

The Parish of St Mary and St Paul, Hemel Hempstead

Annual Report and Accounts

for the year ended 31 December 2020

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The Annual Report

The Parochial Church Council (PCC) of the Parish of St Mary and St Paul is chaired by the Team Rector of the Benefice, the Revd Canon John Williams, (inducted on 30th March 2017). He is supported by the three Team Vicars in the wider benefice and in the parish by self-supporting (The Reverend Luke Geoghegan) and retired clergy (The Revd Diana Spink and The Revd Canon Richard Leslie). The Revd Caroline Wainman was the Assistant Curate of the parish for the first part of the reporting period.

Aims and Purposes

The PCC believes that the purpose of the church in this parish is to promote within the ecclesiastical parish - and the church congregations - the pastoral, evangelistic, social and ecumenical mission of the Christian Faith as set out by the Church of England. The PCC is also specifically responsible for the maintenance of St Mary's Church and Hall in the Old Town centre of Hemel Hempstead and St Paul's building complex in Highfield. The buildings are viewed as a resource to be used by the congregations for public worship, baptisms, weddings, thanksgivings and funerals, parish organised activities and also extensively by the local community.

Objectives and Activities

In November 2019 the PCC agreed the following SMART Goals for 2020

1. To improve our media presence by a creating a completely new website which shows us as a spiritually active, welcoming and lively parish.
2. To improve our links with and support for the wider community around both churches.
3. To make our services accessible and welcoming for the congregations, especially people new to the church.
4. To develop more pilgrimage opportunities for members of the parish.

Wider events in the country as a whole has meant that these goals were not updated during 2020.

Focus and Meaning of our Activities

The regular Sunday and weekday services give a focus and meaning for everything else that happens in parish life. The worship of Almighty God is central to the way the Christian functions and the parish seeks to nurture and encourage this and to draw the whole community into this expression of God's love and forgiveness. Remembering our historic status as the established Church and our responsibility to welcome everyone - with or without a faith – into buildings which speak of God's unconditional love, we seek to keep our buildings open and welcoming as much as possible.

The church seeks to foster and encourage outreach and charitable works both from individual members of the church community and by PCC initiatives. The Clergy support Church and community by carrying out baptisms, weddings, funerals and special blessings for those who, regardless of their connection with the local

worshipping community, feel at these important times a church service and the human contact that surround this is important. The connections with our local schools and the Uniformed (Scouting) Organisations within the parish continue to strengthen. The buildings we care for are greatly valued by these groups and this is very encouraging.

Pastoral Care

The Church seeks to offer pastoral support and care to church members and people within the community. The special monthly outreach to the residential homes is highly valued and these relationships have meant that the clergy are frequently called upon for special end of life care at other times. The monthly Pastoral Group meets on the first Monday of each month to discuss current pastoral needs and to pray for the sick, to discuss ministry to others on the margins and in need and to pray for them.

Mission and Community Support

Within the Parish there continues to be a strong sense of the need to support the under privileged here and abroad. The Parish was one of the main drivers to establish DENS (Dacorum Emergency Night Shelter) in 1993. It continues to support it through gifts of food and occasional donations.

Parish members volunteer with other local charities that help in defined ways like the Foodbank, Street Pastors, Citizens Advice, Liberty Tea Rooms, Christians Against Poverty, chaplaincy and the local Hospice.

Since 1998 St Paul's has supported Christian Aid's initiatives in Nicaragua and other donations from the whole parish included: the Bishop's Harvest Appeal, the World Day of Prayer and St Mary's Sunday School (Acorns) also periodically raises money for charity.

Members of the Parish established the UK Langa Pre-School Trust (LTPT) in 2011 and this independent trust is run on a voluntary basis in support of 500 children in Cape Town, South Africa. The Trust is supported in many ways by the Parish and each year sees some wonderful new and regular events to raise money and awareness for this important cause.

The Buildings

The Parish are custodians of buildings that need to be looked after and in particular one of these is Grade 1 listed, which needs maintaining and to be available to the public for church services, community & school events as well as for the general visitor. The Parish provides the framework that allows the maintenance of these historic buildings and the opening to the public to happen, so that the buildings are available to be visited by the public without charge as well as allowing them to be passed on to future generations. Work has continued both at St Mary's and St Paul's to improve the condition of all our buildings so that they are better able to serve community and parish.

