

Financial Report and Accounts for the year ended 31 December 2020

Financial Review

General fund

As a consequence of the Coronavirus pandemic and the Government lockdowns, St Mary's, like other churches, was unable to hold 'in person' worship for much of the year. As a result, during 2020 most income items in the General Fund Account are significantly less than expected and were not sufficient to cover expenditure, thereby producing a deficit in net income of £(12,183).

Income from giving (collections, donations, and any Gift Aid claims thereon), has particularly suffered although this was offset to some extent by online, card reader and other donations. Donations by standing order are slightly lower than in 2019.

Additionally, as a result of the church being closed, income from magazine sales, advertising, printing etc was also reduced, as were both wedding fees and funeral fees.

The 2020 Summer Fete was cancelled and whilst donations were received for the Virtual Fete, Fundraising was reduced by almost £4,000, compared to 2019.

Payments made in respect of salaries remain similar to 2019 and have been offset to some extent by way of the Government furlough scheme.

During the year there was insufficient income into the General Fund to meet its expenditure. However, there was large income from the legacies which meant a withdrawal from the deposit account was not necessary. A transfer of £10,000 from the Unrestricted Legacies Fund to the General Fund has been shown.

It is hoped subsequent years will show more usual results whereby income balances expenditure.

Designated Legacies Fund (Unrestricted)

A legacy of £5,000 was received during the year.

Designated Hall Fund

Although income and expenses were both lower than 2019 due to some restricted use of the hall during the coronavirus pandemic, this year's income more or less balanced expenses.

Fabric & Heating Fund (Restricted)

A legacy of £18,175 was received during the year. As hoped, the grant for VAT of £3,243 in respect of replacing the boilers in 2019 was received.

Other Restricted Funds

Donations, including a large donation of £20,000, were received towards the window restoration of £30,840, which together with the Gift Aid tax refund claim and a grant for VAT covered most of the cost. The small deficit of £1,008 has been transferred from the Fabric & Heating Fund to the Window Fund to enable the fund to be closed.

Reserves Policy

It is PCC policy to maintain at least an available current asset balance on the General Fund which equates to approximately four months' unrestricted payments excluding the Parish Share to cover potential creditors. The unrestricted legacies' fund is available to meet one off costs and any emergency situations that may arise. The balance of net current assets of the General Fund at the end of the year 2020 approximately meets that policy. The designated Hall Fund retains a balance to meet future maintenance costs for the hall.

The balances for the various other restricted funds are the result of monies raised or donated for their respective purposes.

It is the policy of the PCC to invest the available fund balances with the Church of England Deposit fund.

The accounts were approved on behalf of the Parochial Church Council on 9 March 2021 by:

 Chairman

 Treasurer

St Mary's Church, Attleborough
FINANCIAL STATEMENT for the Year to 31 December 2020
Unrestricted Funds Statement of Financial Activities

General fund	2020	2019
INCOMING RESOURCES	£	£
Collections	2,788	8,809
Non-Gift Aid planned giving	1,952	2,911
Collections Gift Aid	5,473	7,559
Standing Order Gift Aid	26,890	28,540
Standing Order Non Gift Aid	4,532	4,430
Tax refund on Gift Aid	9,971	11,118
Fees		
Weddings	894	2,382
Funeral Services & memorials	3,415	5,593
Utilities	400	610
Donations wall safe & candles	1,225	631
Donations Give a Little via website (SumUp)	1,779	0
Donations Give a Little via card reader (SumUp)	185	0
Other donations	3,787	1,962
Donations Gift Aid	1,055	469
Donations for Charities	862	787
Dividends/Interest (deposit a/c's)	368	414
Donations for Virtual Fete	1,243	0
Bazaar & other fundraising	710	5,822
Magazines and cards etc	854	1,522
Magazines advertising	1,650	2,730
Donations for printing	85	349
Other income	0	34
Hire/Donations for use of church	1,005	900
Boiler grant	324	0
Church Admin. salaries through payments	527	0
Norwich diocese grant for children's activities	0	100
Transfer from Designated Legacies Fund	10,000	
TOTAL Incoming Resources	81,734	87,731
NET INCOMING RESOURCES	(2,155)	(76)
Cash BALANCES B/FWD 1 JANUARY.	11,151	11,227
Cash BALANCES C/FWD 31 DECEMBER.	8,996	11,151
Total asset balance b/fwd 1 JANUARY.	17,889	17,965
Total asset balance c/fwd 31 DECEMBER.	15,734	17,889
Designated Legacies Fund	2020	2019
INCOMING RESOURCES	£	£
Legacies	5,000	0
Interest (deposit a/c's)	213	488
Transfer from General Fund	0	0
TOTAL INCOMING RESOURCES	5,213	488
NET INCOMING RESOURCES	(5,117)	(2,274)
BALANCES B/FWD 1 JANUARY	50,244	52,618
BALANCES C/FWD 31 DECEMBER	45,127	50,244

