

Christchurch Bushmead

Annual Report 2021



Report of the activities of Christchurch PCC

as presented at the

Annual parochial Church Meeting

15th May 2022

The PCC (Parochial Church Council) has the responsibility with the Vicar / Churchwardens in promoting in the parish of Christchurch, Bushmead the whole mission of the church, pastoral, evangelistic and social. Each year the PCC is required to produce an Annual Report which gives details of the activities of Christchurch throughout the year.

We are required to include certain elements but have also tried to give an overview of other activities, especially those that are new or where there has been significant development.

Hancock Drive, Luton LU2 7SF - 01582 454081

office@christchurch-bushmead.org.uk

www.christchurch-bushmead.org.uk

Vicar's Report.

2021 was another interesting year for us at Christchurch. After the first Sunday of the new year where we gathered, we were then placed into a further lockdown, and we were back to streaming from my study! The church adapted well, and we managed as we brought back Zoom Coffee for a time. We reopened on Palm Sunday and were able to celebrate Easter together which we had missed in 2020. As restrictions continued to ease, we were able to open up more and start to look at restarting some of our activities and welcoming people back into the building.

My thanks go to all of you as we adapted (sometimes at very short notice!) to the everchanging restrictions and we managed to get through by supporting one another as best as we could. It was a privilege to be leading the church and seeing how everyone got involved and responded to the needs of those around them.

During Lent, we ran the Remember When course on Zoom which encouraged us to think about our own Christian journey and to share stories with one another. The encouragement was that people shared their experiences with one another and the idea is to give us all confidence to share our stories with our families and friends.

In July, Amanda and I welcomed Hannah and as you know by now, it was a difficult labour and then Hannah was readmitted for a few days due to jaundice and weight loss. Just as we were settling down, we found out she had cystic fibrosis. I had to take extra time off work which wasn't planned and again, my thanks go to all who stepped up in that time and made sure that the activities of the church carried on.

Over the course of the year, we have continued to develop our relationship with the local community. I have been able to do more as a Hub Trustee and we are starting to work more closely with the Hub and this can only be a good thing! Towards the end of the year, I was able to enquire about becoming a Governor at Bushmead Primary School with the portfolio of wellbeing. Again, this will help us to develop our links with the school.

As a PCC, we changed how we worked. Rather than the whole PCC meeting monthly, we switched to meeting every other month and setting up sub-committees of the PCC to carry out the work. The sub-committees are the standing committee (which is a body we are required to have under the Church Representation Rules) and they conduct the business of the PCC between meetings. We also set up a mission committee and finance committee. Lastly, there was going to be a Health & Safety committee, but for various reasons, we were unable to get this up and running – this will be followed through in 2022.

My thanks also go to Steve Brooks and Dean Toney who were an incredible support in the lockdown ensuring the church kept going and they both supported the family as we adjusted to life with Hannah. Thank you too to Lesley Dumigan whose role changed last year to become the Vicar's PA. She works incredibly hard in the office and often without a lot of thanks as a large proportion of the work is behind the scenes. Quite simply, I wouldn't be able to do what I do without her support, so thank you!

As we begin 2022, we will be revisiting the vision and hopefully completing it this time! I look forward to seeing what the Lord has in store for us!

The Rev'd Tim Madeley.

Church Warden Report.

2021 continued to be a Covid disrupted year. In many respects it was a “stop-start” kind of year. We started the year in lock down which meant that our services were again delivered remotely. A lot of work and effort went into this behind the scenes including the service leading, delivering of the sermon sung worship and children’s work. The church also again started delivering Morning Prayer remotely - something that had proved to be very popular and encouraging during 2020.

Thank you to everyone who contributed towards these services during 2020 and especially to Josh Halsey whose hard work and IT technical skills were invaluable during these difficult times.

During the year as restrictions began to ease again, we once again began to meet as a worshipping community within the church building. However, things were not back to normal. There were lots of Covid restrictions in place in order to protect and support one-another. This included the wearing of face coverings and spacing the seats apart. A lot of work in preparing the church and cleaning the church took place during this time and many thanks must go to Steve Brooks Christchurch’s caretaker for all his work during this time.

Whilst there was a lifting of some of these regulations during the year as we headed towards Christmas and winter Covid infections began to increase within Luton and the country. This meant that some of the Covid restrictions once again began to be put back in place. Whilst we were able to put on our Christmas services the numbers attending were down significantly this year.

Thank you to the worshipping community of Christchurch who have had to adapt to the many changes in regulation that took place this year. Thank you for everyone's patience and understanding.

