

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF WELWYN AND WOOLMER GREEN

England & Wales · Charity number 1130415

Details

Other names	WELWYN AND WOOLMER GREEN PCC
Status	Registered
Legal form	Previously excepted
Registered	2009-06-30
Register	View on the Charity Commission register

Contact

Address	Church Street Welwyn AL6 9LX
Phone	01438840964
Email	webmaster@welwyn.org.uk
Website	www.welwyn.org.uk

Activities

Objects: Promoting in the ecclesiastical parish the whole mission of the Church.

Activities: Regular public worship open to all. The provision of sacred space for personal prayer and contemplation. Pastoral work, including visiting the sick and bereaved. Taking of religious assemblies in schools. Promoting the whole mission of the Church through the provision of activities for all age groups and supporting the local community. Supporting other charities in the UK and overseas.

Classification

- **How:** Makes Grants To Organisations, Provides Other Finance, Provides Human Resources, Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information, Other Charitable Activities
- **What:** Education/training, Overseas Aid/famine Relief, Religious Activities, Environment/conservation/heritage, Other Charitable Purposes
- **Who:** Children/young People, Elderly/old People, Other Charities Or Voluntary Bodies, The General Public/mankind

Geography

- **Area of benefit:** UNDEFINED. IN PRACTICE, LOCAL.
- Hertfordshire

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£240,872	£245,755	-	-
2023-12-31	£238,399	£244,509	-	-
2022-12-31	£221,761	£225,562	-	-
2021-12-31	£234,161	£238,551	-	-
2020-12-31	£238,590	£203,807	-	-

Trustees

Name	Role	Appointed
Rev David Munchin	Chair	2011-05-18
COLIN DAVID HULL BSC		
Crystal Lam		2022-05-25
Diane Elizabeth Jenkin		2016-04-18
Dr Glynis Johnston		2025-05-07
Georgina Ann Beck		2017-04-26
Helen McKay		2023-05-03
JOHN EDWARD BURNAPP		2013-05-17
Jacqueline Davis		2016-04-16
Joan Shelley		2017-04-26
Margaret Elizabeth Hesketh		2022-07-18
Mavis Olive Francis		2023-05-03
Nita Gowans		2025-05-14
Rachel Wadey		2025-05-14
Stuart Alker Westley		2018-04-18
Stuart Jenkin		2020-10-14
USHASI VERONICA HULL		
VERNONNE GAY ALLAN		2011-05-12
Wendy Turner		2026-04-29

Accounts

**Annual Report
and
Financial Statements
of the
Parochial Church Council
of the Ecclesiastical Parish
of Welwyn and Woolmer Green**

for the year ended 31 December 2024

Team Rector:

The Reverend Dr David Munchin
The Rectory
2 Ottway Walk
Welwyn
Herts AL6 9AS

Bank:

Barclays Bank plc
The Welwyn Group
12/12A The Howard Centre
Welwyn Garden City
Herts AL8 6ER

Independent examiner:

Chris Burton BA, FCA
Chartered Accountant
13 Warren Way
Welwyn
Herts AL1 0DQ

Registered Charity no. 1130415

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Annual Report for the year ended 31 December 2024

Aim and purposes

The PCC of the parish has the responsibility of co-operating with the incumbent, the Rev'd Canon Dr David Munchin, in promoting in the parish the whole mission of the Church, including its pastoral, evangelistic, social and ecumenical vision. It also has the maintenance responsibilities for St Mary the Virgin, Welwyn, St Michael and All Angels, Woolmer Green, St Michael's House and Church House.

Objectives and Activities

The PCC is committed to enabling as many people as possible to worship in our two churches and to become part of our parish community. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that live within our parish. Our services and worship put faith into practice through prayer, scripture, music and sacrament.

When planning our activities for the year, the incumbent and the PCC considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance for charities on the advancement of religion. Primarily, we try to enable ordinary people to live out their faith as part of our parish community through:

- Worship and prayer; learning about the Gospel; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish.

To facilitate this work, it is important that we maintain the fabric of our two churches, St Michael's House and Church House.

Plans for the future

Our new Mission Action Plan from the last year has highlighted three areas that need attention over the next 3-5 years. Firstly financial stability, particularly after the high rise in costs in the first half of 2023. A stewardship appeal made good inroads into a projected deficit. It has been decided that an annual 'giving weekend' that focusses on stewardship would be a good way to maintain momentum, this happened with good results in May 2024 and will be repeated in 2025. Secondly was a revitalising of our work with children. Junior church is now on a more stable footing with regular volunteers and material. However our attempt to restart CraTea was not successful due to lack of children wanting to attend. On the other hand Junior Choir has been started again, and is so far going quite strongly with a dozen new members. There are also the continuing Choral Scholarships for older children. Our third aim was to look at starting a more informal service on the fourth Sunday morning. This would be accompanied by a choral service, sometimes Eucharistic on the fourth Sunday evening. This was begun in the autumn of 2024, and has so far proved successful and popular.

Achievements and Performance

Worship and Prayer

All are welcome to attend our regular services. At present, there are 256 parishioners on the Church Electoral Roll.

The PCC is keen to offer a range of services during the week that our community finds both beneficial and spiritually fulfilling. Quiet spoken Eucharist services are held on weekdays and on Sunday mornings. Sung Eucharist services are held every Sunday morning and on major festivals. On the fourth Sunday this has now become a well-established Café style service. Evensong services are held in St Mary's on the second, fourth and fifth Sundays of each month, with this generally being choral on the second Sunday. Services especially aimed at families and young children are held on a regular basis, usually in the more informal setting of Church House, such as the bi-monthly 40-minute pram service. Monthly services are held at various care homes and day centres for the elderly throughout the parish.

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Annual Report for the year ended 31 December 2024 (continued)

Achievements and Performance (continued)

Special preparation classes are run for those who wish to get married in the churches and for those wishing to have their children baptised. Baptisms take place during normal Sunday morning services, enabling families to be welcomed by the church community. This is usually on the fourth Sunday of the month.

We have a notable choral tradition, which enhances worship. We have a large and able choir, complete with children and young people, offering an outstanding musical contribution to our worship. Over the past year this has seen further development, not least in the offering of an organ scholarship and various events such as a ‘Come and sing’ Messiah with orchestra.

Pastoral Care

There is a trained team within the congregation to provide Baptism preparation and a team to welcome newcomers and visitors. Pastoral care is largely provided by the clergy, and informally by members of the congregation on an ad hoc basis.

A Memorial service is held annually in November at St Mary’s for those who have been bereaved during past years. This is followed by refreshments and a time for fellowship and support.

Mission and Outreach

The PCC has a policy of making donations to local, national and international charities, mostly through the fundraising work of church members, equivalent to at least 15% of the annual voluntary donations received by St Mary’s. This target was met in 2024 – see Note 4 for further details.

Each year the parish produces 10 issues of the Welwyn Magazine with Woolmer Green, which contains both church and local information. It is sold widely throughout the parish.

The Welwyn Community Café, set up in November 2009 in conjunction with the Welwyn Parish Action Plan Group and in line with the Welwyn Parish Plan, has continued to be successful. The café runs most Tuesday mornings, from 10am until noon, in Church House. Church House also provides a venue for other community groups, such as a twice-weekly sewing and knitting group, a bridge club and a monthly community lunch.

There are many opportunities for Bible Study and other forms of Christian education; the website and the weekly pew bulletin give extensive details of these.

We take a key role as participant and venue in Welwyn Week. In addition, the parish runs a walking group, two book groups, a theatre group, and Saturday Breakfast events, which are open to church and non-church members. We produced a successful pantomime in 2024, which was well attended, entertaining and raised money for a charity. Further details of activities and up to date information can be found on our website.

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Annual Report for the year ended 31 December 2024 (continued)

Financial Review

Income

Total income was £241,024, a small increase of £2,625 on last year (2023: £238,399).

There was a 7.4% increase in regular giving to £120,637 (2023: £112,308). The Giving Weekend in May highlighted the importance of all those who are able signing up to regular giving, ideally via the Parish Giving Scheme and with the inflationary increase option. The popular monthly Saturday recitals at St Mary's raised £5,558 after deduction of expenses. We received legacies of £5,254 (2023: £12,417) and grants of £250 (2023: £2,750).

Income from charitable activities was £22,992 (2023: £19,263) and from other trading activities was £27,199 (2023: £26,974).

We are very grateful for the generosity of the church community – for donations of money, time and talents – all of which enable the running costs of the buildings to be met and the church's mission in the two communities of Welwyn and Woolmer Green to continue.

Expenditure

Total expenditure was £245,755, a small increase of £1,246 on last year (2023: £244,509). St Michael's House, the property in London Road, Woolmer Green, which was used as accommodation for the curate, was sold in the Autumn following the curate's move to Codicote. This resulted in a very small loss on disposal of £1,202.

Summary

Overall the charity recorded a deficit of £4,606 (2023: deficit of £5,636). There was capital expenditure of £6,020 (2023 £6,005). The cash balances (in bank and deposit accounts) rose to £799,698, which includes the proceeds of the sale of St Michael's House (2023 £169,022).

Reserves

The charity's total funds dropped by £4,606 to £889,413 (2023: £894,019). Restricted and endowment funds were £8,169 (2023: £8,044). Designated unrestricted funds for emergency expenditure and capital for church groups and activities rose to £49,639 (2023: £46,004), and a new designated fund of £628,236 was set up with the proceeds of the sale of St Michael's House for the purchase of a new curate's house, which is anticipated in 2025. General unrestricted funds dropped to £203,369 (2023: £214,971).

Unrestricted cash reserves (i.e. undesignated money freely available to spend on the charity's purposes) were £119,249 (2023: £120,686). The PCC's reserves policy is to hold sufficient unrestricted cash reserves to cover at least four months' operating expenses, which the trustees believe will provide stability for the charity, and they are satisfied with its current position.

Risk Assessment Policy

The PCC is actively involved in the day-to-day running of the charity. Its members have assessed the major risks to which the charity is exposed and have satisfied themselves that systems have been established, or that other appropriate measures have been taken, to mitigate those risks, insofar as is reasonably practicable, but it is recognised that systems cannot give absolute assurance that risks have been eliminated. Training of trustees and volunteers has been provided to mitigate the safeguarding risks associated with young people.

The PCC is aware of its duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have regard to House of Bishops guidance on safeguarding children and vulnerable adults). It has appointed Safeguarding Officers for each church and approved the House of Bishops' Model Policies for safeguarding of

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Annual Report for the year ended 31 December 2024 (continued)

Risk Assessment Policy (continued)

children and vulnerable adults (this is done annually and the policies are displayed in the churches, with additional information). In addition at each meeting a report is given on any safeguarding incidents. No safeguarding incidents occurred in 2024.

Matters associated with financial losses have been identified as a risk too. Because regular monthly expenditure exceeds regular monthly giving income, there is a reliance on one-off donations, legacies and appeals to raise sufficient funds to break even. Please see the above section on 'Plans for the future' and Mission Action Planning for information on how we are attending to this.

Volunteers

The PCC appreciates and thanks all the volunteers, at both St Mary's and St Michael's, who give their time and effort so willingly.

Structure, governance and management

Members of the PCC are either ex-officio or elected at the Annual Parochial Church Meeting 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 deciding on how the funds of the PCC are to be spent. Given its wide responsibilities, the PCC operates through a number of action groups and committees, most of which meet on a regular basis.

Standing Committee:

This is the only committee required by law. It has power to transact the business of the PCC between its meetings, subject to any directions given by the Council.

Fabric Action Group:

Deals with the maintenance, repair and development of the church buildings, St Michael's House and Church House.

Giving Action Group:

Deals with the allocation of donations to chosen charities, both at home and abroad, and is responsible for encouraging parishioners to commit to regular giving, both of time and money, to ensure the well-being of the church and its functions.

Church House Management Action Group:

Responsible for the management, maintenance and usage of Church House.

St Michael's Meeting:

Acts like an Action Group and deals with all matters relevant to St Michael's Church.

As the PCC has ultimate responsibility for a wide range of matters affecting the parish, it is important that the PCC adopts appropriate training procedures. Training courses arranged by the diocese are attended by a PCC representative who reports back to the PCC as a body, with any relevant reading matter being distributed.

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Annual Report for the year ended 31 December 2024 (continued)

Administrative information

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2006). The Charities Act 2006 removed 'excepted status' from charities with incomes over £100,000 and therefore, during 2010, the PCC was required to register as a charity with the Charity Commission; its registration number is 1130415. The PCC's administrative office is located at St Mary's Church, Church Street, Welwyn, AL6 9LX.

During 2024, the following served as members of the PCC:

<i>Incumbent:</i>	Rev'd Dr David Munchin	Chairman
<i>Clergy:</i>	Rev'd Christie Gilfeather	
<i>Readers:</i>	Mr Colin Hull (Deanery Synod Rep.) Mrs Usha Hull Mr John Burnapp	
<i>Church Wardens:</i>	Mr Stuart Westley Mrs Diane Jenkin	
<i>Deanery Synod Reps.:</i>	Mrs Vernonne Allan Mrs Mavis Francis	
<i>Elected Members:</i>	Mrs Jacqueline Davis Mrs Joan Shelley Mrs Georgina Beck Mr Stuart Jenkin Mrs Margaret Varco Ms Crystal Lam Mrs Elizabeth Hesketh Mrs Christine Allday Mrs Helen McKay	
<i>Secretary (not a PCC member):</i>	Mrs Louise Hughes	

Signed on behalf of the PCC by

.....
The Rev'd Dr David Munchin (Chairman)

.....
Date

Independent Examiner's Report to the members/trustees of the Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

I report to the charity's trustees on my examination of the accounts of the PCC for the year ended 31 December 2024.

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 2011 Act').

I report in respect of my examination of the Trust's accounts as carried out under section 145 of the 2011 Act. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent Examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Trust, as required by section 130 of the 2011 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; or
4. the accounts have not been prepared in accordance with the Charities SORP (FRS 102).

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.

Chris Burton BA, FCA
Chartered Accountant
13 Warren Way
Welwyn
Herts AL6 0DQ

.....
Date

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Statement of Financial Activities

For the year ended 31 December 2024

	Note	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	2024 TOTAL £	2023 TOTAL £
INCOME AND ENDOWMENTS FROM:						
Donations and legacies	2a	181,876	3,254	-	185,130	189,888
Charitable activities	2b	22,992	-	-	22,992	19,263
Other trading activities	2c	27,199	-	-	27,199	26,974
Investments	2d	4,566	-	152	4,718	2,274
Insurance claim		985	-	-	985	-
TOTAL INCOME		<u>237,618</u>	<u>3,254</u>	<u>152</u>	<u>241,024</u>	<u>238,399</u>
EXPENDITURE ON:						
Raising funds	3a	4,921	-	-	4,921	2,764
Charitable activities	3b	239,480	-	152	239,632	241,745
Other costs – loss on disposal of fixed assets	3c	1,202	-	-	1,202	-
TOTAL EXPENDITURE		<u>245,603</u>	<u>-</u>	<u>152</u>	<u>245,755</u>	<u>244,509</u>
NET INCOME		(7,985)	3,254	-	(4,731)	(6,110)
NET GAINS ON INVESTMENTS	7	-	-	125	125	474
TRANSFERS BETWEEN FUNDS		<u>3,254</u>	<u>(3,254)</u>	<u>-</u>	<u>-</u>	<u>-</u>
NET MOVEMENT IN FUNDS		(4,731)	-	125	(4,606)	(5,636)
BALANCES BROUGHT FORWARD AT 1 JANUARY 2024		<u>885,975</u>	<u>2,574</u>	<u>5,470</u>	<u>894,019</u>	<u>899,655</u>
BALANCES CARRIED FORWARD AT 31 DECEMBER 2024		<u>881,244</u>	<u>2,574</u>	<u>5,595</u>	<u>889,413</u>	<u>894,019</u>

The notes on the pages following the balance sheet form part of these accounts

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Balance Sheet at 31 December 2024

	Note	2024	2023
		£	£
FIXED ASSETS			
Tangible fixed assets	6	84,646	717,713
Fixed asset investments	7	<u>5,595</u>	<u>5,470</u>
		90,241	723,183
CURRENT ASSETS			
Stock		0	242
Debtors	8	7,878	13,412
Short term deposits		744,434	33,123
Cash at bank and in hand		<u>55,264</u>	<u>135,899</u>
		807,576	182,676
CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	9	<u>(8,404)</u>	<u>(11,840)</u>
NET CURRENT ASSETS		<u>799,172</u>	<u>170,836</u>
TOTAL NET ASSETS		<u>889,413</u>	<u>894,019</u>
FUNDS OF THE CHARITY			
Expendable endowment funds	11c	5,595	5,470
Restricted funds	11c	2,574	2,574
Unrestricted funds	11c	881,244	260,975
Revaluation reserve	11c	<u>0</u>	<u>625,000</u>
TOTAL CHARITY FUNDS		<u>889,413</u>	<u>894,019</u>

Approved by the Parochial Church Council on and signed on its behalf by:

.....
The Rev'd Dr David Munchin (Chairman)

The notes on the pages following the balance sheet form part of these accounts

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Notes to the Financial Statements

For the year ended 31 December 2024

1 ACCOUNTING POLICIES

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, together with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) ('the SORP'). The PCC is a public benefit entity within the meaning of the Charities SORP (FRS 102).

The financial statements have been prepared under the historic cost convention, modified by the revaluation of investments and land and buildings, which are shown at fair value.

The presentation currency of the financial statements is the Pound Sterling (£).

Going concern

The Trustees believe that the charity's financial resources and contingency planning is sufficient to ensure the ability of the charity to continue as a going concern for the foreseeable future, being at least twelve months from the date of approval of these financial statements and therefore have prepared the financial statements on a going concern basis.

Funds

General unrestricted 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.

Restricted funds are those funds that must be spent for restricted purposes and details of the funds held and restrictions are provided in Note 11. Endowment funds, where the capital must be retained, are also explained in Note 11.

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

Income and Endowments

The following gives details of how and when income is included in the Statement of Financial Activities

Donations and legacies

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

Planned giving receivable under Gift Aid is recognised when received.

Income tax recoverable on Gift Aid donations is recognised when the income is recognised.

Grants, legacies and endowment income are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt is reasonably certain.

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Notes to the Financial Statements (continued)

For the year ended 31 December 2024

1 ACCOUNTING POLICIES (continued)

Donations and legacies (continued)

Donated services are included in income (and at the same time in resources expended) at the estimated value to the PCC of the service received.

Charitable and other trading activities

Rental income from letting church premises is recognised when the rent becomes due.

Funds raised by social events are accounted for gross, after the event has taken place.

Sales of books and magazines from the church bookstall are accounted for gross, when received.

Income from investments

Dividends are accounted for when due and payable. Interest is accounted for when received.

Gains and losses on investments

Realised gains and losses are recognised when investments are sold. Unrealised gains and losses are accounted for on the revaluation of investments at 31 December each year.

Expenditure

The financial statements have been prepared under the accruals basis, inclusive of any irrecoverable VAT. Expenditure and any related liabilities are recognised as soon as there is a legal or constructive obligation and settlement is probable and quantifiable.

Donations

Donations are recognised when a commitment has been made externally.

Other costs

Governance costs include the cost of the independent examination of these accounts, the costs of trustee meetings and any legal advice to trustees on governance or constitutional matters.

Pensions

The charity contributes to a defined contribution pension scheme for its staff members. Contributions payable to the scheme are charged to the SOFA as incurred.

Fixed assets

Consecrated property and movable church furnishings

Consecrated and beneficed property of any kind is excluded from the accounts by section 10(2)(a) and (c) of the Charities Act 2011.

Movable church furnishings held by the Rector and Church Wardens on special trust for the PCC, and which require a faculty for disposal, are accounted for as inalienable property, unless consecrated. They are listed in the church's inventory, which can be inspected at any reasonable time. For inalienable property acquired prior to 2001, there is insufficient cost information available and therefore such assets are not valued in the accounts.

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Notes to the Financial Statements (continued)

For the year ended 31 December 2024

1 ACCOUNTING POLICIES (continued)

Fixed assets - *Consecrated property and movable church furnishings (continued)*

Items acquired since 1 January 2001 have been capitalised and depreciated in the financial statements over their currently anticipated useful economic life on a straight-line basis. All expenditure incurred in the year on consecrated or beneficed buildings, or individual items costing less than £1,000, or on the repair of movable church furnishings acquired before 1 January 2001, is written off when incurred.

Freehold land and buildings

Freehold land and buildings owned by the PCC are carried at fair value based on an open market valuation. Any changes in the valuation are recognised in the Statement of Financial Activities.

Other fixtures, fittings and office equipment

Equipment used within the church premises is depreciated on a straight-line basis over five years for office equipment and ten years for Church House and church equipment. Individual items of equipment with a purchase price of £250 or less are written off when the asset is acquired. The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset and is recognised in the Statement of Financial Activities. An impairment review is carried out at each year-end and any resultant loss identified and included in expenditure for the year.

Investments

Listed investments are included at market value at the Balance Sheet date.

Net gains/losses arising on the revaluation and disposal of investments are recognised in the Statement of Financial Activities. Income deriving from these investments is accounted for on a receivable basis and is recognised through the Statement of Financial Activities.

Current assets

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

Stock is stated at the lower of cost and net realisable value.

Cash and cash equivalents are basic financial assets and include cash in hand and deposits held at call with banks. Short term deposits consist of cash held on deposit with the CBF Church of England Funds or other PCC-approved institutions.

