



**2021 REPORT AND ACCOUNTS
FOR
THE PAROCHIAL CHURCH COUNCIL
OF
ST. JAMES THE GREAT
THORLEY**

REGISTERED CHARITY NO. 1130506

Thorley Parochial Church Council
Annual Report and Accounts for the year ended
31st December 2021

Registered Charity No:	1130506
Parochial Church Council ("PCC") Members (Trustees):	Gaz Tracey (Rector) Sue Carr (Churchwarden) Emma White (Churchwarden) (from June 2021) Chris Carr (Reader) Katharine Roper (Reader) (Deanery until 2023) Kirsty Pettinger (Treasurer) (PCC until 2022) Paul Martin (PCC to May 2021) Mary Bramley (PCC until 2024) Robbie Ward-Booth (PCC until 2024) Clive Weir (PCC until 2022) Alison Somers (PCC until 2022) Gill Blair-Park (PCC until 2023) Debbie Hoy (PCC until 2023) Philippa Roy-Chowdhury (PCC until 2023) Clive Hayball (Deanery until 2023) Sylvia Barrows (Deanery until 2023) Annice Osborne (PCC from September 2021)
PCC Secretary	Paul Martin (to May 2021) Des Conridge (from May 2021)
Principal Office:	Church Office The St Barnabas Centre Church Lane Thorley Bishop's Stortford CM23 4BE
Bankers:	Barclays Bank Plc. 10 North Street Bishop's Stortford CM23 2LH
Independent Examiners:	Helena Wilkinson Price Bailey LLP Causeway House 1 Dane Street Bishop's Stortford CM23 3BT
Insurers:	EIO (Ecclesiastical Insurance Office) Plc

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Aims and Purposes of the PCC

Thorley Parochial Church Council (PCC) works with the incumbent in promoting the ecclesiastical parish in association with the mission of the Church as laid down in the church's Mission Action Plan, which embraces pastoral, evangelistic, social and ecumenical initiatives. The PCC is responsible for the maintenance and use of the buildings with which we are blessed.

The PCC agreed a new Mission Action Plan (MAP) during the year and adopted the following Vision, Mission and Values:

Vision Statement: "To see lives that are changed by the transforming power of God's Spirit as people come to know, experience, love and follow Jesus."

Mission Statement: "Making Jesus known, in our communities and networks, to the disadvantaged and in the wider world, through words and by action."

Our Values:

- **Community:** by being together we know that we can build hope, which we find in Jesus, not only in our own lives but also in the lives of those around us. We accept and respect one another for who we are, as we live out our lives in the community of the Church.
- **Discipleship:** following in Christ's footsteps so that we can hear what He is saying to us and live out His teaching.
- **Outward focused:** we have been entrusted with the Good News of Christ and we realise that we must share that Good News with others.
- **Intimacy:** in relationship with God, in our worship, in the appropriate closeness of our relationships with, and support for, one another.
- **Integrity:** in our actions, in our openness, in our honesty about ourselves and others, in our pursuit of making Jesus known and seeing God's transforming presence at work in our lives and those around us.
- **Courage:** to follow God wherever He leads, making faith based decisions in all areas of our individual lives and the life of the Church.
- **Generosity:** we realise that for those to whom much is given, much will be expected and we always seek to use our time, talents and resources in serving Christ and others.

To organise our mission and ministry across the whole church, we use three words;

Gather, Grow, Go.



They serve to underline some of the things that we see as important in living Christian lives of community, mission and ministry together. They also provide a strategic framework around which we develop our Mission Action Plan (MAP). This is a way in which we can see in each area of mission and ministry within St James, key areas of growth, development and planning in and for all that we do.

This will be a foundational building block to allow for the strategic development and growth of St James over the coming years. We need a strategy that we can gather around and our leaders can jealously guard, and a framework that will continue to release ministry and mission in desired areas and ways.

Overview, Objectives and Activities

The PCC is committed to reaching as many people as possible through worship at St. James and via its outreach opportunities throughout the year.

2021, much like 2020, proved to be a challenging year of operation for St James'. We tried to continue and deliver on our aims and objectives amongst the changing landscape of a continuing Public Health emergency (the COVID-19 pandemic). Much of the requirements placed upon us by government guidance and legal requirement meant

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that we had to think and rethink our mission and ministry and make decisions surrounding what remains online, what returns to onsite and the extent to which we develop a strategy of hybrid meetings and worship services.

Following the arrival of our new Rector in 2020, we have continued a strategic review of our mission and ministry which has resulted in a new Mission Action Plan (as noted above). We have been organising our ministry and mission in line with this, and returned all services to a hybrid format in late July 2021. Our other groups fulfil our aim to become a hybrid community in the provision of distinctive online only or onsite groups.

