

HOLY TRINITY AND ALL SAINTS' CHURCHES, HAWLEY

ANNUAL REPORT

AND

FINANCIAL STATEMENTS

OF

HAWLEY GREEN PAROCHIAL CHURCH COUNCIL

Registered Charity No. 1130589

for the year ended 31st December 2020

Incumbent

The Rev'd Canon William Perry, SSC

Bank

**Lloyds Bank PLC
18, Prince of Wales Walk
Camberley
Surrey GU15 3SJ**

Accountants

**Azets
Ashcombe Court
Woolsack Way
Godalming
Surrey GU7 1LQ**

The Parish of Hawley

Overview

The Parish of Hawley in the Diocese of Guildford is situated in the extreme northeast of Hampshire. The Parish Church of Holy Trinity, Hawley (1857) and the daughter church of All Saints', South Hawley (1976) serve an estimated population of 11,800 souls. In 2015, the Parochial Church Council passed a Resolution under the House of Bishops' Declaration on the Ministry of Bishops and Priests. Extended episcopal care is provided by the Bishop of Richborough by arrangement with the diocesan bishop. The parish is registered with Forward in Faith and affiliated to The Society. The Incumbent holds the living of St Andrew, Minley in plurality.

The Parochial Church Council (PCC)

Under the terms of the Charities Act 2006, the PCC is registered with the Charity Commission. Our registered charity number is 1130589. Correspondence for the PCC may be addressed to Hawley Vicarage, Fernhill Road, Blackwater, Camberley, GU17 9BN. Lloyds Bank plc, 18 Prince of Wales Walk, Camberley, Surrey GU15 3SJ are bankers to the PCC. The PCC uses the services of Messrs Roffe Swayne of Ashcombe Court, Woolsack Way, Godalming, Surrey GU7 1LQ as Independent Examiners, however we now understand this business has recently become part of the AZETS Group, operating from the same premises. Nye Saunders Ltd. has been appointed inspecting architects to the PCC under the Inspection of Churches Measure 1955. Among its other responsibilities, the PCC "is to co-operate with the minister in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical".

Members of the Parochial Church Council during 2020

Ex-Officio Members

Incumbent: The Revd. Canon William Perry SSC (*Chairman*)

Churchwardens: Mrs Rita Davies, Mr Roy Joseph

Deanery Synod Representatives: Mr Keith Blanchard, Mrs Rita Davies

Elected Members: Mr Derek Bangs (*from 25 October*), Mrs Susan Brown, Mr John Chapman (*Hon PCC Treasurer*), Mr Peter Crouch, Mrs Jackie Davies, Mr Michael Gunston (*Vice-Chairman*), Mr Stuart Murton (*from 25 October*), Mr James Rapley, Miss Lorna Wilkinson, Mr Christopher Young (*to 25 October*), Mrs Joan Young (*to 25 October*).

The PCC formed a Standing Committee, as required by law, to transact the business of the PCC between meetings, a Halls Committee to oversee the operation and maintenance of the Church Halls and a Stewardship Committee to encourage Christian Stewardship of time, talents and money within the congregation. Due to Covid restrictions the PCC met once. Business was carried out by telephone or email.

PCC Policies

Investment: Apart from maintaining a small working balance, monies not immediately due for payment are placed on short-term deposit with the Central Board of Finance of the Church of England on their Deposit Fund (AAA Rated). In the absence of an assistant curate, All Saints' Parsonage continues to be let on a periodic lease.

Reserves: We hold all our financial reserves to maintain and promote the whole mission of the Church in Hawley. These include the legacy monies of £107,369 received in 2018/2019 and £66,143 received in 2020. Although our financial position benefited from the receipt of these legacy monies in 2020 we needed to draw on our reserves to pay the day to day Parish running expenses. During the year we withdrew £3,100 from the Halls Reserve to fund depreciation costs relating to All Saints' Hall roof repair (having placed £17,331 into the Reserve in 2019). The Reserve is maintained to meet future repairs and refurbishment. We placed £5,643 (£12,409 in 2019) into the All Saints' Parsonage account to fund operational costs and future repairs and maintenance. We recognise that the major repairs and replacement works identified in the quinquennial reports will vastly reduce, even exhaust, our reserves. We are, however, working to maintain a minimum reserve of £15,000 to fund emergencies. The balance of free reserves at the year-end was £122,305 (£82,474 in 2019). Our reserves will be kept under regular review.

Risk: The PCC continued its risk audit with a view to establishing a more secure environment within Holy Trinity Church, reducing the vulnerability of the more valuable moveable items to theft and damage when the church is open during daylight hours. Theft of and damage to internal and external metal is of ongoing concern. Fire risk assessments continued to be reviewed in 2020 for the two churches and the two halls.

