates Branch  
10 Austhorpe Road  
Leeds  
LS15 8DL

**Investment Managers:** CCLA Investment Management Ltd  
The CBF Church of England Funds  
80 Cheapside  
London  
EC2V 6DZ

**Independent Examiner:** White Rose Accounting for Charities  
The Ghyll  
Threapland  
Aspatria  
CA7 2EL

## **Aims and Purposes**

St Mary's Church Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

As part of the Church of England, the Parish Church of St Mary's, Whitkirk aims to be a Christian presence in the community by proclaiming the good news of God's kingdom through;

- Prayer and worship
- Trusting in God: Father, Son and Holy Spirit
- Teaching, baptizing and nurturing in faith
- Fellowship and acts of loving service
- Stewardship and concern for justice

The PCC is also responsible for the maintenance of the fabric of the Grade I listed church building and the Community Centre.

## **Objectives and Activities**

As a registered charity the PCC have taken note of the Charity Commission's guidance on public benefit, particularly the specific guidance in respect of the advancement of religion.

The PCC is committed to enabling as many people as possible to worship at the Church, and to become part of the life of the wider community. The PCC maintains an overview of worship within the parish and considers how the services meet the spiritual requirements of the differing groups in the area.

Our Vision Statement is;

*'Where all find a welcome and are nurtured in their journey with Christ'*

## **Regular Worship and Attendance Information**

As the Pandemic restrictions eased, and worshipers could once again attend church services, St Mary's saw a gradual increase in attendances, with robust Covid secure measures being implemented. Regular services continued to be streamed, and a streaming service for weddings and funerals made available.

St Mary's had 186 persons registered on the Electoral Roll in 2021.

We encourage baptism and welcome many couples for their wedding at St. Mary's. Funerals are also an important part of our work in the community. These take place either in the church or in one of the local crematoria.

The church maintains an open graveyard in which all residents of the parish have a right under law to be buried and, although now closed to new full graves, re-openings of existing plots and plots for the burial of cremated remains are available.

In 2021 we celebrated 17 baptisms, 5 weddings and held 24 funerals in church with a further 9 taken at crematoria. There were 10 burials and 23 burials of cremated remains.

Due to the pandemic no Memorial Services were held in 2021.

## The Church and St Mary's Community Centre

The current church building is a Grade I listed structure and is predominantly from the 14th and 15th Centuries, although there is evidence of earlier structures dating back to pre-conquest times.

St Mary's Community Centre provides a facility for numerous groups in the local community, including a Guiding unit, Luncheon Clubs, Whitkirk Arts Guild and several weight and health groups. Country Dancing sessions are held regularly and cater mainly for the older members of the community. The Centre is also let out for private functions for all ages.

It remains the intention of the PCC to encourage more community use, particularly for issues of loneliness and dementia. Unfortunately, the continuing effects of the pandemic has curtailed progress in developing such use.

## Financial Review

The effects of the Covid Pandemic continue to affect St Mary's finances. Although 2021 saw income increase 12% over the previous year, it is still almost 20% lower than pre-pandemic income. Expenditure for 2021 saw a 3.4% decrease over the previous year. However the 'New Normal' that is expected as the pandemic recedes appears to involve significant increases in costs, particularly for electricity & gas. As these increased costs also affect those who give financial support to St Mary's, the church's income is unlikely to return to pre-pandemic levels in the foreseeable future.

## Reserves Policy

It is PCC policy to maintain, where possible, a balance of General funds current assets equivalent to three months of unrestricted running costs, currently £22,000, excluding Parish Share. This is to cover any unexpected reduction in income or emergency situations that may arise. The year-end balance of £17,659 of General funds (£33,074 including designated funds) did not meet this target.

## Volunteers

St Mary's is only able to provide the range of services and activities that makes up the vibrant church community because of the many volunteers who give freely of their time and skills. Teams of volunteers are engaged in all aspects of work, church services, pastoral care, cleaning of the church, church flowers, maintenance of the Church and Church Hall, tidying the graveyard and cemetery, organizing events, bar staff, magazine production, and secretarial services. It would be unfair to recognize any individuals by name, but the PCC would like to thank all the volunteers for their tireless endeavours.