Financial instruments

The PCC has elected to apply the provisions of Section 11 'Accounting for financial assets and financial liabilities' of the Charities SORP (FRS 102) 2019 to all its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Notes to the Financial Statements (continued)

For the year ended 31 December 2024

1 ACCOUNTING POLICIES (continued)

Basic financial assets

Basic financial assets, which include debtors, are initially measured at transaction price, including transaction costs, and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, when the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Government grant income

Grants from government bodies and other sources are received for specific purposes and are recognised in accordance with their individual terms and conditions. Income is recognised when the charity has entitlement to the funds, which is when any performance conditions attached are met, it is probable that the income will be received and the amount can be reliably measured. Grant income will be deferred if received in advance of meeting performance conditions or if the funder specifically states that the income must be spent in a future accounting period.

Operating leases

Costs in respect of operating leases are charged on a straight line basis over the lease term.

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Notes to the Financial Statements (continued)

For the year ended 31 December 2024

2 INCOME AND ENDOWMENTS	Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL 2024	TOTAL 2023
	£	£	£	£	£
<i>2a Donations and Legacies</i>					
Regular giving	120,637	-	-	120,637	112,308
One off donations	3,571	-	-	3,571	7,985
Online and card reader donations	11,010	-	-	11,010	12,425
“Open plate” collections at services	6,243	-	-	6,243	6,765
Sundry donations	4,567	-	-	4,567	3,383
Income tax recoverable	33,598	-	-	33,598	31,855
Grants received	250	-	-	250	2,750
Legacies	2,000	3,254	-	5,254	12,417
	181,876	3,254	-	185,130	189,888
<i>2b Charitable Activities</i>					
Fees for Weddings, Funerals etc	10,662	-	-	10,662	9,087
Choir	-	-	-	-	200
Coffee	1,580	-	-	1,580	1,166
Church groups and activities:					
Arpeggios	-	-	-	-	-
Bell Ringers	836	-	-	836	1,225
Fellowship	465	-	-	465	421
Flowers	4,115	-	-	4,115	2,205
Parish Magazine Sales	5,334	-	-	5,334	4,959
	22,992	-	-	22,992	19,263
<i>2c Other trading activities</i>					
Church and Church House lettings	10,282	-	-	10,282	10,615
St. Michael’s House letting	-	-	-	-	-
Fetes, bazaars and other fund-raising events	8,120	-	-	8,120	6,958
Church groups and activities:					
Bookstall	218	-	-	218	465
Fair Trade	-	-	-	-	984
Parish Magazine Advertisements	8,579	-	-	8,579	7,952
	27,199	-	-	27,199	26,974
<i>2d Investments</i>					
Dividends and interest	4,566	-	152	4,718	2,274
<i>2e Insurance claim</i>	985	-	-	985	-
TOTAL INCOME AND ENDOWMENTS	237,618	3,254	152	241,024	238,399

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Notes to the Financial Statements (continued)

For the year ended 31 December 2024

3 EXPENDITURE	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL 2024 £	TOTAL 2023 £
<i>3a Raising funds</i>					
Fetes, bazaars, other fund-raising events	4,921	-	-	4,921	2,764
<i>3b Charitable activities</i>					
Mission giving and donations	8,620	-	-	8,620	8,337
Ministry:					
Diocesan parish share	126,699	-	-	126,699	123,516
Clergy expenses	2,294	-	-	2,294	3,146
Church running expenses:					
Salaries	14,630	-	-	14,630	14,292
Insurance	5,887	-	-	5,887	5,394
Utilities	24,060	-	-	24,060	29,331
Other running costs	4,248	-	-	4,248	3,592
Upkeep of services	7,704	-	-	7,704	7,973
Subcontract costs – verger and organists	9,020	-	-	9,020	10,175
Church maintenance	9,837	-	-	9,837	9,482
Upkeep of churchyard	2,602	-	152	2,754	2,554
Major repairs/replacements	-	-	-	-	-
Church House costs	3,191	-	-	3,191	3,641
St Michael's House, London Road	257	-	-	257	63
Training and Mission	-	-	-	-	-
Youth costs	386	-	-	386	406
Choir expenditure	2,518	-	-	2,518	1,752
Depreciation of New Church House equipment	389	-	-	389	102
Depreciation of Church equipment	9,260	-	-	9,260	8,940
Depreciation of St. Michael's House equipment	-	-	-	-	878
Bank charges	389	-	-	389	428
Independent examination fee	-	-	-	-	-
Church groups and activities costs:					
Arpeggios	-	-	-	-	-
Bell Ringers	576	-	-	576	811
Bookstall	376	-	-	376	531
Fair Trade	-	-	-	-	900
Fellowship	-	-	-	-	38
Flowers	3,035	-	-	3,035	1,682
Parish Magazine	3,502	-	-	3,502	3,781
	239,480	-	152	239,632	241,745
<i>3c Other costs – loss on disposal of fixed assets</i>	1,202	-	-	1,202	-
TOTAL EXPENDITURE	245,603	-	152	245,755	244,509

During the year, two clergy (2023: two) were reimbursed expenses totalling £2,294 (2023: £3,146), relating mainly to travel and other costs incurred on behalf of church ministry.

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Notes to the Financial Statements (continued)

For the year ended 31 December 2024

4 MISSIONARY AND CHARITABLE GIVING

The two churches donated £8,620 directly to a variety of charities in the UK and abroad (see table below). In addition, £6,386 (2023: £9,583) was raised for charities as a result of fundraising activities organised by the churches.

	Donations		No. of institutions/ individuals	
	2024	2023	2024	2023
	£	£		
Support of disadvantaged people - UK	3,244	3,415	12	11
Support of disadvantaged people - Overseas	5,376	4,221	9	9
Natural disaster appeals - Overseas	-	701	-	2
Total donations to Institutions	8,620	8,337	21	22

5 STAFF COSTS

	2024	2023
	£	£
Wages and salaries	14,200	13,984
Social security costs	-	-
Other pension costs	<u>430</u>	<u>308</u>
	<u>14,630</u>	<u>14,292</u>

A voluntary Director of Music was in post and the PCC contracted for the services of a verger and relief organists, who are paid on a contractor basis on presentation of their invoices. No-one on the payroll, nor the verger or relief organists, earned £60,000 pa or more. The average number of employees during the year was 3 (2023: 2).

The church operates a defined contribution pension scheme which is available for all staff to join.

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

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Notes to the Financial Statements (continued)

For the year ended 31 December 2024

6 TANGIBLE FIXED ASSETS

	Freehold land and buildings	Office equipment	Church House equipment	St. Mary's & St Michael's Churches and St. Michael's House equipment	TOTAL
	£	£	£	£	£
ACTUAL COST OR VALUATION					
At 1 January 2024	625,000	6,985	37,034	209,890	878,909
Additions/disposals	-		2,765	3,255	6,020
Disposals	<u>(625,000)</u>	<u>-</u>	<u>(1,378)</u>	<u>(5,548)</u>	<u>(631,926)</u>
At 31 December 2024	<u>-</u>	<u>6,985</u>	<u>38,421</u>	<u>207,597</u>	<u>253,003</u>
DEPRECIATION					
At 1 January 2024	-	6,658	35,773	118,765	161,196
Charge for the year	-	69	389	9,191	9,649
Disposals	<u>-</u>	<u>-</u>	<u>(1,378)</u>	<u>(1,110)</u>	<u>(2,488)</u>
At 31 December 2024	<u>-</u>	<u>6,727</u>	<u>34,784</u>	<u>126,846</u>	<u>168,357</u>
NET BOOK VALUE					
At 31 December 2023	<u>625,000</u>	<u>327</u>	<u>1,261</u>	<u>91,125</u>	<u>717,713</u>
At 31 December 2024	<u>-</u>	<u>258</u>	<u>3,637</u>	<u>80,751</u>	<u>84,646</u>

St Michael's House, London Road, Woolmer Green, which was used as accommodation for the curate, was sold in the Autumn of 2024. The proceeds of the sale are held in a CCLA CBF Deposit fund account by the diocese, with the intention to purchase a newer property to accommodate future curates.

7	INVESTMENTS	2024 £	2023 £
	Quoted Investments:		
	Investments at 1 January 2024	5,470	4,996
	Unrealised gains – increase in market value	<u>125</u>	<u>474</u>
	Balance at 31 December 2024	<u>5,595</u>	<u>5,470</u>
	Historic cost	<u>300</u>	<u>300</u>

Represented by 242 (2023: 242) shares in the CBF Church of England Investment Fund.

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Notes to the Financial Statements (continued)

For the year ended 31 December 2024

8 DEBTORS

	2024	2023
	£	£
Income tax recoverable	5,222	6,595
Other debtors	1,729	1,670
Prepayments and accrued income	<u>927</u>	<u>5,147</u>
	<u>7,878</u>	<u>13,412</u>

9 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024	2023
	£	£
Deferred income	350	-
Trade creditors	387	3,911
Accruals	4,378	4,346
Other creditors	<u>3,289</u>	<u>3,583</u>
	<u>8,404</u>	<u>11,840</u>

10 FINANCIAL COMMITMENTS

The future minimum lease payments under non-cancellable operating leases, in respect of other equipment, is as follows:

	2024	2023
	£	£
Payable within 1 year	1,015	955
Payable between 1 and 5 years	<u>875</u>	<u>1,830</u>
	<u>1,890</u>	<u>2,785</u>

11 FUND DETAILS

11a Analysis of net assets by fund category at 31 December 2024

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total £
Fixed Assets for Church use	84,646	-	-	84,646
Investment Fixed Assets	-	-	5,595	5,595
Current Assets	805,002	2,574	-	807,576
Current Liabilities	<u>(8,404)</u>	<u>-</u>	<u>-</u>	<u>(8,404)</u>
Fund Balances	<u>881,244</u>	<u>2,574</u>	<u>5,595</u>	<u>889,413</u>

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Notes to the Financial Statements (continued)

For the year ended 31 December 2024

11 FUND DETAILS (continued)

11b Description of funds

Endowment fund

The St Michael's Churchyard Endowment fund is a permanent endowment that requires income to be spent on the grave of Stanley Victor Sales.

Restricted funds

Fund	Purpose of fund – to pay for:	Movements during the year
St. Mary's Memorial Garden	New tools and gardening equipment	No income or expenditure.
St Mary's Organ	Repair costs	No income or expenditure.
St Mary's Fabric	Fabric expenditure	A legacy of £3,254 was received which was spent on the new pathway lighting

Designated funds

Fund	Purpose of fund – to pay for:	Movements during the year
St Mary's Reserve	Fabric expenditure and emergency works	£628 received from the Community lunches was spent on maintaining the fabric of the church.
Curate's House (formerly St Michael's House)	Fabric expenditure and emergency works	£257 was spent on repairs and utility bills whilst the house was unoccupied.
Curate's House purchase	For purchase of new property	£628,236 is being held from the sale of St Michael's House.
St Mary's commission for altar frontals and vestments	Commission using the John Sainsbury legacy	No income or expenditure.
Youth	Youth work	£468 was spent on the Urban Saints programme and St Mary's Summer club.
St Mary's Music	Music and choir expenses	£6,470 was received (£5,558 Saturday recitals and £912 choir donations); £2,305 was spent on new hymn books and choral scholars.
The remaining designated funds	To provide working capital for various church groups and activities	See 11c Funds balances and movements for the year. The Bookstall designated fund was closed at the end of the year following the closure of its Barclays bank account and the decision to reduce the bookstall activities.

11 FUND DETAILS (continued)

11c Funds balances and movements for the year

Fund Name	Opening Balance 1/1/24	Movements during the year				Closing balance 31/12/24
		In	Out	Transfers	Investment gains	
REVALUATION RESERVE						
St. Michael's House, Woolmer Green	625 000	3 236	0	(628 236)	0	(0)
ENDOWMENT FUND						
St Michaels Church Yard (Sales Grave Trust)	5 470	152	(152)	0	125	5 595
RESTRICTED FUNDS						
St. Mary's Memorial Garden	492	0	0			492
St. Mary's Organ	2 082	0	0			2 082
St Mary's Fabric	0	3 254	0	(3 254)		0
TOTAL RESTRICTED FUNDS	2 574	3 254	0	(3 254)	0	2 574
UNRESTRICTED FUNDS						
Designated:						
St. Mary's Reserve	18 350	628	(628)			18 350
Curate's House (formerly St. Michael's House)	9 018	0	(257)			8 761
Commission for altar frontals and vestments at St. Mary's	3 600	0	0			3 600
Youth	1 565	0	(386)			1 179
St Mary's Music (formerly Choir)	5 008	6 470	(2 305)			9 173
Curates's House Purchase	0			628 236		628 236
Designated for church groups and activities:						
Arpeggios Hand Bell Ringers	245	0	0	0		245
St. Mary's Bell Ringers	4 353	836	(576)	(50)		4 563
St. Mary's Bookstall	243	218	(376)	(85)		0
St. Mary's Flowers	269	4 115	(3 035)	(1 000)		349
Parish Magazine	3 353	13 913	(3 502)	(10 345)		3 419
Total designated	46 004	26 180	(11 065)	616 756	0	677 875
General unrestricted *	214 971	208 202	(234 538)	14 734	0	203 369
TOTAL UNRESTRICTED FUNDS	260 975	234 382	(245 603)	631 490	0	881 244
CHARITY'S TOTAL FUNDS	894 019	241 024	(245 755)	0	125	889 413

* General unrestricted fund breakdown

	Opening Balance 1/1/24	Closing Balance 31/12/24
Cash	120 686	119 249
Fixed assets (net book value)	92 713	84 646
Debtors	13 412	7 878
Liabilities	(11 840)	(8 404)
TOTAL	214 971	203 369

Accounts

**Annual Report
and
Financial Statements
of the
Parochial Church Council
of the Ecclesiastical Parish
of Welwyn and Woolmer Green
for the year ended 31 December 2023**

Team Rector:

The Reverend Dr David Munchin
The Rectory
2 Ottway Walk
Welwyn
Herts AL6 9AS

Bank:

Barclays Bank plc
The Welwyn Group
12/12A The Howard Centre
Welwyn Garden City
Herts AL8 6ER

Independent examiner:

Chris Burton BA, FCA
Chartered Accountant
13 Warren Way
Welwyn
Herts AL1 0DQ

Registered Charity no. 1130415

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Annual Report for the year ended 31 December 2023

Aim and purposes

The PCC of the parish has the responsibility of co-operating with the incumbent, the Rev'd Canon Dr David Munchin, in promoting in the parish the whole mission of the Church, including its pastoral, evangelistic, social and ecumenical vision. It also has the maintenance responsibilities for St Mary the Virgin, Welwyn, St Michael and All Angels, Woolmer Green, St Michael's House and Church House.

Objectives and Activities

The PCC is committed to enabling as many people as possible to worship in our two churches and to become part of our parish community. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that live within our parish. Our services and worship put faith into practice through prayer, scripture, music and sacrament.

When planning our activities for the year, the incumbent and the PCC considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance for charities on the advancement of religion. Primarily, we try to enable ordinary people to live out their faith as part of our parish community through:

- Worship and prayer; learning about the Gospel; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish.

To facilitate this work, it is important that we maintain the fabric of our two churches, St Michael's House and Church House.

Plans for the future

Our new Mission Action Plan from the last year has highlighted three areas that need attention over the next 3-5 years. Firstly financial stability, particularly after the high rise in costs in the first half of 2023. A stewardship appeal made good inroads into a projected deficit. It has been decided that an annual 'giving weekend' that focusses on stewardship would be a good way to maintain momentum, and one of these is planned for May 2024. Secondly was a revitalising of our work with children. Junior church is now on a more stable footing with regular volunteers and material. However our attempt to restart CrafTea was not successful due to lack of children wanting to attend. On the other hand Junior Choir has been started again, and is so far going quite strongly with a dozen new members. There are also the continuing Choral Scholarships for older children. Our third aim was to look at starting a more informal service on the fourth Sunday morning. This would be accompanied by a choral service, sometimes Eucharistic on the fourth Sunday evening. So far this is at the planning stage – one of the first hurdles of moving this from an aspiration to a plan is appropriate musical provision for such a service. This will hopefully be realised in the second half of 2024.

Achievements and Performance

Worship and Prayer

All are welcome to attend our regular services. At present, there are 256 parishioners on the Church Electoral Roll.

The PCC is keen to offer a range of services during the week that our community finds both beneficial and spiritually fulfilling. Quiet spoken Eucharist services are held on weekdays and on Sunday mornings. Sung Eucharist services are held every Sunday morning and on major festivals. Evensong services are held in St Mary's on the second, fourth and fifth Sundays of each month, with this generally being choral on the second Sunday. Services especially aimed at families and young children are held on a regular basis, usually in the more informal setting of Church House, such as the bi-monthly 40-minute pram service. Monthly services are held at various care homes and day centres for the elderly throughout the parish.

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Annual Report for the year ended 31 December 2023 (continued)

Achievements and Performance (continued)

Worship and Prayer

All are welcome to attend our regular services. At present, there are 256 parishioners on the Church Electoral Roll.

The PCC is keen to offer a range of services during the week that our community finds both beneficial and spiritually fulfilling. Quiet spoken Eucharist services are held on weekdays and on Sunday mornings. Sung Eucharist services are held every Sunday morning and on major festivals. Evensong services are held in St Mary's on the second, fourth and fifth Sundays of each month, with this generally being choral on the second Sunday. Services especially aimed at families and young children are held on a regular basis, usually in the more informal setting of Church House, such as the bi-monthly 40-minute pram service. Monthly services are held at various care homes and day centres for the elderly throughout the parish.

Special preparation classes are run for those who wish to get married in the churches and for those wishing to have their children baptised. Baptisms take place during normal Sunday morning services, enabling families to be welcomed by the church community. This is usually on the third Sunday of the month.

We have a notable choral tradition, which enhances worship. We have a large and able choir, complete with children and young people, offering an outstanding musical contribution to our worship. Over the past year this has seen further development, not least in the offering of an organ scholarship and various events such as a 'Come and sing' Messiah with orchestra.

Pastoral Care

There is a trained team within the congregation to provide Baptism preparation and a team to welcome newcomers and visitors. Pastoral care is largely provided by the clergy, and informally by members of the congregation on an ad hoc basis.

A Memorial service is held annually in November at St Mary's for those who have been bereaved during past years. This is followed by refreshments and a time for fellowship and support.

Mission and Outreach

The PCC has a policy of making donations to local, national and international charities, mostly through the fundraising work of church members, equivalent to at least 15% of the annual voluntary donations received by St Mary's. This target was met in 2023 – see Note 4 for further details.

Each year the parish produces 10 issues of the Welwyn Magazine with Woolmer Green, which contains both church and local information. It is sold widely throughout the parish.

The Welwyn Community Café, set up in November 2009 in conjunction with the Welwyn Parish Action Plan Group and in line with the Welwyn Parish Plan, has continued to be successful. The café runs most Tuesday mornings, from 10am until noon, in Church House. Church House also provides a venue for other community groups, such as a twice-weekly sewing and knitting group, a bridge club and a monthly community lunch.

There are many opportunities for Bible Study and other forms of Christian education; the website and the weekly pew bulletin give extensive details of these.

We take a key role as participant and venue in Welwyn Week. In addition, the parish runs a walking group, two book groups, a theatre group, and Saturday Breakfast events, which are open to church and non-church members. We produced a successful pantomime in 2023, which was well attended, entertaining and raised money for church funds. Further details of activities and up to date information can be found on our website.

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Annual Report for the year ended 31 December 2023 (continued)

Financial Review

Income

Total income was £238,399, an increase of £16,638 on last year (2022: £221,761).

There was a small drop in regular giving to £112,308 (2022: £113,023) which was offset by an increase in donations from other sources, which were £30,558 (2022: £20,586). The popular monthly Saturday recitals in St Mary's raised donations of £3,532 after deduction of expenses. We received legacies of £12,417 (2022: £0) and grants of £2,750 (2022: £5,059).

Income of £19,263 from charitable activities was comparable to the previous year (2022: £19,716). Income of £26,974 from other trading activities was lower than the previous year (2022: £32,275) as there was no rental income from St Michael's House which is occupied by our curates and the Fairtrade stall stopped trading during the year.

We are very grateful for the generosity of the church community - for donations of money, time and talents – all of which enable the running costs of the buildings to be met and the church's mission in the two communities of Welwyn and Woolmer Green to continue.

Expenditure

Total expenditure was £244,509, an increase of £18,947 on last year (2022: £225,562). This was largely due to a huge increase in gas and electricity prices; the total utility costs were £29,331 (2022: £14,612).

Summary

Overall the charity recorded a deficit of £5,636 (2022: deficit of £4,465). There was capital expenditure of £6,005. The cash balances (in bank and deposit accounts) rose to £169,022 (2022 £165,383).

The results are considerably better than originally expected, primarily due to increased donations from the PCC's stewardship appeal and savings on gas and electricity bills.

Reserves

The charity's total funds dropped by £5,636 to £894,019 (2022: £899,655). Restricted and endowment funds were £8,044 (2022: £9,775). Designated unrestricted funds set aside for emergency expenditure and capital for church groups and activities fell to £46,004 (2022: £48,082). General unrestricted funds dropped to £214,971 (2022: £216,798).

Unrestricted cash reserves (i.e. undesignated money freely available to spend on the charity's purposes) were £120,686 (2022: £113,631). The PCC's reserves policy is to hold sufficient unrestricted cash reserves to cover at least four months' operating expenses, which the trustees believe will provide stability for the charity, and they are satisfied with its current position.