A big thank you must also go to Lesley Dumigan, the Vicar’s P.A, for all the work that she has done behind the scenes at Christchurch during 2021. Whilst the year may have been disruptive to the worshipping community of Christchurch it has also been a difficult and challenging time for Lesley and our staff team also.

A special thanks must go to her for the beautiful window displays that have been put together this year. The Easter ‘Last Supper Table’ and the Remembrance Day window were very spectacular. Thank you to Lesley and to all those who help contribute to the designing and preparation of these windows.

As we draw 2021 to a close there remains much uncertainty in what lays ahead of us in 2022. One thing is for sure that Our Lord Jesus is still with us. He has supported and led us during these difficult times. We have also been blessed during these times.

In many respects 2020 and 2021 have been a time of waiting upon the Lord and slowing down. It has also been a time where we take stock of what Our Lord is asking us to do and who he wants us to be. Before Covid as a church community we were seeking a fresh vision from the Lord and perhaps this time of waiting and disruption has helped us to wait upon him more. It is our hope that we can begin our vision process again during 2022.

Dean Toney.
Church Warden.

Safeguarding Report.

As PSO I present a report to every PCC meeting. Rev Tim and I work together to ensure that the needs of Vulnerable Adults are met and that Our Children are kept as safe as possible within the scope of church life. This year I have continued to apply for DBS Clearance for Volunteers as our activities recommence.

We adhere to the Safer Recruiting Practice Guidelines and so all volunteers, whatever role, will meet with Tim before starting and complete a Registration Form.

Almost all roles require Safeguarding Training, I will send links to the appropriate course. (We have alternatives for those who do not have internet access.) I collate the completed certificates and will remind those who have not completed their training.

Declaration

I confirm that the PCC of Christchurch Bushmead have and will comply with the duty to have due regard to The House Of Bishops Safeguarding Policy and Practice Guidance.

Promoting A Safer Church

This booklet contains the Safeguarding Policy Statement for children, young people and adults. It is available online at www.churchofengland.org/safeguarding.

Safeguarding Concerns

If you have any safeguarding concerns please contact me or Rev Tim.

Mobile: 07710 689240

Email: safeguarding@christchurch-bushmead.org.uk

In an emergency call the Police on 999.

Christina Pearce
Parish Safeguarding Officer.

Children's Work

Again, this year was a very difficult one for the children's team. Due to us not being able to meet in the church due to the ongoing pandemic.

In January it was decided that we would launch Online Children's Church. This would take place on the second Sunday of each month covering a different topic each time. This was carried out via Zoom. All our families and families that we had been in contact with through the pandemic were invited.

In June it was decided that we should try and do a children's work event within the church building, As we had many new families that had joined us through the pandemic and we wanted to get them into the building. As a team, we really felt that it was the start of something, and all our families enjoyed their time in the church building.

In September we restarted our Sunday Children's work, it was agreed that this would be carried out on the fourth Sunday of the month and our Family service (all-age service) on the second Sunday of the month.

When we restarted the number was very low due to some of the young people moving up to High School, which is also a blessing!!

At the end of October 50 Bags of Hope were handed out to the young people Bushmead as an alternative to the Trick or Treat (no Tricks only Treats).

Christingle Service was a great success with Bushmead Primary School Choir and the Bowers family leading our worship for the service. There were over 100 people in the church for the service and the comments that came back were all very positive, this format will be repeated in 2022 with a few adjustments.

There are some big plans for 2022 children's work with parties being planned for once a term and many more. We are always looking for volunteers so if it's something you would be interested in getting involved in however small or big. Please don't hesitate to contact us.

We look forward to our continued growth and seeing the closeness of our families providing support and love to each other as they grow in faith and learn more about God.

Julia Miller and Emily Parkes.

Fabric Report.

Once again, I am able to report that the Church Building has not suffered any form of abuse, graffiti or vandalism surely a sign of respect from the local community.

There has been some maintenance in the form of painting the café area, the rear wall of the main worship area and the stage walls. Also, I fitted a new time switch for the hot water immersion heater located in the plant room. A new switch was also fitted in the prayer room.

Some additional cabling was also installed in the office to provide direct connection to the printer. A Streaming System including a camera were also installed to allow services to be streamed live on the internet.

Normal annual maintenance was carried out for the Lift, Fire Alarm System, Fire Extinguishers also The Security Alarm System including upgrading the external sounder. Other than these just a bit of normal maintenance replacing light bulbs etc.

Steve Brooks.
Caretaker

Small Groups.