RESOURCES EXPENDED	2020	2019
	£	£
Parish share	55,407	55,939
Clergy expenses	392	1,238
Other Clergy Costs	2,395	1,497
Church Admin. salaries & NI	7,698	7,798
Stationery, postage, misc.admin.	5,393	4,813
Insurance	2,708	2,487
Heating & Lighting	2,291	2,341
Cleaning/Misc. minor maint.	267	614
Norwich Dioc. Assoc. of Bells	10	10
Director of music	5,441	6,753
Other Music expenses	543	663
Online worship streaming licence	50	0
Church magazine and cards	0	515
Youth & Children's Work	0	178
Donations to charities	898	1,675
Publicity	0	322
Donations & gifts	13	121
Stewardship expenses.	112	168
Fund raising Expenses	50	295
Miscellaneous	0	201
Transfer to Youth fund	0	0
Boiler	324	0
TOTAL Resources Expended	83,889	87,907

Notes:
Services in Crematorium
Contributions to Parish Share:

720

RESOURCES EXPENDED	2020	2019
	£	£
Candles & lighting	0	483
Piano/organ/microphone	330	2,279
Transfer to General Fund	10,000	0
TOTAL RESOURCES EXPENDED	10,330	2,763

Designated Hall Fund	2020	2019
INCOMING RESOURCES	£	£
Day Care Hire fees	17,366	24,364
Weight Watchers	0	700
Community Luncheon Club	120	660
Coffee & Chat	110	760
Slimming World	1,485	2,890
Dementia Cafe	198	348
Other Hire fees	419	1,269
Other Income	0	0
Dividends & Interest	127	279
Administration salaries & NI furlough payments	3,927	0
TOTAL INCOME RESOURCES	23,742	31,229
NET INCOMING RESOURCES	34	(2,639)
BALANCES B/FWD 1 JANUARY	29,205	31,744
BALANCES C/FWD 31 DECEMBER	29,239	29,205

Restricted Funds Statement of Financial Activities

Fabric & Heating Fund	2020	2019
INCOMING RESOURCES	£	£
Interest (deposit a/c's) Fabric	116	369
Legacy	18,175	15
Donations	0	3,000
Grant for VAT on Building work	3,243	515
TOTAL INCOMING RESOURCES	21,538	3,889
NET INCOMING RESOURCES	19,861	(16,739)
BALANCES B/FWD 1 JANUARY	27,407	44,146
BALANCES C/FWD 31 DECEMBER	47,267	27,407

Other Restricted Funds	2020	2019
INCOMING RESOURCES	£	£
Flowers donation	60	0
Choir Fund Raising	0	60
Choir Fund donations	0	745
Choir Fund fees	0	100
Community lunch	398	2,846
Messy Church Fund	7	78
W/FPOC Resolution to Friday fun club	0	0
Friday fun club	394	104
Grant for Friday fun club	0	0
drop in & play	43	551
Donation for drop in & play	0	100
Organ fund raising	0	224
Donations to Organ fund	678	100
Donations to Window fund	20,100	0
Donations to Window fund tax refund on Gift Aid	5,000	0
Grant for VAT on Window Restoration	6,140	0
Transfer from Fabric & Heating Fund	1,006	0
Interest (deposit a/c's) Bells	8	18
TOTAL INCOMING RESOURCES	32,826	4,728
NET INCOMING RESOURCES	500	144
BALANCES B/FWD 1 JANUARY	5,493	5,349
BALANCES C/FWD 31 DECEMBER	5,992	5,493

TOTALS INCOMING and EXPENDED RESOURCES

	2020	2019
£	£	£
TOTAL INCOMING RESOURCES and MOVEMENT IN FUNDS	165,050	128,064
NET INCOMING RESOURCES and MOVEMENT IN FUNDS	13,123	(21,486)
BALANCES B/FWD 1 JANUARY	130,237	151,722
BALANCES C/FWD 31 DECEMBER	143,360	130,237

RESOURCES EXPENDED	2020	2019
£	£	£
Administration salaries & NI	13,547	12,620
Insurance	2,706	2,466
Heating & Lighting	4,682	4,683
Water	574	1,113
Clearing & misc. & sundries	1,848	1,931
Repairs and Hall upkeep	106	2,970
Gazebos (2019 Fridge & Dishwasher)	0	260
Air Conditioning for hall (2018: Boiler)	0	7,090
Health & Safety	342	677
Donations to charities	0	0
TOTAL RESOURCES EXPENDED	23,706	33,768