Risk Assessment Policy

The PCC is actively involved in the day-to-day running of the charity. Its members have assessed the major risks to which the charity is exposed and have satisfied themselves that systems have been established, or that other appropriate measures have been taken, to mitigate those risks, insofar as is reasonably practicable, but it is recognised that systems cannot give absolute assurance that risks have been eliminated. Training of trustees and volunteers has been provided to mitigate the safeguarding risks associated with young people.

The PCC is aware of its duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have regard to House of Bishops guidance on safeguarding children and vulnerable adults). It has appointed Safeguarding Officers for each church and approved the House of Bishops' Model Policies for safeguarding of

Annual Report for the year ended 31 December 2023 (continued)

Risk Assessment Policy (continued)

children and vulnerable adults (this is done annually and the policies are displayed in the churches, with additional information). In addition at each meeting a report is given on any safeguarding incidents. One potential safeguarding incident occurred in 2023. The PCC was informed as was the Diocesan Safeguarding officer – in both cases he judged that no further action should be taken.

Matters associated with financial losses have been identified as a risk too. Because regular monthly expenditure exceeds regular monthly giving income, there is a reliance on one-off donations, legacies and appeals to raise sufficient funds to break even. Please see the above section on ‘Plans for the future’ and Mission Action Planning for information on how we are attending to this.

Volunteers

The PCC appreciates and thanks all the volunteers, at both St Mary’s and St Michael’s, who give their time and effort so willingly.

Structure, governance and management

Members of the PCC are either ex-officio or elected at the Annual Parochial Church Meeting 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 deciding on how the funds of the PCC are to be spent. Given its wide responsibilities, the PCC operates through a number of action groups and committees, most of which meet on a regular basis.

Standing Committee:

This is the only committee required by law. It has power to transact the business of the PCC between its meetings, subject to any directions given by the Council.

Fabric Action Group:

Deals with the maintenance, repair and development of the church buildings, St Michael’s House and Church House.

Giving Action Group:

Deals with the allocation of donations to chosen charities, both at home and abroad, and is responsible for encouraging parishioners to commit to regular giving, both of time and money, to ensure the well-being of the church and its functions.

Church House Management Action Group:

Responsible for the management, maintenance and usage of Church House.

St Michael’s Meeting:

Acts like an Action Group and deals with all matters relevant to St Michael’s Church.

As the PCC has ultimate responsibility for a wide range of matters affecting the parish, it is important that the PCC adopts appropriate training procedures. Training courses arranged by the diocese are attended by a PCC representative who reports back to the PCC as a body, with any relevant reading matter being distributed.

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Annual Report for the year ended 31 December 2023 (continued)

Administrative information

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2006). The Charities Act 2006 removed 'excepted status' from charities with incomes over £100,000 and therefore, during 2010, the PCC was required to register as a charity with the Charity Commission; its registration number is 1130415. The PCC's administrative office is located at St Mary's Church, Church Street, Welwyn, AL6 9LX.

During 2023, the following served as members of the PCC:

<i>Incumbent:</i>	Rev'd Dr David Munchin	Chairman
<i>Clergy:</i>	Rev'd Christie Gilfeather	
<i>Readers:</i>	Mr Colin Hull (Deanery Synod Rep.) Mrs Usha Hull Mr John Burnapp	
<i>Church Wardens:</i>	Mr Stuart Westley Mrs Diane Jenkin Mrs Susan Keach (at St Michael's)	Resigned May 2023
<i>Deanery Synod Reps.:</i>	Mrs Vernonne Allan Mrs Shoena Eggington (at St Michael's)	Resigned May 2023
<i>Elected Members:</i>	Mrs Jacqueline Davis Mrs Joan Shelley Mr Geoffrey Cummings Mrs Georgina Beck Mr Stuart Jenkin Mrs Margaret Varco Ms Crystal Lam Mrs Elizabeth Hesketh Mrs Christine Allday Mrs Helen McKay Mrs Mavis Francis	Resigned May 2023 Appointed May 2023 Appointed May 2023 Appointed May 2023
<i>Secretary:</i>	Mrs Louise Hughes	

Signed on behalf of the PCC by

.....
The Rev'd Dr David Munchin (Chairman)

.....
Date

Independent Examiner's Report to the members/trustees of the Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

I report to the charity's trustees on my examination of the accounts of the PCC for the year ended 31 December 2023.

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 2011 Act').

I report in respect of my examination of the Trust's accounts as carried out under section 145 of the 2011 Act. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent Examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Trust, as required by section 130 of the 2011 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; or
4. the accounts have not been prepared in accordance with the Charities SORP (FRS 102).

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.

Chris Burton BA, FCA
Chartered Accountant
13 Warren Way
Welwyn
Herts AL6 0DQ

.....
Date

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Statement of Financial Activities

For the year ended 31 December 2023

	Note	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	2023 TOTAL £	2022 TOTAL £
INCOME AND ENDOWMENTS FROM:						
Donations and legacies	2a	189,538	350	-	189,888	<i>169,316</i>
Charitable activities	2b	19,263	-	-	19,263	<i>19,716</i>
Other trading activities	2c	26,974	-	-	26,974	<i>32,275</i>
Investments	2d	<u>2,124</u>	<u>-</u>	<u>150</u>	2,274	<i>454</i>
TOTAL		<u>237,899</u>	<u>350</u>	<u>150</u>	238,399	<i>221,761</i>
EXPENDITURE ON:						
Raising funds	3a	2,764	-	-	2,764	<i>225</i>
Charitable activities	3b	<u>240,975</u>	<u>620</u>	<u>150</u>	241,745	<i>225,337</i>
TOTAL		<u>243,739</u>	<u>620</u>	<u>150</u>	244,509	<i>225,562</i>
NET INCOME		(5,840)	(270)	-	(6,110)	<i>(3,801)</i>
NET GAINS ON INVESTMENTS			-	474	474	<i>(664)</i>
TRANSFERS BETWEEN FUNDS		<u>1,935</u>	<u>(1,935)</u>	<u>-</u>	<u>-</u>	<u>-</u>
NET MOVEMENT IN FUNDS		(3,905)	(2,205)	474	(5,636)	<i>(4,465)</i>
BALANCES BROUGHT FORWARD AT 1 JANUARY 2023		<u>889,880</u>	<u>4,779</u>	<u>4,996</u>	<u>899,655</u>	<i>904,120</i>
BALANCES CARRIED FORWARD AT 31 DECEMBER 2023		<u>885,975</u>	<u>2,574</u>	<u>5,470</u>	<u>894,019</u>	<u><i>899,655</i></u>

The notes on the pages following the balance sheet form part of these accounts

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Balance Sheet at 31 December 2023

	Note	2023	2022
		£	£
FIXED ASSETS			
Tangible fixed assets	6	717,713	721,627
Fixed asset investments	7	<u>5,470</u>	<u>4,996</u>
		723,183	726,623
CURRENT ASSETS			
Stock		242	1,107
Debtors	8	13,412	19,885
Short term deposits		33,123	29,036
Cash at bank and in hand		<u>135,899</u>	<u>136,347</u>
		182,676	186,375
CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	9	<u>(11,840)</u>	<u>(13,343)</u>
NET CURRENT ASSETS		<u>170,836</u>	<u>173,032</u>
TOTAL NET ASSETS		<u>894,019</u>	<u>899,655</u>
FUNDS OF THE CHARITY			
Expendable endowment funds	11c	5,470	4,996
Restricted funds	11c	2,574	4,779
Unrestricted funds	11c	260,975	264,880
Revaluation reserve	11c	<u>625,000</u>	<u>625,000</u>
TOTAL CHARITY FUNDS		<u>894,019</u>	<u>899,655</u>

Approved by the Parochial Church Council on and signed on its behalf by:

.....
The Rev'd Dr David Munchin (Chairman)

The notes on the pages following the balance sheet form part of these accounts

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Notes to the Financial Statements

For the year ended 31 December 2023

1 ACCOUNTING POLICIES

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, together with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) ('the SORP'). The PCC is a public benefit entity within the meaning of the Charities SORP (FRS 102).

The financial statements have been prepared under the historic cost convention, modified by the revaluation of investments and land and buildings, which are shown at fair value.

The presentation currency of the financial statements is the Pound Sterling (£).

Going concern

The Trustees believe that the charity's financial resources and contingency planning is sufficient to ensure the ability of the charity to continue as a going concern for the foreseeable future, being at least twelve months from the date of approval of these financial statements and therefore have prepared the financial statements on a going concern basis.

Funds

General unrestricted 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.

Restricted funds are those funds that must be spent for restricted purposes and details of the funds held and restrictions are provided in Note 11. Endowment funds, where the capital must be retained, are also explained in Note 11.

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

Income and Endowments

The following gives details of how and when income is included in the Statement of Financial Activities

Donations and legacies

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

Planned giving receivable under Gift Aid is recognised when received.

Income tax recoverable on Gift Aid donations is recognised when the income is recognised.

Grants, legacies and endowment income are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt is reasonably certain.

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Notes to the Financial Statements (continued)

For the year ended 31 December 2023

1 ACCOUNTING POLICIES (continued)

Donations and legacies (continued)

Donated services are included in income (and at the same time in resources expended) at the estimated value to the PCC of the service received.

Charitable and other trading activities

Rental income from letting church premises is recognised when the rent becomes due.

Funds raised by social events are accounted for gross, after the event has taken place.

Sales of books and magazines from the church bookstall are accounted for gross, when received.

Income from investments

Dividends are accounted for when due and payable. Interest is accounted for when received.

Gains and losses on investments

Realised gains and losses are recognised when investments are sold. Unrealised gains and losses are accounted for on the revaluation of investments at 31 December each year.

Expenditure

The financial statements have been prepared under the accruals basis, inclusive of any irrecoverable VAT. Expenditure and any related liabilities are recognised as soon as there is a legal or constructive obligation and settlement is probable and quantifiable.

Donations

Donations are recognised when a commitment has been made externally.

Other costs

Governance costs include the cost of the independent examination of these accounts, the costs of trustee meetings and any legal advice to trustees on governance or constitutional matters.

Pensions

The charity contributes to a defined contribution pension scheme for its staff members. Contributions payable to the scheme are charged to the SOFA as incurred.

Fixed assets

Consecrated property and movable church furnishings

Consecrated and beneficed property of any kind is excluded from the accounts by section 10(2)(a) and (c) of the Charities Act 2011.

Movable church furnishings held by the Rector and Church Wardens on special trust for the PCC, and which require a faculty for disposal, are accounted for as inalienable property, unless consecrated. They are listed in the church's inventory, which can be inspected at any reasonable time. For inalienable property acquired prior to 2001, there is insufficient cost information available and therefore such assets are not valued in the accounts.

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Notes to the Financial Statements (continued)

For the year ended 31 December 2023

1 ACCOUNTING POLICIES (continued)

Fixed assets - *Consecrated property and movable church furnishings (continued)*

Items acquired since 1 January 2001 have been capitalised and depreciated in the financial statements over their currently anticipated useful economic life on a straight-line basis. All expenditure incurred in the year on consecrated or beneficed buildings, or individual items costing less than £1,000, or on the repair of movable church furnishings acquired before 1 January 2001, is written off when incurred.

Freehold land and buildings

Freehold land and buildings owned by the PCC are carried at fair value based on an open market valuation. Any changes in the valuation are recognised in the Statement of Financial Activities.

Other fixtures, fittings and office equipment

Equipment used within the church premises is depreciated on a straight-line basis over five years for office equipment and ten years for Church House and church equipment. Individual items of equipment with a purchase price of £250 or less are written off when the asset is acquired. The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset and is recognised in the Statement of Financial Activities. An impairment review is carried out at each year-end and any resultant loss identified and included in expenditure for the year.

Investments

Listed investments are included at market value at the Balance Sheet date.

Net gains/losses arising on the revaluation and disposal of investments are recognised in the Statement of Financial Activities. Income deriving from these investments is accounted for on a receivable basis and is recognised through the Statement of Financial Activities.

Current assets

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

Stock is stated at the lower of cost and net realisable value.

Cash and cash equivalents are basic financial assets and include cash in hand and deposits held at call with banks. Short term deposits consist of cash held on deposit with the CBF Church of England Funds or other PCC-approved institutions.

Financial instruments

The PCC has elected to apply the provisions of Section 11 'Accounting for financial assets and financial liabilities' of the Charities SORP (FRS 102) 2019 to all its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Notes to the Financial Statements (continued)

For the year ended 31 December 2023

1 ACCOUNTING POLICIES (continued)

Basic financial assets

Basic financial assets, which include debtors, are initially measured at transaction price, including transaction costs, and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, when the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Government grant income

Grants from government bodies and other sources are received for specific purposes and are recognised in accordance with their individual terms and conditions. Income is recognised when the charity has entitlement to the funds, which is when any performance conditions attached are met, it is probable that the income will be received and the amount can be reliably measured. Grant income will be deferred if received in advance of meeting performance conditions or if the funder specifically states that the income must be spent in a future accounting period.

Operating leases

Costs in respect of operating leases are charged on a straight line basis over the lease term.

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Notes to the Financial Statements (continued)

For the year ended 31 December 2023

2 INCOME AND ENDOWMENTS	Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL 2023	TOTAL 2022
	£	£	£	£	£
<i>2a Donations and Legacies</i>					
Regular giving	112,308	-	-	112,308	113,023
One off donations	7,985	-	-	7,985	3,175
Online and card reader donations	12,425	-	-	12,425	9,360
“Open plate” collections at services	6,765	-	-	6,765	6,465
Sundry donations	3,033	350	-	3,383	1,586
Income tax recoverable	31,855	-	-	31,855	29,898
Grants received	2,750	-	-	2,750	5,809
Legacies	12,417	-	-	12,417	-
	189,538	350	-	189,888	169,316
<i>2b Charitable Activities</i>					
Fees for Weddings, Funerals etc	9,087	-	-	9,087	8,234
Choir	200	-	-	200	400
Coffee	1,166	-	-	1,166	1,014
Church groups and activities:					
Arpeggios	-	-	-	-	-
Bell Ringers	1,225	-	-	1,225	1,359
Fellowship	421	-	-	421	465
Flowers	2,205	-	-	2,205	3,675
Parish Magazine Sales	4,959	-	-	4,959	4,569
	19,263	-	-	19,263	19,716
<i>2c Other trading activities</i>					
Church and Church House lettings	10,615	-	-	10,615	9,052
St. Michael’s House letting	-	-	-	-	5,981
Fetes, bazaars and other fund-raising events	6,958	-	-	6,958	3,209
Church groups and activities:					
Bookstall	465	-	-	465	227
Fair Trade	984	-	-	984	6,655
Parish Magazine Advertisements	7,952	-	-	7,952	7,151
	26,974	-	-	26,974	32,275
<i>2d Investments</i>					
Dividends and interest	2,124	-	150	2,274	454
TOTAL INCOME AND ENDOWMENTS	237,899	350	150	238,399	221,761

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Notes to the Financial Statements (continued)

For the year ended 31 December 2023

3 EXPENDITURE	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL 2023 £	TOTAL 2022 £
<i>3a Raising funds</i>					
Fetes, bazaars, other fund-raising events	2,764	-	-	2,764	225
<i>3b Charitable activities</i>					
Mission giving and donations	8,337	-	-	8,337	10,168
Ministry:					
Diocesan parish share	123,516	-	-	123,516	122,597
Clergy expenses	3,146	-	-	3,146	2,536
Church running expenses:					
Salaries	14,292	-	-	14,292	15,582
Insurance	5,394	-	-	5,394	5,906
Utilities	29,331	-	-	29,331	14,612
Other running costs	3,512	80	-	3,592	3,935
Upkeep of services	7,973	-	-	7,973	7,343
Subcontract costs – verger and organists	10,175	-	-	10,175	6,105
Church maintenance	9,265	217	-	9,482	3,936
Upkeep of churchyard	2,404	-	150	2,554	2,170
Major repairs/replacements	-	-	-	-	-
Church House costs	3,641	-	-	3,641	4,010
St Michael's House, London Road	63	-	-	63	2,076
Training and Mission	-	-	-	-	-
Youth costs	406	-	-	406	722
Choir expenditure	1,752	-	-	1,752	147
Depreciation of New Church House equipment	102	-	-	102	68
Depreciation of Church equipment	8,617	323	-	8,940	8,469
Depreciation of St. Michael's House equipment	878	-	-	878	879
Bank charges	428	-	-	428	356
Independent examination fee	-	-	-	-	-
Church groups and activities costs:					
Arpeggios	-	-	-	-	-
Bell Ringers	811	-	-	811	1,151
Bookstall	531	-	-	531	210
Fair Trade	900	-	-	900	6,157
Fellowship	38	-	-	38	51
Flowers	1,682	-	-	1,682	2,936
Parish Magazine	3,781	-	-	3,781	3,215
	240,975	620	150	241,745	225,337
TOTAL EXPENDITURE	243,739	620	150	244,509	225,562

During the year, two clergy (2022: two) were reimbursed expenses totalling £3,146 (2022: £2,536), relating mainly to travel and other costs incurred on behalf of church ministry.

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Notes to the Financial Statements (continued)

For the year ended 31 December 2023

4 MISSIONARY AND CHARITABLE GIVING

The two churches donated £8,337 directly to a variety of charities in the UK and abroad (see table below). In addition, £9,583 (2022: £7,222) was raised for charities as a result of fundraising activities organised by the churches.

	Donations		No. of institutions/ individuals	
	2023	2022	2023	2022
	£	£		
Support of disadvantaged people - UK	3,415	3,813	11	9
Support of disadvantaged people - Overseas	4,221	6,355	9	8
Natural disaster appeals - Overseas	701	-	2	-
Total donations to Institutions	8,337	10,168	22	17

5 STAFF COSTS

	2023	2022
	£	£
Wages and salaries	13,984	15,239
Social security costs	-	60
Other pension costs	<u>308</u>	<u>283</u>
	<u>14,292</u>	<u>15,582</u>

A voluntary Director of Music was in post and the PCC contracted for the services of a verger and relief organists, who are paid on a contractor basis on presentation of their invoices. No-one on the payroll, nor the verger or relief organists, earned £60,000 pa or more. The average number of employees during the year was 2 (2022: 3).

The church operates a defined contribution pension scheme which is available for all staff to join.

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

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Notes to the Financial Statements (continued)

For the year ended 31 December 2023

6 FIXED ASSETS

	Freehold land and buildings	Office equipment	Church House equipment	St. Mary's & St Michael's Churches and St. Michael's House equipment	TOTAL
	£	£	£	£	£
ACTUAL COST OR VALUATION					
At 1 January 2023	625,000	6,641	35,673	205,590	872,904
Additions/disposals	-	344	1,361	4,300	6,005
Disposals	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
At 31 December 2023	<u>625,000</u>	<u>6,985</u>	<u>37,034</u>	<u>209,890</u>	<u>878,909</u>
DEPRECIATION					
At 1 January 2023	-	6,641	35,671	108,965	151,277
Charge for the year	-	17	102	9,800	9,919
Disposals	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
At 31 December 2023	<u>625,000</u>	<u>6,658</u>	<u>35,773</u>	<u>118,765</u>	<u>161,196</u>
NET BOOK VALUE					
At 31 December 2022	<u>625,000</u>	<u>-</u>	<u>2</u>	<u>96,625</u>	<u>721,627</u>
At 31 December 2023	<u>625,000</u>	<u>327</u>	<u>1,261</u>	<u>91,125</u>	<u>717,713</u>

The freehold land and buildings are St Michael's House, London Road, Woolmer Green, which is used as accommodation for the curate. A desktop valuation of £650,000 was carried out by Alexander Bond & Company in December 2021, for information only. The house was built in the 1950s and its historical cost had not been reflected in the accounts.

7 INVESTMENTS	2023 £	2022 £
Quoted Investments:		
Investments at 1 January 2023	4,996	5660
Unrealised gains – increase in market value	<u>474</u>	<u>(664)</u>
Balance at 31 December 2023	<u>5,470</u>	<u>4,996</u>
Historic cost	<u>300</u>	<u>300</u>

Represented by 242 (2022: 242) shares in the CBF Church of England Investment Fund.

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Notes to the Financial Statements (continued)

For the year ended 31 December 2023

8 DEBTORS

	2023	2022
	£	£
Income tax recoverable	6,595	13,871
Other debtors	1,670	3,526
Prepayments and accrued income	<u>5,147</u>	<u>2,488</u>
	<u>13,412</u>	<u>19,885</u>

9 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Trade creditors	£3,911	152
Accruals	£4,346	9,569
Other creditors	<u>£3,583</u>	<u>3,622</u>
	<u>11,840</u>	<u>13,343</u>

10 FINANCIAL COMMITMENTS

The future minimum lease payments under non-cancellable operating leases, in respect of other equipment, is as follows:

	2023	2022
	£	£
Payable within 1 year	955	995
Payable between 1 and 5 years	<u>1,830</u>	<u>-</u>
	<u>2,785</u>	<u>995</u>

11 FUND DETAILS

11a Analysis of net assets by fund category at 31 December 2023

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total £
Fixed Assets for Church use	717,713	-	-	717,713
Investment Fixed Assets	-	-	5,470	5,470
Current Assets	180,102	2,574	-	182,676
Current Liabilities	<u>(11,840)</u>	<u>-</u>	<u>-</u>	<u>(11,840)</u>
Fund Balances	<u>885,975</u>	<u>2,574</u>	<u>5,470</u>	<u>894,019</u>

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Notes to the Financial Statements (continued)

For the year ended 31 December 2023

11 FUND DETAILS (continued)

11b Description of funds

Endowment fund

The St Michael's Churchyard Endowment fund is a permanent endowment that requires income to be spent on the grave of Stanley Victor Sales.