## Structure, Governance and Management

St Mary's Church is situated on Selby Road, Whitkirk, Leeds. It is part of the Diocese of Leeds within the Church of England. The correspondence address is Whitkirk Vicarage, 386 Selby Road, Whitkirk, Leeds LS15 0AA.

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2006) and a charity registered with the Charity Commission (Registered No. 1130280)

Members of the PCC are either ex-officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish, including decisions on how the funds are to be spent.

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

Incumbent: The Reverend Matthew Peat (Chair)  
Reader: Lynne Pickersgill

Churchwardens: Melvin Herring (Vice Chair)

Representatives on the Deanery Synod:  
Lynne Pickersgill  
Alistair Hezel (Treasurer)

Elected Members:  
Joan Williams  
Nick Jackson  
Janet Blenkinsop  
Elaine Roberts  
Sue Butcher  
Catherine Sirrell  
Kathryn Sully  
James Black  
Jean Bradley  
Gemma Burton  
Glenn Middleditch  
Sue Middleditch (Secretary)  
David Waddington  
Adam Kelly (Co-opted)

The PCC met on 5 occasions during the year including one extraordinary meeting. The average attendance at meetings was 87%.

## Vicar's Report

The Covid-19 pandemic has continued to be the backdrop to our lives in 2021. We at St. Mary's have shown great resilience and adaptability in coping with the changes it has brought to our lives. It has not always been easy managing the different expectations that people have had through this time, yet we have lived into the Apostle Paul's words when he said we were to 'bear with one another in love.'

Financially, as is shown elsewhere in this report, I am thankful for the continued generosity that has enabled our mission and ministry to continue. We should be thankful for how the treasurer and finance team have carefully monitored our finances over the year always ensuring that the PCC was kept up to date. Whilst our planned giving has remained largely stable other income and expenditure has not. For example, whilst it has been good to see our community centre re-opened and people gathering again, the uncertainties of the last year and the ever-changing restrictions meant that bookings

income was more uncertain, though the costs of running the centre remained fixed. This has inevitably had an impact on the wider picture, one of the consequences being unable to pay our parish share to the extent that we would have wished. However, we should give thanks still that we ended the year where we did. There are many churches across our country facing more acute challenges than we are.

Thankfully our finances, important though they are, form just part of the picture of life at St. Mary's. We have continued to worship and strive to grow as a community over the year. Our online presence has been widely appreciated and is now part of the new normal. A number of people watch our services live followed by others who watch later on. We continue to be thankful for the team that have made it happen and for the production quality.

We are thankful too to the teams of people that have enabled worship to take place in person from the sacristy teams to the servers, the director of music and choir to the stewards. All of them have had to cope with changes to restrictions and adapt when needed.

It has been good to see people coming back to church. Though the numbers gathering on a Sunday morning are less than pre-pandemic, currently we regularly welcome eighty people to worship on a Sunday morning. It is good too that a bit of spontaneity has returned to our worship and we are able to be together more naturally, both in church and then gathering for refreshments after the service. It has been a delight to welcome back families celebrating baptisms and weddings. We have missed the excitement and a little bit of the chaos they both bring.

Alongside our worship, other strands of our life together have re-emerged in 2021. For example, we were glad to gather for a wonderful Christmas Coffee Morning, an event that was a great encouragement to the whole community, particularly as restrictions followed not long afterwards. There have been parties and other events too that have encouraged us. As we approached the end of the year more attention was paid to the restarting many of the other different strands of our life together, so it is encouraging that we are looking into 2022 with a good deal more hope. The Sub-Committee structure for the PCC had a bit of a revamp to reflect this period of change we are going through. My hope is that it provides the structure we need to help us meet some of the challenges and opportunities before us. I am enormously grateful for all those who contribute in whatever way.

