

**The Parish of St Mary and St Paul, Hemel  
Hempstead**

**Annual Report and Accounts**

**for the year ended 31 December 2021**

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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 30<sup>th</sup> March 2017). He is supported by the three Team Vicars in the wider benefice and in the parish by self-supporting (The Revd Luke Geoghegan) and retired clergy (The Revd Diana Spink and The Revd Canon Richard Leslie).

### **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 and reflected in the catholic creeds. 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.

The Coronavirus pandemic has meant that these goals have not been updated since, however the PCC met at the end of 2021 to agree new goals for 2022 and beyond.

### **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.

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The church tries 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 has sadly been suspended since the start of the pandemic and this is a great sadness to those who value it. 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.

The parish seeks to support local charities that help in defined ways like the Foodbank, Street Pastors, Citizens Advice, Liberty Tea Rooms, Christians Against Poverty, chaplaincy to the waterways, the local Hospices and Dacorum Community Trust.

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 have in the past raised 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

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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 despite limitations to work caused by the pandemic. The PCC is grateful to the Friends of St Mary's and all who make repair and maintenance possible.

### **Reaching out and coming in**

2021 began once more with a time of increased social distancing and limitations to our worship and outreach. The continuation of our zoom ministry each Sunday and for other special events has been well received and continues to be a lifeline to the house-bound and those who are self-isolating.

The first full year of church opening at St Mary's has cemented this important part of our outreach with increasing numbers visiting, praying, lighting a candle and contributing financially to the church. The PCC is very grateful to all those who have made this possible especially by opening and closing the building.

Our engagement with the Old Town market has increased with the use of St Mary's Hall now an important part of their offering and with the church hosting not-for-profit stalls and the occasional pop-up café. The subsequent increase in revenue is expected to continue during 2022.

St Paul's have continued to maximise the use of their hall and parish room and have bounced back from the pandemic lockdown much faster than many other venues including St Mary's Hall. This is a testament to all those whose hard work has encouraged this to happen.

### **Financial Review**

The year 2021 was again dominated by the uncertainty and caution engendered by Covid 19 and so only parts of the church life had any 'normality'.

Pledged Giving remained resilient and the generosity of all our Stewardship members is really appreciated.

Many of the weddings postponed in 2020 happened during 2021 increasing our fee income well above the budgeted figure and with St Mary's open every day the Church box and Card payment income was greatly improved. (£2.3k compared to £1.3k in 2019)

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As the result of the enthusiasm and hard work of Brian Doran, a very successful 'Art in the Nave' event took place over the August Bank holiday and this raised welcome funds for the three chosen charities DENS, the Hospice and LTPT as well as £3.1k for Parish funds. Additional funds were raised by a 'Come Dine with Us' programme hosted by Rosina and Gordon Gaddes

The combined income from Hall lettings was again adversely impacted, but this was offset to a degree by income from use by a Film Company the High Street Market and from two Local Authority Covid related grants, making the overall shortfall around £4k (c.f £13k in 2020). Our usual hirers are starting to return and the outlook for 2022 is looking more positive.

Almost every aspect of church life has been impacted from Utility usage to photocopying and Services' Consumables, but this year the overall affect on the finances, has somewhat surprisingly been positive with the end of the year showing a surplus on the daily running account of around £5.5k.

This surplus has been further increased by the capital gain of £3.5k in the value of our Funds held in our CCLA investment. So, at the year-end our total surplus was £9k

This positive outcome was helped by the Parish being able to use the Job Retention Scheme to subsidise part of the salary cost of both of its Employees for much of the year. The Parish continued with the PCC policy of continuing to pay full wages

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 another abnormal year so the same reporting pattern as last year has been followed.

Covid has once again drastically reduced attendances at services over the Harvest and Christmas periods. As we normally use the collections over these periods as our main external charitable giving, this giving has been greatly reduced.

St Mary's has continued to open between 10am and 5 pm every day and by the number of candles lit and prayer notes posted, as well as the comments in the Visitors Book, this has been appreciated in the community.

In addition to the usual ongoing maintenance, St Mary's has had work done on the Chancel roof, cleaning down and spraying of the spire timbers and installing a suspended walkway across the Chancel roof beams to allow better access for inspection.