Restricted funds

Fund	Purpose of fund – to pay for:	Movements during the year
St. Mary's Memorial Garden	New tools and gardening equipment	Donations of £350 were received and £297 was spent.
St Mary's Organ	Repair costs	No income or expenditure.
St Michael's Piano or Organ Fund	Repair costs	£2,258 was spent towards the cost of refurbishing the organ.

Designated funds

Fund	Purpose of fund – to pay for:	Movements during the year
St Mary's Reserve	Fabric expenditure and emergency works	Donations of £678 were received which were spent on maintaining the fabric of the church.
St Michael's Fabric	Fabric expenditure and emergency works	£1,818 was spent towards the cost of refurbishing the organ.
St Michael's House	Fabric expenditure and emergency works	£63 was spent on repairs.
St Mary's commission for altar frontals and vestments	Commission using the John Sainsbury legacy	No income or expenditure.
Youth	Youth work	A grant of £250 was received for work with children at St Michael's Church. £406 was spent including on St Mary's Summer Club resources and toys at St Michael's.
St Mary's Music (formerly Choir)	Music and choir expenses	£3,043 was received (including £1,750 diocesan grants for junior choir and choral scholars) and £1,772 was spent (including £1,752 on junior choir and choral scholars).
The remaining designated funds	To provide working capital for various church groups and activities	See 11c Funds balances and movements for the year. The Fairtrade and Fellowship designated funds were closed at the end of the year following the closure of the corresponding Barclays bank accounts.

11 FUND DETAILS (continued)

11c Funds balances and movements for the year

Fund Name	Opening Balance 1/1/23	Movements during the year				Closing balance 31/12/23
		In	Out	Transfers	Investment gains / losses	
REVALUATION RESERVE						
St. Michael's House, Woolmer Green	625,000	0	0	0	0	625,000
ENDOWMENT FUND						
St Michaels Church Yard (Sales Grave Trust)	4,996	150	(150)	0	474	5,470
RESTRICTED FUNDS						
St. Mary's Memorial Garden	439	350	(297)	0	0	492
St. Mary's Organ	2,082					2,082
St. Michael's Piano or Organ	2,258		(323)	(1,935)	0	0
TOTAL RESTRICTED FUNDS	4,779	350	(620)	(1,935)	0	2,574
UNRESTRICTED FUNDS						
Designated:						
St. Mary's Reserve	18,350	678	(678)			18,350
St. Michael's Fabric	1,818	0	0	(1,818)		0
St. Michael's House	9,081	0	(63)			9,018
Commission for altar frontals and vestments at St. Mary's	3,600	0	0			3,600
Youth	1,721	250	(406)			1,565
St Mary's Music (formerly Choir)	3,737	3,043	(1,772)			5,008
Designated for church groups and activities:						
Arpeggios Hand Bell Ringers	245	0	0	0		245
St. Mary's Bell Ringers	3,939	1,225	(811)	0		4,353
St. Mary's Bookstall	602	464	(531)	(292)		243
St. Mary's Flowers	246	2,205	(1,682)	(500)		269
Parish Magazine	2,659	12,475	(3,781)	(8,000)		3,353
Fellowship	434	421	(213)	(642)		0
St. Mary's Fairtrade Stall	1,650	932	(900)	(1,682)		0
Total designated	48,082	21,693	(10,837)	(12,934)	0	46,004
General unrestricted *	216,798	216,206	(232,902)	14,869	0	214,971
TOTAL UNRESTRICTED FUNDS	264,880	237,899	(243,739)	1,935		260,975
CHARITY'S TOTAL FUNDS	899,655	238,399	(244,509)	0	474	894,019

* General unrestricted fund breakdown

	Opening Balance 1/1/23	Closing Balance 31/12/23
Cash	113,629	120,686
Fixed assets	96,627	92,713
Debtors	19,885	13,412
Liabilities	(13,343)	(11,840)
TOTAL	216,798	214,971

Accounts

**Annual Report
and
Financial Statements
of the
Parochial Church Council
of the Ecclesiastical Parish
of Welwyn and Woolmer Green**

for the year ended 31 December 2022

Team Rector:

The Reverend Dr David Munchin
The Rectory
2 Ottway Walk
Welwyn
Herts AL6 9AS

Bank:

Barclays Bank plc
The Welwyn Group
12/12A The Howard Centre
Welwyn Garden City
Herts AL8 6ER

Independent examiner:

Chris Burton BA, FCA
Chartered Accountant
13 Warren Way
Welwyn
Herts AL1 0DQ

Registered Charity no. 1130415

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Annual Report for the year ended 31 December 2022

Aim and purposes

The PCC of the parish has the responsibility of co-operating with the incumbent, the Rev'd Canon Dr David Munchin, in promoting in the parish the whole mission of the Church, including its pastoral, evangelistic, social and ecumenical vision. It also has the maintenance responsibilities for St Mary the Virgin, Welwyn, St Michael and All Angels, Woolmer Green, St Michael's House and Church House.

Objectives and Activities

The PCC is committed to enabling as many people as possible to worship in our two churches and to become part of our parish community. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that live within our parish. Our services and worship put faith into practice through prayer, scripture, music and sacrament.

When planning our activities for the year, the incumbent and the PCC considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance for charities on the advancement of religion. Primarily, we try to enable ordinary people to live out their faith as part of our parish community through:

- Worship and prayer; learning about the Gospel; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish.

To facilitate this work, it is important that we maintain the fabric of our two churches, St Michael's House and Church House.

Response to the Global Pandemic

The COVID19 pandemic and its associated restrictions have had a major impact on parish and church life. The restrictions associated with the pandemic began in March 2020, and concerning the time period of this report, just before Christmas 2021 the emergence of the omicron variant again placed more restrictions on places of worship. Since February 2022 there have been no legal restrictions affecting our worship or activities, though many people have chosen to continue with various precautions such as mask wearing and social distancing. We have encouraged people to remain vigilant on a voluntary but not mandatory basis. People are gradually returning to in person services and other church activities. The common cup at communion services was reintroduced during the year, but we still do not physically share the peace. Some activities having migrated online, have found it more convenient to stay there, at least for the time being.

Funerals, baptisms and weddings are returning to 'normal' levels after a difficult two years.

As well as services, every other aspect of church life has been impacted.

Plans for the future

Although there was a Mission Action Plan in place prior to COVID19, this was superseded by the need to recover from the effects of the pandemic. The impact on the life of the whole nation, its economic repercussions and its effect on our social and working lives cannot be overestimated. However we are now set to revisit this with an open meeting to look at a Mission Action Plan in March 2023.

The restrictions of COVID19 curtailed our church activities. However from the spring of 2022 we returned to a sort of 'business as usual' model. Probably the area we are still needing to reclaim is our work with children and families. However a good first step has been made with this, with a rejuvenated Junior Choir and the offer of Choral Scholarships.

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Annual Report for the year ended 31 December 2022 (continued)

Achievements and Performance

Worship and Prayer

All are welcome to attend our regular services. At present, there are 256 parishioners on the Church Electoral Roll.

The PCC is keen to offer a range of services during the week that our community finds both beneficial and spiritually fulfilling. Quiet spoken Eucharist services are held on weekdays and on Sunday mornings. Sung Eucharist services are held every Sunday morning and on major festivals. Evensong services are held in St Mary's on the second, fourth and fifth Sundays of each month, with this generally being choral on the second Sunday. Services especially aimed at families and young children are held on a regular basis, usually in the more informal setting of Church House, such as the bi-monthly 40-minute pram service. Monthly services are held at various care homes and day centres for the elderly throughout the parish.

Special preparation classes are run for those who wish to get married in the churches and for those wishing to have their children baptised. Baptisms take place during normal Sunday morning services, enabling families to be welcomed by the church community. This is usually on the third Sunday of the month.

We have a notable choral tradition, which enhances worship. In 2022 we appointed Robert Milner as our Director of Music. This has led to an enlarged and revitalised musical tradition, with a large choir, complete with children and young people, offering an outstanding musical contribution to our worship.

Pastoral Care

There is a trained team within the congregation to provide Baptism preparation and a team to welcome newcomers and visitors. Pastoral care is largely provided by the clergy, and informally by members of the congregation on an ad hoc basis.

A Memorial service is held annually in November at St Mary's for those who have been bereaved during past years. This is followed by refreshments and a time for fellowship and support.

Mission and Outreach

The PCC has a policy of making donations to local, national and international charities, mostly through the fundraising work of church members, equivalent to at least 15% of the annual voluntary donations received by St Mary's. In 2022 regular donations of food from the congregation and the wider community were left in the porch at St Mary's church to support anyone struggling because of the cost of living crisis. These donations as well as the financial support to charities meant that this target was met this year.

Each year the parish produces 10 issues of the Welwyn Magazine, which contains both church and local information. It is sold widely throughout the parish.

The Welwyn Community Café, set up in November 2009 in conjunction with the Welwyn Parish Action Plan Group and in line with the Welwyn Parish Plan, has continued to be successful. The café runs most Tuesday mornings, from 10am until noon, in Church House. Church House also provides a venue for other community groups, such as a twice-weekly sewing and knitting group, a bridge club and a monthly community lunch.

There are many opportunities for Bible Study and other forms of Christian education; the website and the weekly pew bulletin give extensive details of these.

We take a key role as participant and venue in Welwyn Week and were pleased that it was able to go ahead in 2022, having unfortunately had to be cancelled in 2020 and 2021. In addition, the parish runs a walking group, two book groups, a theatre group, and Saturday Breakfast events, which are open to church and non-church members. We produced a successful pantomime in 2022, which was well attended, entertaining and raised money for charity. Further details of activities and up to date information can be found on our website.

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Annual Report for the year ended 31 December 2022 (continued)

Financial Review

Income

Total income was £221,761 (2021: £234,161), a decrease of £12,400 on last year.

There was a small increase of £1,677 from regular giving and £3,049 from ‘open plate’ collections in services. This can be attributed to worship in church being possible for most of the year (compared to the previous year when this was affected by the COVID-19 restrictions), and a good uptake of the Parish Giving Scheme at St. Mary’s which now has 16 donors. We had no income from one-off appeals (2021: £10,500) and received no legacies in 2022 (2021: £11,000).

The Giving Station for card donations which was installed in St. Mary’s Church in November 2021 has been well used. It offers the congregation an alternative to donating cash during services and an option for people to donate who visit the church at other times.

We received grants of £5,059 from the Diocese and Herts County Council for energy costs and the Warm Spaces initiatives which began in the Autumn at both churches.

St Michael’s House was rented out for the first few months of the year, after which it was occupied by our new curates Rev’d Christie and Rev’d Ryan Gilfeather who we welcomed in July. We are happy that the Romanian Orthodox Church has started using St Michael’s Church for regular services which has brought in welcome Church lettings income, and the income from Church House bookings has doubled. Income from our charitable activities was very similar to the previous year, and income from trading activities was £1,259 less than the previous year.

We are very grateful for the generosity of the church community - for donations of money, time and talents – all of which enable the running costs of the buildings to be met and the church’s mission in the two communities of Welwyn and Woolmer Green to continue.

Expenditure

Total expenditure was £225,562 (2021: £238,551), a decrease of £12,989 on last year.

The costs associated with church services, and running and maintaining the buildings and churchyards, were £2,512 lower than in 2021, partly due to the clock repair at St Mary’s in 2021. Utility costs were £1,523 higher than last year due to the increase in gas and electricity prices when our fixed deals came to an end in the Autumn.

There was a big decrease in expenditure of £18,056 on St Michael’s House, following the cost of the refurbishment last year. There was a small increase of 1.8% in the diocesan parish share.

Summary

Overall the charity recorded a deficit of £4,465 (2021: deficit of £3,678). There was capital expenditure of £15,976 on the new fire alarm system installed at St. Mary’s. The cash balances (bank and deposit accounts) fell to £165,383 (2021 £172,675).

The quinquennial inspection, due to take place in the Autumn, was delayed and is scheduled for March 2023. There may be some modest expenditure this year as a result of the inspection. We expect a big increase in utility bills this year, possibly in the region of £23,000, which will be met by reserves.

Reserves

The charity’s total funds dropped by £4,465 to £899,655 (2021: £904,120). Restricted and endowment funds were £9,775 (2021: £10,439). Designated unrestricted funds set aside for emergency expenditure and capital for church groups and activities fell to £48,082 (2021: £64,505). General unrestricted funds increased to £216,798 (2021: £204,176).

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Annual Report for the year ended 31 December 2022 (continued)

Financial Review (continued)

Unrestricted cash reserves (i.e. undesignated money freely available to spend on the charity's purposes) were £113,631 (2021: £104,600). The PCC's reserves policy is to hold sufficient unrestricted cash reserves to cover at least four months' operating expenses, which the trustees believe will provide stability for the charity, and they are satisfied with its current position.

Risk Assessment Policy

The PCC is actively involved in the day-to-day running of the charity. Its members have assessed the major risks to which the charity is exposed and have satisfied themselves that systems have been established, or that other appropriate measures have been taken, to mitigate those risks, insofar as is reasonably practicable, but it is recognised that systems cannot give absolute assurance that risks have been eliminated. Training of trustees and volunteers has been provided to mitigate the safeguarding risks associated with young people.

The PCC is aware of its duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have regard to House of Bishops guidance on safeguarding children and vulnerable adults). It has appointed Safeguarding Officers for each church and approved the House of Bishops' Model Policies for safeguarding of children and vulnerable adults (this is done annually and the policies are displayed in the churches, with additional information). In addition at each meeting a report is given on any safeguarding incidents. Two potential safeguarding incidents occurred in 2022. The PCC was informed as was the Diocesan Safeguarding officer – in both cases he judged that no further action should be taken.

Matters associated with financial losses arising from a declining congregation have been identified as a risk too. Because regular monthly expenditure exceeds regular monthly giving income, there is a reliance on one-off donations, legacies and appeals to raise sufficient funds to break even.

The PCC continues to keep these risks under review, including consideration of any other major risks that might be present from time to time.

Volunteers

The PCC appreciates and thanks all the volunteers, at both St Mary's and St Michael's, who give their time and effort so willingly.

Structure, governance and management

Members of the PCC are either ex-officio or elected at the Annual Parochial Church Meeting 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 deciding on how the funds of the PCC are to be spent. Given its wide responsibilities, the PCC operates through a number of action groups and committees, most of which meet on a regular basis.

Standing Committee:

This is the only committee required by law. It has power to transact the business of the PCC between its meetings, subject to any directions given by the Council.

Fabric Action Group:

Deals with the maintenance, repair and development of the church buildings, St Michael's House and Church House.

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green
Annual Report for the year ended 31 December 2022 (continued)

Structure, governance and management (continued)

Giving Action Group:

Deals with the allocation of donations to chosen charities, both at home and abroad, and is responsible for encouraging parishioners to commit to regular giving, both of time and money, to ensure the well-being of the church and its functions.

Church House Management Action Group:

Responsible for the management, maintenance and usage of Church House.

St Michael's Meeting:

Acts like an Action Group and deals with all matters relevant to St Michael's Church.

As the PCC has ultimate responsibility for a wide range of matters affecting the parish, it is important that the PCC adopts appropriate training procedures. Training courses arranged by the diocese are attended by a PCC representative who reports back to the PCC as a body, with any relevant reading matter being distributed.

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Annual Report for the year ended 31 December 2022 (continued)

Administrative information

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2006). The Charities Act 2006 removed 'excepted status' from charities with incomes over £100,000 and therefore, during 2010, the PCC was required to register as a charity with the Charity Commission; its registration number is 1130415. The PCC's administrative office is located at St Mary's Church, Church Street, Welwyn, AL6 9LX.

During 2022, the following served as members of the PCC:

<i>Incumbent:</i>	Rev'd Dr David Munchin	Chairman
<i>Clergy:</i>	Rev'd Christie Gilfeather	Appointed 18 th July
<i>Readers:</i>	Mr Colin Hull (Deanery Synod Rep.) Mrs Usha Hull Mr John Burnapp	
<i>Church Wardens:</i>	Mr Stuart Westley Mrs Diane Jenkin Mrs Susan Keach (at St Michael's)	
<i>Deanery Synod Reps.:</i>	Mrs Vernonne Allan Mrs Shoena Eggington (at St Michael's)	
<i>Elected Members:</i>	Mrs Jacqueline Davis Mrs Joan Shelley Mr Geoffrey Cummings Mrs Georgina Beck Mr Stuart Jenkin Mrs Margaret Varco Ms Crystal Lam Mrs Elizabeth Hesketh	Appointed 25 th May Appointed 18 th July
<i>Secretary:</i>	Mrs Louise Hughes	

Signed on behalf of the PCC by

.....
The Rev'd Dr David Munchin (Chairman)

.....
Date

Independent Examiner's Report to the members/trustees of the Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

I report to the charity's trustees on my examination of the accounts of the PCC for the year ended 31 December 2022.

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 2011 Act').

I report in respect of my examination of the Trust's accounts as carried out under section 145 of the 2011 Act. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent Examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Trust, as required by section 130 of the 2011 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; or
4. the accounts have not been prepared in accordance with the Charities SORP (FRS 102).

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.

Chris Burton BA, FCA
Chartered Accountant
13 Warren Way
Welwyn
Herts AL6 0DQ

.....
Date

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Statement of Financial Activities

For the year ended 31 December 2022

	Note	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	2022 TOTAL £	2021 TOTAL £
INCOME AND ENDOWMENTS FROM:						
Donations and legacies	2a	169,316	-	-	169,316	179,897
Charitable activities	2b	19,716	-	-	19,716	19,463
Other trading activities	2c	32,275	-	-	32,275	33,534
Investments	2d	305	-	149	454	186
Government grant	2e	-	-	-	-	1,081
TOTAL		<u>221,612</u>	-	149	221,761	234,161
EXPENDITURE ON:						
Raising funds	3a	225	-	-	225	-
Charitable activities	3b	225,188	-	149	225,337	238,089
Other Costs - loss on disposal of fixed assets	3c	-	-	-	-	462
TOTAL		<u>225,413</u>	-	149	225,562	238,551
NET INCOME		(3,801)	-	-	(3,801)	(4,390)
NET GAINS ON INVESTMENTS		-	-	(664)	(664)	712
TRANSFERS BETWEEN FUNDS		-	-	-	-	-
NET MOVEMENT IN FUNDS		(3,801)	-	(664)	(4,465)	(3,678)
BALANCES BROUGHT FORWARD AT 1 JANUARY 2022		<u>893,681</u>	<u>4,779</u>	<u>5,660</u>	904,120	907,798
BALANCES CARRIED FORWARD AT 31 DECEMBER 2022		<u>889,880</u>	<u>4,779</u>	<u>4,996</u>	899,655	904,120

The notes on the pages following the balance sheet form part of these accounts

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Balance Sheet at 31 December 2022

	Note	2022	2021
		£	£
FIXED ASSETS			
Tangible fixed assets	6	721,627	719,182
Fixed asset investments	7	<u>4,996</u>	<u>5,660</u>
		726,623	724,842
CURRENT ASSETS			
Stock		1,107	1,207
Debtors	8	19,885	18,614
Short term deposits		29,036	29,001
Cash at bank and in hand		<u>136,347</u>	<u>143,674</u>
		186,375	192,496
CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	9	<u>(13,343)</u>	<u>(13,218)</u>
NET CURRENT ASSETS		<u>173,032</u>	<u>179,278</u>
TOTAL NET ASSETS		<u>899,655</u>	<u>904,120</u>
FUNDS OF THE CHARITY			
Expendable endowment funds	11c	4,996	5,660
Restricted funds	11c	4,779	4,779
Unrestricted funds	11c	264,880	268,681
Revaluation reserve	11c	<u>625,000</u>	<u>625,000</u>
TOTAL CHARITY FUNDS		<u>899,655</u>	<u>904,120</u>

Approved by the Parochial Church Council on and signed on its behalf by:

.....
The Rev'd Dr David Munchin (Chairman)

The notes on the pages following the balance sheet form part of these accounts

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Notes to the Financial Statements

For the year ended 31 December 2022

1 ACCOUNTING POLICIES

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, together with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) ('the SORP'). The PCC is a public benefit entity within the meaning of the Charities SORP (FRS 102).

The financial statements have been prepared under the historic cost convention, modified by the revaluation of investments and land and buildings, which are shown at fair value.

The presentation currency of the financial statements is the Pound Sterling (£).

Going concern

The Trustees believe that the charity's financial resources and contingency planning is sufficient to ensure the ability of the charity to continue as a going concern for the foreseeable future, being at least twelve months from the date of approval of these financial statements and therefore have prepared the financial statements on a going concern basis.

Funds

General unrestricted 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.

Restricted funds are those funds that must be spent for restricted purposes and details of the funds held and restrictions are provided in Note 11. Endowment funds, where the capital must be retained, are also explained in Note 11.

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

Income and Endowments

The following gives details of how and when income is included in the Statement of Financial Activities

Donations and legacies

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

Planned giving receivable under Gift Aid is recognised when received.

Income tax recoverable on Gift Aid donations is recognised when the income is recognised.

Grants, legacies and endowment income are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt is reasonably certain.

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Notes to the Financial Statements (continued)

For the year ended 31 December 2022

1 ACCOUNTING POLICIES (continued)

Donations and legacies (continued)

Donated services are included in income (and at the same time in resources expended) at the estimated value to the PCC of the service received.