Our small groups have continued to meet and adapted well over the latest lockdown as many switched to meeting online. During the year, the groups have mainly followed questions set by the speaker. We stayed in small groups for the Lent Course last year which was a shame as it would have been good to mix with others, but technology limited us there!

Over the course of the summer, we had a series on Ephesians, and we followed the Lifebuilders Series, which was harder than many of us, including me, expected! I wasn't able to visit the small groups this year but in 2022 and beyond, I intend to visit each group at least once to get a feel for how things are going and if there are any issues that I need to be aware of.

The groups would not work without those who lead them. My thanks go to Wendy, Nigel, Helen, Brendan, Dean, Chris and Anne. If you are a member of the church not currently in a small group, please do speak to me. From research, churches that have small groups are much more likely to grow. They are a good opportunity to develop our discipleship and help keep us accountable in our walk with the Lord.

The Rev'd Tim Madeley.

Pastoral Care

Pastoral care is one of the core aspects of church life and during 2021, we started to review how we could get better at what we offer. The team continued to meet as best we could in the lockdown and then returned to meeting in person when we could, approximately every 6 weeks. The team of Steve, Wendy, Roseann, Carol and Anne have been involved with all elements of the pastoral care of the church congregation and those outside the church community but who we know are in need of support.

Towards the end of 2021, the team started to look at what other ways we can offer support – this includes offering cakes or meals where needed as well as flowers and cards. We also looked at how we improve our visiting and keeping in touch with people as this was something that slipped during the pandemic.

If you are ever in need of any pastoral support, please do reach out to the team and we will do what we can to help you. All members of the pastoral care team are DBS checked.

The Rev'd Tim Madeley.

Mustard Seed.

The last Mustard Seed report dates from February 2020, just as the pandemic was arriving and the future was very much unknown. After nearly two years without our dinners, we contacted those on our list - the vast majority of those from two years ago were very keen to return, and we finally re-started with a Christmas lunch in December.

The first Mustard Seed lunch was held in January, and these events will be monthly for the time being. The initial December lunch was restricted mainly to church members, with just a few places offered to others. We were Covid-cautious and limited the places to ensure the dining areas remained uncrowded.

The lunches are now open to all. The church was also subject to a fire inspection, and this has limited our numbers to a maximum of 42 per dinner. This restriction has meant that, as demand remains high, we have had to run a waiting list as not all can be accommodated. Generally, there are about ten people who we can't seat, so they receive priority on the list for the next dinner. The structure of the dinner has been changed slightly, and now includes spiritual as well as actual food. This comes in the form of a short 'pause for thought' course, in which Tim delivers a five-minute address before the dinner starts.

During the December dinner, the kitchen was inspected by Luton Council. In preparation for re-starting the dinners, the Church and MS team had some work to do in order to bring the kitchen and procedures up to the required standard. We subsequently achieved a rating of the full five stars. Some of those who previously helped at MS for many years were unable to continue, and we welcomed two new members to the team, which now numbers nine. We are however, always on the look-out for more volunteers. I would like to thank all the volunteers for their hard work and commitment to Mustard Seed, without which it would not happen.

Magda Lysons.

Men's Breakfasts.

Initially held back by lockdown, we managed to enjoy 6 breakfasts in 2021, all on a smaller scale while we were operating within the guidelines.

Brendan, Tim, and Nigel took turns at leading the discussions, among them dealing with regrets, our God-given responsibility for the environment and looking at ways to widen the men's ministry.

The most poignant moment was our meeting that fell on the 20th anniversary of 9/11, when we listened to reflections on that day from Brendan, followed by discussion of some challenging questions.

We look forward to extending our programme during 2022.

Nigel Archer.

Thirst café.

No report submitted.

Sunflower Helpline.

After a few hiccups we were able to launch the Sunflower helpline in November. The helpline will be there firstly to listen to people and then, if required we can signpost them to other organisations, so they get the help they need. We have started putting a directory together for this purpose.

The helpline will also offer help to anyone who calls needing someone to get shopping or other errands. We have been blessed with a couple of gifts of money, one of which came from Sue at the community shop. We used that money to purchase some flyers to advertise the helpline. You may have seen some on the welcome table in the foyer. We plan to wait until the new year before distributing them to homes in the parish. Several places in Bushmead were willing to display one of our posters including some of the shops. They went up in some of the windows before we even left the shop!

Ruth Halsey and Wendy Peck.

***Electoral Roll** will be presented verbally by Julia Miller at the APCM.*

***Treasurer's Report** will be presented separately by Brendan Roche at the APCM (additional paperwork will be available regarding finances).*

***Safeguarding Report** (although included in our annual report) will also be presented verbally by Christina Pearce at the APCM.*

Independent Examiner's Report to the Trustees / Members of the Parochial Church Council of Christchurch Bushmead Luton

I report on the accounts for the year ended 31st December 2021, which are set out on pages 8 to 14.