Part of the task before us, as I highlighted in last year's report, has been to learn some lessons from the pandemic, so part of our work has been to prayerfully discern what we have learned and how this can help us be the church for today. For example, we are asking the question of, how can we return to a pattern of daily prayer that embraces what we have learnt about worshipping online during the pandemic. My hope is that a new hybrid pattern will emerge, sometimes livestreamed from church and sometimes from someone's home with people joining from around the parish and beyond. Likewise, because the pandemic forced us to think about creating service booklets that could be thrown away rather than reusing books time and again, it became an opportunity to be creative and create a service book for each service. Whilst we could see it as a waste of paper, those of us who have been to church for many years sometimes forget how hard it can be to learn the rhythm and language of church life if you have never been before. It also gives us the opportunity to be a bit more creative in the words we use. Thanks must go to the redoubtable Marjorie Bond who has kept the printing presses turning.

Inevitably as our attention is taken by new things it means we have to let go of others, at least for a time. For example, the wonderful team of people we had leading assemblies in schools has not yet restarted. We hope this will change in the year before us, but we can only do so much at a time. We need to continue to be prayerfully patient, supporting and encouraging each other along the way.

This report of course provides an invaluable opportunity to express our thanksgiving to all those who have been and are carrying heavy burdens. Particular thanks must go to our churchwarden Melvin Herring who, ably assisted by churchwardens past and a deputy churchwarden in Janet Blenkinsop, has served so wonderfully on his own for many months. Thankfully as 2022 began a second churchwarden, Elaine Roberts, has now been appointed and we look forward to them working together.

Over the last year we had our fair share of farewells, as beloved members of our congregation and beyond died. Thankfully we continue to see growth as new people join us and become part of the St. Mary's family. We all need to play our part in making people welcome, encouraging them in whatever way we can, and inviting them where appropriate to take responsibility. In the life of the church no one has to earn their place at the top table, all are welcome and part of that welcome is to make people feel they have come home and have something to offer.

So, we gather up 2021 in this Annual Report, it has been another challenging year, but we hope and pray that as we look forward we will make the most of the opportunities we are given, and continue to make St. Mary's Whitkirk a place 'Where all find a welcome and are nurtured in their journey with Christ.' On a personal note I continue to be thankful for the privilege of serving here and for all the support and encouragement we find in and through our life together.

On behalf of the PCC

A handwritten signature in black ink, reading 'Matthew Peat' with a stylized flourish at the end.

The Reverend Matthew Peat

Date 15<sup>th</sup> February 2022

## **REPORT OF THE EXAMINER TO THE TRUSTEES OF PAROCHIAL CHURCH COUNCIL OF ST. MARY'S WHITKIRK**

I report on the accounts of the company for the year ended 31 December 2021, which are set out on pages 8 to 17

Respective responsibilities of trustees and examiner.

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The 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. Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

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

Basis of independent examiner's report

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 you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of the 2011 Act

have not been met; or

- (1) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Craig Williamson

White Rose Accounting for Charities, The Ghyll, Threapland, Aspatia CA7 2EL

Dated: 11/4/2022



**St Mary's Church Whitkirk**  
**Statement of Financial Activities**  
**For the period from 01 January 2021 to 31 December 2021**

		Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
	Note						
<b>Incoming resources</b>							
Incoming resources from generated funds	2(a)						
Voluntary income		106,192	4,323	4,930	—	115,445	110,669
Activities for generating funds		25,432	—	—	—	25,432	16,358
Investment income		—	1	9	—	10	73
Incoming resources from charitable activities	2(b)	12,297	—	8	—	12,305	10,213
Other incoming resources	2(c)	1,101	—	20	—	1,121	26
<b>Total income</b>		<b>145,022</b>	<b>4,324</b>	<b>4,968</b>	<b>—</b>	<b>154,314</b>	<b>137,339</b>
<b>Resources used</b>							
Costs of generating funds	3(b)	208	—	—	—	208	12
Costs of generating voluntary income		189	—	—	—	189	75
Fundraising trading: cost of goods sold and other costs		6,938	—	—	—	6,938	5,855
Charitable activities	3(a)	134,043	2,900	6,113	—	143,056	189,711
Governance costs	3(b)	350	—	—	—	350	350
Other resources used	3(c)	—	—	—	—	—	—
<b>Total expenditure</b>		<b>141,728</b>	<b>2,900</b>	<b>6,113</b>	<b>—</b>	<b>150,741</b>	<b>196,003</b>
<b>Net income / (expenditure) resources before transfer</b>		<b>3,295</b>	<b>1,423</b>	<b>(1,145)</b>	<b>—</b>	<b>3,573</b>	<b>(58,664)</b>
<b>Transfers</b>							
Gross transfers between funds - in	3(e)	1,298	6	196	—	1,500	28,056
Gross transfers between funds - out		—	(1,298)	(202)	—	(1,500)	(28,056)
<b>Other recognised gains / losses</b>	5(b)						
Gains on revaluation, fixed assets, charity's own use		—	—	—	42	42	60
<b>Net movement in funds</b>		<b>4,592</b>	<b>132</b>	<b>(1,152)</b>	<b>42</b>	<b>3,614</b>	<b>(58,604)</b>
<b>Reconciliation of funds</b>							
<b>Total funds brought forward</b>		<b>286,733</b>	<b>15,282</b>	<b>11,571</b>	<b>286</b>	<b>313,873</b>	<b>372,477</b>
<b>Total funds carried forward</b>		<b>291,325</b>	<b>15,415</b>	<b>10,420</b>	<b>328</b>	<b>317,487</b>	<b>313,873</b>

# St Mary's Church Whitkirk

## Balance sheet As at: 31 December 2021


		As at 31/12/2021	As at 31/12/2020
	Note	£	£
<b>Fixed assets</b>			
Tangible assets	5(a)	275,944	276,888
Investments	5(b)	328	286
		<hr/>	<hr/>
		276,272	277,174
		<hr/>	<hr/>
<b>Current assets</b>			
Stocks and work in progress		2,935	1,603
Debtors	6	7,711	4,805
Cash at bank and in hand		32,372	33,134
		<hr/>	<hr/>
		43,018	39,542
		<hr/>	<hr/>
<b>Liabilities</b>			
Creditors: Amounts falling due in one year	7	1,803	2,843
		<hr/>	<hr/>
<b>Net current assets less current liabilities</b>		<b>41,543</b>	<b>36,699</b>
		<hr/>	<hr/>
<b>Total assets less current liabilities</b>		<b>317,487</b>	<b>313,873</b>
		<hr/>	<hr/>
<b>Total net assets less liabilities</b>		<b>317,487</b>	<b>313,873</b>

There may be minor discrepancies in the totals if the pence are not being shown

Approved by the Parochial Church Council on 15<sup>th</sup> February 2022 and signed on its behalf by:



Reverend Matthew Peat (Chair)



Alistair Hezel (Treasurer)

The notes on Pages 10 to 17 form part of these accounts

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDING 31 DECEMBER 2021

### 1. ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the Charities Statement of Recommended Practice.

The financial statements have been prepared under the historical cost convention except for the valuation of land and buildings and investments shown at market value.

#### a) 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. These include funds designated for a particular purpose by the PCC.

The purpose of any restricted funds is noted in the accounts.

The accounts include transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body or those that are informal gatherings of church members.

#### b) Incoming resources

##### i ) Voluntary income and capital sources

- Collections are recognised when received.
- Planned giving under Gift Aid is recognised only when received.
- Income tax recoverable on Gift Aid donations is recognised when receivable.
- Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain.
- Sales of magazines are accounted for gross.

##### ii) Other income

- Rental income from the letting of PCC premises is accounted for when the rental is due.

##### iii) Income from investments

- Dividends are accounted for when due. Interest is accounted for on an accrued basis.
- Tax recoverable is recognised in the same accounting period.