RESOURCES EXPENDED	2020	2019
£	£	£
Architects fees	0	0
Structural Engineers fees	666	1,170
Church Heating (2018 Boiler Repairs)	0	19,458
Transfer to Window Fund	1,006	0
TOTAL RESOURCES EXPENDED	1,672	20,628

RESOURCES EXPENDED	2020	2019
£	£	£
Flowers	121	152
Choir expenses	100	885
Community Lunch Expenses	488	2,448
Messy Fund Expenses	82	82
Friday fun club	178	398
drop in & play	0	639
Organ Fund	0	0
Window fund	31,248	0
Bells expenses	108	0
TOTAL RESOURCES EXPENDED	32,326	4,682

	2020	2019
£	£	£
TOTAL RESOURCES EXPENDED	151,927	149,548

Attleborough Parochial Church Council

Balance Sheet at 31 December 2020

(Figures rounded to nearest £)

	Unrestricted General Fund	Designated Legacy Fund	Hall Fund	Restricted Fabric & Heating Fund	Other Restricted funds	Total
	£	£	£	£	£	£
FIXED ASSETS						
Investments CBF	6,738					6,738
CURRENT ASSETS						
Barclays Bank	6,787	747	1,119	5,729	4,067	18,449
Deposit CBF	0	44,380	20,947	41,538	1,926	117,791
Cash						0
Debtors	4,165	0	0	0	0	4,165
less Suspense	0					
TOTAL CURRENT ASSETS	10,952	45,127	31,066	47,267	5,993	140,405
Less Current Liabilities	1,956	0	1,827	0	0	3,784
TOTAL NET CURRENT ASSETS	8,996	45,127	29,239	47,267	5,993	136,622
TOTAL NET ASSETS	15,734	45,127	29,239	47,267	5,993	143,360

	2019					
	£	£	£	£	£	£
FIXED ASSETS						
Investments CBF	6,738					6,738
CURRENT ASSETS						
Barclays Bank	122	77	9	78	3,576	3,859
Deposit CBF	12,056	50,167	29,820	27,332	1,917	121,292
Cash						0
Debtors	2,911	0	279	0	0	3,190
TOTAL CURRENT ASSETS	15,089	50,244	30,107	27,407	5,493	128,341
Less Current Liabilities	3,938	0	902	0	0	4,841
TOTAL NET CURRENT ASSETS	11,151	50,244	29,205	27,407	5,493	123,500
TOTAL NET ASSETS	17,889	50,244	29,205	27,407	5,493	130,238

Analysis of 'Other' restricted funds

FUND Year	Bells	Window Fund	Flower Fund	Community Lunch	Choir	Messy Church Fund	Youth Work/ Friday Fun Club	Drop in & Play	Organ Fund	TOTAL Other
2020	1,534	0	846	290	164	851	842	666	1,002	5,993
2019	1,934	0	717	381	284	726	626	522	324	5,493

Notes to the financial statements for the year ended 31 December 2020

1. ACCOUNTING POLICIES

The financial statements have been prepared under the historical cost convention except for revaluation of two trust fund investment assets. The investments of two trust funds (Attleborough Bell Pightle and Attleborough Church Lands) were revalued at 31 December 2006 and subsequent movement in the market value is not material. 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 affiliation to another body.

Funds

Restricted funds represent income, 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. The PCC does not invest separately for each fund. Interest is apportioned to individual funds on an average balance basis. Figures are rounded to nearest £.

Unrestricted funds are general funds which can be used for PCC purposes. The Hall Fund has been designated by the PCC to provide for future maintenance of the Hall from the income generated by the lettings. It is an unrestricted fund and the PCC can decide to spend it for any other purpose. In particular, it has delegated to the Hall Committee responsibility to spend some of the funds generated by lettings on donations to charities.

In the year 2008 the PCC agreed to a new designated fund for unrestricted legacies to show a clear view of how these are spent.

2. Incoming resources

Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. Investment income and interest on deposits are recognised when received. All incoming resources are accounted for gross.

3. Resources expended

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation. The diocesan parish share is accounted for the amount decided by the PCC that it can reasonably afford from its unrestricted funds and has been fully paid for many years. All other expenditure is generally recognised when it is incurred and is accounted for gross.

4. Fixed assets

Consecrated and benefice property is not included in the accounts in accordance with s.96(2)(a) of the Charities Act 1993. Movable church furnishings held by the rector and churchwardens on special trust for the PCC and 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. Subsequently all expenditure has been written off when incurred.

The Diocesan Board of Finance holds the assets of the two trust funds with investment in the Income Shares of the CBF Church of England Fund. The income from these trusts is for the ecclesiastical purposes of the parish and is included in the Incoming resources of the General fund.

5. Staff Costs

a) During the year the PCC employed a secretary, church and hall cleaners, all part time. Total salaries paid during the year were £19,796 (2019: £19,481).

b) Payments to PCC members

As organist Mr. J B Miller, who was a co-opted member of the PCC, was paid £4,421 and this payment is included in Director of Music expenses.