The fabric of the church and our other buildings has been well-maintained by our premises staff and volunteers. As mentioned in last year's report. We are grateful to the Friends of St. James for their support in raising the funds to undertake the work. We have completed all urgent items, highlighted in the previous 2 quinquennial inspection reports, in 2021.

Buildings

The PCC has responsibility for five buildings:

The Church Centre Complex, Church Lane, Thorley

- St. James the Great Church which dates from the 13th century
- The Church Room, originally the old Thorley schoolroom, rebuilt in 1994
- The St Barnabas Centre (SBC), a restored 16th century tithe barn, opened in April 1996
- The Emmaus Centre, a former Dutch barn, rebuilt then opened in 2003

The Thorley Christian Centre (TCC), Vicerons Place, Thorley

- Originally a 'Local Ecumenical Project', it was taken over by the PCC in 2001 at the request of the other churches.

In addition, the PCC has joint responsibility with the Diocese of St Albans for a further 2 buildings:

- The Rectory, Vicerons Place, Thorley Park.
- The Curate's house, 7 Elmbrook Drive, Thorley Park. Currently let.

Ensuring our work delivers our aims

We review our aims, objectives and outcomes each year. This review looks at the success of each key activity and the benefits they have brought to those groups of people we help and support. The review also enables us to ensure our aims, objectives and activities remain focused on our stated purposes. We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities. In particular, the PCC considers how planned activities will contribute to aims and objectives they have set.

Structure, governance and management

At the Annual Meeting of Parishioners (AMP), held in May this year, all those living in the parish or who are on the Electoral Roll of St James the Great, are entitled to elect two Churchwardens who are elected annually and can hold office for six successive years, following which they must step down for a period of 2 years in accordance with the *Churchwardens Measure (2001, No. 1)* and agreed by resolution of the AMP in 2020. As a consequence of this meeting one Churchwarden was appointed. In an Emergency Meeting of Parishioners called in June another Churchwarden was appointed (as represented in the elected officials above).

The PCC of St James the Great is a registered charity and all members, including ex-officio and co-opted members are Trustees named on the Charity Commission register.

The structure and governance of the PCC is laid out in the *Church Representation Rules (2020)* and is made up of several categories of members as follows:

- The Rector (Chair)

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- The curate (if in post)
- Up to three Readers (by resolution of the APCM in 2017)
- 2 elected Churchwardens
- 3 elected Deanery Synod representatives
- 9 elected lay representatives (by a resolution passed at the APCM in 2016)

Other members of the congregation may be co-opted as required, but not exceeding in number one fifth of the elected lay members, or two persons whichever shall be the greater.

The Annual Parochial Church Meeting (APCM) elects the lay and deanery representatives. Voting at the APCM is restricted to members on the Electoral Roll only. Elected lay representatives serve for a three-year term with one-third standing down each year and one third being elected or re-elected. Members must stand down after two consecutive 3-year terms and cannot be re-elected for at least one year. Deanery Synod representatives are elected every three years and remain in office for the whole term, but should any representative relinquish their position, a replacement will be elected at the next APCM for the remainder of the three-year term.

The Rector (as Chair) is responsible for the induction of new members explaining their responsibilities and duties, as well as the administrative procedures and philosophical and theological approach of the PCC. All new members receive copies of the previous year's annual report and accounts. The PCC Secretary advises members of their duties as charity Trustees. In the absence of the Rector, this responsibility falls to the Churchwardens.

At the first meeting of the PCC following the APCM, the lay Chair (acting in the absence of the Rector) and PCC representatives for the Standing Committee, are appointed. Two members are also appointed to the Friends of St James' Committee as required by the Friends' constitution.

The PCC Treasurer together with the Chair of the Finance Committee, produce the quarterly and annual accounts and budgets.

Each year the PCC reviews the risks that the Church faces. To date these have mainly related to the maintenance of St. James church, which English Heritage has classified as a Grade One listed building, the SBC, which is a Grade Two listed building, as well as the other buildings managed by the PCC. These risks have been ameliorated by a regular programme of inspection and maintenance as well as compliance with any recommendations made by the Diocesan Architect at his Quinquennial Inspections. There are also minor areas of risk relating to employing staff, which have been covered by appropriate procedures, policies and insurance. For all activities where it is required, Disclosure and Barring Service (DBS) checks have been carried out on each responsible person and others working with children, young people and vulnerable adults, in accordance with the recommendations of the House of Bishops and diocesan policy. The PCC is also aware of the risks associated with making charitable grants and generally controls this by detailed local knowledge of possible beneficiaries. Payments to other charities represent a relatively small part of the PCC's annual expenditure.