##### iv) Gains and losses on investments

- Realised gains or losses are recognised when investments are sold. Unrealised gains or losses are accounted for on revaluation of investments at 31 December 2021.

## c) Resources used

### i) Grants

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

### ii) Activities directly relating to the work of the Church

Parish share is a request from the Diocesan Board of Finance for each parish to contribute a specific amount each year to help meet the Diocesan budget. If a parish is unable to meet the full amount requested then it is treated as Historic Share to be contributed in a later accounting year. The PCC has passed a resolution to the effect that its current financial situation is such that it cannot realistically have any intention of paying its historic share and therefore it's value is not being shown as a creditor within the accounts. See Note 3(a).

## d) Fixed Assets

### i) Consecrated land and buildings and movable church furnishings

- Consecrated and beneficed property is excluded from the accounts by s.96(2)(c) of the Charities Act 1993.

- No value is placed on movable church furnishings held by the churchwardens on special trust for the PCC, and which require a faculty for disposal, since 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 SOFA and separately disclosed.

### ii ) Other land and buildings

- Other land and buildings held on behalf of the PCC for its own purposes are included at the valuation as of 31 December 2007. No depreciation however is provided on freehold properties as in the opinion of the PCC neither their current value nor anticipated future value is less than their current value. Any expenditure on maintenance or improvement is written off as incurred.

### iii) Other equipment

- Equipment is depreciated on a straight line basis over 4 years. Individual items of equipment with a purchase price of £1,000 or less are written off in the period in which the asset is acquired.

## e) Investments

- Investments are valued at market value at 31 December 2021.

## Current Assets

- Amounts owing to the PCC at 31 December 2021 in respect of fees, rents, income tax recoverable or other income are shown as debtors less provision for amounts that may prove uncollectable.

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

- Cash at Bank and in Hand includes cash and bank current accounts.

**St Mary's Church Whitkirk**  
**Analysis of income and expenditure**  
**Selected period: 01 January 2021 to 31 December 2021**

						Total	
	Unrestricted	Designated	Restricted	Endowment	This year	Last year	
<hr/>							
<b>Incoming resources</b>							
<b>2(a) Incoming resources from generated funds</b>							
Tax efficient planned giving	63,125	—	—	—	63,125	59,123	
Other planned giving	14,641	—	—	—	14,641	15,208	
Loose plate Collections	6,021	1,140	—	—	7,161	3,498	
Giving through church boxes	—	—	—	—	—	145	
One-off donations	3,070	3,150	327	—	6,547	3,820	
Specific Appeals	—	—	3,577	—	3,577	2,420	
Flower Fund Income	—	—	250	—	250	190	
Tax recoverable on Gift Aid	19,243	33	710	—	19,985	16,483	
Legacies	—	—	—	—	—	2,965	
Grants	93	—	66	—	159	6,817	
Church Events	1,335	—	—	—	1,335	620	
Centre lettings	10,765	—	—	—	10,765	6,271	
Magazine income - advertising	—	—	—	—	—	698	
Bar Income	13,332	—	—	—	13,332	8,215	
Bank & building soc interest	—	1	10	—	11	73	
	131,624	4,324	4,940	—	140,888	127,101	
<hr/>							
<b>Incoming resources from generated funds Totals</b>							
<hr/>							
<b>2(b) Incoming resources from charitable activities</b>							
Wedding Fees	1,674	—	—	—	1,674	1,178	
Funeral Fees	3,028	—	—	—	3,028	2,926	
Churchyard Fees	7,387	—	—	—	7,387	5,078	
Bookstall sales	156	—	8	—	164	91	
Parish magazine sales	52	—	—	—	52	939	
	12,297	—	8	—	12,305	10,213	
<hr/>							
<b>Incoming resources from charitable activities Totals</b>							
<hr/>							
<b>2(c) Other incoming resources</b>							
Other Funds Generated	1,101	—	20	—	1,121	26	
<hr/>							
<b>Other incoming resources Totals</b>	1,101	—	20	—	1,121	26	
<hr/>							
<b>Incoming resources Grand totals</b>	145,022	4,324	4,968	—	154,314	137,339	