At St Paul's, re-roofing of the low-level flat roofs has been completed and the worst areas of cladding replaced to improve weatherproofing. Further tidying up is planned. Some essential electrical work has also been done.

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The building work has been funded as usual by income from Trusts, Grants from Local Council Discretionary Funds, the Friends of St Mary's, the Salisbury Fund, the Listed Places of Worship Fund, the Church Commissioners and a number of smaller but equally appreciated donations.

As usual retention payments have come due for work completed 12months earlier adding to the moneys expended during the year.

## **Reserves Policy**

At their September 2020 meeting the PCC decided to continue with the existing policy of £15k reserves, with a reliance on the Salisbury Fund, if this was not sufficient. 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.

Given the surplus this year and the fact that the Salisbury Fund has now been earmarked for projects, the PCC has decided to use part of the surplus this year to return our Reserves Policy to that operated before the stresses of the last few years i.e. holding 3 months' of annual expenditure in case of the unforeseen happenings. In addition, they also decided to spread the funding of the Quinquennial costs, due in 2022, by making provision for one fifth of the cost every year, and using the 2021 surplus to set up the Quinquennial fund with two years contributions. Thus, reserves are now set at £25.5k and £1.6k has been reserved for the Quinquennial costs.

The PCC will look to give away the surplus over our reserves, £3.2k, later in 2022. once we better understand our own circumstances. This will be reviewed at each future PCC.

## **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; Gordon and Rosina Gaddes at St Paul's and Emmeline Lambert and Rosamund Russell at St Mary's, along with their deputies; Malcolm Taylor, Norma Podmore and Andrew Darby, whose hard work and commitment throughout the year is much appreciated. The financial value of such work is incalculable and without it our church could not operate.

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 on the Hemel Hempstead Deanery Synod by Rosina Gaddes (Deanery Lay Co-Chair), Gordon Gaddes and Lindsay Kemp. We thank them all for maintaining this important link. 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 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 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 Church 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.



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**Structure, Governance and Management**

Reference and administration details of the Church, its trustees and advisers  
for the Year ended 31st December 2021

**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 2021 membership of the PCC was as follows

**Churchwardens**

St Mary's:	Emmeline Lambert	
	Rosamund Russell	elected at 25 <sup>th</sup> April 2021 APCM
	Norma Podmore	tenure ceased at 25 <sup>th</sup> April 2021
APCM		
St Paul's:	Gordon Gaddes	
	Rosina Gaddes (Lay Co-Chair)	elected at 25 <sup>th</sup> April 2021 APCM

**Elected Lay Deanery Synod Representatives**

Rosina Gaddes	Lay Co Chair
Gordon Gaddes	
Lindsay Kemp	

**Elected Lay Members of the PCC**

Michael Boardman	
Jenny Bowes	
Brian Crawley	elected at 25 <sup>th</sup> April 2021 APCM
Andrew Darby	
Yvonne Doran	
Malcolm Taylor	
Roger Sygrave	
Andrew Williams	elected at 25 <sup>th</sup> April 2021 APCM
Babs Wilde	tenure ceased at 25 <sup>th</sup> April 2021
APCM	

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## **Clergy**

The Revd Canon John Williams	Team Rector in the Hemel Hempstead Team Ministry
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

21/3/22  
Date

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## **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 Covid 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	£48,983	£49,400
Income tax recoverable	£11,527	£10,350
Donations	£3,541	£500
Collections (open plate) services	£1,399	£1,400
Giving by Church gift boxes	£2,336	£600
Legacies	£0	£1,000
Government Covid grants	£5,783	£0
Events	£4,149	£3,000
Hall rents and key Deposits	£19,924	£26,000
Fees weddings and funerals	£6,978	£4,750
Ministry: diocesan quota	£55,994	£55,694
Ministry: clergy expenses	£2,904	£2,400
Office and Copying	£3,548	£4,100
Upkeep of Services	£3,261	£1,200
Utility Bills	£8,993	£8,720

The 2021 Budget forecast a deficit of around £400 with the possibility of this being more than covered by capital gains in our CCLA Investment Fund - (£11k was moved from our deposit account and invested in our CCLA Church of England Investment Fund generating increased interest as well as the opportunity for additional capital gain.)