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Despite limitations to work this year St Paul's – celebrating their 60th anniversary of the New Church – have added an important ramp for a fire exit, improved drainage and dedicated a special new rose bed (generously supported by a grant from the local county councillor). The installation of a new disabled toilet and servery/kitchenette in the west end of the north aisle at St Mary's was also carried out during this reporting period and dedicated by the Bishop of Hertford. The PCC is grateful to all those who made these improvements possible.

Reaching out and coming in

2020 has been dominated by two periods of enforced church closure due to the Covid crisis and so this has seen many of our usual services, activities and hall hirings curtailed or cancelled. Both churches now have a Wi-Fi capability installed allowing regular zooming of services which also coincided with the launch of a new website.

Following the completion of the toilet and kitchen works, and with the introduction of CCTV, St Mary's finally achieved the long awaited opening of the church building from 10am-5pm every day allowing a large amount of people to come in for private prayer, candle lighting, posting of prayer requests, listening to the music and making use of quiet space.

Our engagement with the Old Town market saw a pop-up café installed in December with possible future links to provide extra income and further draw people into using St Mary's.

New noticeboards at St Paul's and on the outside of the hall at St Mary's have further enhanced our image and improved our communication to the wider community. St Paul's hall use has increased greatly during this period and the welcoming of a toddler group to use the hall gives much hope for the future.

Financial Review

The year 2020 was totally dominated by the fight against Covid 19 and so very little about the year had any normality

Despite both churches being closed for many months Pledged Giving remained reasonably resilient and the generosity of a number of individuals who made 'extra' donations more than made up for any shortfall.

Loose plate and Church boxes were badly hit, though Church boxes and Card payments have recovered since the church started to be open every day. Many weddings had to be postponed and funerals in church were only possible in a limited way so Fee income was affected.

The combined income from Hall lettings was drastically affected with halls being closed for nearly half the year and working under severe restrictions even during the later months when their use was permitted. The result was a shortfall of around £13k against the Budget.

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With both churches closed for many months and no congregational singing allowed, even when they were allowed to reopen, the decision was taken to end the two year Contract of the Director of Music from 1st July. However, as his post was largely funded from the Salisbury Fund this did not materially affect the cash flow.

Inevitably almost every aspect of church life has been impacted from Utility usage to photocopying and Services Consumable, with consequent affect on the finances, so it is a minor miracle that the overall shortfall was able to be limited to around £7k and that a generous legacy from Norman Quail was available to more than cover this.

The Parish was able to Furlough all its Employees on full pay and are grateful that we qualified for the Government Job Retention Scheme to help cover these wages.

Our Curate Caroline Wainman moved on to serve in a new Parish and the Parish Share adjustment around the subsidy from the Diocese towards paying the rent for her house was beneficial to us.

Our CCLA Investment Fund showed a healthy increase in value of around £1k and this too helped to offset some of the running cost losses.

At the year end our Reserves are some £1k higher than at the beginning of the year.

In past years this report has included a summary of the significant differences from the Budget drawn up at the start of the year. However, this year has been so unlike anything that was foreseen so this tradition will not happen.

External giving has been severely impacted as services in church at Harvest, Easter and Christmas have been heavily restricted.

At St Mary's the long-planned toilet and kitchenette were constructed and CCTV installed allowing the Church to be open from 10am to 4:30pm every day.

At St Paul's a ramped exit from the Vestry area doors was constructed and a number of other external works maintenance and improvements carried out along with some remedial work to the internal panelling of the Parish Room.

Internet access was installed and is now available in both churches and both St Paul's and St Mary's Hall had new notice boards.

Most of the building work has been funded by income from Trusts, friendly organisations, Grants from Local Council Discretionary Funds and individual donations. The Friends of St Mary's (£7.5k), the Salisbury Fund (£83k), the Listed Places of Worship Fund (£12k), and a number of smaller but equally appreciated donations. All these added up to a total of around £105k towards an equivalent expenditure. Although the work was all done in 2020 some of the payments inevitably have extended into 2021 while some retention payments from work done in 2019 were paid this year.

Art in The Nave and the Fair had to be cancelled but a Grand Draw was organised for December and raised around £1.2k.