## Resources used

### 3(b) Costs of generating funds

Fair Trade	208	—	—	—	208	12
Costs of stewardship	189	—	—	—	189	75
Cost of church events	235	—	—	—	235	(3)
Bookstall stock	—	—	—	—	—	45
Bar Stock	6,696	—	—	—	6,696	4,546
Bar expenses	7	—	—	—	7	1,268

### Costs of generating funds

7,334	—	—	—	7,334	5,942
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### Totals

### 3(a) Charitable activities

Parish share	84,500	—	—	—	84,500	96,000
Assistant staff costs	—	—	—	—	—	10
Organists Salary	4,754	—	—	—	4,754	4,730
Employers NIC	15	—	—	—	15	—
Working expenses of incumbent	1,225	—	—	—	1,225	889
Vicarage expenses	—	—	—	—	—	248
Miscellaneous expenditure	—	—	—	—	—	35
Mission Expenses	—	—	—	—	—	23
Insurance	6,009	—	—	—	6,009	5,947
Church Music & Choir	—	—	462	—	462	874
Church maintenance	744	—	196	—	940	24,064
Upkeep of services	724	—	31	—	761	443
Flower Fund	—	—	402	—	402	230
Upkeep of churchyard	8,502	—	—	—	8,502	7,992
Waste disposal	3,244	—	—	—	3,244	2,964
Administration	2,456	—	110	—	2,566	2,101
Performing Rights	870	—	—	—	870	1,420
Postage	180	—	—	—	180	164
Printing & Stationery	3,009	—	—	—	3,009	2,289
Health & Safety	1,962	—	—	—	1,962	3,235
Furniture Equipment	2,125	2,894	3,968	—	8,987	3,268
Church Gas & Electric	2,468	—	—	—	2,468	2,268
Centre Gas,Electricity & Water	4,453	—	—	—	4,453	4,031
Centre maintenance & cleaning	6,804	—	—	—	6,804	5,032
Depreciation Hall	—	—	944	—	944	944
Church Bells restoration	—	—	—	—	—	10,620
Centre Refurbishment	—	—	—	—	—	9,891

### Charitable activities Totals

134,043	2,894	6,113	—	143,056	189,711
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### 3(c) Governance costs

Independent Examination	350	—	—	—	350	350
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### Governance costs Totals

350	—	—	—	350	350
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### Other resources used

### Other resources used Totals

350	—	—	—	350	350
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### Resources used Grand totals

141,728	2,900	6,113	—	150,741	196,003
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*There may be minor discrepancies in the totals if the pence are not being shown*

### 3(e) Transfers

£1,297.66p transferred from Legacy Funds to General Funds to rectify expenditure taken from General Funds that should have been from Legacy Funds. £196.00p transferred from Church Lighting Fund to Flood Lighting Fund to rectify being recorded in wrong Fund.

#### 4(a) STAFF COSTS

	<u>2021</u>	<u>2020</u>
Wages	4,754	4,730
During the year the PCC employed an organist for whom £15.63p of social security costs were incurred.		

#### 4(b) PAYMENTS TO PCC MEMBERS

No members of the PCC, or persons closely connected to them, received any payments from the funds of the PCC.