Church Attendance

Due to the Covid restrictions the congregations at Holy Trinity and at All Saints' have been greatly reduced over the year. The average adult Sunday attendance was 69 (*106*). The 2020 Church Electoral Roll listed 138 names (*138*). There were 2 baptisms (*23*), 5 confirmations (*0*), 1 wedding (*4*), 0 wedding blessing (*1*), and 4 funerals in church (*10*). A further 9 funerals (*1*) were held at the crematoria or local cemeteries and 3 committals of cremated remains (*4*). (*2019 figures bracketed in italics*)

Annual Report for 2020

Fr William Perry is the incumbent for the Parishes of Hawley and Minley. During periods of leave he was ably assisted by our honorary assistant priest Fr Glyn Williams and Fr Barry Burbidge. Mr James Rapley was the Parish Safeguarding Officer and DBS Validator for the year.

During 2020 Church activities were seriously curtailed due to the Covid-19 pandemic. The churches were closed for services from 29 March until 5 July. Holy Trinity was reopened on 22 June for private worship from 10-12am Monday to Saturday. The Churches reopened with social distancing and Covid-19 precautions in place which restricted the number of people allowed in the buildings. The weekly masses were recorded by Emily Brown and posted on you-tube for those unable to attend church in person. We wish to express our thanks to Emily for her invaluable support during 2020.

Due to the pandemic, hiring of the church halls was greatly reduced with most regular hirers being unable to continue their activities. Pre-Schools were closed from 29 March until 1 June. The Hawley Fayre and Holly Fair were cancelled which also reduced our income. We thank all members for their committed giving during the year.

Traidcraft sales totalled £576, with the profit of £102 reinvested in stock. Our thanks to Diane Brown for running the stall and achieving such a good result.

Again, due to the pandemic, very little work has been carried out on the Church buildings. We now have new noticeboards at each church, two of which have been positioned to highlight the church to the passing public. The cost of these two additional noticeboards was £2,658.

The parish is most grateful to all who have helped to maintain Holy Trinity churchyard and burial ground in good order, especially Ingrid Low and her colleagues from The Little Garden Company.

The quinquennial reports have highlighted a considerable number of major and minor works for our attention. Some of the major equipment and fittings are at the end of their useful life and require replacement. The Churchwardens report gives details of some of the works as we try to establish the ultimate costs of replacing complex installations and determine priorities. Whilst at both churches and halls we have built up reserves to counter some of the heavy costs in dealing with certain items in the reports, we do, however, anticipate that the costs of implementing the architect's recommendations could well exceed those reserves. We financially need to proceed with the outstanding building works with all speed to preserve the purchasing power of our reserves.

Our Parish Share for 2020 increased by £7,588 to £82,140 (£74,552 in 2019) an increase of 10.2% over 2019. We understand that this hefty increase is due to the diocese adding Minley's cost to Hawley's. We have raised this matter with the diocese and the subject continues to be ongoing. The Parish Share for 2021 has been held at £82,140.

Apart from £50,149 (£44,688 in 2019) held for restricted purposes, the net surplus funds on the unrestricted balance increased to £322,370 (£279,624 in 2019). We continued to receive rent on All Saints' Parsonage but there was a reduction in the level of income through our church halls by some £16,891 due to Covid conditions. In 2020 we had to dip into reserves as the running costs exceeded regular income and collections by some £30,102. This was partly attributed to the pandemic which saw income fall from both church activities and parishioners.

CATS (our Friday evening version of Sunday school), Mothers' Union, Hawley Anglican Men's Society (HAMS), Bellringers, and the parish's Walsingham Cell have been unable to meet regularly due to the pandemic. Please see the minutes of the proceedings of the Annual Parochial Church Meeting and the parish website www.parihofhawley.org.uk for more information.

The Reverend Canon William Perry SSC
(Incumbent)

HAWLEY GREEN PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS

The Parochial Church Council (PCC) is a Body Corporate for the advancement of religion created by statute (namely the PCC (Powers) Measure 1956).

STATEMENT OF MEMBERS' RESPONSIBILITIES

The Members are responsible for preparing the Members' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the members to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Parochial Church Council and of the incoming resources and application of resources of the Parochial Church Council for that period. In preparing these financial statements, the members are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation

The members are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the Parochial Church Council and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the Parochial Church Council and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**Independent Examiner's Report
to the members of Hawley Green Parochial Church Council
for the Year Ended 31 December 2020**

I report on the accounts of the Parochial Church Council for the year ended 31 December 2020 which are set out on pages 5 to 18.

Respective responsibilities of members and examiner

The members of the Parochial Church Council are responsible for the preparation of the accounts. The charity's members consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Charities Act; and
- 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 PCC 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 members concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

Other Matters

Your attention is drawn to the fact that the charity has prepared the accounts (financial statements) 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 (FRS102) issued on 16 July 2014 in preference to the Accounting and Reporting Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations that has since been withdrawn.

We understand that this has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 Jan 2015.

Independent examiner's statement

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

1. which gives me reasonable cause to believe that, in any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Acthave not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts be reached.