Reserves Policy

In the context of the support available from the Salisbury Fund and the increasing challenges of balancing income and expenditure, the PCC decided in September 2019 that the year end General Fund reserve could, if needed, be reduced from £20,000 to £15,000 as the appropriate level of “free reserves”. This amount is seen as the sum required to provide a safety net for unexpected changes in circumstances and to enable the PCC to meet short term cash flow.

At their October 2020 meeting the PCC decided that the same policy should apply i.e. £20,000 preferred but reducing to £15,000 if absolutely necessary. The level of reserves in the General Fund at the end of 2020 was £21,481 so above the approved level. However, in view of the large amount of uncertainty that continues into 2021 with the ongoing Covid 19 situation, the PCC consider this to be generally in line with their Reserves Policy.

Volunteers

We would like to thank all the volunteers, including members of the PCC, who work so hard to support our church, both within itself and through its outreach. We are particularly grateful to our Churchwardens: Norma Podmore, Gordon Gaddes, and Emmeline Lambert along with their deputies Rosina Gaddes and Roger Sygrave, for their hard work and commitment throughout the year. The financial value of such work is incalculable and without it our church could not exist.

We also want to thank the full time, non-stipendiary and retired clergy who have continued to serve us lovingly and dependably. Their leadership, service and loving care are appreciated by both parishioners and by those outside the congregation who, through bereavement, marriage or just a life situation, come into contact with them.

The Parish was represented (during the first part of the year) on the Hemel Hempstead Deanery by Rosina Gaddes (Deanery Lay Co-Chair), Gordon Gaddes, Yvonne Doran and Michael Robinson, and on Hemel Hempstead Churches Together by the Revd Caroline Wainman (Trustee) and Ynis Richardson. At the delayed APCM Michael and Yvonne stood down from Deanery Synod and Lindsay Kemp was elected. We thank them all for maintaining these important links. The Parish has active membership of the local Interfaith Network and personal links are forged through this forum. Thanks, are also due to the Finance Committee, the Treasury Team of volunteers and also Norma Howie – along with Sheila Neep - in the Team Office for their dedicated and successful work during the last year. It is only with their highly relevant, uncomplaining and systematic work, that necessary but challenging tasks are completed.

Public Benefit

Under the Charity Commission registration, the Parish is described as an ‘established church providing regular public worship open to all; pastoral work including visiting the sick and the bereaved and promoting the whole mission of the

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church through the provision of activities for senior citizens, parents, toddlers and other groups'.

This is a challenging mission statement but in all their decision making the Parochial Council have the Mission aims in mind, and the Parish remains clear that the church, as an organisation, is there for the benefit of the whole community and not just the gathered worshipping church and wider supporters. Whilst it is often tempting for the parish to act in a way which is building centred we should remember that much of the undocumented work of the parish takes place away from our buildings and is not widely known to anyone other than the recipients.

Structure, Governance and Management

Reference and administration details of the Church, its trustees and advisers
for the Year ended 31st December 2020

Team Rector

The Revd Canon John Williams
The Rectory
High Street
Hemel Hempstead
HP1 3AE

Address for Correspondence

The Parish office
High Street
Hemel Hempstead
Herts
HP1 3AE

Bankers

Lloyds
Marlowes
Hemel Hempstead
Herts
HP1 1BH

Accountants

Melwoods - Chartered Certified Accountants
3rd Floor The Imex Building
575-599 Maxted Road
Hemel Hempstead
Hertfordshire
HP2 7DX

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The Parochial Church Council (PCC) is a charity that was exempted (until January 2009) from the requirements to register with the Charity Commission. It is now registered with number 1130644.