### 5. FIXED ASSETS

#### (a) Tangible

	Freehold Land & Buildings	Church Equipment	Hall Equipment	Total
ACTUAL/DEEMED COST				
At 1 January 2021	275,000	11,763	10,946	297,709
Disposal	-	-	-	-
Additions	-	-	-	-
Revaluation	-	-	-	-
At 31 December 2021	275,000	11,763	10,946	297,709
DEPRECIATION				
At 1 January 2021	-	11,763	9054	20,817
Charge for the year	-	-	944	944
At 31 December 2021	-	11,763	9,988	21,761
<b>Net book value at 31 December 2021</b>	275,000	-	944	275,944
<b>Net book value at 31 December 2020</b>	275,000	-	1,888	276,888

#### 5(b) Investments

	£
Market value at 1 January 2021	226
Disposals at carrying value	-
Purchases at cost	-
Revaluation gain/(loss)	42
Market value at 31 December 2021	328

Holdings at 31 December 2021      CBF Investment Fund      14    shares

### 6. DEBTORS

	2021	2020
	£	£
Gift Aid receivable	1,438	1,315
Prepayments	3,531	3,490
Centre Hire Fees	1,716	-
Card Payments	1,026	-
<b>Total Debtors</b>	<b>7,711</b>	<b>4,805</b>

### 7. LIABILITIES

Amounts falling due in one year

Creditors for goods and services	1,522	1,393
Agency collections	281	1,450
<b>Total liabilities</b>	<b>1,803</b>	<b>2,843</b>

## 8. FUNDS

Unrestricted, Designated, Restricted and Endowment Funds are defined as follows;

Unrestricted Funds are funds given to the church on the general understanding that they will be used at the discretion of the PCC for furthering the mission and ministry of the church.

Designated Funds are funds set aside by the PCC for use in the future (for example, for future building repairs) and so not used for general running costs. The money is designated for particular projects. Designated funds are still unrestricted and can be moved to other funds (re-designated) if the PCC so decides.

Restricted Funds are monies restricted by the donor because they were given for a particular purpose. An Endowment Fund is another form of restricted fund. It is either money that has been given to the church with the specific instruction that only the interest gained from the money can be spent on an asset (such as a house) or donated to be retained for continuing use by the church. The original money cannot normally be spent and must remain in the form of assets or investments, but not necessarily the same asset that was given.

At 31 December 2021 the restricted funds comprised the following funds;

### Lychgate Fund

Incoming resources are to be used for the maintenance of the Lychgate. If in any accounting period income is less than expenditure, the PCC shall decide upon the level of support required.

### Music Fund

Incoming resources are to be used for the purchase of resources for the Choir. If in any accounting period income is less than expenditure, the PCC shall decide upon the level of support required.

### Chancel Repair Fund

This was funded by an endowment consisting of a quantity of shares in a 7.75% Treasury Bond 2012/15, the interest from which is paid into a Deposit account. The bond matured in 2012 and the shares redeemed, with funds being paid into the deposit account, the funds of which are to be applied to repairs within the Chancel. This fund was established in 1976 by Trinity College, Cambridge in mitigation of their responsibility as Lay Rectors of the Church. The Diocesan Board of Finance act as Custodian Trustees.

### Churchyard Fund

This is funded by an endowment consisting of a quantity of shares in the CBF Investment Fund, the dividends being paid into St Mary's current account. Established in 1959, the trust is to maintain the graves of Annie Christie and Henry Nelson and any surplus income used to keep the churchyard in good order. The Diocesan Board of Finance act as Custodian Trustees.

### Camera Fund

An appeal for the provision of cameras and associated equipment to enable streaming of church services. If in any accounting period income is less than expenditure, the PCC shall decide upon the level of support required.

### Church Lighting Fund

An appeal for the update and replacement of floodlighting in the Church. If in any accounting period income is less than expenditure, the PCC shall decide upon the level of support required.

### Flower Fund

Incoming resources are used to purchase flowers for church and other church functions. Where in an accounting period income is less than expenditure, flowers will be purchased from the general funds.

### Youth Fund

Incoming resources are to be used for events and resources for children and young people. In any accounting period income in excess of expenditure is carried forward to the next accounting period. Where in an accounting period income is less than expenditure, the PCC shall decide upon the level of support required.

### Organ Fund

Incoming resources are to be used for maintenance, refurbishment or towards the replacement of the church's pipe organ. In an accounting period income in excess of expenditure is carried forward to the next accounting period. Where in an accounting period income is less than expenditure, the PCC shall decide upon the level of support required.