Respective responsibilities of trustees and examiner

The trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity's gross income exceeded £25,000 and I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants in England and Wales (ICAEW).

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

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

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the next statement.

Independent examiner's statement

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

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

- to keep accounting records in accordance with section 386 of the Companies Act 2006 and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met or

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

Mark Plane

.....
Name: Mark Plane
Relevant professional qualification or body: ICAEW

Address: 78 Bute Street, Luton, LU1 2EY
Date: 05/08/2022

1. Accounting Policies

The financial statements have been prepared in accordance with the Charities SORP (FRS 102).

Funds

General Church Funds represent the funds of the PCC and are not subject to any restrictions on their use and are available for application for the general purpose of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted.

Where a fund is raised for a specific purpose e.g. the Youth Equipment Fund, the assets are restricted and held to be used for the specific purpose for which the fund was raised. Any income earned on these assets is added to the fund.

The financial statements 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.

Incoming Resources

Voluntary income and capital sources

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

Income tax recoverable on gift aid donations is recognised when the income is recognised and included in the financial statements as a debtor if not received at the year end.

Grants and legacies to the PCC are accounted when the funds are received.

Fundraising for specific causes represents collections designated for specific causes

Income from investments

Interest is recognised when received.

Resources Used

Activities directly relating to the work of the Church

The Diocesan of Parish Share is accounted for when payable. Any common fund unpaid at the year-end which has not been waived by the Diocese Board of Finance, is provided for in the financial statements as operation (although not legal) liability is shown as a creditor in the balance sheet. At 31st December 2021, £17,074 of the 2021 Parish Share due for the year was outstanding but has been allowed for in these accounts as a creditor. This amount is due to be paid following receipt of the tax recoverable on Gift aided monies when this is received.

Fixed Assets

Consecrated land and buildings and movable church furnishings

Consecrated land and beneficial property is excluded from the financial statements by S96 (2) (a) of the Charities Act 2011

No value is placed on movable church furnishings held by the Churchwardens on special trust for the PCC. The PCC considers this to be inalienable property.

Equipment

Individual items of equipment with a purchase price of £250 or less or used for youth activities, are written off when the asset is acquired.

Depreciation

Depreciation is provided to represent the consumption of the assets at the following rates on a straight-line basis:

Asset Type	Depreciation rate per annum
Plant and kitchen equipment	10% - 20%
Chairs and furniture	10%
Musical, PA and lighting equipment	10%
Computers and IT equipment	20%

Current Assets

Amounts owing to the PCC at the year-end are shown as debtors less any provision for amounts that may prove to be uncollectable.

Current Liabilities

Current liabilities represent amounts to be paid as donations or grants to causes approved by the PCC or amounts owed for goods or services provided by creditors which are unpaid at the year-end.

2. Wages and Salaries

	2021 £	2020 £
Wages and Salaries including redundancy pay	9,435	10,527
Employer's NIC	84	150
Pension Contributions	-	6,700
Total	9,519	17,377

The Rev Tim Madeley is employed and paid by the Diocese and his employment costs are recovered through the Parish Share. During the year the church employed 1 (2020 – 2) staff: Church Administrator and Parish Assistant. The Parish Assistant left at the end of July 2020 reducing the staff down to 1.

The Pension charge for 2020 relates to a Section 75 employer cessation event relating to there being no further active members left in the Pension Scheme.

3. Fixed Assets

	Equipment, chairs & furniture	Musical & lighting equipment	Computer & IT equipment	Total
Cost				
Brought forward at the start of the year	32,752	26,015	1,320	60,087
Additions during the year	-	-	-	-
Disposals	-	-	-	-
Carried forward at the end of the year	32,752	26,015	1,320	60,087
Provision for depreciation				
Brought forward at the start of the year	25,583	23,027	1,320	49,928
Provision for the year	778	604	-	1,382
Disposals	-	-	-	-
Carried forward at the end of the year	26,361	23,631	1,320	51,310
Net book value at 31 December 2020	7,169	2,988	-	10,157
Net book value at 31 December 2021	6,391	2,384	-	8,775



The Parish of Christchurch, Bushmead, Luton

in the Diocese of St Albans

Registered Charity no 1130499

**Trustees Annual Report and Financial Statements of
the Parochial Church Council**

For the year Ended 31st December 2021

As presented to the Church Annual General Meeting

on 15th May 2022

Following independent examination by:

Mark Plane
Whittaker Plane Ltd.,
78 Bute Street,
Luton,
LU1 2EY

1.0 Objectives and activities of Christchurch Bushmead

1.1 Charitable Purposes

The Parochial Church Council has the responsibility of cooperating with the incumbent, the Reverend Tim Madeley, in promoting in the parish of Christchurch, Bushmead, Luton, the whole mission of the church, pastoral, evangelistic and social and the maintenance of the church building for public use and worship.