The PCC operates in association with a number of sub-committees that report to the PCC. These include:

- **The Standing Committee** is the only committee required by law and has the power to transact the business of the PCC between its meetings, subject to any directions and limits given by the PCC.
- **The Finance Committee** presents proposals, reports, procedures, accounts and budgets for PCC approval.
- **The Premises Group** attends to all matters relating to land and buildings including the church, the churchyard, the church room, the SBC, the Emmaus Centre, car parks, the TCC, and the parish house.
- **The Worship Planning Group** meet at least four times a year to plan our corporate worship.
- **The Mission Action Planning Group** steers our mission in local, national and international areas

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Achievements and performance

Worship & Prayer

Total Sunday services	88
Weddings and blessings	1
Funerals and interments	15
On a usual Sunday attendance - adults	120
On a usual Sunday attendance – children	25
Electoral roll	154

Further regular worship has taken place in our homegroups (with both onsite and online meetings to facilitate changing Public Health guidance). Little Worship continued until lockdown prevented face-to-face meeting; they have now restarted.

Other groups, including the music fellowship, Mothers Union, Home Group leaders' meetings, have continued to take place. In line with our strategy to become a hybrid community these happen both onsite and online to fit the needs of those who attend, and the restrictions placed on us by statutory authorities.

Regular Home Group leaders' meetings have taken place, convened and led by the two Home Group co-ordinators. Many church members are now either full members or allocated as associate members to a homegroup. They are invited to social events and the homegroups keep in touch with them. This maintains contact, aids communication and pastoral care in the church.

Children and Youth ministry

Following the reset of both our youth and children's work, as outlined in last year's report, both PowerHouse and our Youth Group have continued to grow and thrive. PowerHouse fared better with the return to online only meetings in the early part of 2021, but our Youth Group has developed well since being able to meet onsite, resuming in September 2021. We have also seen the resumption of our creche ministry, Scramblers, as part of our 10.30am service.

Parish Breakfast

The Parish Breakfast, popular with church family members from both congregations and co-ordinated by the Mothers' Union, has remained suspended this year, but it is anticipated that we will be able to restart this as 2022 unfolds.

A Warm Welcome for All

When the church and St. Barnabas Centre are open for public worship, the Welcoming team has a pastoral responsibility on a Sunday morning to offer a warm welcome to all who come through our doors and offers a listening ear, especially to newcomers.

Pastoral Care and Prayer Ministry

The members of Pastoral Care team continue to liaise with each other in order to identify the needs of specific parishioners, however home visiting cannot currently be undertaken due to COVID-19 restrictions. The Prayer Ministry team remained available for personal prayer after every 10:30 am service until the closure of churches was introduced in lockdown. However, this is still available via a confidential online facility for anyone seeking prayer support during the online Sunday morning service.

Use and Development of Buildings

The Thorley Christian Centre (TCC), the St. Barnabas Centre (SBC) and the Emmaus Centre (EC) continued to be used by a wide variety of people, as well as by the Church family.

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The Friends of St James continue to raise funds for work needed in the Church and curtilage area. The PCC is very grateful to the 'Friends' and all those who support it.

Mission and Evangelism

Several members of the St James church family remain actively involved as Street Pastors. We also have our long-standing commitment as teachers or helpers for Holiday Bible Week. The tradition of serving of refreshments from the Church Room on Sunday afternoons resumed later than normal in 2021, however a full Festival of Flowers & Music was organised by the PCC to raise funds and was highly successful.

Fairtrade is one of our core principles and the shop in the St Barnabas Centre continued to do well. The shop is in effect a branch operation of the Mildmay Mission that provides quality HIV/AIDS care, treatment, training and education in Uganda and all profits go to support the Mission.

Responding to the increase in struggles with mental and emotional wellbeing we see around us, we have partnered with Kintsugi Hope to provide peer to peer support groups, delivered from a Christian perspective, and have run our first pilot course over the autumn.

Shared Ministry and Ecumenical Relationships

The PCC is committed to the very strong Churches Together in Bishop's Stortford and has three representatives on the forum.

Where possible, our clergy attend the monthly ecumenical Bishop's Stortford Ministers' Fellowship meeting, monthly Bishop's Stortford Church of England Clergy lunchtime meeting and the monthly ecumenical ministers' prayer breakfast. The Rector also attends Deanery Chapter meetings and Deanery Synod meetings.

Three members of the PCC also sit on the Deanery Synod, providing the PCC with an important link between the parish and the wider structures of the church both locally and nationally.

We also maintain our association with All Nations Christian College where in the past we have had a number of students worshipping with us. It is hoped that we shall be able to welcome their students again in the future, but this has been deferred for the time being and will be considered by the Rector at the appropriate time.

Our Vision for 2022 and beyond

Our Mission Action Plan (MAP), was rewritten and adopted at the last PCC meeting of 2021. It outlines our mission, our vision and our values (as described at the start of this report). It highlights our strategy; Gather, Grow, Go. It also directs the priorities of our action over the coming years into four key areas; new ways of being church; families, youth and children; community involvement and the structures surrounding how we deliver our mission.