J Vickery BA FCA
Azets
Chartered Accountants
Ashcombe Court
Woolsack Way, Godalming
SURREY GU7 1LQ Dated August 2021

**HAWLEY GREEN PAROCHIAL CHURCH COUNCIL - STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2020**

INCOME AND ENDOWMENTS FROM:		UNRESTRICTED FUNDS	RESTRICTED FUNDS	ENDOWMENT FUNDS	TOTAL 2020	FUNDS 2019
		General Purposes	Designated			
		£	£	£	£	£
Donations and legacies	2 A1	133,193	6	3,156	-	136,355
Charitable activities	2 A2	868	176	-	-	1,044
Other trading activities	2 A3	18,873	-	-	-	18,873
Investments	2 A4	289	17,630	3,011	-	20,930
Other		1,142	-	-	-	1,142
TOTAL		<u>154,365</u>	<u>17,812</u>	<u>6,167</u>	<u>-</u>	<u>178,344</u>
EXPENDITURE ON:						
Raising funds	3 B1	572	-	-	-	572
Charitable activities	3 B2	117,752	14,898	706	-	133,356
Other		-	-	-	-	-
TOTAL		<u>118,324</u>	<u>14,898</u>	<u>706</u>	<u>-</u>	<u>133,928</u>
Net Income/(expenditure) before gains and transfers		36,041	2,914	5,461	-	44,416
Gains(losses) on investment assets 5(b) D2		-	-	-	6,491	6,491
Net Income/(expenditure) before Transfers		36,041	2,914	5,461	6,491	50,907
Transfers between funds 10(b)		-	-	-	-	-
NET MOVEMENT IN FUNDS		<u>36,041</u>	<u>2,914</u>	<u>5,461</u>	<u>6,491</u>	<u>50,907</u>
BALANCES BROUGHT FORWARD AT 1 JANUARY 2020(2019)		225,700	197,150	44,688	94,381	561,919
BALANCES CARRIED FORWARD AT 31 DECEMBER 2020(2019)		<u>261,741</u>	<u>200,064</u>	<u>50,149</u>	<u>100,872</u>	<u>612,826</u>

**HAWLEY GREEN PAROCHIAL CHURCH COUNCIL - STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2020**

COMPARATIVE ANALYSIS

INCOME AND ENDOWMENTS FROM:		General Purposes		Designated		Restricted		Endowment		Totals	
		2020	2019	2020	2019	2020	2019	2020	2019	2020	2019
		£	£	£	£	£	£	£	£	£	£
Donations and legacies	2 A1	133,193	78,886	6	319	3,156	8,159	-	-	136,355	87,364
Charitable Activities	2 A2	868	2,721	176	377	-	-	-	-	1,044	3,098
Other Trading Activities	2 A3	18,873	21,730	-	16,873	-	172	-	-	18,873	38,775
Investments	2 A4	289	882	17,630	18,104	3,011	3,145	-	-	20,930	22,131
Other		1,142	-	-	-	-	-	-	-	1,142	-
TOTAL		<u>154,365</u>	<u>104,219</u>	<u>17,812</u>	<u>35,673</u>	<u>6,167</u>	<u>11,476</u>	<u>-</u>	<u>-</u>	<u>178,344</u>	<u>151,368</u>
EXPENDITURE ON:											
Other Trading Activities	3 B1	572	897	-	-	-	38	-	-	572	935
Charitable Activities	3 B2	117,752	122,302	14,898	4,912	706	5,624	-	-	133,356	132,838
Other		-	-	-	-	-	-	-	-	-	-
TOTAL		<u>118,324</u>	<u>123,199</u>	<u>14,898</u>	<u>4,912</u>	<u>706</u>	<u>5,662</u>	<u>-</u>	<u>-</u>	<u>133,928</u>	<u>133,773</u>
Net Income/(expenditure) before gains and transfers		36,041	(18,980)	2,914	30,761	5,461	5,814	-	-	44,416	17,595
Gains(losses) on investment assets	5(b)D2	-	-	-	-	-	-	6,491	14,825	6,491	14,825
Net income/(expenditure)before transfer		36,041	(18,980)	2,914	30,761	5,461	5,814	6,491	14,825	50,907	32,420
Transfers between funds	10(b)	-	-	-	-	-	-	-	-	-	-
NET MOVEMENT IN FUNDS		<u>36,041</u>	<u>(18,980)</u>	<u>2,914</u>	<u>30,761</u>	<u>5,461</u>	<u>5,814</u>	<u>6,491</u>	<u>14,825</u>	<u>50,907</u>	<u>32,420</u>
BALANCES BROUGHT FORWARD AT 1 JANUARY 2019 (2018)		<u>225,700</u>	<u>244,680</u>	<u>197,150</u>	<u>166,389</u>	<u>44,688</u>	<u>38,874</u>	<u>94,381</u>	<u>79,556</u>	<u>561,919</u>	<u>529,499</u>
BALANCES CARRIED FORWARD AT 31 DECEMBER 2019 (2018)		<u>261,741</u>	<u>225,700</u>	<u>200,064</u>	<u>197,150</u>	<u>50,149</u>	<u>44,688</u>	<u>100,872</u>	<u>94,381</u>	<u>612,826</u>	<u>561,919</u>