The members of the PCC are the trustees of the charity during the year 2020 membership of the PCC was as follows

Churchwardens

St Mary's: Norma Podmore (Lay Co-Chair)
 Emmeline Lambert
St Paul's: Gordon Gaddes

Elected Lay Deanery Synod Representatives

Rosina Gaddes	Lay Co Chair
Gordon Gaddes	
Lindsay Kemp	elected at 4 th October 2020 APCM
Yvonne Doran	tenure ceased at 4 th October 2020 APCM
Michael Robinson	tenure ceased at 4 th October 2020 APCM

Elected Lay Members of the PCC

Michael Boardman	
Jenny Bowes	
Andrew Darby	
Malcolm Taylor	
Roger Sygrave	
Babs Wilde	
Rosamund Russell	
Yvonne Doran	elected at 4 th October 2020 APCM
Andrew Williams	tenure ceased at 4 th October 2020 APCM

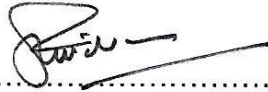
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Clergy

The Revd Canon John Williams	Team Rector in the Hemel Hempstead Team Ministry
The Revd Caroline Wainman	Assistant Curate until 12 th September 2020
The Revd Luke Geoghegan	Self Supporting Associate Minister Ex-officio member of PCC
The Revd Canon Richard Leslie	Permission to Officiate Clergy Member but not a member of the PCC
The Revd Diana Spink	Permission to Officiate Clergy Member but not a member of the PCC

On behalf of the PCC

Signed by the Chairman



John Keith Williams, Team rector

26/3/21

.....
Date

Attachment to Trustees Report

In view of the extent of disruption that has happened this year as a result of the Covid pandemic, the usual broad-brush summary of the gains and shortfalls in the final account figures from the beginning of the year Budget figures is not really appropriate: as very little has been as expected. Instead, the table below illustrates the level of impact that Lockdowns has had on our Financial situation by showing the Budgeted and out-turn figures for the larger items that have affected our Budgeted income and expenditure through the year.

During the year the off Budget capital expenditure was fully funded by grants or donations as described elsewhere.

	Actual	Budget
Pledged Giving	£48,656	£50,000
Income tax recoverable	£11,544	£10,350
Donations	£502	£1,500
Collections (open plate) services	£1266	£2,300
Giving by Church gift boxes	£270	£1,200
Legacies	£8,800	£1000
Job Retention Scheme	£4,763	£0
Events	£1,619	£4,750
Halls rent and key Deposits	£8,660	£21,500
Fees weddings and funerals	£2,304	£4,000
Ministry: diocesan quota	£52,475	£55,694
Ministry: clergy expenses	£908	£3,250
Office and Copying	£2,628	£4,100

The 2020 Budget forecast a deficit of £6200 with the possibility of ex gratia support from the Salisbury Fund if needed. In the event, as a result of the generosity of many individuals including Norman Quail (by legacy), the Diocese, the Government and the capital gain of our CCLA Fund, we have ended the year showing a small surplus and so not needing that ex. gratia support.

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Independent Examiner's Report to the Trustees of The Parish of St Mary and St Paul, Hemel Hempstead

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2020 which are set out on pages 12 to 23

Respective responsibilities of trustees and examiner

As the charity's trustees, you are responsible for the preparation of the accounts; you consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility

to examine the accounts under section 145 of the 2011 Act;

to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act;

to state whether particular matters have come to my attention.

Basis of independent examiner's statement:

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

Independent examiner's statement:

In connection with my examination, no matter has come to my attention which gives me reasonable cause to believe that in, any material respect:

1. the accounting records were not kept in accordance with section 130 of the Charity Act: or
2. the accounts did not accord with the accounting records; or
3. 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 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.



Martin F M Eynaud FCCA
Melwoods
Chartered Certified Accountants
3rd Floor Imex Building
575-599 Maxted Road
Hemel Hempstead
Hertfordshire
HP2 7DX

Date 23 February 2021

The Parish of St Mary and St Paul, Hemel Hempstead
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Statement of Financial Activities 31 December 2020