The early stages of this will see us deal with issues of; becoming a hybrid community, our online presence, our social media profile, our work with young people, children and families (particularly looking to see if we seed a new worshipping community here), schools work, the emotional and mental wellbeing of our wider community, engaging with the changing parish around us as St James' Park is developed, developing our home group network and creating a leadership development pipeline.

Financial review

Thanks to generous giving, prudent financial management and God's graciousness, our financial position remains solid despite another disrupted and potentially difficult year. Overall our assets have increased marginally, with our bank balance standing at just over £110,000.

The majority of income was from planned giving by the church family, which remains steady at about £100,000 per year, whilst one-off gifts this year amounted to £18,000. Donations for use of our church premises amounted to £36 000, substantially more than in 2020, but still well down on pre-pandemic levels. The Friends of St James generously donated £7,000 to cover church repairs, the flower festival raised £5,000, and a grant of £1,000 was secured to pay for much needed youth group equipment.

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Major expenditure included our Diocesan Parish Share of £88,000, staff costs of £42,000 and £30,000 running costs for our buildings, whilst our charitable giving doubled increasing to £10,500.

We end 2021 with finances secure, enabling us to commit funds towards improved audio-visual provision in 2022, whilst still retaining reserves in line with our reserves policy as detailed below. We are grateful for the faithful support of the church family and the abundant provision of God.

Reserves

The task of the PCC is to carefully manage the funds that are available to it. Our reserves target is to hold at least three months of costs, based on an average of the unrestricted expenditure for the last three years, which this year amounts to £195,946.

At the end of the year, after transfers between funds, our unrestricted, undesignated funds amount to £76,553 (2020: £76,260). This means that our reserves represent just under 4.7 months' worth of annual expenditure. In addition, we hold £10,845 (2020: £9,980) of restricted funds and £25,000 (2020: £25,000) of funds designated for the repair and maintenance of our buildings. The remaining £2,462,776 in designated funds represents our freehold land and property fixed assets. The endowment fund of £9,365 represents the endowment capital of the Patten Bequest.

Our budget for 2022 shows a deficit in the order of £16,000 inclusive of about £12,600 of additional audio-visual and PA equipment to improve the quality of our streamed services. If the results for 2022 are in line with the budget, our reserves after transfers between funds would fall to just over £57,500, which would represent about 3.5 months of annual expenditure.

Covid-19

The continuing Covid-19 pandemic significantly affected our income, again, for the year. With continued careful management, in financial terms, we are hopeful for the future.

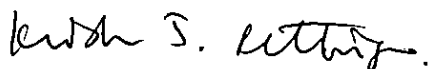
Final comment

With prayer and God's guidance, the PCC and the congregation look forward to the challenges we will face during 2022.

On behalf of the Parochial Church Council



G P Tracey (Chair)



Kirsty Pettinger (Lay member)

Date: 9.5.22

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Statement of financial activities

		Endowment	Unrestricted	Restricted	Total Funds	
	Note	Funds £	Funds £	Funds £	2021 £	2020 £
Income and endowments from:						
Donations and grants	2(a)	-	138,047	19,216	157,263	155,562
Other voluntary income	2(b)	-	44,092	-	44,092	29,013
Income from charitable and ancillary trading:	2(c)	-	5,163	-	5,163	4,006
Income from investments	2(d)	-	340	-	340	497
Total income and endowments		-	187,642	19,216	206,858	189,078
Expenditure on:						
Grants	3(a)	-	2,969	7,609	10,578	5,218
Charitable activities	3(b)	-	179,167	10,645	189,812	180,128
Fund-raising and publicity	3(c)	-	2,310	-	2,310	1,532
Total expenditure		-	184,446	18,254	202,700	186,878
Net income for the year, being net movement in funds		-	3,196	962	4,158	2,200
Transfer between funds		-	97	(97)	-	-
Total funds brought forward at 1 January 2021		9,365	2,665,977	9,980	2,685,322	2,683,122
Total funds carried forward at 31 December 2021		9,365	2,669,270	10,845	2,689,480	2,685,322

All income and expenditure have arisen from continuing activities.

The notes to the accounts are shown on pages 10 to 19 and form part of these financial statements.

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Balance Sheet

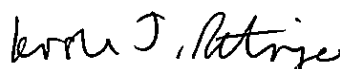
	Note	2021 £	2020 £
Fixed Assets			
Tangible fixed assets	5	2,580,094	2,578,038
Investments		9,365	9,365
		2,589,459	2,587,403
Current Assets			
Debtors	6	9,748	9,522
Cash at bank and in hand		111,637	108,031
		121,385	117,553
Liabilities: Amounts Falling Due Within One Year	7	15,114	10,384
Net Current Assets		106,271	107,169
Total Assets Less Current Liabilities		2,695,730	2,694,572
Liabilities: Amounts Falling Due After More Than One Year	8	6,250	9,250
Net Assets		2,689,480	2,685,322
Funds	9		
Unrestricted			
Undesignated		76,553	76,260
Designated		2,487,776	2,484,776
Revaluation reserve		104,941	104,941
Total Unrestricted		2,669,270	2,665,977
Restricted		10,845	9,980
Endowment		9,365	9,365
Total Funds		2,689,480	2,685,322

The financial statements were approved by the Parochial Church Council on 9.5.22 and signed on its behalf by:

G P Tracey
(Chair)



Kirsty Pettinger
(Lay member)



The notes on pages 10 to 19 form part of these accounts.