1.2 Public Benefit Statement

The Parochial Church Council is committed to enabling as many people as possible to worship within the church building and to leading worship within the local primary school within the parish. Worship sessions have also been arranged within Bushmead Court and Castle Troy (care homes within the parish).

In the early part of 2021, the building was closed due to the national lockdown, but worship continued by streaming from the Vicar's study. The building reopened on Palm Sunday. Weekly Church services are open to all who wish to join the regular congregation both on Sunday mornings and Wednesday lunchtimes when regular services are held and at times of the traditional festivals of Easter and Christmas. Children's sessions are run on the fourth Sunday of the month during the main worship service and parents are invited to bring their children to this. On the second Sunday of the month, there is an All Age Service which started in September and has seen a steady increase on families attending.

Once the lockdown eased, in addition to church services social activities have been held that were open to the wider community. The building was let out on a regular basis and has steadily increased during the latter part of 2021. Most hirers are local organisations and activity groups, including Kumon Maths, U3A and AFM.

1.3 Activities undertaken

Regular worship is offered every Sunday morning and Wednesday lunchtime with a regular attendance of 60 on Sundays and 15 on Wednesdays.

The other activities included:

- Home study groups
- Thirst Café
- Fitness Sessions
- Mustard Seed Lunch Club
- Men's Breakfast
- Ladies Breakfast
- Youth and Children's work

We have a pastoral support group that assist members of the church and community on a regular basis and they have been involved in some quite difficult and ongoing situations, but we have seen God at work in people's lives in amazing ways.

Further details of these activities can be found within the Annual Report attached to this report.

2.0 Achievements and Performance

The church employs one member of staff, who started the year as the Parish Administrator, but following an appraisal in June, the role changed to become the Vicar's PA. The role involves supporting the Vicar in administrative tasks and looking after the hirers amongst many other things which are too numerous to list.

The church electoral roll for the period 1st January 2021 to 31st December 2021 stands at 60 members, 22 of whom are resident within the parish and 38 who are non-resident. During the financial year there was 3 additions, who are all resident in the parish and there was 1 removal of a non-resident.

The church has two members elected by the church members, who attend the Deanery Synod along with the Vicar. In addition, we also have two church members who are on both the Deanery and Diocesan Synods and hold posts of responsibility within the Deanery Synod.

3.0 Financial Review

3.1 Reserves Policy

The PCC operates with a policy of holding approximately two months of cash to meet the normal monthly expenditure of the church council.

3.2 Statement of year end amounts and reserves

Total income	£ 88,666
Total expenditure	£ 88,255
Excess of income over expenditure	£ 411
Total Funds available to the church at 1 st January 2022	£ 22,084

3.3 All Funds included

The accounts include all funds that are run by the PCC.

3.4 Accounting Procedures

The accounts to 31st December 2021 have been prepared on a spreadsheet and the Gift Aid claim prepared using the Donations Co-Ordinator package from Data Developments.

3.5 Statement of Going Concern

The financial statements show a small excess of income over expenditure of £411 for the year. Given this result and our gradual emergence into a post-Covid environment including expected strengthening of returning room rental income coupled with continued prudent use of funds, the PCC remain optimistic on maintaining the balance between income and expenditure over the next couple of years.

4.0 Structure, Governance and Management

4.1 Type of Charity

The Parochial Church Council is an Excepted Charity

4.2 How Trustees are Recruited

The trustees for the Charity are the members of the church that are ex-officio due to the office that they hold within the church (Vicar and Church Wardens) and those members who are elected by the members of the church on the Electoral Roll of the Parish to serve on Deanery Synod and the PCC.

5.0 Reference and Administration Details

5.1 Registered Name of Charity

The Parochial Church Council of the Ecclesiastical Parish of Christchurch
Bushmead, Luton

5.2 Working Title of Charity

Christchurch, Bushmead.

5.3 Charity Registration Number

1130499

5.4 Venue and Administrative Address

2, Hancock Drive,
Bushmead,
Luton
LU2 7SF

5.5 List of Trustees

The following were trustees during the financial year 1st January 2021 to 31st December 2021.