Charitable and other trading activities

Rental income from letting church premises is recognised when the rent becomes due.

Funds raised by social events are accounted for gross, after the event has taken place.

Sales of books and magazines from the church bookstall are accounted for gross, when received.

Income from investments

Dividends are accounted for when due and payable. Interest is accounted for when received.

Gains and losses on investments

Realised gains and losses are recognised when investments are sold. Unrealised gains and losses are accounted for on the revaluation of investments at 31 December each year.

Expenditure

The financial statements have been prepared under the accruals basis, inclusive of any irrecoverable VAT. Expenditure and any related liabilities are recognised as soon as there is a legal or constructive obligation and settlement is probable and quantifiable.

Donations

Donations are recognised when a commitment has been made externally.

Other costs

Governance costs include the cost of the independent examination of these accounts, the costs of trustee meetings and any legal advice to trustees on governance or constitutional matters.

Pensions

The charity contributes to a defined contribution pension scheme for its staff members. Contributions payable to the scheme are charged to the SOFA as incurred.

Fixed assets

Consecrated property and movable church furnishings

Consecrated and beneficed property of any kind is excluded from the accounts by section 10(2)(a) and (c) of the Charities Act 2011.

Movable church furnishings held by the Rector and Church Wardens on special trust for the PCC, and which require a faculty for disposal, are accounted for as inalienable property, unless consecrated. They are listed in the church's inventory, which can be inspected at any reasonable time. For inalienable property acquired prior to 2001, there is insufficient cost information available and therefore such assets are not valued in the accounts.

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Notes to the Financial Statements (continued)

For the year ended 31 December 2022

1 ACCOUNTING POLICIES (continued)

Fixed assets - *Consecrated property and movable church furnishings* (continued)

Items acquired since 1 January 2001 have been capitalised and depreciated in the financial statements over their currently anticipated useful economic life on a straight-line basis. All expenditure incurred in the year on consecrated or beneficed buildings, or individual items costing less than £1,000, or on the repair of movable church furnishings acquired before 1 January 2001, is written off when incurred.

Freehold land and buildings

Freehold land and buildings owned by the PCC are carried at fair value based on an open market valuation. Any changes in the valuation are recognised in the Statement of Financial Activities.

Other fixtures, fittings and office equipment

Equipment used within the church premises is depreciated on a straight-line basis over five years for office equipment and ten years for Church House and church equipment. Individual items of equipment with a purchase price of £250 or less are written off when the asset is acquired. The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset and is recognised in the Statement of Financial Activities. An impairment review is carried out at each year-end and any resultant loss identified and included in expenditure for the year.

Investments

Listed investments are included at market value at the Balance Sheet date.

Net gains/losses arising on the revaluation and disposal of investments are recognised in the Statement of Financial Activities. Income deriving from these investments is accounted for on a receivable basis and is recognised through the Statement of Financial Activities.

Current assets

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

Stock is stated at the lower of cost and net realisable value.

Cash and cash equivalents are basic financial assets and include cash in hand and deposits held at call with banks. Short term deposits consist of cash held on deposit with the CBF Church of England Funds or other PCC-approved institutions.

Financial instruments

The PCC has elected to apply the provisions of Section 11 'Accounting for financial assets and financial liabilities' of the Charities SORP (FRS 102) 2019 to all its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Notes to the Financial Statements (continued)

For the year ended 31 December 2022

1 ACCOUNTING POLICIES (continued)

Basic financial assets

Basic financial assets, which include debtors, are initially measured at transaction price, including transaction costs, and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, when the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Government grant income

Grants from government bodies and other sources are received for specific purposes and are recognised in accordance with their individual terms and conditions. Income is recognised when the charity has entitlement to the funds, which is when any performance conditions attached are met, it is probable that the income will be received and the amount can be reliably measured. Grant income will be deferred if received in advance of meeting performance conditions or if the funder specifically states that the income must be spent in a future accounting period.

Operating leases

Costs in respect of operating leases are charged on a straight line basis over the lease term.

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Notes to the Financial Statements (continued)

For the year ended 31 December 2022

2 INCOME AND ENDOWMENTS	Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL 2022	TOTAL 2021
	£	£	£	£	£
<i>2a Donations and Legacies</i>					
Regular giving	113,023	-	-	113,023	111,346
One off donations	3,175	-	-	3,175	12,338
Online and card reader donations	9,360	-	-	9,360	9,587
“Open plate” collections at services	6,465	-	-	6,465	3,416
Sundry donations	1,586	-	-	1,586	1,597
Income tax recoverable	29,898	-	-	29,898	30,113
Grants received	5,809	-	-	5,809	500
Legacies	-	-	-	-	11,000
	169,316	-	-	169,316	179,897
<i>2b Charitable Activities</i>					
Fees for Weddings, Funerals etc	8,234	-	-	8,234	9,386
Choir	400	-	-	400	254
Coffee	1,014	-	-	1,014	393
Church groups and activities:					
Arpeggios	-	-	-	-	-
Bell Ringers	1,359	-	-	1,359	705
Fellowship	465	-	-	465	62
Flowers	3,675	-	-	3,675	2,030
Parish Magazine Sales	4,569	-	-	4,569	6,633
	19,716	-	-	19,716	19,463
<i>2c Other trading activities</i>					
Church and Church House lettings	9,052	-	-	9,052	2,213
St. Michael’s House letting	5,981	-	-	5,981	15,220
Fetes, bazaars and other fund-raising events	3,209	-	-	3,209	753
Church groups and activities:					
Bookstall	227	-	-	227	282
Fair Trade	6,655	-	-	6,655	7,398
Parish Magazine Advertisements	7,151	-	-	7,151	7,668
	32,275	-	-	32,275	33,534
<i>2d Investments</i>					
Dividends and interest	305	-	149	454	186
<i>2e Government grants</i>					
Coronavirus Job Retention Scheme	-	-	-	-	1,081
TOTAL INCOME AND ENDOWMENTS	221,612	-	149	221,761	234,161

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Notes to the Financial Statements (continued)

For the year ended 31 December 2022

3 EXPENDITURE	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL 2022 £	TOTAL 2021 £
<i>3a Raising funds</i>					
Fetes, bazaars, other fund-raising events	225	-	-	225	-
<i>3b Charitable activities</i>					
Mission giving and donations	10,168	-	-	10,168	9,379
Ministry:					
Diocesan parish share	122,597	-	-	122,597	120,389
Clergy expenses	2,536	-	-	2,536	1,557
Church running expenses:					
Salaries	15,582	-	-	15,582	13,481
Insurance	5,906	-	-	5,906	6,322
Utilities	14,612	-	-	14,612	13,090
Other running costs	3,935	-	-	3,935	3,219
Upkeep of services	7,343	-	-	7,343	6,334
Subcontract costs – verger and organists	6,105	-	-	6,105	7,170
Church maintenance	3,936	-	-	3,936	10,238
Upkeep of churchyard	2,021	-	149	2,170	2,098
Major repairs/replacements	-	-	-	-	3,200
Church House costs	4,010	-	-	4,010	798
St Michael's House, London Road	2,076	-	-	2,076	20,132
Training and Mission	-	-	-	-	-
Youth costs	722	-	-	722	252
Choir expenditure	147	-	-	147	147
Depreciation of New Church House equipment	68	-	-	68	155
Depreciation of Church equipment	8,469	-	-	8,469	6,516
Depreciation of St. Michael's House equipment	879	-	-	879	733
Bank charges	356	-	-	356	309
Independent examination fee	-	-	-	-	-
Church groups and activities costs:					
Arpeggios	-	-	-	-	-
Bell Ringers	1,151	-	-	1,151	1,000
Bookstall	210	-	-	210	189
Fair Trade	6,157	-	-	6,157	6,571
Fellowship	51	-	-	51	125
Flowers	2,936	-	-	2,936	1,453
Parish Magazine	3,215	-	-	3,215	3,232
	225,188	-	149	225,337	238,089
<i>3c Other costs – loss on disposal of fixed assets</i>	-	-	-		462
TOTAL EXPENDITURE	225,413	-	149	225,562	238,551

During the year, two clergy (2021: one) were reimbursed expenses totalling £2,536 (2021: £1,557), relating mainly to travel and other costs incurred on behalf of church ministry.

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Notes to the Financial Statements (continued)

For the year ended 31 December 2022

4 MISSIONARY AND CHARITABLE GIVING

The two churches donated £10,168 directly to a variety of charities in the UK and abroad (see table below). In addition, £7,222 was raised for charities as a result of fundraising activities organised by the churches.

	Donations		No. of institutions/ individuals	
	2022	2021	2022	2021
	£	£		
Support of disadvantaged people - UK	3,813	1,979	9	4
Support of disadvantaged people - Overseas	6,355	7,400	8	7
Natural disaster appeals - Overseas	-	-	-	-
Total donations to Institutions	10,168	9,379	17	11

5 STAFF COSTS

	2022	2021
	£	£
Wages and salaries	15,239	13,207
Social security costs	60	-
Other pension costs	283	274
	<u>15,582</u>	<u>13,481</u>

The Director of Music resigned in July and during the summer his duties were carried out by relief organists. A voluntary Director of Music started work in September. During the year the PCC contracted for the services of a verger and relief organists, who are paid on a contractor basis on presentation of their invoices. No-one on the payroll, nor the verger or relief organists, earned £60,000 pa or more. The average number of employees during the year was 3 (2021: 3).

The church operates a defined contribution pension scheme which is available for all staff to join.

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

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Notes to the Financial Statements (continued)

For the year ended 31 December 2022

6 FIXED ASSETS

	Freehold land and buildings	Office equipment	Church House equipment	St. Mary's Church & St. Michael's House equipment	TOTAL
	£	£	£	£	£
ACTUAL COST OR VALUATION					
At 1 January 2022	625,000	6,641	35,673	193,729	861,043
Additions/disposals	-	-	-	11,861	11,861
Disposals	-	-	-	-	-
At 31 December 2022	<u>625,000</u>	<u>6,641</u>	<u>35,673</u>	<u>205,590</u>	<u>872,904</u>
DEPRECIATION					
At 1 January 2022	-	6,641	35,603	99,617	141,861
Charge for the year	-	-	68	9,348	9,416
Disposals	-	-	-	-	-
At 31 December 2022	<u>625,000</u>	<u>6,641</u>	<u>35,671</u>	<u>108,965</u>	<u>151,277</u>
NET BOOK VALUE					
At 31 December 2021	<u>625,000</u>	-	<u>70</u>	<u>94,112</u>	<u>719,182</u>
At 31 December 2022	<u>625,000</u>	-	<u>2</u>	<u>96,625</u>	<u>721,627</u>

The freehold land and buildings are St Michael's House, London Road, Woolmer Green, which is used as accommodation for the curate. A desktop valuation of £650,000 was carried out by Alexander Bond & Company in December 2021, for information only. The house was built in the 1950s and its historical cost had not been reflected in the accounts.

7 INVESTMENTS

	2022 £	2021 £
Quoted Investments:		
Investments at 1 January 2022	5,660	4,948
Unrealised losses – decrease in market value	<u>(664)</u>	<u>712</u>
Balance at 31 December 2022	<u>4,996</u>	<u>5,660</u>
Historic cost	<u>300</u>	<u>300</u>

Represented by 242 (2021: 242) shares in the CBF Church of England Investment Fund.

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Notes to the Financial Statements (continued)

For the year ended 31 December 2022

8 DEBTORS

	2022	2021
	£	£
Income tax recoverable	13,871	13,236
Other debtors	3,526	5,378
Prepayments and accrued income	<u>2,488</u>	<u>-</u>
	<u>19,885</u>	<u>18,614</u>

9 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022	2021
	£	£
Trade creditors	£152	7,778
Accruals	£9,569	-
Other creditors	<u>£3,622</u>	<u>5,440</u>
	<u>13,343</u>	<u>13,218</u>

10 FINANCIAL COMMITMENTS

The future minimum lease payments under non-cancellable operating leases, in respect of other equipment, is as follows:

	2022	2021
	£	£
Payable within 1 year	995	995
Payable between 1 and 5 years	<u>-</u>	<u>1,243</u>
	<u>995</u>	<u>2,338</u>

11 FUND DETAILS

11a Analysis of net assets by fund category at 31 December 2022

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total £
Fixed Assets for Church use	721,627	-	-	721,627
Investment Fixed Assets	-	-	4,996	4,996
Current Assets	181,596	4,779	-	186,375
Current Liabilities	<u>(13,343)</u>	<u>-</u>	<u>-</u>	<u>(13,343)</u>
Fund Balances	<u>889,880</u>	<u>4,779</u>	<u>4,996</u>	<u>899,655</u>

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Notes to the Financial Statements (continued)

For the year ended 31 December 2022

11 FUND DETAILS (continued)

11b Description of funds

Endowment fund

The St Michael's Churchyard Endowment fund is a permanent endowment that requires income to be spent on the grave of Stanley Victor Sales.

Restricted funds

Fund	Purpose of fund – to pay for:	Movements during the year
St. Mary's Memorial Garden	New tools and gardening equipment	No expenditure
St Mary's Organ	Repair costs	No expenditure
St Michael's Piano or Organ Fund	Repair costs	No expenditure

Designated funds

Fund	Purpose of fund – to pay for:	Movements during the year
St Mary's Reserve	Fabric expenditure and emergency works	£15,976 was spent on the new fire alarm system
St Michael's Fabric	Fabric expenditure and emergency works	No expenditure
St Michael's House	Fabric expenditure and emergency works	£5,981 rental income was received from letting the property, £1,988 was spent on repairs and maintenance
St Mary's commission for altar frontals and vestments	Commission using the John Sainsbury legacy	No expenditure
Youth	Youth work	£722 was spent including the Summer Club resources and Children's corner at St. Mary's.
St Mary's Choir (new fund)	Choral scholar costs and other choir expenses	£3,737 was transferred into the fund from lunchtime recitals and choir revenue.
The remaining designated funds	To provide working capital for various church groups and activities	See 11c Funds balances and movement for the year

11 FUND DETAILS (continued)

11c Funds balances and movements for the year

Fund Name	Opening Balance 1/1/22	Income	Expenditure	Transfers	Investment gains/losses	Closing balance 31/12/22
REVALUATION RESERVE						
St. Michael's House, Woolmer Green	625,000	0	0	0	0	625,000
ENDOWMENT FUND						
St Michaels Church Yard (Sales Grave Trust)	5,660	149	(149)	0	(664)	4,996
RESTRICTED FUNDS						
St. Mary's Memorial Garden	439					439
St. Mary's Organ	2,082					2,082
St. Michael's Piano or Organ	2,258					2,258
TOTAL RESTRICTED FUNDS	4,779	-	0	0	0	4,779
UNRESTRICTED FUNDS						
Designated:						
St. Mary's Reserve	34,326		(15,976)			18,350
St. Michael's Fabric	1,818					1,818
St. Michael's House	5,088	5,981	(1,988)			9,081
Commission for altar frontals and vestments at St. Mary's	3,600					3,600
Youth	2,443		(722)			1,721
St Mary's Choir	-	3,737				3,737
Designated for church groups and activities:						
Arpeggios Hand Bell Ringers	245	0	-			245
St. Mary's Bell Ringers	3,731	1,359	(1,151)			3,939
St. Mary's Bookstall	585	227	(210)			601
St. Mary's Flowers	507	3,675	(2,936)	(1,000)		246
Parish Magazine	9,953	11,421	(3,215)	(15,500)		2,659
Fellowship	220	465	(51)	(200)		434
St. Mary's Fairtrade Stall	1,989	6,655	(6,157)	(837)		1,650
Total designated	64,505	33,520	(32,406)	(17,537)	0	48,082
General unrestricted fund *	204,176	188,093	(193,008)	17,537	0	216,798
TOTAL UNRESTRICTED FUNDS	268,681	221,612	(225,413)	-		264,880
CHARITY'S TOTAL FUNDS	904,120	221,761	(225,562)	-	(664)	899,655

* General unrestricted fund breakdown		
	Opening Balance 1/1/22	Closing Balance 31/12/22
Cash	104,598	113,629
Fixed assets	94,182	96,627
Debtors	18,614	19,885
Liabilities	(13,218)	(13,343)
TOTAL	204,176	216,798

Accounts

**Annual Report
and
Financial Statements
of the
Parochial Church Council
of the Ecclesiastical Parish
of Welwyn and Woolmer Green
for the year ended 31 December 2021**

Team Rector:

The Reverend Dr David Munchin
The Rectory
2 Ottway Walk
Welwyn
Herts AL6 9AS

Bank:

Barclays Bank plc
The Welwyn Group
12/12A The Howard Centre
Welwyn Garden City
Herts AL8 6ER

Independent examiner:

Chris Burton BA, FCA
Chartered Accountant
13 Warren Way
Welwyn
Herts AL1 0DQ

Registered Charity no. 1130415

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Annual Report for the year ended 31 December 2021

Aim and purposes

The PCC of the parish has the responsibility of co-operating with the incumbent, the Rev'd Dr David Munchin, in promoting in the parish the whole mission of the Church, including its pastoral, evangelistic, social and ecumenical vision. It also has the maintenance responsibilities for St Mary the Virgin, Welwyn, St Michael and All Angels, Woolmer Green, St Michael's House and Church House.

Objectives and Activities

The PCC is committed to enabling as many people as possible to worship in our two churches and to become part of our parish community. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that live within our parish. Our services and worship put faith into practice through prayer, scripture, music and sacrament.

When planning our activities for the year, the incumbent and the PCC considered the Commission's guidance on public benefit and, in particular, the specific guidance for charities on the advancement of religion. Primarily, we try to enable ordinary people to live out their faith as part of our parish community through:

- Worship and prayer; learning about the Gospel; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish.

To facilitate this work, it is important that we maintain the fabric of our two churches, St Michael's House and Church House.

Response to the Global Pandemic

The COVID19 pandemic and its associated restrictions have had a major impact on parish and church life. From late March until 6 July 2020, the church was closed to communal worship, though we live-streamed services throughout that period, and continue to do so. From 6 July until 27 December 2020, we were able to keep up our normal rota of services, though with safety restrictions in place and much-reduced congregations.

During all this time and continuing into 2021, services have been live-streamed on the internet so those shielding or otherwise preferring to stay at home have been, in a limited way, able to join in with the worship. Due to a sharp 'second wave' of infections, we again (this time voluntarily and not because of government legislation) closed our churches to communal worship from 27th December 2020. The churches were again open to communal worship from 1st March 2021. We have operated a hybrid model, offering both in person and online services since then, until the present day. During that time restrictions on singing, mask wearing and social distancing have gradually been lifted. However just before Christmas 2021 the emergence of the omicron variant again placed more restrictions on places of worship. Since February 2022 there have been no legal restrictions affecting our worship or activities, though many people have chosen to continue with various precautions such as mask wearing and social distancing. We have encouraged people to remain vigilant on a voluntary but not mandatory basis. People are gradually returning to in person services and other church activities. We still do not share the common cup at communion services, or physically share the peace. I anticipate reviewing this after Easter 2022. Some activities having migrated online, have found it more convenient to stay there, at least for the time being.

Funerals, baptisms and weddings are returning to 'normal' levels after a difficult two years.

As well as services, every other aspect of church life has been impacted. Where possible, we have kept up activities online, but very often there has been no option but to suspend those activities that depend on meeting in person.

Plans for the future

Although there was a Mission Action Plan in place prior to COVID19, this has been superseded by the need to recover from the effects of the pandemic. The impact on the life of the whole nation, its economic repercussions and its effect on our social and working lives cannot be overestimated. The church, like everybody, will have to

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Annual Report for the year ended 31 December 2021 (continued)

Plans for the future (continued)

think hard about how it rebuilds and renews once the restrictions are lifted. It should be said that we are in a better position than most – many institutions and businesses, sadly, have not survived -but the challenges are still serious.

Achievements and Performance

The restrictions of COVID19 severely curtailed our church activities, though some of these were made available online. Services and nearly all other activities were stopped or moved online in the first two months of 2021. However for the rest of the year, all services and activities have been able to be in person (or on line or hybrid, as desired) though with varying restrictions on for instance singing, and mandatory mask wearing, over the year.

Worship and Prayer

All are welcome to attend our regular services. At present, there are 256 parishioners on the Church Electoral Roll. The effects of COVID19 mean that it is not possible to calculate in any helpful way average Sunday attendance.

The PCC is keen to offer a range of services during the week that our community finds both beneficial and spiritually fulfilling. Quiet spoken Eucharist services are held on weekdays and on Sunday mornings. Sung Eucharist services are held every Sunday morning and on major festivals. Evensong services are held in St Mary's on the second, fourth and fifth Sundays of each month, with this generally being choral on the second Sunday. Services especially aimed at families and young children are held on a regular basis, usually in the more informal setting of Church House, such as the bi-monthly 40-minute pram service. Monthly services are held at various care homes and day centres for the elderly throughout the parish.

Special preparation classes are run for those who wish to get married in the churches and for those wishing to have their children baptised. Baptisms take place during normal Sunday morning services, enabling families to be welcomed by the church community. This is usually on the third Sunday of the month.

We have a notable choral tradition, which enhances worship. In 2021 we said farewell to our Director of Music, Linden Innes-Hopkins as she retired and moved to Northumberland. We welcomed in October Pavlos Triniataris as our newly appointed Director of Music

Pastoral Care

There is a trained team within the congregation to provide Baptism preparation and a team to welcome newcomers and visitors. Pastoral care is largely provided by the clergy, and informally by members of the congregation on an ad hoc basis.