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1 Accounting policies

Thorley PCC is a Parochial Church Council in England. The address of the registered office is given in the charity information on page 1 of these financial statements.

Basis of preparation

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance 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) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The charity meets the definition of a public benefit entity under FRS 102. Assets and liabilities recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following the 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) issued in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £1.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

Like many charities at this time the charity is dealing with the impacts of Covid-19. Although income has been impacted through the closure of church buildings in response to the pandemic, the trustees have considered the level of current reserves and believe reserves are sufficient for activities to be maintained for 12 months. A detailed commentary on its impact is detailed in the Trustees report on page 7.

Judgements and key sources of estimation uncertainty

In the application of the Charity's accounting policies, which are described above, the trustees are required to make judgements, estimates and assumptions about the carrying amounts of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from those estimates. The Trustees do not consider that there are any critical judgments or sources of estimation uncertainty in the financial statements.

Funds

Unrestricted funds are general funds which can be used for PCC ordinary purposes.

Designated funds are unrestricted funds that due to their nature are not readily realisable and cannot therefore be considered to be general funds available for PCC ordinary purposes or have been designated for a particular purpose. The PCC's fixed assets are included in such designated funds.

Restricted funds represent a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and b) donations or grants received for a specific object or

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invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

Endowment funds are funds, the capital of which must be maintained; only income arising from investment of the endowment may be used either as restricted or unrestricted funds depending upon the purpose for which the endowment was established. The PCC's only Endowment Fund is the Patten Bequest and provides an income to be used for the upkeep of the Church.

Income recognition

Planned giving, collections and donations are recognised when received. Tax refunds are recognised when receivable. Grants and Legacies are accounted for when the PCC is legally entitled to the amounts due. All other income is recognised when it is receivable. All income is accounted for gross.

Expenditure recognition

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The diocesan parish share is accounted for when due. Amounts received specifically for mission are dealt with as restricted funds. All other expenditure, including support costs are generally recognised when incurred and accounted for gross.

Expenditure is stated gross of irrecoverable VAT and has been classified under headings that aggregate all costs related to the category.

Fixed assets

Consecrated and benefice property is not included in the accounts by section 10 of the Charities Act 2011.

Moveable church furnishings held by the Rector and Churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the Church's inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements.

Fixtures, fittings and equipment are capitalised at cost. Depreciation is calculated to write off the capitalised cost over an estimated useful life of 3 years.

The trustees have concluded that all land and buildings are held for the PCC's use and as such none are investment properties.

The PCC has applied the transitional arrangements of section 35 of FRS 102 and measured its freehold property at deemed cost at the date of transition, being 1 January 2015. Since the residual value is so high, any depreciation charge would be negligible. An impairment review is carried out at each year end and any resultant loss identified included in expenditure for the year.

Financial Instruments

The charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their fair value as at the balance sheet date. All financial instruments of the charity are measured at cost with the exception of the fixed asset land and buildings which are held at their revalued carrying amount. The value of land and buildings as well as their original cost is stated in note 5.

Financial assets include the bank balances, trade debtors and other debtors but exclude prepayments and taxation. Financial liabilities include trade creditors, other creditors, accruals and deferred income but exclude social security and other taxes due.

Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered.

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Prepayments are valued at the amount prepaid net of any trade discounts due. Accrued income is included at the best estimate of the amounts receivable at the balance sheet date.

Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition, opening of the deposit or similar account.

Creditors

Creditors are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount after allowing for any trade discounts due. Accrued expenditure is included at the best estimate of the amounts payable at the balance sheet date, after allowing for any trade discounts due.

Pensions

The Charity provides a defined contribution pension scheme, whereby the Charity and its staff each fund the scheme, managed by a third-party provider, the assets of which are held by the provider separately from the assets of the Charity. The pension charge in the financial statements represents the amounts payable by the Charity to the fund in respect of the year.

Taxation

The charity is exempt from corporation tax on its income applied for charitable activities.