Revd Tim Madeley – Vicar
Mr Stephen Brooks – Churchwarden – removed July 2021 as term of office expired
Mr Dean Toney – Churchwarden
Mrs Wendy Peck
Dr David Dallinger
Mrs Christina Pearce
Miss Julia Miller
Mrs Betty Adhokorie
Mrs Helen Roche
Mrs Doreen Watts
Mr Brendan Roche – appointed May 2021 (co-opted by PCC)
Mrs Jane Watts – appointed May 2021
Miss Juliet Johnson – appointed May 2021
Mrs Valerie Dallinger – appointed May 2021 – removed October 2021 (deceased)

5.6 Volunteers

There are a large group of volunteers who assist with the daily running of the Church and the different activities that take place.

6.0 Funds held as custodian trustee on behalf of others

There are no funds held on behalf of others.

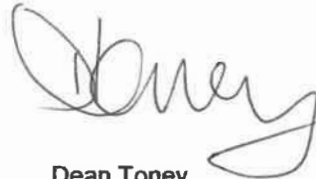
Conclusion

The financial statements were formerly approved by the Parochial Church Council on 24th April 2022

And signed on it's behalf by

A handwritten signature in black ink, appearing to read 'B. Roche', with a long horizontal stroke extending from the bottom.

Brendan Roche
PCC Treasurer

A handwritten signature in black ink, appearing to read 'Dean Toney', with a large, stylized 'D' and a long horizontal stroke.

Dean Toney
Church Warden
Acting PCC Chairman

Christchurch Bushmead
Statement of Financial Activities - Year ended 31st December 2021

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
Income and endowments from:					
Donations and legacies	80,365	0	0	80,365	92,262
Income from charitable activities	8,253	0	0	8,253	10,296
Other trading activities	0	0	0	0	0
Investments	0	0	0	0	0
Other Income	49	0	0	49	102
Total income	88,666	0	0	88,666	102,659
Expenditure on:					
Raising funds	352	0	0	352	602
Expenditure on charitable activity	87,903	0	0	87,903	105,608
Total expenditure	88,255	0	0	88,255	106,209
Net income /(expenditure) resources before transfer	411	0	0	411	-3,550
Transfers					
Gross transfers between funds - in	0	0	0	0	0
Gross transfers between funds - out	0	0	0	0	0
Other recognised gains / losses					
Gains / losses on investment assets	0	0	0	0	0
Gains on revaluation, fixed assets, own use	0	0	0	0	0
Net movement in funds	411	0	0	411	-3,550
Total funds brought forward	20,270	1,403	0	21,673	25,223
Total funds carried forward	20,681	1,403	0	22,084	21,673
Represented by					
Unrestricted					
General fund				18,274	18,229
Designated					
Letton Hall				1,803	1,898
Youth Weekend				143	143
Sunflower				462	0
Restricted					
Agency collection				-207	-207
Youth Work and Equipment				1,610	1,610
Endowment				0	0
				22,084	21,673

Christchurch Bushmead
Balance Sheet as at 31st December 2021

	Total funds	Prior Year
Fixed Assets		
Tangible assets	8,775	10,157
	8,775	10,157
Current Assets		
Debtors	14,855	14,514
Cash at bank and in hand	34,618	40,344
	49,473	54,858
Liabilities		
Creditors : Amounts falling due within one year	36,164	43,342
	36,164	43,342
Net current assets less current liabilities	13,309	11,516
Total assets less current liabilities	22,084	21,673
Total net assets less liabilities	22,084	21,673
Represented by		
Unrestricted		
General fund	18,274	18,229
Designated		
Letton Hall	1,803	1,898
Youth Weekend	143	143
Sunflower	462	0
Restricted		
Youth Work and Equipment	1,610	1,610
Agency collection	-207	-207
Endowment	0	0
Funds of the church	22,084	21,673

Statement of assets and liabilities

	General	Designated	Restricted	Endowment	This Year	This Year
Fixed Assets - Tangible assets						
Plant, equipment, chair & furniture	6,390				6,390	7,168
Musical & lighting equipment	2,385				2,385	2,989
Computer and IT equipment	0				0	0
Totals	8,775	0	0	0	8,775	10,157
Current assets - Cash at bank and in hand						
Bank Current Account	29,807	3,223	1,403	0	34,433	40,285
Petty Cash	186	0	0	0	186	59
Totals	29,993	3,223	1,403	0	34,618	40,344
Current assets - Debtors						
Accounts receivable	14,255	600	0	0	14,855	14,514
Totals	14,255	600	0	0	14,855	14,514
Liabilities - Debtors - falling due within one year						
Accounts payable	34,749	1,415	0	0	36,164	43,342
Totals	34,749	1,415	0	0	36,164	43,342
Grand totals	18,274	2,408	1,403	0	22,084	21,673