	Notes	Unrestricted Funds	Restricted Funds	2020 TOTAL FUNDS	2019 TOTAL FUNDS
INCOMING RESOURCES					
Voluntary Income	2(a)	74,923	127,429	202,352	122,524
Activities for generating funds	2(b)	1,619	3,557	5,176	11,615
Income from investments	2(c)	420		420	414
Income from church activities	2(d)	10,964	100	11,064	26,179
Other incoming resources	2(e)	1,374	7,700	9,074	17,542
TOTAL INCOMING RESOURCES		89,300	138,786	228,086	178,274
RESOURCES EXPENDED					
Generation of voluntary income	3(a)	75	430	505	2,285
Fundraising costs	3(b)	896	1,722	2,618	4,691
Church activities	3(c)	95,554	107,402	202,956	183,212
Church Governance costs	3(d)	1,440		1,440	1,440
TOTAL RESOURCES EXPENDED		97,965	109,554	207,519	191,628
NET INCOMING/(OUTGOING) RESOURCES		(8,665)	29,232	20,567	(13,354)
TRANSFERS BETWEEN FUNDS (GF/RF)					
Gross Transfers between funds - in		9,131	2,042	11,173	747
Gross Transfers between funds - out		(100)	(11,073)	(11,173)	(747)
Net incoming / outgoing before other gains / losses		366	20,201	20,567	(13,354)
GAIN ON CCLA INVESTMENT BOND		946		946	2,161
Net movement in funds		1,312	20,201	21,513	(11,193)
Balances carried forward 1st January 2019		20,169	8,102	28,271	39,464
Balances carried forward 31st December 2020		21,481	28,303	49,784	28,271

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Balance Sheet 31 December 2020

	Notes	Unrestricted Funds	Restricted Funds	2020 TOTAL FUNDS	2019 TOTAL FUNDS
		£	£	£	£
FIXED ASSETS					
CCLA Bond	6	14,648		14,648	13,702
CURRENT ASSETS					
Debtors	8	1,837		1,837	2,700
Short term deposits		1,249	19,681	20,930	10,926
CCLA deposit	6	1,008		1,008	1,004
Cash at bank and in hand		10,204	8,622	18,826	7,575
		14,298	28,303	42,601	22,205
LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR					
Creditors	7	7,465		7,465	7,636
		7,465	0	7,465	7,636
NET ASSETS	5	21,481	28,303	49,784	28,271
FUNDS					
Unrestricted		21,481		21,481	20,169
Restricted	9		28,303	28,303	8,102
TOTAL FUNDS		21,481	28,303	49,784	28,271

Approved on behalf of the Parish

On behalf of the PCC

Signed by the Chairman
 John Keith Williams, Team rector

26/3/21
 Date

The notes on subsequent pages form part of these accounts

Notes to Financial Statements for year ended 31st December 2020

1 Accounting policies

The financial statements have been prepared in accordance with the Church Accounting Regulations 1997 as amended by the Church Accounting (Amendment) Regulations 2006 together with applicable accounting standards and the Charities SORP (2005).

The financial statements have been prepared under the historical cost convention.

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 represent funds of the PCC which are donated for a purpose which is specified by the donor.

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

Income

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

Planned giving is recognised only when received.

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

Grant and legacies are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its receipt certain.

Other income

Hall rent is recognised when received.

Resources

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 share is accounted for when paid.

Payment for utilities and other services is accounted for when an invoice is paid or a direct debit/standing order mandate is recorded in the bank statement.

Fixed Assets

Consecrated property and moveable church furnishings.

Consecrated and beneficed property of any kind is excluded from the accounts by section.10 of the Charities Act 2011.

Moveable church furnishings held by the Vicar and Church wardens on special trust for the PCC which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church Inventory. There have been no such acquisitions since 1 January 2001 and therefore no depreciations charges have been made.

All minor items are written off when purchased.

Other fixtures fittings and office equipment

Items costing less than £1,000 are written off when the asset is acquired. There are no items over this value that are less than four years old.

Fixtures and fittings are depreciated at 20% per annum on the straight-line basis.

Current assets

Amounts owing to the PCC at 31 December in respect of fees, or other income are shown as debtors where their receipt is assured.