**HAWLEY GREEN PAROCHIAL CHURCH COUNCIL
BALANCE SHEET AT 31 DECEMBER 2020**

	Note	2020 £	2019 £
FIXED ASSETS			
Tangible fixed assets	5(a)	139,436	143,226
Investment assets	5(b)	100,492	94,001
Inventory assets	5(c)	-	-
		<u>239,928</u>	<u>237,227</u>
CURRENT ASSETS			
Stock		899	1,042
Debtors and prepayments	7	6,716	7,890
Short term deposits		365,684	314,876
Cash at bank and in hand		12,157	9,545
		<u>385,456</u>	<u>333,353</u>
LIABILITIES			
Creditors - amounts falling due within one year	8	11,724	8,561
NET CURRENT ASSETS/(LIABILITIES)		373,732	324,792
Total assets less current liabilities		613,660	562,019
Creditors – amounts falling due after one year	9	834	100
TOTAL NET ASSETS		<u>612,826</u>	<u>561,919</u>
PARISH FUNDS			
	6		
Unrestricted - General		261,741	225,700
Unrestricted - Designated		200,064	197,150
Restricted		50,149	44,688
Endowment		100,872	94,381
		<u>612,826</u> =====	<u>561,919</u> =====

Approved by the Parochial Church Council on August 2021 and signed on its behalf by:-

The Rev'd Canon WFP Perry
(Incumbent)

Mrs. RA Davies
(Churchwarden)

The notes on pages 7 - 18 form part of these accounts

HAWLEY GREEN PAROCHIAL CHURCH COUNCIL
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

1 ACCOUNTING POLICIES - See Appendix "A"

2 INCOME AND ENDOWMENT FROM	UNRESTRICTED FUNDS	RESTRICTED FUNDS	ENDOWMENT FUNDS	TOTAL 2020	FUNDS 2019
	General Purposes	Designated			
	£	£	£	£	£
A1 DONATIONS AND LEGACIES					
Planned Giving					
Gift Aid	48,289	-	1,416	-	52,593
Income Tax recoverable	11,446	-	793	-	13,588
Other planned giving	3,796	-	-	-	3,552
Unplanned Giving:-					
Gift Aid	956	-	271	-	3,508
Income Tax recoverable	372	1	320	-	1,917
Other unplanned giving	456	-	60	-	776
Collections at all services	491	5	-	-	2,805
Sundry donations 10(b)	744	-	50	-	2,065
Grants	500	-	25	-	2,405
Donations, appeals etc.	-	-	221	-	4,035
Legacies	66,143	-	-	-	120
	133,193	6	3,156	136,355	87,364
A2 CHARITABLE ACTIVITIES					
Fees - statutory	868	-	-	-	2,521
Fees - associated income	176	176	-	-	577
	868	176	-	1,044	3,098
A3 OTHER TRADING ACTIVITIES					
Church hall lettings	18,151	-	-	-	35,042
Traidcraft sales	576	-	-	-	753
Fetes, bazaars and other fund raising activities	146	-	-	-	2,980
	18,873	-	-	18,873	38,775
A4 INVESTMENTS					
Dividends	-	-	2,820	-	2,840
Interest	289	830	191	-	2,491
Rent	-	16,800	-	-	16,800
	289	17,630	3,011	20,930	22,131
A5 OTHER					
Insurance Receipts	1,142	-	-	-	-
	1,142	-	-	1,142	-
TOTAL	154,365	17,812	6,167	178,344	151,368

HAWLEY GREEN PAROCHIAL CHURCH COUNCIL
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020 contd.

3 EXPENDITURE ON	UNRESTRICTED FUNDS	RESTRICTED	ENDOWMENT	TOTAL	FUNDS
	General	Designated	FUNDS	2020	2019
	Purposes				
	£	£	£	£	£
B1 RAISING FUNDS					
Stewardship programme costs	98	-	-	98	219
Traidcraft purchases	474	-	-	474	678
Fetes, bazaars, other fund raising events	-	-	-	-	38
	<u>572</u>	<u>-</u>	<u>-</u>	<u>572</u>	<u>935</u>
B2 CHARITABLE ACTIVITIES					
Missionary & Charitable giving					
Overseas	300	-	-	300	300
Relief & development agencies	-	-	-	-	-
Home missions & other church societies	1,680	-	-	1,680	1,782
Secular charities	780	-	100	880	780
Note 14	<u>2,760</u>	<u>-</u>	<u>100</u>	<u>2,860</u>	<u>2,862</u>
Ministry : Diocesan Parish Share	73,045	-	95	73,140	74,552
: Working Expenses Incumbent	2,138	-	-	2,138	2,898
: Housing Expenses Incumbent	984	-	-	984	880
: Locums and Interregnum.	-	-	-	-	-
: Clergy Fees/Expenses	-	-	-	-	71
Church Operating Expenses	9,181	-	151	9,332	15,144
Church Halls running costs	14,195	3,407	-	17,602	18,169
All Saints' Parsonage (in vacancy)	-	11,491	-	11,491	4,912
Major repairs to churches	5,956	-	-	5,956	1,404
Major repairs to church halls	3,956	-	-	3,956	-
Salaries/wages	1,132	-	178	1,310	2,936
Furnishing & Equipment depreciation	857	-	-	857	940
Pilgrimages	-	-	30	30	2,247
Publications, stationery, postage, photocopier and administration costs	1,424	-	-	1,424	1,340
Independent Examiners fees	1,239	-	-	1,239	1,197
Other	885	-	152	1,037	3,286
	<u>117,752</u>	<u>14,898</u>	<u>706</u>	<u>133,356</u>	<u>132,838</u>
TOTAL	118,324	14,898	706	133,928	133,773
	<u>=====</u>	<u>=====</u>	<u>=====</u>	<u>=====</u>	<u>=====</u>

