



**ANNUAL REPORT AND
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2019**

**THE PAROCHIAL CHURCH COUNCIL
ALL SAINTS
KINGS LANGLEY**

registered charity 1130374

THE PAROCHIAL CHURCH COUNCIL OF ALL SAINTS, KINGS LANGLEY

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The Parochial Church Council of All Saints, Kings Langley

Financial Statements for the year ended 31 December 2019

Trustees Annual Report

Aims and purposes

The Parochial Church Council (PCC) of All Saints has the responsibility of cooperating with the incumbent in the ecclesiastical parish in promoting the whole mission of the church, pastoral, evangelistic, social and ecumenical. After a period of vacancy that lasted over a year, the Reverend James McDonald was appointed as the new team vicar on 4 March 2019.

All Saints is one of four churches in the Benefice of Langelei but each church is led by its own PCC and each parish has responsibility for its own mission, ministry and finances.

Objectives and activities

The PCC is committed to having at All Saints a welcoming and open church which is energised by faith, open to change especially in worship and liturgy, attended by people of all ages who are actively involved in all aspects of a successful and joyful church.

During the year a review of our Mission Action Plan (MAP) was carried out after a series of discussions with PCC and church members. Inspired by the theology and themes around the name chosen for our church "All Saints" some eight hundred years ago, the PCC has defined its vision for the church as

"All Saints: Church in our community; community in our church"

The values of our church have been set out as:

- Growing
- Joyful
- Caring
- Open
- Prayerful

The priorities that had been set out in the previous MAP were revisited and confirmed as being to:

- Attract new worshippers and review worship and liturgy
- Build relationships with the local community, schools, scouts and guides
- Reorder the building

The priorities for the next year were agreed as:

- Develop an All Age Eucharist
- Establish an annual enquirers group
- Begin a church café in the autumn/new year

Achievements and performance

Worship and prayer

All are welcome to attend our regular services. At present there are 93 (2018: 88) parishioners on the electoral roll who are mostly resident in the parish. The average weekly attendance counted during October was 73 (2018: 51) but this number increased at festivals particularly Christmas and Easter.

As well as our regular services, we enable our community to celebrate and thank God at the milestones of the journey through life. We have celebrated seven baptisms and four weddings and held seven funerals and nine Burial of Ashes in our church this year (last year it was five baptisms, eleven weddings, six funerals, and thirteen Burial of Ashes).

Deanery Synod

Three members of the PCC sit on the Deanery Synod. This provides the PCC with an important link between the parish and the wider structure of the Church. The Synod has recently set up an innovative project to develop a Lay Chapter to enable the lay members of Synod to build stronger relationships and be better equipped for their role. The lay representatives also liaise with the members of our churches to share good practice, to arrange joint training locally and to encourage fellowship between the churches.

Team Council

The Team Council provides a forum where the four parishes within the Benefice of Langelei can consult on matters of common concern. It has specific responsibility for the finance matters of the Benefice through a sub-group comprising of the four Honorary Treasurers of each parish. It also co-ordinates communication requirements throughout the Benefice, including the website and Benefice Newsletter. The meeting of the Team Council continues to foster good relations between the churches, as demonstrated by the well-attended United Benefice Service held at St Benedict's and the Benefice Barn Dance organised by a group comprising members from all four parishes.

Pastoral care

Some members of our parish are unable to attend church due to sickness and age. The members of the Local Ministry Development Team have visited members and celebrated communion with them at their homes as well as at Abbeyfield Home. A connection has also been made with the newly opened St Laura's Care home: members of the choir held a Carol Service; Father James has held a service in the chapel. During the year a new pastoral care framework was developed within which new pastoral visitors were commissioned. The Diocese of St Albans offered pastoral care courses to which all church members were invited to participate.

Mission

Helping those in need is a demonstration of our faith. Collections in church and fund raising have enabled us to donate £2,424 as follows.

	£
Training of ordinands, from collection at Father James' installation service	497
MIND, from proceeds of Family Fun Day	328
Benefice Barn Dance	135
Royal British Legion Poppy Appeal	385
Waterside Centre	200
Sunnyside Rural Trust	200
DENS	479
Homestart Hertfordshire	200
	2,424

We also had special collections for Christian Aid in May, for the Bishop's Harvest Appeal, and for the Children's Society from the Christingle Service.

The church has continued to be opened on a daily basis and has had a significant number of visitors, both from the local community and much further afield.

A number of outreach, fundraising and other activities have helped make contact with people from across the local village community. Fundraising and social activities held in the year have included talks, a summer family fun day, participation to the High Street Xmas lights and a Xmas Tree Festival.

We are fortunate to be supported by an active Friends of All Saints' group ("FOAS") who raise funds to maintain the fabric of the building. FOAS will be covering the cost of the quinquennial works which started in November 2019 and which are expected to be in the region of £4k.