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

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Note		Unrestricted Funds	Restricted Funds	2020 Total Funds	2019 Total Funds
	* expanded in Note Subsections				
2	INCOMING RESOURCES	£	£	£	£
2(a)	Voluntary Income				
	Planned giving:				
	Gift Aid donations	48,656	-	48,656	45,288
	Income tax recoverable	11,544	95	11,639	10,592
	Gift Aided Gifts	3,729	1,206	4,935	4,990
	Loose Plate at all services	1,266	174	1,440	4,101
	GASDS recovered	793	22	815	1,929
	Church gift boxes	270	-	270	1,284
*	Grants	8,163	113,438	121,601	50,907
*	Donations	502	1,046	1,548	3,433
	Legacies	-	11,448	11,448	-
		74,923	127,429	202,352	122,524
2(b)	Activities for generating funds				
*	Events	1,619	1,972	3,591	10,148
	100 Club Receipts	-	1,585	1,585	1,467
		1,619	3,557	5,176	11,615
2(c)	Income from investments				
	Interest	420		420	414
		420	-	420	414
2(d)	Income from church activities				
	Halls rent and key Deposits	8,660	100	8,760	20,303
	Prepaid Hall Rentals	-	-	-	-
	Fees weddings and funerals	2,304	-	2,304	5,876
		10,964	100	11,064	26,179
2(e)	Other incoming resources				
*	Surplus Receipts	536	-	536	1,546
	"Stomp" Magazine	233	-	233	144
	Cost recovery: Supplies	274	-	274	597
	Cost recovery: Donations	-	-	-	-
	Cost recovery: Refunds	54	2,700	2,754	121
	Team Office Copying	277	-	277	1,074
	Insurance Claims	-	-	-	360
*	Donations from CBF Fund	-	5,000	5,000	13,700
		1,374	7,700	9,074	17,542
	TOTAL INCOMING RESOURCES	89,300	138,786	228,086	178,274

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Note	Unrestricted Funds	Restricted Funds	2020 TOTAL FUNDS	2019 TOTAL FUNDS
* expanded in Note Subsections				
3 RESOURCES EXPENDED	£	£	£	£
3(a) Generation of voluntary income				
Cost of Stewardship campaign	75	0	75	107
Fees to Fundraisers	0	430	430	2,178
	75	430	505	2,285
3(b) Fundraising costs				
Events	360	287	647	2,495
100 club payments	0	1,435	1,435	650
* Surplus Payments	536	0	536	1,546
	896	1,722	2,618	4,691
3(c) Church activities				
Missionary and charitable giving	0	0	0	0
Ministry: diocesan parish share	39,722	0	39,722	33,713
Clergy expenses	908	100	1,008	4,584
* Churches running costs	11,886	0	11,886	12,544
Churches maintenance - routine	3,956	0	3,956	3,253
* Churches maintenance - major	0	104,986	104,986	66,201
* Other Property Costs	12,753	0	12,753	22,020
Upkeep of services	1,192	62	1,254	3,081
* StM Hall costs	5,721	0	5,721	7,864
StP Hall costs	1,712	189	1,901	2,352
Organ and piano tuning	815	0	815	520
Children and Young people	250	0	250	970
Organist fee	5,800	0	5,800	8,350
Choir	2	0	2	8
Team Administrator	7,744	0	7,744	7,781
* Administration	1,328	0	1,328	1,663
Reprographics	797	0	797	1,576
Stationery	259	0	259	536
Later Recovered	286	0	286	717
Parish Training & Mission	0	0	0	0
Team Office Costs	244	0	244	467
Return of Hall Deposits and Prepayments	0	50	50	0
Security measures	99	0	99	122
* Payments from special collections	0	2,015	2,015	4,845
Stomp	80	0	80	45
	95,554	107,402	202,956	183,212
3(d) Church Governance costs				
Accountant's fees	1,440		1,440	1,440
	1,440	0	1,440	1,440
TOTAL RESOURCES EXPENDED	97,965	109,554	207,519	191,628

Note 4 to Staff Costs

During 2020 we had three direct employees for the first nine months and two for the last 3 months. Other cleaning and organ-playing services were bought from self-employed people.

Mrs Norma Howie continues to be employed as Team Administrator.
 Mr T McDougall continues to be employed as the cleaner at St Mary's Hall and Mr G King continued as a cleaner at St Paul's until he retired at the end of September.

The Parish continues to pay the Living Wage as its minimum hourly rate.

Mr A Darby, Mr L Kemp, Mrs E Lambert and Mr M Taylor received fees from either the Team Benefice Fees account in connection with services and or weddings and funerals or from the Parish account in connection with Hall lettings.

Mr Darby was elected to the PCC in April 2017. Mr Kemp was elected to the PCC in October 2020 Mrs Lambert was re-elected as Churchwarden in October 2020. Mr Taylor was re-elected to the PCC in October 2020.

St Mary's had a self-employed Organist until the end June. Since July organists at both churches have been paid on a 'pay for play' basis.