HAWLEY GREEN PAROCHIAL CHURCH COUNCIL
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020 contd.

4 STAFF COSTS

	<u>2020</u>	<u>2019</u>
	£	£
Wages & salaries	8,704	10,143
Social security costs	-	-
Pensions costs	-	-
	<u>8,704</u>	<u>10,143</u>

During the year the PCC employed 8 persons. Their total remuneration and expenses amounted to £8,526 in 2020 and as such none of them earned £10,000 or more.

5 FIXED ASSETS FOR USE BY THE PCC

5(a) Tangible fixed assets

		Freehold Land and Buildings at cost	Fixtures Fittings & Equipment	Total
		£	£	£
ACTUAL/DEEMED COST	At 1 January 2020	229,149	28,827	257,976
	Addition during year	<u>1,338</u>	<u>-</u>	<u>1,338</u>
	At 31 December 2020	<u>230,487</u>	<u>28,827</u>	<u>259,314</u>
DEPRECIATION (2% over 50 years)	At 1 January 2020	96,266	18,484	114,750
	Charge for the year	<u>4,271</u>	<u>857</u>	<u>5,128</u>
	At 31 December 2020	<u>100,537</u>	<u>19,341</u>	<u>119,878</u>
NET BOOK VALUE	At 31 December 2020	<u>129,950</u>	<u>9,486</u>	<u>139,436</u>
	At 31 December 2019	<u>132,883</u>	<u>10,343</u>	<u>143,226</u>

The freehold land and buildings comprise a) The curate's house known as All Saints' Parsonage and located at 295, Fernhill Road, Farnborough, Hants b) Holy Trinity Church Hall located at c/o Hawley Vicarage, Fernhill Road, Blackwater, Camberley, Surrey and c) the capitalised cost of the new extension, refurbishment works and Hall re-roof at All Saints' Church Centre, located at .128, Chapel Lane, Farnborough, Hants.

For accounting purposes the historical cost of these properties together with the cost of subsequent improvements of a capital nature are deemed to be their 2020 valuation.

a) 1974	£19,111	b) 1968	£3,278	c) 2005	£107,365
2009	<u>£10,866</u>	1999/2002 -	<u>£38,913</u>	2006	£191
Cap.Refurbishment	<u>£29,977</u>	Cap.Refurbishment	<u>£42,191</u>	2011	£(1,733)
				2019	£51,158
				2020	<u>£1,338</u>
				Cap Refurbishment	<u>£158,319</u>

Fixtures, Fittings and Equipment:-

Replacement in 2017 of the Electronic Organ at All Saints' with a new instrument from Viscount Classical Organs Ltd.
 – Model Envoy 35F – being depreciated over 15 years.

The insured cover of freehold land and buildings above with landlords fittings and/or contents is:

- a) £417,852 plus 30% inflationary uplift from day 1. b) Up to a loss limit of £2,900,000
 averaged over period of insurance.

In addition, certain assets which are consecrated or dedicated as described under the fixed assets section in Appendix A on page 17 have been excluded in the accounts. The insured cover of these assets is as follows:

Holy Trinity Church	Up to a loss limit of £11,590,000
All Saints' Church and Hall	Up to a loss limit of £2,900,000 .

HAWLEY GREEN PAROCHIAL CHURCH COUNCIL
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020 contd.

5(b) D2 Investment Assets:

	2020	2019	2020 £	2019 £
	Valuation at 31 December Price per share			
Permanent Endowments				
Mrs Humphries's - Grave	Pence	Pence		
Holding of 379.86 shares in 2 ½% Consolidated Stock (Cost £200). Stock redeemed at par, 5 th July 2015 Funds at bank pending reinvestment. To yield income for upkeep of grave in Holy Trinity Churchyard.	-	-	380	380
All Saints' Clergy House Trust				
Holding of 4604 shares in Central Board of Finance Investment Fund, held in the name of Guildford Diocesan Board of Finance.	Pence 2044.67	Pence 1912.60	94,137	88,056
To yield income solely to form part of the Asst. Curate of Hawley's stipend. In times when there is no licensed Asst. Curate of Hawley in post, the Managing Trustees shall apply the clear yearly income of the Asst. Clergy Fund to pay the cost of provision of retired clergy to cover the ecclesiastical services when the incumbent is not available.				
Glebe Endowment (Holy Trinity)				
Holding of 310.82 shares in Central Board of Finance Investment Fund, held in the name of Guildford Diocesan Board of Finance.	Pence 2044.67	Pence 1912.60	6,355	5,945
To yield income solely to form part of the Incumbent of Hawley's stipend.			<u>100,872</u>	<u>94,381</u>