We are in the early planning stages of an exciting project to re-order the internal layout of the church, opening up the spacious interior and making it welcoming and accessible to all, bringing a feeling of inclusivity and providing a flexible layout for different forms of worship and community events.

Ecumenical relationships

The church is a member of Churches Together both in Hemel Hempstead and in the village and has participated in the events jointly held.

Financial review

Unrestricted funds

Total income on unrestricted funds was £78,763 and total expenditure was £79,271, resulting in a small loss of £508. Even though this is a loss, it is a much better outcome than the deficit of £4k that had been budgeted.

This encouraging result was achieved thanks to good figures from fund-raising and from hall income, as well as new sources of income including coffee donations and sponsorship of the aumbry light. The introduction of cashless methods of payment (the card reader and donations stand) also helped to boost income – an amount of £475 was received during the year, being a combination of collections during services, donations and paying for raffle tickets or door entry fees. On the negative side, in spite of the appeals made, planned giving dropped from £35,810 to £35,216.

As ever, costs were controlled tightly with new contracts being negotiated on the benefice broadband/phone contract and the benefice photocopier and insurance renewed on another Long Term Agreement with Ecclesiastical Insurance. Of the expenditure figure of £78,812, the largest cost is the parish share of £52,630; the parish share is made up of (a) the stipend contribution of £25,059 which allows for 75% of a priest to the parish and (b) the ministry support contribution of £27,571 which covers accommodation costs for the clergy and a contribution to diocesan costs.

The effect of the loss of £508 has been to reduce our general reserves to £11,191.

Designated funds

There are a number of funds in this category and they are described below.

The Tri Sleaford Legacy fund stood at £38,284 on 1 January 2019 and the PCC decided to set aside £20,000 of this fund to a Roof Replacement Fund to make sure that we could meet the full cost of a new replacement roof as necessary. There was no movement on this fund apart from the transfer to the roof fund.

During the year, a legacy of £173,544 was received from the estate of Trish Owden; this was bequeathed without any donor conditions and the amount has therefore been put into a designated fund. There has been no expenditure from this fund during the year.

The Fabric fund was used to fund a number of improvements and repairs to the heating system totalling £1,776 but there was a donation of £250 made to the fund. The net effect is that the Fabric fund has been reduced by £1,526 to £5,279.

Restricted funds

Arising from a donation made some years ago, there remains a balance of £1,902 on a fund that is restricted for the improvement of land and buildings as part of mission and outreach.

A grant of £200 was received during the year from Kings Langley Carnival for the purpose of setting up a friendship café; as we have not done this yet, the amount is being carried forward in a restricted fund.

Reserves policy

It is PCC policy to maintain at all times a minimum cash balance of £20,000 this being the equivalent of three months' worth of expenditure viewed as critical.

At the year-end cash balances, including short term deposits held, totalled £222,514 (2018: £49,530)

Volunteers

We would like to thank all our volunteers who each in their own way work very hard to look after our church and who form the backbone of our Church community.

Structure, governance and management

The PCC is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The PCC is a registered charity.

The membership is made up of the incumbent, churchwardens, and members elected by those members of the congregation who are on the electoral roll of the church. Members can also be co-opted to join the PCC.

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

The full PCC met six times during the year with an average attendance of 83%. Given its wide responsibilities the PCC has a number of committees, each dealing with a particular aspect of parish life. These committees which include pastoral care, fabric and finance, are all responsible to the PCC and report back to it regularly, minutes of their decisions being received by the full PCC and discussed as necessary.

Related parties

Donations (over and above planned giving) from related parties (PCC members) included £250 towards the Fabric Fund. A payment of £75 was made to a connected person for works carried out.

Administrative information

All Saints Church is part of the Diocese of St Albans within the Church of England. The correspondence address is Church Lane, Kings Langley, Herts WD4 8JS. The church is registered with the Charity Commission, registered charity 1130374.

The PCC members who have served at any time from 1 January 2019 until the date that this report was approved are set out below.

Ex-officio members:

- Incumbent The Reverend James McDonald, appointed 4 March 2019
- Churchwardens Brian McAdam
 Ingrid Allen

Elected and co-opted members:

- Keith Gower, deputy churchwarden
- Sheila Ashman, deputy churchwarden, representative on Team Council
- Carolyn Andrews, Chair of Fund Raising Committee, representative on Deanery Synod
- Peter Sutcliffe, Chairman of Fabric Committee
- Clare China, Secretary
- Patricia Humberstone, Honorary Treasurer
- Sheila Peevers, representative on Deanery Synod
- Lyndsay Jepsen
- Clare Gilden
- Susan Brazier
- Eric Martin
- Alison Faulkner until 26 September 2019

Approved by the PCC on 20 May 2020 and signed on their behalf by the Chair

FM^c Donald, Team Vicar

Independent Examiner's Report to the Parochial Church Council of All Saints, Kings Langley

I report on the accounts of the Parochial Church Council ("PCC") for the year ended 31 December 2019 which are set out on pages 1 to 6.