### Robes Fund

Incoming resources are to be used for the repair or replacement of clerical vestments. In any accounting period income in excess of expenditure is carried forward to the next accounting period. Where in an accounting period income is less than expenditure, the PCC shall decide upon the level of support required.



## Floodlighting Fund

Incoming resources which are restricted to the "Floodlight Fund" are used for the repair and maintenance of the plant and equipment which make up the floodlighting system. In an accounting period income in excess of expenditure is carried forward to the next accounting period. If in any accounting period income is less than expenditure, the PCC shall decide upon the level of support required.

## PCC Property Projects Fund

Funds from applications to grant giving bodies and a specific appeal for the redevelopment of the Church Hall.

Purpose of designated funds:

The Fabric Fund is for the repair and maintenance of the Church.

The Legacy Fund is for specific projects identified by the PCC

### Fund movement by type Selected period: 01 January 2021 to 31 December 2021

Fund and type	Fund balances brought forward	Incoming Resources	Outgoing Resources	Transfers	Gains and Losses	Fund balances carried forward
<b>Unrestricted</b>						
General	286,733	145,022	141,728	1,298	—	291,325
<b>Sub-totals</b>	<b>286,733</b>	<b>145,022</b>	<b>141,728</b>	<b>1,298</b>	<b>—</b>	<b>291,325</b>
<b>Designated</b>						
Fabric	—	3	—	—	—	3
Legacy	15,282	4,321	2,894	(1,298)	—	15,412
<b>Sub-totals</b>	<b>15,282</b>	<b>4,324</b>	<b>2,894</b>	<b>(1,291)</b>	<b>—</b>	<b>15,415</b>
<b>Restricted</b>						
Lychgate	377	—	—	—	—	377
Music	1,230	47	205	—	—	1,073
Chancel Repair	1,734	1	35	—	—	1,735
Churchyard	107	8	—	—	—	116
Camera	—	4,131	3,931	—	—	200
Church Lighting	—	—	196	196	—	—
Flower	484	318	402	—	—	399
Youth	354	163	74	—	—	442
Organ	3,863	244	367	—	—	3,740
Robes	228	—	—	—	—	228
Floodlighting	1,306	56	145	(196)	—	1,167
PCC Property Projects	1,888	—	944	—	—	944
<b>Sub-totals</b>	<b>11,571</b>	<b>4,968</b>	<b>6,113</b>	<b>—</b>	<b>—</b>	<b>10,420</b>
<b>Endowment</b>						
Churchyard	286	—	—	—	42	328
<b>Sub-totals</b>	<b>286</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>42</b>	<b>328</b>
<b>Totals</b>	<b>313,873</b>	<b>154,314</b>	<b>150,741</b>	<b>—</b>	<b>42</b>	<b>317,487</b>

9. ANALYSIS OF NET FUNDS	Unrestricted Designated	Unrestricted General	Restricted	Endowment	TOTAL 2021
	£	£	£	£	£
Tangible fixed assets	-	275,000	944	-	275,944
Investment Assets	-	-	-	328	328
Current assets	15,415	17,659	9,945	-	43,018
Liabilities	-	(1,335)	(468)	-	(1,803)
	15,415	291,324	10,420	328	317,487

## 10. RISK ASSESSMENT

The PCC actively review the major risks which St Mary's faces on a regular basis and believe that maintaining the free reserves stated, combined with the review of the controls over key financial systems carried out on an annual basis will provide sufficient resources in the event of adverse conditions. The PCC have also examined other operational and business risks which they face and confirm that they have established systems to mitigate the significant risks.

## 11. PUBLIC BENEFIT

The PCC acknowledges its requirement to demonstrate clearly that it must have charitable purposes or aims that are for the public benefit. Details of how the St Mary's has achieved this are provided in the PCC's Annual Report. The PCC confirm that they have paid due regard to the Charity Commission guidance on public benefit before deciding the activities to be undertaken by St Mary's.