5(c) Inventory Assets:

All Saints' Church, South Hawley
 Memorial to Father Michael Moore SSC
 Icon of the "Last Supper" commissioned from St Andrew's Abbey
 Zevenkerken, Brugge, Belgium in November 2002

Cost 21 October 2003 €1, 500 £1,056
 Now fully depreciated £1,056

Book Value Book Value
 Nil Nil

All Saints' Church, South Hawley
 Icons of "Our Lord" and "Our Lady" commissioned from
 "Evegenia Inimia" of Romania through the Director of Children in Distress
 Charity from its Glasgow office.

Cost 17 October 2007 £1,250
 Now fully depreciated £1,250

Book Value Book Value
 Nil Nil

HAWLEY GREEN PAROCHIAL CHURCH COUNCIL
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020 contd.

6 ANALYSIS OF NET ASSETS BY FUND	UNRESTRICTED FUNDS	RESTRICTED FUNDS	ENDOWMENT FUNDS	TOTAL 2020	FUNDS 2019
	£	£	£	£	£
Fixed assets	139,436	-	100,492	239,928	237,227
Current Assets	333,740	51,336	380	385,456	333,353
Liabilities					
Amounts falling due after one year	(10,537)	(1,187)	-	(11,724)	(8,561)
Amounts falling due after one year	<u>(834)</u>	<u>-</u>	<u>-</u>	<u>(834)</u>	<u>(100)</u>
	<u>461,805</u>	<u>50,149</u>	<u>100,872</u>	<u>612,826</u>	<u>561,919</u>
	=====	=====	=====	=====	=====

7. DEBTORS

	<u>2020</u>	<u>2019</u>
	£	£
Debtors for goods and services	-	199
Amounts owed by any institution or body corporate which are related parties to the PCC	-	-
Other debtors	3,411	3,918
Prepayments and accrued interest	<u>3,305</u>	<u>3,773</u>
	<u>6,716</u>	<u>7,890</u>

8. LIABILITIES : AMOUNTS FALLING DUE WITHIN ONE YEAR

Creditors for goods and services	6,450	5,345
Amounts owed to any institution or body corporate which are related parties to the PCC.	2,962	217
Other creditors	1,343	1,360
Accruals & deferred income	<u>30</u>	<u>1,639</u>
	<u>10,785</u>	<u>8,561</u>

9. LIABILITIES : AMOUNTS FALLING DUE AFTER ONE YEAR

Other creditors	-	-
Accruals & deferred income	<u>834</u>	<u>100</u>
	<u>834</u>	<u>100</u>

HAWLEY GREEN PAROCHIAL CHURCH COUNCIL
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020 contd.

10 FUNDS

	INCOMING RESOURCES	RESOURCES EXPENDED	TRANSFERS	NET INCOMING RESOURCES	TOTAL B/Fwd 1/1/20	FUNDS TOTAL 31/12/20
	£	£	£	£	£	£
a) UNRESTRICTED DESIGNATED FUNDS						
All Saints' Parsonage	17,134	11,491	-	5,643	76,267	81,910
Halls Reserve	307	3,407	-	(3,100)	76,483	73,383
Holy Trinity Building Reserve	371	-	-	371	44,400	44,771
	<u>17,812</u>	<u>14,898</u>	<u>-</u>	<u>2,914</u>	<u>197,150</u>	<u>200,064</u>
b) RESTRICTED FUNDS						
Holy Trinity Fabric Fund	2,022	-	-	2,022	9,967	11,989
Missionary & Charitable giving	-	-	-	-	-	-
201 Club	-	-	-	-	-	-
Easter/Whitsun Offering	95	95	-	-	-	-
Education	-	-	-	-	39	39
Churchyard	75	21	-	54	58	112
Flowers	181	130	-	51	790	841
Memorial Garden for Children Fund	-	-	-	-	196	196
Insurance claims	1	-	-	1	276	277
Parishioners' donations	184	-	-	184	389	573
All Saints' Building Fund	358	-	-	358	8,198	8,556
Our Lady of Walsingham	159	120	-	39	233	272
Hawley Anglican Men's Society	170	162	-	8	1,714	1,722
Sub Total	<u>3,245</u>	<u>528</u>	<u>-</u>	<u>2,717</u>	<u>21,860</u>	<u>24,577</u>
Mrs Humphries's Grave	-	-	-	-	35	35
All Saints' Clergy House Trust	2,744	-	-	2,744	22,793	25,537
Glebe Stipend Endowment	178	178	-	-	-	-
	<u>6,167</u>	<u>706</u>	<u>-</u>	<u>5,461</u>	<u>44,688</u>	<u>50,149</u>

HAWLEY GREEN PAROCHIAL CHURCH COUNCIL
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020 contd.