Christchurch Bushmead Fund movement by type

		Opening	Incoming	Outgoing	Transfers	Gains/losses	Closing
General fund							
Unrestricted		18,229	88,221	88,177			18,274
	Sub total	18,229	88,221	88,177	0	0	18,274
Letton Hall							
Designated		1,898	-95	0			1,803
	Totals	1,898	-95	0	0	0	1,803
Youth Weekend							
Designated		143	0	0			143
	Totals	143	0	0	0	0	143
Sunflower							
Designated		0	540	78			462
	Totals	0	540	78	0	0	462
Youth Work and Equipment							
Restricted		1,610	0	0			1,610
	Totals	1,610	540	78	0	0	1,610
Agency Collection							
Restricted		-207	0	0			-207
	Totals	-207	0	0	0	0	-207
Endowment							
Endowment		0	0	0			0
	Totals	0	0	0	0	0	0
	Grand totals	21,673	89,206	88,333	0	0	22,084

Christchurch Bushmead Analysis of income and expenditure

	Unrestricted	Designated	Restricted	Endowment	This Year	Last Year
INCOME & ENDOWMENTS						
Donations and legacies						
Planned Giving	50,558	0	0	0	50,558	56,174
Loose plate collections	1,837	0	0	0	1,837	2,032
Donations (inc Gift Day)	14,580	0	0	0	14,580	13,576
Specific external causes	0	0	0	0	0	85
Specific church activity	0	0	0	0	0	82
Discretionary Fund	27	0	0	0	27	0
Tax recoverable via Gift Aid	12,917	0	0	0	12,917	15,799
Legacies	0	0	0	0	0	0
Grants	0	0	0	0	0	4,514
Other funds generated	0	0	0	0	0	0
Letton Hall	0	-95	0	0	-95	0
Sunflower Project	0	540	0	0	540	0
Total	79,920	445	0	0	80,365	92,262
Income from charitable activities						
Parochial fees	1,929	0	0	0	1,929	2,271
Room hire	5,005	0	0	0	5,005	5,836
Mustard Seed & Lite Bite	480	0	0	0	480	1,500
Thirst Café	153	0	0	0	153	386
Events	477	0	0	0	477	163
Youth Weekend	0	0	0	0	0	0
Miscellaneous	209	0	0	0	209	140
Total	8,253	0	0	0	8,253	10,296
Other trading activities						
Fund Raising Income	0	0	0	0	0	0
Total	0	0	0	0	0	0
Investments						
Dividends	0	0	0	0	0	0
Bank and Building Society Interest	0	0	0	0	0	0
Total	0	0	0	0	0	0
Other Income						
Youth Work and Equipment	0	0	0	0	0	0
Other Income	49	0	0	0	49	102
Total	49	0	0	0	49	102
INCOME TOTAL	88,221	445	0	0	88,666	102,659

Christchurch Bushmead
Analysis of income and expenditure

	Unrestricted	Designated	Restricted	Endowment	This Year	Last Year
EXPENDITURE						
Raising funds						
Costs of applying for grants	0	0	0	0	0	0
Costs of stewardship campaign	0	0	0	0	0	20
Mustard Seed & Lite Bite	352	0	0	0	352	582
Thirst Café	0	0	0	0	0	0
Total	352	0	0	0	352	602
Expenditure on charitable activity						
Salaries (inc National Insurance)	9,516	0	0	0	9,516	15,105
Pension - Employerr cessation (section 75)	0	0	0	0	0	6,700
Expenses Clergy and vacancy costs	0	0	0	0	0	158
Training/Away days	46	0	0	0	46	55
Parish Share	53,359	0	0	0	53,359	55,715
Parochial Fees	1,375	0	0	0	1,375	1,697
Pastoral Care	101	0	0	0	101	0
Discretionary Fund	0	0	0	0	0	78
Events - Church	477	0	0	0	477	43
Letton Hall costs	0	0	0	0	0	0
Sunflower Project costs	0	78	0	0	78	0
Alpha Course	0	0	0	0	0	0
Outreach Events and Publicity	328	0	0	0	328	432
Caretaking and cleaner costs	1,804	0	0	0	1,804	1,665
Routine cleaning & repairs	1,048	0	0	0	1,048	841
Servicing and major repairs	1,972	0	0	0	1,972	3,570
Utilities - Gas, electricity and water	2,563	0	0	0	2,563	2,614
Insurance	818	0	0	0	818	803
Catering Supplies	118	0	0	0	118	274
Youth work equipment	0	0	0	0	0	0
Worship costs	1,024	0	0	0	1,024	190
Messy Church	0	0	0	0	0	0
PA & Technical	45	0	0	0	45	350
Depreciation	1,382	0	0	0	1,382	1,851
10% Giving	8,846	0	0	0	8,846	8,874
Giving for specific external causes	0	0	0	0	0	0
Gifts for visiting speakers	24	0	0	0	24	0
Training/Away days - Administrator	0	0	0	0	0	55
General administration costs	918	0	0	0	918	1,110
Telephone	453	0	0	0	453	620
Licences Subscriptions DBS checks	696	0	0	0	696	1,407
Sundry Admin Costs	312	0	0	0	312	800
Governance costs	600	0	0	0	600	600
Church major repairs - structure	0	0	0	0	0	0
Total	87,825	78	0	0	87,903	105,607
EXPENDITURE TOTAL	88,177	78	0	0	88,255	106,209
GRAND TOTAL	44	367	0	0	411	-3,550