Respective responsibilities of the PCC and the examiner

The members of the PCC are responsible for the preparation of the accounts. The PCC consider that an audit is not required for this accounting 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;
- to follow the procedures laid down in the General Directions given by the Charity Commissioners 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 Commissioners. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering 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 and comply with the accounting requirements of the 2011 Act have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Roger Witts, BSc MSc CEng
150 Chambersbury Lane
Hemel Hempstead HP3 8BE

Date 5/3/2020

THE PAROCHIAL CHURCH COUNCIL OF ALL SAINTS, KINGS LANGLEY

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2019

		Unrestricted Funds 2019 £	Unrestricted Designated Funds 2019 £	Restricted funds 2019 £	Total 2019 £	Total 2018 £
	Note					
INCOME						
Voluntary income	2a	57,030	173,794	3,241	234,065	57,888
Activities for generating funds	2b	16,932	0	0	16,932	15,752
Income from investments	2c	663	0	0	663	162
Church activities	2d	4,138	0	0	4,138	6,750
TOTAL INCOME		78,763	173,794	3,241	255,798	80,552
EXPENDITURE						
Church activities	3a	78,812	1,776	3,041	83,629	80,345
Raising funds	3b	459	0	0	459	1,804
TOTAL EXPENDITURE		79,271	1,776	3,041	84,088	82,149
NET INCOME/(EXPENDITURE) BEFORE INVESTMENT GAINS		(508)	172,018	200	171,710	(1,597)
Net gains on investments		0	0	0	0	0
NET INCOME/(EXPENDITURE)		(508)	172,018	200	171,710	(1,597)
TRANSFER BETWEEN FUNDS		0	0	0	0	0
NET MOVEMENT IN FUNDS		(508)	172,018	200	171,710	(1,597)
Total funds brought forward		11,700	45,089	1,902	58,691	60,288
Total funds carried forward	7	11,192	217,107	2,102	230,401	58,691

THE PAROCHIAL CHURCH COUNCIL OF ALL SAINTS, KINGS LANGLEY

BALANCE SHEET AT 31 DECEMBER 2019

	Note	2019 £	2019 £	2018 £
FIXED ASSETS				
Investments	5		283	293
CURRENT ASSETS				
Debtors		10,592		11,530
Short term deposits	6	178,445		5,000
Cash at bank and in hand		<u>44,069</u>		<u>44,530</u>
			233,106	
CURRENT LIABILITIES				
Creditors amounts falling due within one year			(2,988)	(2,662)
TOTAL NET ASSETS			<u>230,401</u>	<u>58,691</u>
PARISH FUNDS	7			
Unrestricted			11,192	11,700
Unrestricted designated			217,107	45,089
Restricted			<u>2,102</u>	<u>1,902</u>
			230,401	58,691

Approved by the Parochial Church Council on 20 May 2020 and signed on their behalf by the Chair

AM^c-Donald, Team Vicar

THE PAROCHIAL CHURCH COUNCIL OF ALL SAINTS, KINGS LANGLEY
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

1 Accounting policies

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; they have been prepared under FRS102 (2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP (FRS102))

Assets

Consecrated and benefice property

In so far as consecrated and benefice property of any kind is excluded from the statutory definition of "charity" by Section 10 (2a) and (2c) of the Charities Act 2011 such assets are not capitalised in the financial statements

Funds

Unrestricted funds

These represent the income funds of the PCC that are available for spending on the general purpose of the PCC.

Unrestricted designated funds

These represent unrestricted income funds of the PCC that the PCC has agreed to designate for such purposes as buying fixed assets for its own use or for spending on a future project. It is within the remit of the PCC to "undesignate" unrestricted designated funds

Restricted funds

Restricted funds arise where the PCC has received money for a particular purpose. Income generated from assets in a restricted fund is generally subject to the same restriction as the fund the asset belongs to.