6. Debtors

For 2020 General fund 'Debtors' is tax refund due from Gift Aid of £3,014 (2019: Gift aid refund £2,911), funeral and associated fees due of £1,016 and advertising fees due of £135.

Creditors (Current Liabilities)

The year 2020 General fund 'Current Liabilities' are the outstanding instalments for insurance £902 (2019: £902), electricity and gas bills of £306, miscellaneous other £748. The Hall Fund 'Current Liability' is the outstanding instalments of its share of the insurance £902 (2019: £902), electricity and gas bills of £611 and other £314.

Independent Examiners Certificate

Report to the trustees/ members of:

St Marys Church Attleborough

On accounts for the year ended:

31st December 2020

Charity no (if any):

1130508

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2020

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 Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 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

~~The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [] - Delete [] if not applicable.~~

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

* Please delete the words in the brackets if they do not apply.

Signed:

A. Lister

Date:

3/3/2021

Name:

Anne Lister

Relevant professional
qualification(s) or body
(if any)

—

Address:

48 Chapel Road
Oundleborough
Norfolk NR17 2DS

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, independent examination of charity accounts: directions and guidance for examiners).

Give here
brief
details of
any items
that the
examiner
wishes to
disclose

Rector's report on 2020

I sat down to write this report thinking that I'd use the same approach as normal, looking through past issues of 'the Link' to remind me of what had been happening. But of course 2020 was anything but a normal year. Pre-pandemic feels long ago that it may as well have been a different lifetime. That's why I shied away from giving a report at the last APCM which was held in November after being deferred from earlier in the year.

We were in the middle of a PCC meeting in March last year, discussing our worship and activities in the light of the increasing level of the virus, when an email arrived from the Archbishop of Canterbury instructing us to cease all services and everything else associated with our Church life with immediate effect. Our Church Buildings were to remain locked. Like many others I wasn't unduly concerned - it was only going to be for a few weeks. We'd probably be back in Church for Easter. But Easter came and went, as did Pentecost and the weeks turned into months.

Of course this didn't mean we weren't doing anything. On Mothering Sunday the ministry team celebrated the Eucharist behind closed doors on behalf of everyone else. It didn't feel comfortable though. Shortly afterwards I was invited to a meeting using a video conferencing website. Within a couple of weeks we had daily prayer online with a Sunday Service streamed to Youtube. By Easter we'd discovered Zoom and our online worship became more elaborate and could include those phoning in to join us too.

By June 'the Link' included a wonderful picture of all that was happening in our virtual world: Services and prayers, virtual choir recordings, online men's group meetings, a youth group. Some of these things have lent themselves better to the online world more than others. Social groups have been particularly difficult to recreate in a virtual environment but it was important that we tried.

Unlike many Churches I took the decision, rightly or wrongly, that our online services wouldn't be communion services. Without the majority able to receive the sacrament it felt exclusive. And I didn't take up the Bishops' dispensation to celebrate communion at home. It would have felt like private feasting while everyone else was fasting. One of the highlights of this time was being joined by the Bishop of Norwich for our Service for Pentecost.

The June 'Link' also contained the sad news that the fete had been cancelled. It was one of a number of major blows to our finances which left us, at the end of the year, some £12k overspent. My thanks to everyone who contributed so generously in the last year. I was pleased that we paid our Parish Share in full from reserves but we clearly can't sustain those sorts of losses again too many times going forward.

There are many things which we could have done better in the last year but we were all feeling our way through this together. Over the course of the year a few members of the congregation temporarily and unintentionally slipped off the radar. I'm always really sorry when this happens but try as we might it seems impossible to constantly keep track of everyone. We've learnt from our mistakes and each time we lose track of someone we try to put measures in place to stop the same thing happening again. As I have said in more normal times, if you're unwell, lonely or low (or know someone who is) please tell us. I'd rather be told six times than not at all.

It has been a pleasure to have Richard join us during the year, although not quite in the way we expected. For many months he joined us from Warsaw, bringing an international dimension to our worship. I look forward to Richard finally relocating to Attleborough and joining us as Curate in the summer.

The two words which keep coming to mind are 'thank you'. I owe a huge debt of gratitude to my colleagues who've worked so hard in the past year (as always). Andrew and Brenda who have principally shared the leading of worship. Pat for her usual hand on the rudder in the office (even when the office was closed for month on end) our musicians for taking our music online and the Churchwardens. And to you all, a big thank you. 2020 was a year the likes of which none of us has encountered before and which we hope not to see again but we got through it together, living stones at work in our community in so many ways.

We look now to brighter days; to restarting many of our usual activities and to moving forward together into the future.

MJ, 13th April 2021