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2 Income

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £	2020 £
2(a) Donations and grants:				
Planned giving	102,825	-	102,825	101,516
Income tax recoverable	26,668	-	26,668	26,000
Legacy	-	-	-	5,000
Youth grant	-	1,000	1,000	-
CAF Vouchers	-	-	-	1,110
Friends of St James contributions to church repair	-	7,195	7,195	-
Listed places of worship grant scheme	-	1,433	1,433	10,668
Sundry donations/Stewardship campaign	8,554	9,588	18,142	11,268
	138,047	19,216	157,263	155,562
2(b) Other voluntary income:				
Donations for use of Church premises	36,159	-	36,159	25,261
Fetes, bazaars, other fund-raising events	7,933	-	7,933	3,752
	44,092	-	44,092	29,013
2(c) Income from charitable and ancillary trading:				
PCC and wedding fees	5,163	-	5,163	4,006
	5,163	-	5,163	4,006
2(d) Income from Investments:				
Bank interest	340	-	340	497
TOTAL INCOME	187,642	19,216	206,858	189,078

2 2020 Income Comparative

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
2(a) Donations and grants:			
Planned giving	101,516	-	101,516
Income tax recoverable	26,000	-	26,000
Legacy	5,000	-	5,000
CAF Vouchers	1,110	-	1,110
Friends of St James contributions to church repair	-	-	-
Listed places of worship grant scheme	-	10,668	10,668
Sundry donations/Stewardship campaign	7,263	4,005	11,268
	140,889	14,673	155,562
2(b) Other voluntary income:			
Donations for use of Church premises	25,261	-	25,261
Fetes, bazaars, other fund-raising events	3,752	-	3,752
	29,013	-	29,013
2(c) Income from charitable and ancillary trading:			
PCC and wedding fees	4,006	-	4,006
	4,006	-	4,006
2(d) Income from Investments:			
Bank interest	497	-	497
TOTAL INCOME	174,405	14,673	189,078

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3 Expenditure

	Unrestricted Funds £	Restricted Funds £	Total Funds	
			2021 £	2020 £
3(a) <u>Grants</u>				
Other giving	1,969	5,630	7,599	1,851
Outreach	1,000	1,979	2,979	3,367
	<u>2,969</u>	<u>7,609</u>	<u>10,578</u>	<u>5,218</u>
3(b) <u>Charitable activities</u>				
Ministry: diocesan quota	87,696	-	87,696	87,865
Clergy expenses	4,444	-	4,444	1,357
Ministry: curate expenses	-	-	-	997
Upkeep of Church Services	2,145	-	2,145	3,670
Powerhouse, youth groups & fellowship groups	627	-	627	417
Cost of the music fellowship	110	-	110	107
Rectory and Parish House repairs	100	-	100	1,152
Parish House – loan interest	143	-	143	237
Church running expenses and repairs	4,666	9,815	14,481	5,139
St Barnabas Centre running expenses	15,953	830	16,783	15,756
Emmaus Centre running expenses	2,910	-	2,910	3,061
Thorley Christian Centre running expenses & repairs	6,088	-	6,088	6,540
Support costs 3(d)	54,285	-	54,285	53,830
	<u>179,167</u>	<u>10,645</u>	<u>189,812</u>	<u>180,128</u>
3(c) <u>Fund-raising and publicity</u>				
Costs of fetes and other fund-raising events	2,310	-	2,310	1,532
	<u>2,310</u>	<u>-</u>	<u>2,310</u>	<u>1,532</u>
TOTAL EXPENDITURE	<u>184,446</u>	<u>18,254</u>	<u>202,700</u>	<u>186,878</u>
3(d) <u>Support costs</u>				
Staff costs (Note 4)	41,846	-	41,846	41,508
Administration and Office supplies	5,484	-	5,484	5,767
Accountancy	1,998	-	1,998	3,070
Website maintenance	884	-	884	1,041
Telephone and Miscellaneous	2,144	-	2,144	1,835
Depreciation	1,929	-	1,929	609
	<u>54,285</u>	<u>-</u>	<u>54,285</u>	<u>53,830</u>

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3 2020 Expenditure Comparative

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
3(a) <u>Grants</u>			
Tithing	571	1,280	1,851
Outreach	1,250	2,117	3,367
	<u>1,821</u>	<u>3,397</u>	<u>5,218</u>
3(b) <u>Charitable activities</u>			
Ministry: diocesan quota	87,865	-	87,865
Clergy expenses	1,357	-	1,357
Ministry: curate expenses	997	-	997
Upkeep of Church Services	3,670	-	3,670
Powerhouse, youth groups & fellowship groups	417	-	417
Cost of the music fellowship	107	-	107
Rectory and Parish House repairs	1,152	-	1,152
Parish House – loan interest	237	-	237
Church running expenses and repairs	5,139	-	5,139
St Barnabas Centre running expenses	13,795	1,961	15,756
Emmaus Centre running expenses	3,061	-	3,061
Thorley Christian Centre running expenses & repairs	6,540	-	6,540
Support costs 3(d)	52,890	940	53,830
	<u>177,227</u>	<u>2,901</u>	<u>180,128</u>
3(c) <u>Fund-raising and publicity</u>			
Advertising for new Rector	-	-	-
Costs of fetes and other fund-raising events	1,532	-	1,532
	<u>1,532</u>	<u>-</u>	<u>1,532</u>
TOTAL EXPENDITURE	<u>180,580</u>	<u>6,298</u>	<u>186,878</u>
3(d) <u>Support costs</u>			
Staff costs (Note 4)	41,508	-	41,508
Administration and Office supplies	4,827	940	5,767
Accountancy	3,070	-	3,070
Website maintenance	1,041	-	1,041
Telephone and Miscellaneous	1,835	-	1,835
Depreciation	609	-	609
	<u>52,890</u>	<u>940</u>	<u>53,830</u>