THE PAROCHIAL CHURCH COUNCIL OF ALL SAINTS, KINGS LANGLEY
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019 continued

2 INCOME

	Unrestricted Funds 2019 £	Unrestricted Designated Funds 2019 £	Restricted funds 2019 £	Total 2019 £	Total 2018 £
2a Voluntary income					
Planned giving	35,216	0	0	35,216	35,810
Gift Aid recovered	10,282	0	0	10,282	10,450
Collections & donations	10,700	250	0	10,950	8,957
Legacies	0	173,544	0	173,544	0
Grants	832	0	3,241	4,073	2,671
	<u>57,030</u>	<u>173,794</u>	<u>3,241</u>	<u>234,065</u>	<u>57,888</u>
2b Activities to generate funds					
Fund raising events	8,337	0	0	8,337	8,944
Hall letting	8,595	0	0	8,595	6,808
	<u>16,932</u>	<u>0</u>	<u>0</u>	<u>16,932</u>	<u>15,752</u>
2c Income from investments					
Bank & CCLA deposit fund interest	652	0	0	652	151
Dividends on CCLA Fixed Interest Securities fund	11	0	0	11	11
	<u>663</u>	<u>0</u>	<u>0</u>	<u>663</u>	<u>162</u>
2d Income from church activities					
Fees from weddings & funerals	<u>4,138</u>	<u>0</u>	<u>0</u>	<u>4,138</u>	<u>6,750</u>
Total Income	<u>78,763</u>	<u>173,794</u>	<u>3,241</u>	<u>255,798</u>	<u>80,552</u>

THE PAROCHIAL CHURCH COUNCIL OF ALL SAINTS, KINGS LANGLEY

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019 continued

3 EXPENDITURE

	Unrestricted Funds 2019 £	Unrestricted Designated Funds 2019 £	Restricted funds 2019 £	Total 2019 £	Total 2018 £
3a Church activities					
Parish share	52,630	0	0	52,630	51,283
Our share of benefice costs	4,206	0	0	4,206	4,242
Interregnum costs	56	0	0	56	872
Vicar's expenses	1,541	0	0	1,541	2,920
Organist and music	1,137	0	0	1,137	1,286
Maintenance - various	4,876	0	0	4,876	3,041
Heating system - various	0	1,776	0	1,776	1,390
Quinquennial costs	0	0	752	752	1,308
New clavinova purchased	0	0	0	0	1,339
New TV system purchased	0	0	2,143	2,143	0
Heat and light	3,776	0	0	3,776	3,363
Water	308	0	0	308	308
Insurance	3,775	0	0	3,775	3,750
Cleaning & supplies	1,677	0	0	1,677	2,712
Sacristy	2,391	0	0	2,391	1,041
Community, outreach, ecumenical	0	0	0	0	0
Charitable giving	2,424	0	0	2,424	1,382
Children & Youth work	15	0	146	161	108
	78,812	1,776	3,041	83,629	80,345
3b Raising Funds					
Fund raising events costs	459	0	0	459	1,804
Total Expenditure	79,271	1,776	3,041	84,088	82,149

4 Staff costs

During the year the PCC on behalf of the Benefice employed a part time administrator for whom the gross salary cost amounted to £12,345 (2018: £12,074). The costs incurred by the benefice (being the salary cost of the administrator as well as telephone, broadband, photocopying, postage and stationery) are apportioned to the four churches in proportion to the Church Membership figures used by the Diocese in its calculation of parish share. During 2019 our share was 27% (2018: 27%).

No payment or expenses were paid to any member of the PCC or persons closely connected to them, apart from one payment of £75 made to a connected person for works carried out.

THE PAROCHIAL CHURCH COUNCIL OF ALL SAINTS, KINGS LANGLEY

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019 continued

5 Investments

The investments are made up of 173 income shares held in the CCLA Church of England Fixed Interest Securities Fund. The market value of these shares dropped from £293 to £283 in the course of the year.

6 Short term deposits

There is an amount of £178,445 held with the CCLA Church of England Deposit Fund.

7 Funds

Summary of fund movements in the year

	Balance at 1 January 2019	Incoming resources	Resources expended	Transfer between funds	Balance at 31 December 2019
Unrestricted Funds					
General fund	11,700	78,763	(79,271)	0	<u>11,192</u>
Unrestricted Designated Funds					
Tri Sleat legacy	38,284	0	0	(20,000)	18,284
Roof replacement fund	0	0	0	20,000	20,000
Fabric Fund	6,805	250	(1,776)	0	5,279
Trish Owden legacy	0	173,544	0	0	<u>173,544</u>
					<u>217,107</u>
Restricted funds					
Improvement of land and premises as part of mission and outreach	1,902	0	0	0	1,902
Friendship café	0	200	0	0	<u>200</u>
					<u>2,102</u>
Total funds	<u>58,691</u>	<u>252,757</u>	<u>(81,047)</u>	<u>0</u>	<u>230,401</u>

The PCC decided to designate £20,000 of the Tri Sleat legacy to a Roof Replacement Fund to ensure that the cost of a replacement roof could be met in full. In the course of the year, a legacy amounting to £173,544 was received from the estate of Trish Owden; this was received with no restriction in wishes from the donor. A grant of £200 was received from the Kings Langley Carnival to help set up a friendship cafe; this amount is being carried forward as the plan is to set up the cafe in autumn 2020.