NATURE and PURPOSE

a) Designated Funds

All Saints' Parsonage	Reserve funds - to meet the PCC's liability for future building and operational costs.
Halls Reserve	To fund future major repairs/refurbishments to our halls, car parks and surrounding areas.
Holy Trinity Building Reserve	To fund future major repairs/refurbishment of Holy Trinity Church. To include expenditure which under its terms could not be taken from Holy Trinity Fabric Fund.

b) Restricted Funds

Holy Trinity Fabric Fund	Incoming resources given specifically for fabric repairs and fittings replacements at Holy Trinity Church.
Missionary and Charitable Giving	Collections and donations specifically received towards missionary and charitable organisations, where at the time of the giving the recipient had not been determined by the PCC.
201 Club	That part of monies received from club members specifically for the purchase of chances for inclusion in the twelve draws, which defrays the cost of prizes and expenses. The balance of monies is given to Step by Step Partnership Ltd, Aldershot.
Easter and Whitsun Offerings	Collections on Easter Day and Whitsunday and contents of special envelopes specifically given towards the parish contribution to clergy stipends paid to the diocese through the Parish Share scheme.
Education	All monies received given specifically to meet costs of educational work incurred in the parish.
Churchyard	Monies received specifically for the upkeep of graves and/or maintenance of the churchyard and burial grounds at Holy Trinity Church.
Flowers	Donations received from individuals specifically for the purchase of flowers/ decorations.
Memorial Garden for Children Fund	Monies given specifically towards the cost of establishing a memorial garden for children in the churchyard/burial ground at Holy Trinity Church and its ongoing maintenance.
Insurance Claims	Insurance proceeds received in response to claims for: Holy Trinity Church – Re-decoration of internal surfaces on the north walls of the church following water damage due to theft of external lead.
Parishioner's donations	Donations received specifically for use at Holy Trinity Church and/or All Saints' Church.
All Saints' Building Fund	Monies raised to assist with the funding of major refurbishment works necessary at All Saints' Hall. Phase 1 of the works to include toilet block extension together with complete renovation of the kitchen – to accord with current disabled access and environmental legislation and provision of a soundproof partition between the church and hall. The fund is continuing to assist with future works/repairs.

HAWLEY GREEN PAROCHIAL CHURCH COUNCIL
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020 contd.

Our Lady of Walsingham	Subscriptions and donations received from members of the Walsingham Cell and monies raised through the Cell's activities.
Hawley Anglican Men's Society	Subscriptions and donations received from members of the Hawley Anglican Men's Society and monies raised through activities of the society, other than donations/collections received for a named charity.

c) Endowment Funds

Mrs Humphries's grave	See page 10
All Saints' Clergy House Trust	See page 10
Glebe Endowment (Holy Trinity)	See page 10

11. INDEPENDENT EXAMINER'S FEES

	<u>2020</u> £	<u>2019</u> £
Payment to Azets for professional services rendered in acting as Independent Examiners in respect of the Accounts to 31 st December in accordance with the Charities Act 2011	<u>1,239</u>	<u>1,197</u>

12. CONNECTED CHARITIES TO THE PCC

The Parochial Church Council places short term funds with the Central Board of Finance of the Church of England on its Deposit Fund Account with their Investment Office at CCLA Investment Management Ltd, Senator House, 85 Queen Victoria Street, London EC4V 4ET.

Deposits at 31 December	<u>365,249</u>	<u>314,444</u>
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13. INDEMNITY INSURANCE

The Vicar/Churchwardens/PCC are insured by the Parish Plus Insurance Policies under the Guildford Group Insurance Scheme for churches operated by the Ecclesiastical Insurance Office PLC (EI0), Gloucester in respect of Holy Trinity Church/Hall and All Saints' Church Centre.

This insurance provides cover as indicated on Page 9 at an annual premium of £5,353 and includes cover for theft by Church Officials up to £10,000 in any one claim at either church.

14. CONTINGENT LIABILITIES

We are in the process of determining who is responsible for the payment of the repairs (£600) to the Vicarage/Trinity Hall boundary fence. The Diocesan Surveyor is currently investigating whether this is a diocesan or parish responsibility.

HAWLEY GREEN PAROCHIAL CHURCH COUNCIL
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020 contd.