No other Officer or PCC member received any money except by way of reimbursement of monies expended on the Church's behalf and against receipts.

As required by legislation, the PCC continues to be registered with NEST as their pension provider in the event of any employee wishing to take up the required offer to start a pension fund. Both of our employees are in the categories where starting a pension fund is optional rather than compulsory and, after consultation, both have decided against taking out a pension.

Note	Unrestricted Funds	Restricted Funds	2020 TOTAL FUNDS	2019 TOTAL FUNDS
4 STAFF COSTS				
Wages and salaries	11,741		11,741	12,016
	11,741	0	11,741	12,016
5 ANALYSIS OF NET ASSETS BY FUND				
Current Assets	14,298	28,303	42,601	22,205
Current Liabilities	(7,465)		(7,465)	(7,636)
CCLA investment bond	14,648		14,648	13,702
Fund balance	21,481	28,303	49,784	28,271

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6	CCLA Investments	2020	2019			
	CCLA deposit	1,008	1,004			
	CCLA Bond	14,648	13,702			
		15,656	14,706			
7	Accounts Payable	2020	2019			
	StP electric	452	416			
	StP insurance	666	660			
	StM gas	660	1,219			
	StM electric	259	273			
	StM insurance	2,039	2,016			
	StM Hall gas	214	328			
	StM Hall electric	67	81			
	StM Hall insurance	327	324			
	Accountancy Fee	1,440	1,440			
	Team Administrator Q4 PAYE	386	401			
	StM cleaner Q4 PAYE	4	2			
	StP cleaner Q4 PAYE		96			
	Incumbent expenses (CW)		110			
	Incumbent Expenses (LG)		170			
	Organist	350				
	Caroline Wainman collection	475				
	Admin expenses	41				
	Refund fromm 100 Club	85				
	Nativity Lighting		100			
	Total	7,465	7,636			
8	Accounts Receivable	2020	2019			
	GASDS (from HMRC)	233	958			
	Gift Aid (from HMRC)	1,604	1,742			
	Total	1,837	2,700			
9	RESTRICTED FUNDS	Opening Balance	Income	Outgoings	Transfers	2020 FUND TOTAL
	CapWorks - Capital Works	(2,646)	113,504	105,176	1,136	6,818
	LegacyFund - Legacy Fund	350	17,348		(9,438)	8,260
	Repairs - Repairs	1,157	900			2,057
	Bursary - Fund for spiritual journeys	2,034	190	100		2,124
	ComOutRh - Community Outreach	462		56		406
	YouthSuppt - ex Ruth Milbank	2,626	2,700			5,326
	HunClub - Hundred Club	200	1,585	1,435		350
	StMflowers - St Mary's Flowers	0	433	62		371
	Christcoll - Christmas Collections	669	253	669		253
	Othercoll - Other Restricted Collections	80	1,552	1,231	(324)	77
	Nicaragua - Nicaragua Collections	320	97	320	5	102
	StMAltFab - Ben Neep St M Altar Fabrics	1,220				1,220
	Bellmtce - Jonas Bequest (Bells)	693				693
	ArtNave - Art in the Nave	310	120	430		0
	HallKeydep - Hall Key Deposits	627	100	50	(227)	450
	HMRC - HMRC Gift Aid buffer	0	5	25	(184)	(204)
		8,102	138,787	109,554	(9,032)	28,303

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Note for information on the Various Funds:	2020	2019
Salisbury Trust		
Funds held in CCLA CBF Investment Fund **	97,877	190,063
Funds held in CCLA Deposit	3,371	4,589
Funds transferred to Parish Accounts	98,000	26,500
Buckley Benevolent Fund		
Funds held in CCLA CBF Investment Fund **	13,331	12,470
Funds held in Deposit	2,360	2,320
Funds used for Charitable aims	0	0
Buckley Fabric Fund		
Funds held in CCLA CBF Investment Fund **	13,577	12,700
Funds held in Deposit Account	1,846	1,983
Funds used for charitable aims	521	491
Children's Training		
Funds held in CCLA CBF Investment Fund **	13,352	12,489
Funds held in Deposit Account	663	288
Funds used for charitable aims	0	350