A Memorial service is held annually in November at St Mary's for those who have been bereaved during past years. This is followed by refreshments and a time for fellowship and support.

Mission and Outreach

The PCC has a policy of making donations to local, national and international charities, mostly through the fundraising work of church members, equivalent to at least 15% of the annual voluntary donations received by St Mary's. This target was not met this year, as fundraising events and special collections during services were restricted due to COVID19. The PCC decided to top up donations out of church funds to charities that would normally have benefitted from our donations, amounting to £5,440.

Each year the parish produces 10 issues of the Welwyn Magazine, which contains both church and local information. It is sold widely throughout the parish.

The Welwyn Community Café, set up in November 2009 in conjunction with the Welwyn Parish Action Plan Group and in line with the Welwyn Parish Plan, has continued to be successful. The café runs most Tuesday mornings, from 10am until noon, in Church House. Church House also provides a venue for other community groups, such as a twice-weekly sewing and knitting group, a bridge club and a monthly community lunch.

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Annual Report for the year ended 31 December 2021 (continued)

Achievements and Performance (continued)

There are many opportunities for Bible Study and other forms of Christian education; the website and the weekly pew bulletin give extensive details of these.

We usually take a key role as participant and venue in Welwyn Week, which unfortunately had to be cancelled in 2020 and 2021. In addition, the parish runs a walking group, two book groups, a theatre group, and Men's Breakfasts events, which are open to church and non-church members. These activities took place when restrictions permitted, and some moved to online platforms during lockdown periods. The church normally produces a pantomime each year, but this was not possible in 2021. Further details of activities and up to date information can be found on our marvellous website.

Financial Review

Overall the charity recorded a deficit of £3,678 (2020: *surplus of £35,102*) which was not unexpected bearing in mind the challenges and uncertainties in the second year of the COVID19 pandemic. There was considerable capital expenditure during the year - the installation of the replacement boiler and overhaul of the ground source heat pumps at St. Mary's was completed (£51,136) and the livestreaming system was installed (£5,574). A new kitchen and carpets were purchased for St. Michael's House (£6,927). This contributed to the fall in the cash balances (bank and deposit accounts) of £67,403 to £172,675 (2020: £240,078).

Income

Total income was £234,161 (2020: £238,590). Amounts received from donations and legacies was £27,856 lower than in 2020, largely because of reduced legacy income of £11,000 (2020: £37,000). The livestreaming appeal raised £13,125 to purchase equipment to enable services in the Welwyn team to be viewed by those not able to attend in person. Income from charitable activities and trading activities was £52,997 (£25,573 higher than in 2020) thanks to church groups being able to resume activities, at least for part of the year, and income of £15,220 from letting St. Michael's House whilst there is a curate vacancy.

Income from regular monthly giving by standing order or direct debit dropped by approximately £3,000 although donor numbers increased from 86 to 92. St. Mary's Church joined the Parish Giving Scheme, a direct debit scheme which is of great benefit as the diocese covers the cost of processing the donations and claiming gift aid. Regular monthly giving is especially valuable, providing a predictable monthly income and helping to budget for future expenditure. Next year we hope to introduce more donors to the scheme and plan to register St. Michael's Church.

A Giving Station for card donations was installed in St. Mary's Church in November and has been very well used. It offers the congregation an alternative to donating cash during services, and an easy way for people to donate who visit the church at other times.

We are very grateful for the generosity of the church community - for donations of money, time and talents - all of which enable the running costs of the buildings to be met and the church's mission in the two communities of Welwyn and Woolmer Green to continue.

Expenditure

Total expenditure was £238,551 (2020: £203,807). The costs associated with church services, and running and maintaining the buildings and churchyards, were £11,289 higher than in 2020, which was expected as the churches were open and in use more than was possible the previous year. £20,132 was spent on the major refurbishment of St. Michael's House in order for it to be rented out whilst no curate is in post. There was a small reduction of £1,823 in St. Mary's diocesan parish share in 2021. In 2022 the fire alarm system in St. Mary's Church will be upgraded at an approximate cost of £15,000. The quinquennial inspection will take place in the Autumn and there may be some large expenditure as a result of this.

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Annual Report for the year ended 31 December 2021 (continued)

Reserves

The charity's total funds dropped by £3,678 to £904,120 (2020: £907,798). Restricted and endowment funds fell to £10,439 (2020: £51,431). Designated unrestricted funds set aside for emergency expenditure and capital for church groups and activities fell to £64,505 (2020: £79,774). General unrestricted funds increased to £204,176 (2020: £151,593) because of the fixed assets acquired during the year from previously restricted funds.

Unrestricted cash reserves (i.e. undesignated money freely available to spend on the charity's purposes) were £104,600 (2020: £115,157). The PCC's reserves policy is to hold sufficient unrestricted cash reserves to cover at least four months' operating expenses, which they believe will provide stability for the charity and it is satisfied with its current position.

Risk Assessment Policy

The PCC is actively involved in the day-to-day running of the charity. Its members have assessed the major risks to which the charity is exposed and have satisfied themselves that systems have been established, or that other appropriate measures have been taken, to mitigate those risks, insofar as is reasonably practicable, but it is recognised that systems cannot give absolute assurance that risks have been eliminated. Training of trustees and volunteers has been provided to mitigate the safeguarding risks associated with young people.

The PCC is aware of its duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have regard to House of Bishops guidance on safeguarding children and vulnerable adults). It has appointed Safeguarding Officers for each church and approved the House of Bishops' Model Policies for safeguarding of children and vulnerable adults (this is done annually and the policies are displayed in the churches, with additional information). In addition at each meeting a report is given on any safeguarding incidents. We are pleased to report that no safeguarding incidents occurred in 2021.

Matters associated with financial losses arising from a declining congregation have been identified as a risk too. Because regular monthly expenditure exceeds regular monthly giving income, there is a reliance on one-off donations, legacies and appeals to raise sufficient funds to break even.

The PCC continues to keep these risks under review, including consideration of any other major risks that might be present from time to time.

Volunteers

The PCC appreciates and thanks all the volunteers, at both St Mary's and St Michael's, who give their time and effort so willingly.

Structure, governance and management

Members of the PCC are either ex-officio or elected at the Annual Parochial Church Meeting 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 deciding on how the funds of the PCC are to be spent. Given its wide responsibilities, the PCC operates through a number of action groups and committees, most of which meet on a regular basis.

Standing Committee:

This is the only committee required by law. It has power to transact the business of the PCC between its meetings, subject to any directions given by the Council.

Fabric Action Group:

Deals with the maintenance, repair and development of the church buildings, St Michael's House and Church House.

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green
Annual Report for the year ended 31 December 2021 (continued)

Structure, governance and management (continued)

Giving Action Group:

Deals with the allocation of donations to chosen charities, both at home and abroad, and is responsible for encouraging parishioners to commit to regular giving, both of time and money, to ensure the well-being of the church and its functions.

Church House Management Action Group:

Responsible for the management, maintenance and usage of Church House.

St Michael's Meeting:

Acts like an Action Group and deals with all matters relevant to St Michael's Church.

As the PCC has ultimate responsibility for a wide range of matters affecting the parish, it is important that the PCC adopts appropriate training procedures. Training courses arranged by the diocese are attended by a PCC representative who reports back to the PCC as a body, with any relevant reading matter being distributed.

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Annual Report for the year ended 31 December 2021 (continued)

Administrative information

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2006). The Charities Act 2006 removed 'excepted status' from charities with incomes over £100,000 and therefore, during 2010, the PCC was required to register as a charity with the Charity Commission; its registration number is 1130415. The PCC's administrative office is located at St Mary's Church, Church Street, Welwyn, AL6 9LX.

During 2021, the following served as members of the PCC:

<i>Incumbent:</i>	Rev'd Dr David Munchin	Chairman
<i>Clergy:</i>	Vacancy	
<i>Readers:</i>	Mr Colin Hull (Deanery Synod Rep.) Mrs Usha Hull Mr John Burnapp	
<i>Church Wardens:</i>	Mr Stuart Westley Mrs Diane Jenkin Mrs Susan Keach (at St Michael's)	
<i>Deanery Synod Reps.:</i>	Mrs Vernonne Allan Mrs Shoena Eggington (at St Michael's)	
<i>Elected Members:</i>	Mrs Jacqueline Davis Mrs Joan Shelley Mr Geoffrey Cummings Mrs Gina Beck Mr Stuart Jenkin Mrs Margaret Varco Mrs Gloria Jean Perriman Mr Emmanuel Emmanuel-Odiachi (at St. Michael's) Mr Donald Bell	Resigned April 2021 Resigned April 2021 Resigned April 2021
<i>Secretary:</i>	Mrs Louise Hughes	

Signed on behalf of the PCC by

.....
The Rev'd Dr David Munchin (Chairman)

.....
Date

Independent Examiner's Report to the members/trustees of the Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

I report to the charity's trustees on my examination of the accounts of the PCC for the year ended 31 December 2021.

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 2011 Act').

I report in respect of my examination of the Trust's accounts as carried out under section 145 of the 2011 Act. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent Examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Trust, as required by section 130 of the 2011 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; or
4. the accounts have not been prepared in accordance with the Charities SORP (FRS 102).

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.

Chris Burton BA, FCA
Chartered Accountant
13 Warren Way
Welwyn
Herts AL6 0DQ

.....
Date

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Statement of Financial Activities

For the year ended 31 December 2021

	Note	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	2021 TOTAL £	2020 TOTAL £
INCOME AND ENDOWMENTS FROM:						
Donations and legacies	2a	166,772	13,125	-	179,897	207,753
Charitable activities	2b	19,463	-	-	19,463	8,046
Other trading activities	2c	33,534	-	-	33,534	19,378
Investments	2d	42	-	144	186	539
Government grant	2e	1,081	-	-	1,081	2,874
TOTAL		<u>220,892</u>	<u>13,125</u>	<u>144</u>	<u>234,161</u>	<u>238,590</u>
EXPENDITURE ON:						
Raising funds	3a	-	-	-	-	29
Charitable activities	3b	237,929	16	144	238,089	203,778
Other Costs - loss on disposal of fixed assets	3c	462	-	-	462	-
TOTAL		<u>238,391</u>	<u>16</u>	<u>144</u>	<u>238,551</u>	<u>203,807</u>
NET INCOME		(17,499)	13,109	-	(4,390)	34,783
NET GAINS ON INVESTMENTS		-	-	712	712	319
TRANSFERS BETWEEN FUNDS		<u>54,813</u>	<u>(54,813)</u>	<u>-</u>	<u>-</u>	<u>-</u>
NET MOVEMENT IN FUNDS		37,314	(41,704)	712	(3,678)	35,102
BALANCES BROUGHT FORWARD AT 1 JANUARY 2021		<u>856,367</u>	<u>46,483</u>	<u>4,948</u>	<u>907,798</u>	<u>872,696</u>
BALANCES CARRIED FORWARD AT 31 DECEMBER 2021		<u>893,681</u>	<u>4,779</u>	<u>5,660</u>	<u>904,120</u>	<u>907,798</u>

The notes on the pages following the balance sheet form part of these accounts

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Balance Sheet at 31 December 2021

	Note	2021	2020
		£	£
FIXED ASSETS			
Tangible fixed assets	6	719,182	663,412
Fixed asset investments	7	<u>5,660</u>	<u>4,948</u>
		724,842	668,360
CURRENT ASSETS			
Stock		1,207	1,336
Debtors	8	18,614	10,260
Short term deposits		29,001	29,000
Cash at bank and in hand		<u>143,674</u>	<u>211,078</u>
		192,496	251,674
CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	9	<u>(13,218)</u>	<u>(12,236)</u>
NET CURRENT ASSETS		<u>179,278</u>	<u>239,438</u>
TOTAL NET ASSETS		<u>904,120</u>	<u>907,798</u>
FUNDS OF THE CHARITY			
Expendable endowment funds	11c	5,660	4,948
Restricted funds	11c	4,779	46,483
Unrestricted funds	11c	268,681	231,367
Revaluation reserve	11c	<u>625,000</u>	<u>625,000</u>
TOTAL CHARITY FUNDS		<u>904,120</u>	<u>907,798</u>

Approved by the Parochial Church Council on and signed on its behalf by:

.....
The Rev'd Dr David Munchin (Chairman)

The notes on the pages following the balance sheet form part of these accounts

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Notes to the Financial Statements

For the year ended 31 December 2021

1 ACCOUNTING POLICIES

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, together with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) ('the SORP'). The PCC is a public benefit entity within the meaning of the Charities SORP (FRS 102).

The financial statements have been prepared under the historic cost convention, modified by the revaluation of investments and land and buildings, which are shown at fair value.

The presentation currency of the financial statements is the Pound Sterling (£).

Going concern

At the time of approval, the COVID19 pandemic continues to have an impact on the UK economy and on the Parish, but the trustees consider that the vaccination programme and other measures taken by the UK Government and the charity have reduced, although not eliminated, the risk of a more enduring impact.

The Treasurer, in conjunction with the trustees, continues to monitor the situation closely and highlights any potential adverse effects on the charity. Despite the current circumstances the trustees believe that the charity's financial resources and contingency planning is sufficient to ensure the ability of the charity to continue as a going concern for the foreseeable future, being at least twelve months from the date of approval of these financial statements and therefore have prepared the financial statements on a going concern basis.

Funds

General unrestricted 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.

Restricted funds are those funds that must be spent for restricted purposes and details of the funds held and restrictions are provided in Note 11. Endowment funds, where the capital must be retained, are also explained in Note 11.

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

Income and Endowments

The following gives details of how and when income is included in the Statement of Financial Activities

Donations and legacies

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

Planned giving receivable under Gift Aid is recognised when received.

Income tax recoverable on Gift Aid donations is recognised when the income is recognised.

Grants, legacies and endowment income are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt is reasonably certain.

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Notes to the Financial Statements (continued)

For the year ended 31 December 2021

1 ACCOUNTING POLICIES (continued)

Donations and legacies (continued)

Donated services are included in income (and at the same time in resources expended) at the estimated value to the PCC of the service received.

Charitable and other trading activities

Rental income from letting church premises is recognised when the rent becomes due.

Funds raised by social events are accounted for gross, after the event has taken place.

Sales of books and magazines from the church bookstall are accounted for gross, when received.

Income from investments

Dividends are accounted for when due and payable. Interest is accounted for when received.

Gains and losses on investments

Realised gains and losses are recognised when investments are sold. Unrealised gains and losses are accounted for on the revaluation of investments at 31 December each year.

Expenditure

The financial statements have been prepared under the accruals basis, inclusive of any irrecoverable VAT. Expenditure and any related liabilities are recognised as soon as there is a legal or constructive obligation and settlement is probable and quantifiable.

Donations

Donations are recognised when a commitment has been made externally.

Other costs

Governance costs include the cost of the independent examination of these accounts, the costs of trustee meetings and any legal advice to trustees on governance or constitutional matters.

Pensions

The charity contributes to a defined contribution pension scheme for its staff members. Contributions payable to the scheme are charged to the SOFA as incurred.

Fixed assets

Consecrated property and movable church furnishings

Consecrated and beneficed property of any kind is excluded from the accounts by section 10(2)(a) and (c) of the Charities Act 2011.

Movable church furnishings held by the Rector and Church Wardens on special trust for the PCC, and which require a faculty for disposal, are accounted for as inalienable property, unless consecrated. They are listed in the church's inventory, which can be inspected at any reasonable time. For inalienable property acquired prior to 2001, there is insufficient cost information available and therefore such assets are not valued in the accounts.

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Notes to the Financial Statements (continued)

For the year ended 31 December 2021

1 ACCOUNTING POLICIES (continued)

Fixed assets - Consecrated property and movable church furnishings (continued)

Items acquired since 1 January 2001 have been capitalised and depreciated in the financial statements over their currently anticipated useful economic life on a straight-line basis. All expenditure incurred in the year on consecrated or beneficed buildings, or individual items costing less than £1,000, or on the repair of movable church furnishings acquired before 1 January 2001, is written off when incurred.

Freehold land and buildings

Freehold land and buildings owned by the PCC are carried at fair value based on an open market valuation. Any changes in the valuation are recognised in the Statement of Financial Activities.

Other fixtures, fittings and office equipment

Equipment used within the church premises is depreciated on a straight-line basis over five years for office equipment and ten years for Church House and church equipment. Individual items of equipment with a purchase price of £250 or less are written off when the asset is acquired. The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset and is recognised in the Statement of Financial Activities. An impairment review is carried out at each year-end and any resultant loss identified and included in expenditure for the year.

Investments

Listed investments are included at market value at the Balance Sheet date.

Net gains/losses arising on then revaluation and disposal of investments are recognised in the Statement of Financial Activities. Income deriving from these investments is accounted for on a receivables basis and is recognised through the Statement of Financial Activities.

Current assets

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

Stock is stated at the lower of cost and net realisable value.

Cash and cash equivalents are basic financial assets and include cash in hand and deposits held at call with banks. Short term deposits consist of cash held on deposit with the CBF Church of England Funds or other PCC-approved institutions.

Financial instruments

The PCC has elected to apply the provisions of Section 11 'Accounting for financial assets and financial liabilities' of the Charities SORP (FRS 102) 2019 to all its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Notes to the Financial Statements (continued)

For the year ended 31 December 2021

1 ACCOUNTING POLICIES (continued)

Basic financial assets

Basic financial assets, which include debtors, are initially measured at transaction price, including transaction costs, and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, when the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Government grant income

Grants from government bodies and other sources are received for specific purposes and are recognised in accordance with their individual terms and conditions. Income is recognised when the charity has entitlement to the funds, which is when any performance conditions attached are met, it is probable that the income will be received and the amount can be reliably measured. Grant income will be deferred if received in advance of meeting performance conditions or if the funder specifically states that the income must be spent in a future accounting period.

Operating leases

Costs in respect of operating leases are charged on a straight line basis over the lease term.

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Notes to the Financial Statements (continued)

For the year ended 31 December 2021

2 INCOME AND ENDOWMENTS	Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL 2021	TOTAL 2020
	£	£	£	£	£
<i>2a Donations and Legacies</i>					
Planned giving:					
Gift Aid donations	110,752	10,500	-	121,252	122,144
Other planned giving	12,019	-	-	12,019	10,785
Collections (open plate) at all services	3,416	-	-	3,416	1,981
Sundry donations	1,597	-	-	1,597	1,544
Income tax recoverable	27,488	2,625	-	30,113	33,549
Grants received	500	-	-	500	750
Legacies	11,000	-	-	11,000	37,000
	166,772	13,125	-	179,897	207,753
<i>2b Charitable Activities</i>					
Fees for Weddings, Funerals etc	9,386	-	-	9,386	5,245
Choir	254	-	-	254	380
Coffee	393	-	-	393	409
Church groups and activities:					
Arpeggios	-	-	-	-	90
Bell Ringers	705	-	-	705	130
Fellowship	62	-	-	62	500
Flowers	2,030	-	-	2,030	720
Parish Magazine Sales	6,633	-	-	6,633	572
	19,463	-	-	19,463	8,046
<i>2c Other trading activities</i>					
Church and Church House lettings	2,213	-	-	2,213	1,915
St. Michael's House letting	15,220	-	-	15,220	-
Fetes, bazaars and other fund-raising events	753	-	-	753	938
Church groups and activities:					
Bookstall	282	-	-	282	163
Fair Trade	7,398	-	-	7,398	8,346
Parish Magazine Advertisements	7,668	-	-	7,668	8,016
	33,534	-	-	33,534	19,378
<i>2d Investments</i>					
Dividends and interest	42	-	144	186	539
<i>2e Government grants</i>					
Coronavirus Job Retention Scheme	1,081	-	-	1,081	2,874
TOTAL INCOME AND ENDOWMENTS	220,892	13,125	144	234,161	238,590

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Notes to the Financial Statements (continued)

For the year ended 31 December 2021

3 EXPENDITURE	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL 2021 £	TOTAL 2020 £
<i>3a Raising funds</i>					
Fetes, bazaars, other fund-raising events	-	-	-	-	29
<i>3b Charitable activities</i>					
Missionary and charitable giving:					
Relief and development agencies	301	-	-	301	528
Home missions and other Church Societies	-	-	-	-	-
Secular charities	9,078	-	-	9,078	6,454
Ministry:					
Diocesan parish share	120,389	-	-	120,389	122,212
Clergy expenses	1,557	-	-	1,557	2,441
Church running expenses:					
Salaries	13,481	-	-	13,481	11,458
Insurance	6,322	-	-	6,322	4,274
Utilities	13,090	-	-	13,090	10,877
Other running costs	3,219	-	-	3,219	2,980
Upkeep of services	6,334	-	-	6,334	4,927
Subcontract costs – verger and organists	7,170	-	-	7,170	5,957
Church maintenance	10,238	-	-	10,238	6,885
Upkeep of churchyard	1,938	16	144	2,098	2,092
Major repairs/replacements	3,200	-	-	3,200	-
Church House costs	798	-	-	798	3,057
St Michael's House, London Road	20,132	-	-	20,132	503
Training and Mission	-	-	-	-	350
Youth costs	252	-	-	252	249
Choir expenditure	147	-	-	147	401
Depreciation of New Church House equipment	155	-	-	155	253
Depreciation of Church equipment	6,516	-	-	6,516	4,997
Depreciation of St. Michael's House equipment	733	-	-	733	-
Bank charges	309	-	-	309	329
Independent examination fee	-	-	-	-	1,500
Church groups and activities costs:					
Arpeggios	-	-	-	-	133
Bell Ringers	1,000	-	-	1,000	85
Bookstall	189	-	-	189	291
Fair Trade	6,571	-	-	6,571	7,521
Fellowship	125	-	-	125	455
Flowers	1,453	-	-	1,453	750
Parish Magazine	3,232	-	-	3,232	1,819
	237,929	16	144	238,089	203,778
<i>3c Other costs – loss on disposal of fixed assets</i>	462	-	-	462	-
TOTAL EXPENDITURE	238,391	16	144	238,551	203,807

During the year, one clergyman (2020: two) was reimbursed expenses totalling £1,557 (2020: £2,441), relating mainly to travel and other costs incurred on behalf of church ministry.