14 GRANTS – MISSIONARY & CHARITABLE GIVING
Analysis of grants shown under note 3 B2 on Page 8

	<u>2020</u>	<u>2019</u>
	£	£
The Children's Society	260	260
St Francis Outreach Trust – South Africa	300	300
Additional Curates Society	300	300
Farnborough Christian Outreach Trust – The Triangle Bookshop	300	300
Forward in Faith	300	300
Anglo Catholic Ordination Candidates Fund	260	260
Wessex Children's Hospice Trust – Naomi House	260	260
Churches Together in Fleet and Crookham – Fleet Angels	260	260
The Shrine of Our Lady of Walsingham	-	-
Camberley All Night Café – A safe place for homeless people	260	260
Barnabas Fund	-	-
White Lodge Centre	-	260
Leprosy Mission	260	-
Phyllis Tuckwell Hospice	100	-
Step by Step Partnership Ltd	-	102
	<u>2,860</u>	<u>2,862</u>

In addition the following collections were taken and donations received/processed in 2020 towards the work of a number of advised designated charities. These amounts include Gift Aid Tax recoverable, if relevant. This information is reported to parishioners by way of a note as under current national guidelines the relevant accounting entries are now excluded from these financial statements.

a) Received through our churches

Lenten appeal 2019 – Additional Curates Society	-	488
Children in Distress	325	379
Additional Curates Society	-	189
Phyllis Tuckwell Hospice	-	593
Step by Step Partnership Ltd	950	440
The Children's Society	-	288
Christian Aid	-	749
-		

b) Raised by Public collection

Children in Distress – Carol singing	-	188
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c) Other -arranged through the Church by Hawley Anglican Men's Society

Hawley Anglican Men's Society – Virtual Carol Service		
Phyllis Tuckwell Hospice	295	-
	<u>1,570</u>	<u>3,314</u>

HAWLEY GREEN PAROCHIAL CHURCH COUNCIL
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020 contd.

Appendix "A"

ACCOUNTING POLICIES

The accounts (financial statements) have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102) and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

The accounts (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 preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Northern Ireland (FRS102) issued on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has been withdrawn.

The financial statements have been prepared under the historical cost convention except the valuation of investment assets, which are shown at market value. The Parochial Church Council has adopted the accrual accounting basis for the preparation of the financial statements.

FUNDS

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

Restricted funds are those funds that must be spent on restricted purposes and details of the funds held and restrictions are provided in note 10.

Endowment funds, where capital must be retained, are explained in note 5(b).

The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law.

INCOMING RESOURCES

VOLUNTARY INCOME AND CAPITAL SOURCES

Income represents the amount of voluntary donations as recorded whether by loose cash, bankers order or other form of instrument.

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

Planned giving receivable under Gift Aid is recognised only when received.

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

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

Funds raised by fetes, bazaars, catering at social functions, pilgrimages and similar events are accounted for gross.

OTHER INCOME

Rental income from the letting of church premises is recognised when the rental is due.

HAWLEY GREEN PAROCHIAL CHURCH COUNCIL
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020 contd.

INCOME FROM INVESTMENTS

Dividends are accounted for when due and payable.
Interest entitlements are accounted for as they accrue.
Tax recoverable on such income is recognised in the same accounting year.

GAINS & LOSSES ON INVESTMENTS

Realised gains or losses are recognised when investments are sold.
Unrealised gains or losses are accounted for on revaluation of investments at 31st December 2020.

RESOURCES EXPENDED

GRANTS

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC.

ACTIVITIES DIRECTLY RELATING TO THE WORK OF THE CHURCH

The diocesan parish share is accounted for when due. Any share unpaid at 31st December 2020 will be provided for in these accounts as an operational (though not a legal) liability and shown as a creditor in the Balance Sheet.

FIXED ASSETS

CONSECRATED LAND - BUILDINGS AND MOVEABLE CHURCH FURNISHINGS

Consecrated and beneficed property of any kind is excluded from the accounts as required by the Charities Act 2011.

Movable church furnishings held by the Vicar and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's Inventory which can be inspected (at any reasonable time). For inalienable property acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the accounts. Items acquired since 1 January 2000 have been capitalized and depreciated in the accounts over their currently anticipated useful economic life on a straight-line basis.

All expenditure incurred in the year on consecrated or beneficed buildings, individual items under £1,000 or on the repair of movable church furnishings acquired before 1 January 2000 is written off.

OTHER LAND AND BUILDINGS

Except for inalienable property, non consecrated and non-beneficed property is depreciated on a straight-line basis to write off each asset over its anticipated useful economic life, initially 50 years or the residual period.

OTHER FIXTURES, FITTINGS AND OFFICE EQUIPMENT

Equipment used within the church premises is depreciated on a straight-line basis over 4 years, or 12 years depending on the useful life of the asset. Individual items of equipment with a purchase price of £1,000 or less are written off when the asset is acquired.

INVESTMENTS

Investments are valued at market value at 31st December 2020.

HAWLEY GREEN PAROCHIAL CHURCH COUNCIL
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020 contd.

CURRENT ASSETS

Amounts owing to the PCC at 31st December 2020 in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectable.

Short term deposits include cash held on deposit either with the CBF Church of England funds or at the bank.

Stocks , including wine stocks and stationery are shown at the lower of cost and net realisable value after making allowance for obsolete and slow moving items.

CONTROLLING PARTY

There is no overall controlling party.