** The value of all these Funds is subject to Market fluctuations

There are 2 Benefice Trust. These are the Children's Trust (£2,617Cap +£462 accrued interest) and the Benevolent Trust (£3,926 Cap + £1029 accrued interest)

Note Subsections

Grants (2a)	2020	2019
HMRC JRS Grant	4,763	
Friends of StM - westend	7,500	
VAT Recovery - westend	12,086	
Sailsbury Fund - westend	80,102	
Sailsbury Fund - cctv	250	
Sailsbury Fund - Signage	3,348	
Herts CC - St Paul's	1,000	
Sailsbury Fund - Budget deficit		6,300
Sailsbury Fund - Legacy	5,900	
Sailsbury Fund - Organist	3,400	6,500
HH Fabric Trust Closure		2,030
Boxmoor Trust Grant for AIN		200
Church Commissioners - Stone		4,950
VAT Recovery - Stone		2,398
Friends of StM -Window Guards		5,000
VAT recovery - Window Guards		1,747
Church Commissioners - Vestry roof	3,218	1,730
VAT recovery - Vestry Roof	34	3,552
Friends of StM - Vestry roof		16,500
Total	121,601	50,907

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Donations (2a)	2020	2019
Historic Churches trust	35	145
Card Reader in St Mary's	153	
Bishop Alan	25	
High Street Market		179
Dacorum Age UK - Festive concert		80
StP Kitchen floor		117
StP Blinds - Slimming World		100
Bellringers - Striking comp refreshments		122
Other	1,335	2,690
Total	1,548	3,433

the above are the major donations; some have gift aid added

Events (2b)	2020	2019
ITV Confession		200
Floating Notes Concert		323
Fashion Show		204
Santa Old Town Market	70	
House of Elliot - shelving	50	
Rectory tastings	330	
Sunday morning coffee	190	240
easyfundraising	15	
Art in the Nave		7,152
StP Grand Draw	1,230	
StP Bazaar		1,698
Other	1,706	331
Total	3,591	10,148

Donations from CBF Fund (2e)	2020
Capital Works	5,000
Total	5,000

Church Running Costs (3c)	2020	2019
StM Church Gas	2,639	3,373
StM Church Electric	1,586	1,469
StM Church Water	79	74
StM Church Insurance	4,078	4,032
StP Electric	2,007	2,099
StP Water	165	177
StP Insurance	1,332	1,320
Total	11,886	12,544

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Church Maintenance Major (3c)	2020	2019
StM north stonework	353	13,352
StM roof	505	21,311
StM window guards		10,482
StM church westend	92,512	7,329
StM cctv	266	
StM & StP signage	3,348	
StP Hymnal		2,366
StP floor mats		1,683
StP ramp		1,880
StP kitchen floor		544
StP parish room		3,901
StP blinds		607
StP fuseboard		2,746
StP Stained glass	1,008	
StP Herts CC	600	
StP Refurbish	6,045	
other	349	
Total	104,986	66,201

Other Property Costs (3c)	2020	2019
Decorating rectory		
House deposit		
House rent	12,600	21,600
House water	153	420
Total	12,753	22,020

StM Hall Costs (3c)	2020	2019
StM Hall Cleaner	2,427	2,353
StM Hall Gas	842	882
StM Hall Electric	462	548
StM Hall Water	185	197
StM Hall Insurance	654	648
StM Hall Upkeep	1,151	1,786
Total	5,721	6,414

Administration (3c)	2020	2019
Team Office Telephone	743	566
CRB Checks - Childrens Work	18	157
Annual subscriptions	347	411
Copyright Licences	220	214
Street Pastors		50
Solicitors fees		240
Lent group		25
Total	1,328	1,663

Payments from Special Collections (3c)	2020
Bishop's Harvest appeal	9
Children's Society	675
Caroline Wainman	475
Christian Aid : Nicaragua	320
Herts & Beds bike & hike	70
Others	466
Total	2,015

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Surplus Receipts (2e)/Surplus Payments (3b)	2020	2019
TransferIn	536	1,546
TransferOut	536	1,546

Transient Income is money paid in by accident or design
but is then paid out again

The items were

- 1) EON Direct Debits taken early
- 2) Funeral fees paid into the wrong account
- 3) Hall fees paid in advanced but booking cancelled due to COVID