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Notes to the Financial Statements (continued)

For the year ended 31 December 2021

4 MISSIONARY AND CHARITABLE GIVING

The two churches donated £9,379 directly to a variety of charities in the UK and abroad (see table below). In addition, £10,120 was raised for charities as a result of fundraising activities organised by members of the two churches.

	Donations		No. of institutions/ individuals	
	2021	2020	2021	2020
	£	£		
Support of disadvantaged people - UK	1,979	3,884	4	9
Support of disadvantaged people - Overseas	7,400	1,898	7	4
Natural disaster appeals - Overseas	-	1,200	-	1
Total donations to Institutions	9,379	6,982	11	14

5 STAFF COSTS

	2021	2020
	£	£
Wages and salaries	13,207	11,194
Social security costs	-	-
Other pension costs	<u>274</u>	<u>264</u>
	<u>13,481</u>	<u>11,458</u>

The new Director of Music commenced work on 1st October being paid through payroll. During the year the PCC contracted for the services of a vergers and relief organists, who are paid on a contractor basis on presentation of their invoices. No-one on the payroll, nor the vergers or relief organists, earned £60,000 pa or more. The average number of employees during the year was 3 (2020: 3).

During the periods when services were suspended and the church office was closed, we were able to claim £1,081 from the government's Coronavirus Job Retention Scheme for eligible staff on the payroll.

The church operates a defined contribution pension scheme which is available for all staff to join.

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

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Notes to the Financial Statements (continued)

For the year ended 31 December 2021

6 FIXED ASSETS

	Freehold land and buildings	Office equipment	Church House equipment	St. Mary's Church & St. Michael's House equipment	TOTAL
	£	£	£	£	£
ACTUAL COST OR VALUATION					
At 1 January 2021	625,000	6,641	35,673	134,692	802,006
Additions/disposals	-	-	-	63,636	63,636
Disposals	-	-	-	(4,599)	(4,599)
At 31 December 2021	<u>625,000</u>	<u>6,641</u>	<u>35,673</u>	<u>193,729</u>	<u>861,043</u>
DEPRECIATION					
At 1 January 2021	-	6,641	35,448	96,505	138,594
Charge for the year	-	-	155	7,249	7,404
Disposals	-	-	-	(4,137)	(4,137)
At 31 December 2021	-	<u>6,641</u>	<u>35,603</u>	<u>99,617</u>	<u>141,861</u>
NET BOOK VALUE					
At 31 December 2021	<u>625,000</u>	-	<u>70</u>	<u>94,112</u>	<u>719,182</u>
At 31 December 2020	<u>625,000</u>	-	<u>225</u>	<u>38,187</u>	<u>663,412</u>

The freehold land and buildings are St Michael's House, London Road, Woolmer Green, which is used as accommodation for the curate. A desktop valuation of £650,000 was carried out by Alexander Bond & Company in December 2021, for information only. The house was built in the 1950s and its historical cost had not been reflected in the accounts.

7 INVESTMENTS	2021 £	2020 £
Quoted Investments:		
Investments at 1 January 2021	4,948	4,629
Unrealised gains – increase in market value	<u>712</u>	<u>319</u>
Balance at 31 December 2021	<u>5,660</u>	<u>4,948</u>
Historic cost	<u>300</u>	<u>300</u>

Represented by 242 (2020: 242) shares in the CBF Church of England Investment Fund

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Notes to the Financial Statements (continued)

For the year ended 31 December 2021

8 DEBTORS

	2021	2020
	£	£
Income tax recoverable	13,236	8,354
Other debtors	<u>5,378</u>	<u>1,906</u>
	<u>18,614</u>	<u>10,260</u>

9 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021	2020
	£	£
Accruals	7,778	7,036
Other creditors	<u>5,440</u>	<u>5,200</u>
	<u>13,218</u>	<u>12,236</u>

10 FINANCIAL COMMITMENTS

The future minimum lease payments under non-cancellable operating leases, in respect of other equipment, is as follows:

	2021	2020
	£	£
Payable within 1 year	995	158
Payable between 1 and 5 years	<u>1,243</u>	<u>-</u>
	<u>1,338</u>	<u>158</u>

11 FUND DETAILS

11a Analysis of net assets by fund category at 31 December 2021

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total £
Fixed Assets for Church use	719,182	-	-	719,182
Investment Fixed Assets	-	-	5,660	5,660
Current Assets	187,717	4,779	-	192,496
Current Liabilities	<u>(13,218)</u>	<u>-</u>	<u>-</u>	<u>(13,218)</u>
Fund Balances	<u>893,681</u>	<u>4,779</u>	<u>5,660</u>	<u>904,120</u>

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Notes to the Financial Statements (continued)

For the year ended 31 December 2021

11 FUND DETAILS (continued)

11b Description of funds

Endowment fund

The St Michael's Churchyard Endowment fund is a permanent endowment that requires income to be spent on the grave of Stanley Victor Sales.

Restricted funds

Fund	Purpose of fund – to pay for:	Movements during the year
St Mary's Restoration Fund	Quinquennial work and other significant fabric projects	£43,563 was spent on the boiler replacement project
St. Mary's Memorial Garden	New tools and gardening equipment	£16 was spent
St Mary's Organ	Repair costs	No expenditure
St Michael's Piano or Organ Fund	Repair costs	No expenditure
St. Mary's livestreaming system	A livestreaming system to enable churches in the Welwyn team to stream services to those unable to attend in person	£13,125 was raised from the Rector's appeal, the live streaming system was purchased and installed; the balance of £7,551 was transferred to the St. Mary's Reserve fund

Designated funds

Fund	Purpose of fund – to pay for:	Movements during the year
St Mary's Reserve	Fabric expenditure and emergency works	£7,573 was spent on the boiler replacement project and £5,655 was spent on the tower clock repair; £7,551 was transferred in from the St. Mary's livestreaming fund
St Michael's Fabric	Fabric expenditure and emergency works	No expenditure
St Michael's House	Fabric expenditure and emergency works	£20,132 was spent on the refurbishment and other repairs; £15,220 rental income was received from letting the property
Commission for altar frontals and vestments at St. Mary's	Commission using the John Sainsbury legacy	The commission was completed and is now in use, and the final instalment of £3,200 was paid; £3,600 remains in the fund
Youth	Youth work	£252 was spent
The remaining designated funds	To provide working capital for various church groups and activities	See 10c Funds balances and movement for the year

11 FUND DETAILS (continued)

11c Funds balances and movements for the year

Fund	Opening Balance 1/1/21	Income	Expenditure	Transfers	Investment gains/losses	Closing balance 31/12/21
ENDOWMENT FUND						
St Michaels Church Yard (Sales Grave Trust)	4,948	144	(144)	0	712	5,660
RESTRICTED FUNDS						
St Mary's Restoration	41,688			(41,688)		0
St. Mary's Memorial Garden	455		(16)			439
St. Mary's Organ	2,082					2,082
St. Michael's Piano or Organ	2,258					2,258
St. Mary's livestreaming system	0	13,125		(13,125)		0
TOTAL RESTRICTED FUNDS	46,483	13,125	(16)	(54,813)	0	4,779
UNRESTRICTED FUNDS						
Designated:						
St Mary's Restoration	1,875		(1,875)			0
St. Mary's Reserve	40,003		(13,228)	7,551		34,326
St. Michael's Fabric	1,818					1,818
St. Michael's House	10,000	15,220	(20,132)			5,088
Commission for altar frontals and vestments at St. Mary's	6,800		(3,200)			3,600
Youth	2,695		(252)			2,443
Designated for church groups and activities:						
Arpeggios Hand Bell Ringers	245					245
St. Mary's Bell Ringers	4,026	705	(1,000)			3,731
St. Mary's Bookstall	892	282	(189)	(400)		585
St. Mary's Flowers	931	2,030	(1,453)	(1,001)		507
Parish Magazine	8,245	14,301	(3,232)	(9,361)		9,953
Fellowship	283	62	(125)			220
St. Mary's Fairtrade Stall	1,961	7,398	(6,571)	(799)		1,989
Total designated funds	79,774	39,998	(51,257)	(4,010)	0	64,505
General unrestricted fund *	151,593	180,894	(187,133)	58,822	0	204,176
TOTAL UNRESTRICTED FUNDS	231,367	220,892	(238,390)	54,812	-	268,681
REVALUATION RESERVE						
St. Michael's House, Woolmer Green	625,000	0	0	0	0	625,000
CHARITY'S TOTAL FUNDS	907,798	234,161	(238,550)	-	712	904,120

* General unrestricted fund: breakdown		
	Opening Balance 1/1/21	Closing Balance 31/12/21
Cash	115,157	104,598
Fixed assets	38,412	94,182
Debtors	10,260	18,614
Liabilities	(12,236)	(13,218)
TOTAL	151,593	204,176

Accounts

**Annual Report
and
Financial Statements
of the
Parochial Church Council
of the Ecclesiastical Parish
of Welwyn and Woolmer Green**

for the year ended 31 December 2020

Team Rector:

The Reverend Dr David Munchin
The Rectory
2 Ottway Walk
Welwyn
Herts AL6 9AS

Bank:

Barclays Bank plc
The Welwyn Group
12/12A The Howard Centre
Welwyn Garden City
Herts AL8 6ER

Independent examiner:

Peter McKay BSc (Hons), FCA
Jones Hunt & Keelings
Chartered Certified Accountants and Chartered Tax Advisers
Broad House
1 The Broadway
Old Hatfield
Herts AL9 5BG

Registered Charity no. 1130415

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Annual Report for the year ended 31 December 2020

Aim and purposes

The PCC of the parish has the responsibility of co-operating with the incumbent, the Rev'd Dr David Munchin, in promoting in the parish the whole mission of the Church, including its pastoral, evangelistic, social and ecumenical vision. It also has the maintenance responsibilities for St Mary the Virgin, Welwyn, St Michael and All Angels, Woolmer Green, St Michael's House and Church House.

Objectives and Activities

The PCC is committed to enabling as many people as possible to worship in our two churches and to become part of our parish community. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that live within our parish. Our services and worship put faith into practice through prayer, scripture, music and sacrament.

When planning our activities for the year, the incumbent and the PCC considered the Commission's guidance on public benefit and, in particular, the specific guidance for charities on the advancement of religion. Primarily, we try to enable ordinary people to live out their faith as part of our parish community through:

- Worship and prayer; learning about the Gospel; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish.

To facilitate this work, it is important that we maintain the fabric of our two churches, St Michael's House and Church House.

Response to the Global Pandemic

The COVID19 pandemic and its associated restrictions have had a major impact on parish and church life. From late March until 6 July 2020, the church was closed to communal worship, though we live-streamed services throughout that period, and continue to do so. From 6 July until 27 December 2020, we were able to keep up our normal rota of services, though with safety restrictions in place and much-reduced congregations.

During all this time and continuing into 2021, services have been live-streamed on the internet so those shielding or otherwise preferring to stay at home have been, in a limited way, able to join in with the worship. Due to a sharp 'second wave' of infections, we again (this time voluntarily and not because of government legislation) closed our churches to communal worship from 27 December, and this remains the situation. However, with infection rates falling and a successful vaccination programme being implemented, we are hoping to open again in the fairly near future. Live-streaming will continue until all restrictions are lifted.

For all but a few weeks at the start of the pandemic, the churches have been open every day for private prayer. Funeral services have continued, though baptisms and weddings have, for the most part, been postponed.

As well as services, every other aspect of church life has been impacted. Where possible, we have kept up activities on line, but very often there has been no option but to suspend those activities that depend on meeting in person.

Plans for the future

Although there was a Mission Action Plan in place prior to COVID19, this has been superseded by the need to recover from the effects of the pandemic. The impact on the life of the whole nation, its economic repercussions and its effect on our social and working lives cannot be overestimated. The church, like everybody, will have to think hard about how it rebuilds and renews once the restrictions are lifted. It should be said that we are in a better position than most – many institutions and businesses, sadly, have not survived – but the challenges are still serious.

At this point, one thing which we are doing is installing better equipment to livestream our services from St Mary's, Welwyn. The cost of this will be around £7,000 and we raised the money in 48-hours with a special appeal. We are very grateful to those who have contributed to this project. The installation is set for 24 May 2021.

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Annual Report for the year ended 31 December 2020 (continued)

Achievements and Performance

The restrictions of COVID19 severely curtailed our church activities, though some of these were made available online. Between late March and 6 July 2020, the churches were effectively closed for everything apart from private prayer. From 6 July, we opened again and carried out our full rota of services until the end of the year, when another lockdown meant that they were again suspended. During September and October 2020, some of the church groups mentioned below were able to meet in a socially-distanced manner. However, the restrictions then again prevented this and they remained suspended until the end of the year and beyond.

Worship and Prayer

All are welcome to attend our regular services. At present, there are 255 parishioners on the Church Electoral Roll. The effects of COVID19 mean that it is not possible to calculate in any helpful way average Sunday attendance.

The PCC is keen to offer a range of services during the week that our community finds both beneficial and spiritually fulfilling. Quiet spoken Eucharist services are held on weekdays and on Sunday mornings. Sung Eucharist services are held every Sunday morning and on major festivals. Evensong services are held in St Mary's on the second, fourth and fifth Sundays of each month, with this generally being choral on the second Sunday. Services especially aimed at families and young children are held on a regular basis, usually in the more informal setting of Church House, such as the monthly 40-minute pram service. Monthly services are held at various care homes and day centres for the elderly throughout the parish.

Special preparation classes are run for those who wish to get married in the churches and for those wishing to have their children baptised. Baptisms take place during normal Sunday morning services, enabling families to be welcomed by the church community. This is usually on the third Sunday of the month.

We have a notable choral tradition, which enhances worship.

Pastoral Care

There is a trained team within the congregation to provide Baptism preparation and a team to welcome newcomers and visitors. Pastoral care is largely provided by the clergy, and informally by members of the congregation on an ad hoc basis.

A Memorial service is held annually in November at St Mary's for those who have been bereaved during past years. This is followed by refreshments and a time for fellowship and support.

Mission and Outreach

The PCC has a policy of making donations to local, national and international charities, mostly through the fundraising work of church members, equivalent to at least 15% of the annual voluntary donations received by St Mary's. This target was not met this year, as fundraising events and special collections during services could not take place due to COVID19 restrictions. The PCC therefore decided to top up donations to the 15% figure out of church funds to charities that would normally have benefitted from our donations, amounting to £5,200.

Each year the parish produces 10 issues of the Welwyn Magazine, which contains both church and local information. It is sold widely throughout the parish. For part of the year when it wasn't possible to print or distribute the magazine, it was available electronically via the parish's website at www.welwyn.org.uk.

The Welwyn Community Café, set up in November 2009 in conjunction with the Welwyn Parish Action Plan Group and in line with the Welwyn Parish Plan, has continued to be successful. The café runs most Tuesday mornings, from 9:30am until noon, in Church House. Church House also provides a venue for other community groups, such as a twice-weekly sewing and knitting group, a bridge club and a monthly community lunch.

There are many opportunities for Bible Study and other forms of Christian education; the website and the weekly pew bulletin give extensive details of these.

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Annual Report for the year ended 31 December 2020 (continued)

Achievements and Performance (continued)

We usually take a key role as participant and venue in Welwyn Week, which unfortunately had to be cancelled in 2020. In addition, the parish runs a walking group, two book groups, a theatre group, Ladies' Luncheons and Men's Breakfasts events, which are open to church and non-church members. These activities took place when restrictions permitted, and some moved to online platforms during lockdown periods. The church normally produces a pantomime each year, but this was not possible in 2020. Further details of activities and up to date information can be found on our marvellous website.

Financial Review

This was an exceptional year due to the global pandemic. However, the church's finances held up well; there was a surplus on Unrestricted Funds of £29,434 (2019: £13,833), thanks largely to legacies of £37,000 and a generous one-off donation of £15,000. The surplus on Restricted Funds was £5,349 (2019: £10,968). During the year, £11,178 was spent from Restricted Funds on capital items. In addition, there was a small gain, of £319, in the value of the shares held in the CBF Church of England Investment Fund; in 2019, the comparative figure was a loss of £49,270, being a reduction of £50,000 in the market value of St Michael's House and a gain of £730 in the CBF Church of England Investment Fund.

We received £207,753 (2019: £205,267) from donations and legacies, a small increase on the previous year. Open-plate collections in services, which are included in donations and legacies, were substantially lower than last year, because of the length of time that services were suspended, and amounted to £1,981 (2019: £10,247). However, this was compensated by online donations of £8,835 via the church's Virgin Money Giving page, and donations given directly to the Rector, for which we are extremely grateful. As a result of COVID19 restrictions, most of the other activities normally held in person were suspended or moved online, with a resulting drop in income. Our charitable activities, which include fees from weddings and funerals, raised £8,046 (2019: £23,292), and other trading activities raised £19,378 (2019: £25,770).

Overall, our total income was £238,590 (2019: £255,627), approximately £17,000 less than last year, and our total expenditure was £203,807 (2019: £230,826), approximately £27,000 less than last year. Expenditure was lower due to a number of factors, including reduced church and office running expenses, upkeep of services and costs incurred on our charitable activities.

We anticipate large outgoings in 2021 on two projects: the replacement boiler and overhaul of the ground source heat pumps, which will be paid for from the restricted fund - St Mary's restoration fund - and the major refurbishment of St. Michael's House that is used as the curate's home. While a new curate is being sought, the property is to be let and it is hoped the rental income will go towards the refurbishment costs.

Reserves policy

The PCC's Reserves policy is to hold sufficient funds to cover at least four months' operating expenses, which they believe will provide stability for the charity; therefore they are satisfied with its overall result for the year.

Reserves are that part of unrestricted funds that is freely available to spend on any of its purposes. On this basis, Reserves were £151,000 (2019: £109,000) at the year-end, thereby meeting the Reserves policy. This figure is arrived at by deducting restricted funds of £52,000 (2019: £57,000), and designated reserves of £705,000 (2019: £707,000) (detailed in note 7 to the accounts), from the PCC's total funds of £908,000 (2019: £873,000). Reserves are held in cash.

Risk Assessment Policy

The PCC are actively involved in the day-to-day running of the charity. They have assessed the major risks to which the charity is exposed and have satisfied themselves that systems have been established, or that other appropriate measures have been taken, to mitigate those risks, insofar as is reasonably practicable, but it is recognised that systems cannot give absolute assurance that risks have been eliminated. Training of trustees and volunteers has been provided to mitigate the safeguarding risks associated with young people. Matters associated with financial losses arising from a declining congregation have been identified as a risk too. The PCC continue to keep these risks under review, including consideration of any other major risks that might be present from time to time.

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Annual Report for the year ended 31 December 2020 (continued)

Volunteers

The PCC appreciates and thanks all the volunteers, at both St Mary's and St Michael's, who give their time and effort so willingly.

Structure, governance and management

Members of the PCC are either ex-officio or elected at the Annual Parochial Church Meeting 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 deciding on how the funds of the PCC are to be spent. Given its wide responsibilities, the PCC operates through a number of action groups and committees, most of which meet on a regular basis.

Standing Committee:

This is the only committee required by law. It has power to transact the business of the PCC between its meetings, subject to any directions given by the Council.

Fabric Action Group:

Deals with the maintenance, repair and development of the church buildings, St Michael's House and Church House.

Giving Action Group:

Deals with the allocation of donations to chosen charities, both at home and abroad, and is responsible for encouraging parishioners to commit to regular giving, both of time and money, to ensure the well-being of the church and its functions.

Church House Management Action Group:

Responsible for the management, maintenance and usage of Church House.

St Michael's Meeting:

Acts like an Action Group and deals with all matters relevant to St Michael's Church.

As the PCC has ultimate responsibility for a wide range of matters affecting the parish, it is important that the PCC adopts appropriate training procedures. Training courses arranged by the diocese are attended by a PCC representative who reports back to the PCC as a body, with any relevant reading matter being distributed.

Administrative information

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2006). The Charities Act 2006 removed 'excepted status' from charities with incomes over £100,000 and therefore, during 2010, the PCC was required to register as a charity with the Charity Commission; its registration number is 1130415. The PCC's administrative office is located at St Mary's Church, Church Street, Welwyn, AL6 9LX.