1. Accounting Policies

The financial statements have been prepared in accordance with the Charities SORP (FRS 102).

Funds

General Church Funds represent the funds of the PCC and are not subject to any restrictions on their use and are available for application for the general purpose of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted.

Where a fund is raised for a specific purpose e.g. Letton Hall Fund, the assets are restricted and held to be used for the specific purpose for which the fund was raised.

The financial statements 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.

Incoming Resources

Collections and any grants or legacies are recognised when received by or on behalf of the PCC. Income tax recoverable on Gift Aid donations is recognised alongside the income and included in the financial statements as a debtor if not received at the year end.

Income from investments

Interest is recognised when received.

Resources Used

Activities directly relating to the work of the Church

The Diocesan of Parish Share is accounted for when payable. Any common fund unpaid at the year-end which has not been waived by the Diocese Board of Finance, is provided for in the financial statements as an operational (although not legal) liability and is shown as a creditor in the balance sheet. At 31st December 2021 £17,074 of 2021 and prior years Parish Share was outstanding but has been allowed for in the accounts as a creditor.

Fixed Assets

Consecrated land and buildings and movable church furnishings

Consecrated land and beneficial property is excluded from the financial statements by S96 (2) (a) of the Charities Act 2011

No value is placed on movable church furnishings held by the Churchwardens on special trust for the PCC. The PCC considers this to be inalienable property.

Equipment

Individual items of equipment with a purchase price of £250 or less or used for youth activities, are written off when the asset is acquired.

Depreciation

Depreciation is provided to represent the consumption of the asset at the following rates on a straight-line basis:

Asset Type	Depreciation rate per annum
Plant and kitchen equipment	10% - 20%
Chairs and furniture	10%
Musical, PA and lighting equipment	10%
Computers and IT equipment	20%

Current Assets

Amounts owing to the PCC at the year-end are shown as debtors less any provision for amounts that may prove to be uncollectable.

Current Liabilities

Current liabilities represent amounts to be paid as donations or grants to causes approved by the PCC or amounts owed for goods or services provided by creditors which are unpaid at the year-end.

2. Wages and Salaries

	2021 £	2020 £
Wages and Salaries including redundancy pay	9,435	10,527
Employer's NIC	81	150
Pension Contributions	-	6,700
	<u>9,516</u>	<u>17,377</u>

The Rev Tim Madeley is employed and paid by the Diocese and his employment costs are recovered through the Parish Share. During the year the church only employed 1 person (2020 – 2). The Pension charge for 2020 related to a Section 75 employer cessation event as there were no further active members left in the Pension Scheme.

3. Fixed Assets

	Equipment, chairs & furniture	Musical & lighting equipment	Computer & IT equipment	Total
Cost				
Brought forward at the start of the year	33,119	26,015	1,320	60,454
Additions during the year	-	-	-	-
Disposals	-	-	-	-
Carried forward at the end of the year	<u>33,119</u>	<u>26,015</u>	<u>1,320</u>	<u>60,454</u>
Provision for depreciation				
Brought forward at the start of the year	25,952	23,026	1,320	50,298
Provision for the year	777	604	-	1,382
Disposals	-	-	-	-
Carried forward at the end of the year	<u>26,729</u>	<u>23,630</u>	<u>1,320</u>	<u>51,679</u>
Net book value at 31 December 2020	7,168	2,989	-	10,157
Net book value at 31 December 2021	6,390	2,385	-	8,775