4 Staff Costs

	Unrestricted Funds £	Restricted Funds £	Total funds 2021 £	Total Funds 2020 £
Wages and salaries	41,194	-	41,194	40,711
Pension costs	652	-	652	797
	<u>41,846</u>	<u>-</u>	<u>41,846</u>	<u>41,508</u>

During the year the charity employed an average of 3 employees (2020 - 3).

No employees received total employee benefits in excess of £60,000 (2020 - Nil).

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The PCC considers its key management personnel to comprise the Rector, Churchwardens and appointed officials (see page 1). No key management personnel received benefits in the year (2020 – Nil).

5 Fixed Assets

Tangible fixed assets	Historical		
	Cost	2021	2020
Freehold land and property owned by PCC	£	£	£
The St Barnabas Centre	1,920,000	1,989,927	1,989,927
The Emmaus Centre	461,526	478,335	478,335
The Thorley Christian Centre (10% PCC interest)	48,000	49,748	49,748
7 Elmbrook Drive (15.04% PCC interest)	42,500	58,957	58,957
		<u>2,576,967</u>	<u>2,576,967</u>
Designated Funds		<u>2,576,967</u>	<u>2,576,967</u>
Fixtures, Fittings & Equipment (Unrestricted)			
Cost brought forward		2,361	762
Additions		3,985	1,599
Disposals		-	-
Cost carried forward		<u>6,346</u>	<u>2,361</u>
Accumulated depreciation brought forward		1,290	681
Depreciation charge for the year		1,929	609
Depreciation eliminated on disposal		-	-
Accumulated depreciation carried forward		<u>3,219</u>	<u>1,290</u>
Net book value brought forward		1,071	81
Net book value carried forward		<u>3,127</u>	<u>1,071</u>
Total fixed assets		<u>2,580,094</u>	<u>2,578,038</u>

The PCC owns two freehold buildings, the St Barnabas Centre and the Emmaus Centre both in Church Lane, Thorley. The Diocese owns the Thorley Christian Centre, Vicerons Place, Thorley Park, but would give 10% of the net proceeds of any sale to St James. The Parish House is a residential property owned with the Diocese. The PCC owns 15.04%.

The PCC has applied the transitional arrangements of section 35 of FRS 102 and measured its freehold property as noted above and used those valuations as its deemed cost at the date of transition, being 1 January 2015. Given the unique nature of the three Centres, the properties were valued based on the insurance value and their value in use. The Trustees resolved to adopt a market value for 7 Elmbrook Drive of £392,000 for the year ended 31 December 2015, meaning that the PCC's share of the valuation increased.

6 Debtors

	2021	2020
	£	£
Accounts receivable	170	-
Income tax recoverable	5,859	6,794
Prepayments and accrued income	3,719	2,728
	<u>9,748</u>	<u>9,522</u>

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7 Liabilities: Amounts Falling Due Within One Year

	2021 £	2020 £
DBF/Vacancy Liability	465	1,229
Deposits held	151	101
Accrued expenses	2,400	2,520
Creditors for goods and services	8,213	2,814
Wedding fee / Funeral fee disbursements	425	720
Tax and National Insurance	460	-
Diocesan loan re 7 Elmbrook Drive (see note 8)	3,000	3,000
	15,114	10,384

8 Liabilities: Amounts Falling Due After More Than One Year

	2021 £	2020 £
Diocesan loan re 7 Elmbrook Drive	6,250	9,250
	6,250	9,250

The loan is in relation to the Parish House. £3,000 is payable annually to the Diocese of St Albans.

9 Movement on Funds

	At 1 January 2021 £	Income £	Expenditure £	Transfers	At 31 December 2021 £
Unrestricted funds:					
General undesignated	76,260	187,642	184,446	(2,903)	76,553
Designated	2,484,776	-	-	3,000	2,487,776
Revaluation reserve	104,941	-	-	-	104,941
	2,665,977	187,642	184,446	97	2,669,270
Restricted funds:					
Church yard	636	150	1,187	401	-
Healing on the streets	314	-	-	-	314
Health & safety fund	106	-	-	(106)	-
Parish events	710	847	685	(267)	605
Other	18	5	-	(23)	-
Special collections	123	5,530	5,630	(23)	-
FOSJ church repair fund	79	7,195	7,195	(79)	-
Listed places of worship grant scheme	-	1,433	1,433	-	-
Beverley Cheeseman worship fund	1,585	450	-	-	2,035
Barn IT fund	197	2,311	830	1	1,679
Macmillan Care	-	295	287	(8)	-
Youth grant fund	-	1,000	1,007	7	-
Kitchen fund	6,212	-	-	-	6,212
	9,980	19,216	18,254	(97)	10,845
Endowment	9,365	-	-	-	9,365
Total funds	2,685,322	206,858	202,700	-	2,689,480