During 2020, the following served as members of the PCC:

<i>Incumbent:</i>	Rev'd Dr David Munchin	Chairman
<i>Clergy:</i>	Rev'd Dominic Holroyd-Thomas	Resigned 6 October 2020
<i>Readers:</i>	Mr Colin Hull (Deanery Synod Rep.) Mrs Usha Hull Mr John Burnapp	

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Annual Report for the year ended 31 December 2020 (continued)

Administrative information (continued)

<i>Church Wardens:</i>	Mr Stuart Westley Mrs Diane Jenkin Mrs Susan Keach (at St Michael's)	
<i>Deanery Synod Reps.:</i>	Ms Kathryn Alford Mrs Vernonne Allan Mrs Shoena Eggington (at St Michael's)	Resigned 28 June 2020
<i>Elected Members:</i>	Mr Donald Bell (Treasurer until November 2020) Mrs Jacqueline Davis Mrs Joan Shelley Mr Geoffrey Cummings Mrs Gina Beck Mrs Gloria Jean Perriman Mr Emmanuel Emmanuel-Odiachi Mr Stuart Jenkin Mrs Margaret Varco (Treasurer from November 2020) Mr Daniel Holroyd-Thomas (Secretary until Oct 2020) Mrs Wendy Lawrence Mrs Su Blanch Mrs Jane Carr Mr Stuart Carr	Appointed 14 Oct 2020 Appointed 14 Oct 2020 Resigned 14 Oct 2020 Resigned 14 Oct 2020 Resigned 14 Oct 2020 Resigned 14 Oct 2020 Resigned 14 Oct 2020 Resigned 14 Oct 2020
<i>Secretary:</i>	Mrs Louise Hughes	Appointed 14 Oct 2020

Signed on behalf of the PCC by

The Rev'd Dr David Munchin (Chairman)

27 March 2021

Independent Examiner's Report to the members/trustees of the Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

I report to the charity's trustees on my examination of the accounts of the PCC for the year ended 31 December 2020.

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 2011 Act').

I report in respect of my examination of the Trust's accounts as carried out under section 145 of the 2011 Act. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent Examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Trust, as required by section 130 of the 2011 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; or
4. the accounts have not been prepared in accordance with the Charities SORP (FRS 102).

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.

Peter McKay BSc (Hons), FCA
Jones Hunt & Keelings
Chartered Certified Accountants and Chartered Tax Advisers
Broad House
1 The Broadway
Old Hatfield
Herts AL9 5BG

27 March 2021

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Statement of Financial Activities

For the year ended 31 December 2020

	Note	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2020 £	2019 £
INCOME AND ENDOWMENTS FROM:						
Donations and legacies	2a	202,374	5,379	-	207,753	205,267
Charitable activities	2b	8,046	-	-	8,046	23,292
Other trading activities	2c	19,378	-	-	19,378	25,770
Investments	2d	400	-	139	539	1,298
Government grant	2e	2,874	-	-	2,874	-
TOTAL		233,072	5,379	139	238,590	255,627
EXPENDITURE ON:						
Raising funds	3a	29	-	-	29	1,008
Charitable activities	3b	202,109	30	139	202,278	227,818
Other	3c	1,500	-	-	1,500	2,000
TOTAL		203,638	30	139	203,807	230,826
NET INCOME		29,434	5,349	-	34,783	24,801
TRANSFER BETWEEN FUNDS		11,178	(11,178)	-	-	-
OTHER RECOGNISED GAINS AND LOSSES:						
Gain on investment assets		-	-	319	319	(49,270)
NET MOVEMENT IN FUNDS		40,612	(5,829)	319	35,102	(24,469)
RECONCILIATION OF FUNDS:						
TOTAL FUNDS BROUGHT FORWARD		815,755	52,312	4,629	872,696	897,165
TOTAL FUNDS CARRIED FORWARD		<u>856,367</u>	<u>46,483</u>	<u>4,948</u>	<u>907,798</u>	<u>872,696</u>

The notes on the pages following the balance sheet form part of these accounts

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Balance Sheet at 31 December 2020

	Note	2020 £	2019 £
FIXED ASSETS			
Tangible fixed assets	6a	663,412	656,974
Investment assets	6b	4,948	4,629
		<u>668,360</u>	<u>661,603</u>
CURRENT ASSETS			
Stock		1,336	887
Debtors	8	10,260	24,174
Short term deposits		29,000	35,988
Cash at bank and in hand		211,078	162,972
		<u>251,674</u>	<u>224,021</u>
LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR	9	(12,236)	(12,928)
NET CURRENT ASSETS		<u>239,438</u>	<u>211,093</u>
TOTAL NET ASSETS		<u>907,798</u>	<u>872,696</u>
FUNDS OF THE CHARITY			
Endowment	7	4,948	4,629
Other restricted funds		46,483	52,312
Total restricted funds		<u>51,431</u>	<u>56,941</u>
Designated funds			
- Fixed assets revaluation reserve		625,000	625,000
- Other reserves		79,774	82,376
Total designated funds		<u>704,774</u>	<u>707,376</u>
Unrestricted funds		151,593	108,379
TOTAL CHARITY FUNDS		<u>907,798</u>	<u>872,696</u>

Approved by the Parochial Church Council on 27 March 2021 and signed on its behalf by:

The Rev'd Dr David Munchin (Chairman)

The notes on the pages following the balance sheet form part of these accounts

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Notes to the Financial Statements

For the year ended 31 December 2020

1 ACCOUNTING POLICIES

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, together with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) ('the SORP'). The PCC is a public benefit entity within the meaning of the Charities SORP.

The financial statements have been prepared under the historic cost convention, modified by the revaluation of investments and land and buildings, which are shown at fair value.

The presentation currency of the financial statements is the Pound Sterling (£).

Going concern

The trustees have a reasonable expectation that the charity will continue to operate for the foreseeable future, even given the impact of COVID19, and so these financial statements are again prepared on the going concern basis.

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.

Restricted funds are those funds that must be spent for restricted purposes and details of the funds held and restrictions are provided in Note 10. Endowment funds, where the capital must be retained, are explained in Note 10.

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

Income and Endowments

The following gives details of how and when income is included in the statement of financial activities ('SOFA'):

Donations and legacies

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

Planned giving receivable under Gift Aid is recognised when received.

Income tax recoverable on Gift Aid donations is recognised when the income is recognised.

Grants, legacies and endowment income are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt is reasonably certain.

Donated services are included in income (and at the same time in resources expended) at the estimated value to the PCC of the service received.

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Notes to the Financial Statements (continued)

For the year ended 31 December 2020

1 ACCOUNTING POLICIES (continued)

Income and Endowments (continued)

Charitable and other trading activities

Rental income from letting church premises is recognised when the rent becomes due.

Funds raised by social events are accounted for gross, after the event has taken place.

Sales of books and magazines from the church bookstall are accounted for gross, when received.

Income from investments

Dividends are accounted for when due and payable. Interest is accounted for when received.

Gains and losses on investments

Realised gains and losses are recognised when investments are sold. Unrealised gains and losses are accounted for on the revaluation of investments at 31 December.

Expenditure

The financial statements have been prepared under the accruals basis, inclusive of any irrecoverable VAT. Expenditure and any related liabilities are recognised as soon as there is a legal or constructive obligation and settlement is probable and quantifiable.

Donations

Donations are recognised when a commitment has been made externally.

Other costs

Governance costs include the cost of the independent examination of these accounts, the costs of trustee meetings and any legal advice to trustees on governance or constitutional matters.

Pensions

The charity contributes to a defined contribution pension scheme for its staff members. Contributions payable to the scheme are charged to the SOFA as incurred.

Fixed assets

Consecrated property and movable church furnishings

Consecrated and beneficed property of any kind is excluded from the accounts by section 10(2)(a) and (c) of the Charities Act 2011.

Movable church furnishings held by the Rector and Church Wardens on special trust for the PCC, and which require a faculty for disposal, are accounted for as inalienable property, unless consecrated. They are listed in the church's inventory, which can be inspected at any reasonable time. For inalienable property acquired prior to 2001, there is insufficient cost information available and therefore such assets are not valued in the accounts.

Items acquired since 1 January 2001 have been capitalised and depreciated in the accounts over their currently anticipated useful economic life on a straight-line basis. All expenditure incurred in the year on consecrated or beneficed buildings, or individual items costing less than £1,000, or on the repair of movable church furnishings acquired before 1 January 2001, is written off when incurred.

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Notes to the Financial Statements (continued)

For the year ended 31 December 2020

1 ACCOUNTING POLICIES (continued)

Freehold land and buildings

Freehold land and buildings owned by the PCC are carried at fair value based on an open market valuation. Any changes in the valuation are credited or charged to the SOFA.

Other fixtures, fittings and office equipment

Equipment used within the church premises is depreciated on a straight-line basis over five years for office equipment and ten years for Church House and church equipment. Individual items of equipment with a purchase price of £250 or less are written off when the asset is acquired. The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is credited or charged to the SOFA. An impairment review is carried out at each year-end and any resultant loss identified and included in expenditure for the year.

Investments

Investments are valued at market value at 31 December.

Current assets

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

Stock is stated at the lower of cost and year-end fair value.

Cash and cash equivalents are basic financial assets and include cash in hand and deposits held at call with banks. Short term deposits consist of cash held on deposit with the CBF Church of England Funds or other PCC-approved institutions.

Financial instruments

The PCC has elected to apply the provisions of Section 11 'Accounting for financial assets and financial liabilities' of the Charities SORP to all its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors, are initially measured at transaction price, including transaction costs, and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, when the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Government grants

Government grants, including those in respect of furloughed employees, are credited in the same period as the costs to which the grants relate are charged to the statement of financial activities.

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Notes to the Financial Statements (continued)

For the year ended 31 December 2020

2 INCOME AND ENDOWMENTS

	Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL FUNDS	
	2020	2019			
	£	£	£	£	£
<i>2a Donations and Legacies</i>					
Planned giving:					
Gift Aid donations	120,209	1,935	-	122,144	127,970
Other planned giving	10,785	-	-	10,785	1,800
Collections (open plate) at all services	1,981	-	-	1,981	10,427
Sundry donations	1,544	-	-	1,544	3,503
Income tax recoverable	33,105	444	-	33,549	32,846
Grants received	750	-	-	750	750
Legacies	34,000	3,000	-	37,000	27,971
	<u>202,374</u>	<u>5,379</u>	<u>-</u>	<u>207,753</u>	<u>205,267</u>
<i>2b Charitable Activities</i>					
Arpeggios	90	-	-	90	130
Bell Ringers	130	-	-	130	1,250
Choir Income	380	-	-	380	25
Church Women's Fellowship	500	-	-	500	193
Coffee	409	-	-	409	563
Flowers	720	-	-	720	2,996
Parish Magazine Sales	572	-	-	572	4,879
Fees for Weddings, Funerals etc	5,245	-	-	5,245	13,256
	<u>8,046</u>	<u>-</u>	<u>-</u>	<u>8,046</u>	<u>23,292</u>
<i>2c Other trading activities</i>					
Parish Magazine Advertisements	8,016	-	-	8,016	7,672
Church and Church House lettings etc.	1,915	-	-	1,915	6,399
Bookstall	163	-	-	163	396
Fair Trade	8,346	-	-	8,346	7,724
Fetes, bazaars and other fund-raising events	938	-	-	938	3,579
	<u>19,378</u>	<u>-</u>	<u>-</u>	<u>19,378</u>	<u>25,770</u>
<i>2d Investments</i>					
Dividends and interest	<u>400</u>	<u>-</u>	<u>139</u>	<u>539</u>	<u>1,298</u>
<i>2e Government grants</i>					
Coronavirus Job Retention Scheme	<u>2,874</u>	<u>-</u>	<u>-</u>	<u>2,874</u>	<u>-</u>
TOTAL INCOME AND ENDOWMENTS	<u>233,072</u>	<u>5,379</u>	<u>139</u>	<u>238,590</u>	<u>255,627</u>

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Notes to the Financial Statements (continued)

For the year ended 31 December 2020

3	EXPENDITURE	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2020 £	2019 £
<i>3a</i>	<i>Raising funds</i>					
	Fetes, bazaars, other fund-raising events	29	-	-	29	1,008
<i>3b</i>	<i>Charitable activities</i>					
	Missionary and charitable giving:					
	Relief and development agencies	528	-	-	528	-
	Home missions and other Church Societies	-	-	-	-	2,611
	Secular charities	6,454	-	-	6,454	5,229
	Ministry: Diocesan parish share	122,212	-	-	122,212	120,240
	Clergy expenses	2,441	-	-	2,441	4,427
	Church – running expenses	29,589	-	-	29,589	34,444
	Church maintenance	6,885	-	-	6,885	6,339
	St Michael's House, London Road	503	-	-	503	3,787
	Upkeep of services	4,927	-	-	4,927	6,991
	Upkeep of churchyard	1,923	30	139	2,092	2,045
	Training and Mission	350	-	-	350	350
	Major Repairs/Replacements	-	-	-	-	2,503
	Remuneration – Organist, Verger	5,957	-	-	5,957	9,491
	Depreciation of New Church House equipment	253	-	-	253	456
	Depreciation of Church equipment	4,997	-	-	4,997	6,716
	Arpeggios costs	133	-	-	133	-
	Bell Ringers costs	85	-	-	85	1,381
	Choir Expenditure	401	-	-	401	896
	Bank charges	329	-	-	329	340
	Flowers costs	750	-	-	750	2,525
	Church House costs	3,057	-	-	3,057	5,838
	Church Women's Fellowship costs	455	-	-	455	345
	Youth costs	249	-	-	249	240
	Parish Magazine costs	1,819	-	-	1,819	3,598
	Bookstall costs	291	-	-	291	354
	Fair Trade costs	7,521	-	-	7,521	6,674
		202,109	30	139	202,278	227,818
<i>3c</i>	<i>Other costs</i>	1,500	-	-	1,500	2,000
	TOTAL EXPENDITURE	203,638	30	139	203,807	230,826

During the year, two clergymen (2019: two) - one left the parish in October 2020 - were reimbursed expenses totalling £2,441 (2019: £4,427), relating mainly to travel and other costs incurred on behalf of church ministry.

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Notes to the Financial Statements (continued)

For the year ended 31 December 2020

4 MISSIONARY AND CHARITABLE GIVING

The two churches donated £6,982 to a variety of charities in the UK and abroad (see table below). In addition, money was raised and sent directly to charities as a result of fundraising activities organised by members of the two churches.

	Donations		No. of institutions/ individuals	
	2020 £	2019 £	2020	2019
Support of disadvantaged people - UK	3,884	4,209	9	12
Support of disadvantaged people - Overseas	1,898	3,239	4	5
Natural disaster appeals - Overseas	1,200	392	1	2
Total donations to Institutions	6,982	7,840	14	19

5 STAFF COSTS

	2020 £	2019 £
Remuneration	11,458	11,178
	11,458	11,178

During the year, the PCC also contracted for the services of an organist and verger, who are paid on a contractor basis on presentation of their invoices. No-one on the payroll, and neither the organist nor verger, earned £60,000 pa or more. The average number of employees during the year was 3 (2019: 2).

During the periods when services were suspended and the church office was closed, we were able to claim £2,874 from the government's CJRS scheme for eligible staff on the payroll.

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

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Notes to the Financial Statements (continued)

For the year ended 31 December 2020

6 FIXED ASSETS FOR USE BY THE PCC

6a <i>Tangible fixed assets</i>	Freehold land and buildings £	Office equipment £	Church House equipment £	Church equipment £	TOTAL £
ACTUAL COST OR VALUATION					
At 1 January 2020	625,000	6,641	35,673	123,005	790,319
Additions	-	-	-	11,687	11,687
At 31 December 2020	625,000	6,641	35,673	134,692	802,006
DEPRECIATION					
At 1 January 2020	-	6,486	35,196	91,663	133,345
Charge for the year	-	155	252	4,842	5,250
At 31 December 2020	-	6,641	35,448	96,505	138,594
NET BOOK VALUE					
At 31 December 2020	625,000	-	225	38,187	663,412
At 31 December 2019	625,000	155	477	31,342	656,974

The freehold land and buildings are St Michael's House, London Road, Woolmer Green, which is used as accommodation for the curate. St Michael's House was last valued in May 2020, on an open-market basis, at £625,000, by Stuart Carnegie, an experienced valuer. The property market in the area has not shown a significant increase or decrease since then. The house was built in the 1950s and its historical cost had not been reflected in the accounts.

6b *Investment fixed assets*

	£
Movements in the year:	
Market value – 1 January 2020	4,629
Increase in annual valuation	319
Market value – 31 December 2020	<u>4,948</u>

Holdings at 31 December 2020: 242 shares in the CBF Church of England Investment Fund

7 ANALYSIS OF NET ASSETS BY FUND CATEGORY AT 31 DECEMBER 2020

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total £
Fixed Assets for Church use	663,412	-	-	663,412
Investment Fixed Assets	-	-	4,948	4,948
Current Assets	205,191	46,483	-	251,674
Current Liabilities	(12,236)	-	-	(12,236)
Fund Balances	856,367	46,483	4,948	907,798

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Notes to the Financial Statements (continued)

For the year ended 31 December 2020

8 DEBTORS

	2020	2019
	£	£
Income tax recoverable	8,354	20,965
Other debtors	1,906	3,209
	10,260	24,174

9 LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020	2019
	£	£
Deferred income	-	554
Other creditors	12,236	12,374
	12,236	12,928

10 FUND DETAILS

Endowment funds are for St Michael's Churchyard. The St Michael's Churchyard Endowment is a permanent endowment that requires income to be spent on the grave of Stanley Victor Sales.

The Charity's restricted reserves at the year-end and their movements during the year were as follows:

- St Mary's Restoration – was set up to raise funds to finance the quinquennial work and other significant fabric projects. During the year, a £3,000 legacy and a £160 donation was received for this fund, and £9,878 was spent on preparatory work for the boiler replacement project. This amount was capitalised and was covered by the transfer to unrestricted funds.
- Memorial Garden – was set up to cover the cost of new tools and gardening equipment; £30 was spent from this fund.
- St Mary's Organ – was set up to cover its repair costs. During the year, donations of £2,219 were received and £1,300 was spent on the installation of a new handrail by the side of the organ. This amount was capitalised and was covered by the transfer to unrestricted funds.
- St Michael's Piano or Organ Fund – was set up to cover their repair costs and there were no movements in the year.

The designated funds include the John Sainsbury legacy that stood at £6,800 at the beginning and end of the year, which is to be used to create a memorial to John Sainsbury. It is anticipated it will be quite some time before the memorial is completed.

In previous years, the trustees designated some of the unrestricted funds for specific purposes. The planned use of material designated funds is as follows:

- St Michael's Fabric – for emergency repairs at St Michael's Church
- Parish Magazine - to fund working capital for the Welwyn Parish magazine
- Reserve for St Mary's – a reserve for emergency works required to the fabric of St Mary's
- St Michael's House – a reserve for emergency works
- John Sainsbury Legacy - set aside for completing a memorial to John Sainsbury, as referred to above
- Youth - a reserve for spending on youth work

Fund balances and movements for the year are shown on the next page (note 10 continued).

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Notes to the Financial Statements for the Financial Year ended 31 December 2020

Note 10 FUND DETAILS (continued)

Fund Name	Opening Balances 1/1/20				Movements during the year				Closing balances 31/12/20			
	Unrestricted	Restricted	Endowment	Total	Unrestricted	Restricted	Endowment	Transfers	Unrestricted	Restricted	Endowment	Total
Arpeggios Hand Bell Ringers	288	-	-	288	(43)	-	-	-	245	-	-	245
Bell Ringers	3,981	-	-	3,981	45	-	-	-	4,026	-	-	4,026
Bookstall	1,021	-	-	1,021	(129)	-	-	-	892	-	-	892
Fixed Assets- Buildings	625,000	-	-	625,000	-	-	-	-	625,000	-	-	625,000
St Michaels Church Yard (Sales Grave Trust)	-	-	4,629	4,629	-	-	319	-	-	-	4,948	4,948
St Michaels Fabric	1,818	-	-	1,818	-	-	-	-	1,818	-	-	1,818
St Marys Restoration Fund	1,875	48,406	-	50,281	-	3,160	-	(9,878)	1,875	41,688	-	43,563
St Marys Flowers	960	-	-	960	(30)	-	-	-	931	-	-	931
General Fund	108,380	-	-	108,380	32,035	-	-	11,178	151,593	-	-	151,593
Memorial Garden	-	485	-	485	-	(30)	-	-	-	455	-	455
St Marys Organ	-	1,163	-	1,163	-	2,219	-	(1,300)	-	2,082	-	2,082
Parish Magazine	10,228	-	-	10,228	(1,983)	-	-	-	8,245	-	-	8,245
St Michaels Piano or Organ	-	2,258	-	2,258	-	-	-	-	-	2,258	-	2,258
Reserve for St Marys	40,003	-	-	40,003	-	-	-	-	40,003	-	-	40,003
St Michaels House	10,000	-	-	10,000	-	-	-	-	10,000	-	-	10,000
Sainsbury Legacy	6,800	-	-	6,800	-	-	-	-	6,800	-	-	6,800
Womens Fellowship	538	-	-	538	(255)	-	-	-	283	-	-	283
Youth	2,695	-	-	2,695	-	-	-	-	2,695	-	-	2,695
Fair Trade	2,168	-	-	2,168	(207)	-	-	-	1,961	-	-	1,961
Totals	815,755	52,312	4,629	872,696	29,434	5,349	319	-	856,367	46,483	4,948	907,798

Parochial Church Council of the Ecclesiastical Parish of Welwyn and Woolmer Green

Notes to the Financial Statements (continued)

For the year ended 31 December 2020

11. POST BALANCE SHEET EVENTS

Since the balance sheet date, the charity has continued to be affected by the global pandemic, COVID19. However, it is hoped that as restrictions are lifted the church's services and activities are able to return to normal. While the impact of the pandemic has caused a reduction in income for the charity, there have also been reductions and savings in expenditure resulting in the church's finances holding up well under the circumstances. As a result, the trustees believe that the charity will be able to continue for the foreseeable future.