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Movement on Funds comparative

	At 1 January 2020	Income	Expenditure	Transfers	At 31 December 2020
	£	£	£		£
Unrestricted funds:					
General undesignated	77,878	174,405	(180,580)	4,557	76,260
Designated	2,478,776	-	-	6,000	2,484,776
Revaluation reserve	104,941	-	-	-	104,941
	2,661,595	174,405	(180,580)	10,557	2,665,977
Restricted funds:					
Church yard	486	150	-	-	636
Healing on the streets	314	-	-	-	314
Health & safety fund	106	-	-	-	106
Parish events	702	2,125	(2,117)	-	710
Other	18	-	-	-	18
Special collections	123	1,280	(1,280)	-	123
FOSJ church repair fund	79	-	-	-	79
Listed places of worship grant scheme	2,416	10,668	(1,961)	(11,123)	-
Beverley Cheeseman worship fund	1,135	450	-	-	1,585
Barn IT fund	1,137	-	(940)	-	197
Roof fund	(566)	-	-	566	-
Kitchen fund	6,212	-	-	-	6,212
	12,162	14,673	(6,298)	(10,557)	9,980
Endowment	9,365	-	-	-	9,365
Total funds	2,683,122	189,078	(186,878)	-	2,685,322

General unrestricted fund - The general unrestricted fund is used for PCC ordinary purposes.

Designated fund - The designated funds comprise the Freehold land and property, net of loans and the designated property repair fund (£25,000).

Restricted fund - The restricted funds represent donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund.

In 2021 restricted transfers were made to account for costs incurred under the unrestricted fund. Transfers were immaterial. In 2020 a transfer was made to offset the Listed Places of Worship Grant Scheme (LPOWGS) received in 2020 specifically for the St Barnabas Centre barn roof repairs against the expenditure incurred which was originally under unrestricted funds. The PCC did not know whether the barn would be approved as eligible under the LPOWGS so the expenditure already incurred for the repairs was recorded and paid for from unrestricted funds previously.

Revaluation reserve – The revaluation reserve is in relation to the property valuation undertaken on transition to FRS102.

Endowment fund – The endowment fund represents the Patten Bequest and provides an income to be used for the upkeep of the Church which is shown as restricted.

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10 Analysis of Net Assets by Fund

	Endowment Funds £	Unrestricted Funds £	Designated Funds £	Revaluation Reserve £	Restricted Funds £	Total £
Fixed Assets	-	3,127	2,472,026	104,941	-	2,580,094
Investments	9,365	-	-	-	-	9,365
Net Current Assets	-	73,426	25,000	-	10,845	109,271
Long Term Liabilities	-	-	(9,250)	-	-	(9,250)
Fund balance	9,365	76,553	2,487,776	104,941	10,845	2,689,480

Analysis of Net Assets by Fund (comparative)

	Endowment Funds £	Unrestricted Funds £	Designated Funds £	Revaluation Reserve £	Restricted Funds £	Restated Total £
Fixed Assets	-	1,071	2,472,026	104,941	-	2,578,038
Investments	9,365	-	-	-	-	9,365
Net Current Assets	-	75,189	25,000	-	9,980	110,169
Long Term Liabilities	-	-	(12,250)	-	-	(12,250)
Fund balance	9,365	76,260	2,484,776	104,941	9,980	2,685,322

11 Independent Examination Fees

Accountancy expenditure includes £1,770 fees paid to the Independent Examiners for carrying out the Independent Examination (2020 - £1,560).

12 Trustees Remuneration and Expenses

The trustees neither received nor waived any remuneration or benefits during the year (2020 - £Nil).

During the year 1 trustee (2020 - 2 trustees) had the following expenses paid for by the charity:

	2021 £	2020 £
Travel	3,067	1,027
Training	-	-
Internet and communications	683	301
Other costs	694	1,026
	4,444	2,354

13 Related Party Transactions

There were no related party transactions in the year (2020 – Nil).

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Independent Examiner's Report to the Trustees of The Parochial Church Council of St. James The Great Thorley.

I report on the accounts of the charity for the year ended 31 December 2021 which are set out on pages 8 to 19.

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 Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the charity as required by section 130 of the 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.

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.



Helena Wilkinson FCA
Price Bailey LLP
Causeway House
1 Dane Street
Bishops Stortford
Hertfordshire
CM23 3BT

Date: 10 May 2022