In the event, as a result of the generosity of many individuals, the Local Authority, the Government and the capital gain of our CCLA Fund, we have ended the year showing a surplus of £9.1k.

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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 2021 which are set out on pages 13 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:**

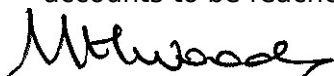
My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or 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  
3<sup>rd</sup> Floor Imex Building  
575-599 Maxted Road  
Hemel Hempstead  
Hertfordshire  
HP2 7DX  
Date: 07 March 2022

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**Statement of Financial Activities 31 December 2021**

	Notes	Unrestricted Funds	Restricted Funds	2021 TOTAL FUNDS	2020 TOTAL FUNDS
<b>INCOMING RESOURCES</b>					
Voluntary Income	2(a)	74,973	6,531	81,504	202,352
Activities for generating funds	2(b)	4,149	10,502	14,651	5,176
Income from investments	2(c)	651	-	651	420
Income from church activities	2(d)	26,902	640	27,542	11,064
Other incoming resources	2(e)	1,551	14,816	16,367	9,074
<b>TOTAL INCOMING RESOURCES</b>		<b>108,226</b>	<b>32,489</b>	<b>140,715</b>	<b>228,086</b>
<b>RESOURCES EXPENDED</b>					
Generation of voluntary income	3(a)	79	3,619	3,698	505
Fundraising costs	3(b)	11,605	8,248	19,853	2,618
Church activities	3(c)	100,488	29,729	130,217	202,956
Church Governance costs	3(d)	1,500		1,500	1,440
<b>TOTAL RESOURCES EXPENDED</b>		<b>113,672</b>	<b>41,596</b>	<b>155,268</b>	<b>207,519</b>
<b>NET INCOMING/(OUTGOING) RESOURCES</b>		<b>(5,446)</b>	<b>(9,107)</b>	<b>(14,553)</b>	<b>20,567</b>
<b>TRANSFERS BETWEEN FUNDS (GF/RF)</b>					
Gross Transfers between funds - in		22	14,057	14,079	11,173
Gross Transfers between funds - out		(204)	(13,875)	(14,079)	(11,173)
<b>Net incoming / outgoing before other gains / losses</b>		<b>(5,628)</b>	<b>(8,925)</b>	<b>(14,553)</b>	<b>20,567</b>
<b>GAIN ON CCLA INVESTMENT BOND</b>		14,489		14,489	946
<b>Net movement in funds</b>		<b>8,861</b>	<b>(8,925)</b>	<b>(64)</b>	<b>21,513</b>
<b>Balances carried forward 1st January 2020</b>		21,481	28,303	49,784	28,271
<b>Balances carried forward 31st December 2021</b>		<b>30,342</b>	<b>19,378</b>	<b>49,720</b>	<b>49,784</b>


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**Balance Sheet 31 December 2021**

	<b>Note s</b>	<b>Unrestrict ed Funds</b>	<b>Restricted Funds</b>	<b>2021 TOTAL FUNDS</b>	<b>2020 TOTAL FUNDS</b>
		<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>FIXED ASSETS</b>					
CCLA Bond	6	21,691	7,446	29,137	14,648
<b>CURRENT ASSETS</b>					
Debtors	8	3,567		3,567	1,837
Short term deposits			11,931	11,931	20,930
CCLA deposit	6				1,008
Cash at bank and in hand		13,989		13,989	18,826
		<b>17,556</b>	<b>11,931</b>	<b>29,487</b>	<b>42,601</b>
<b>LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>					
Creditors	7	8,905		8,905	7,465
		<b>8,905</b>	<b>0</b>	<b>8,905</b>	<b>7,465</b>
<b>NET ASSETS FUNDS</b>	5	<b>30,342</b>	<b>19,377</b>	<b>49,719</b>	<b>49,784</b>
Unrestricted		30,342		30,342	21,481
Restricted	9		19,377	19,377	28,303
<b>TOTAL FUNDS</b>		<b>30,342</b>	<b>19,377</b>	<b>49,719</b>	<b>49,784</b>

Approved on behalf of the Parish

On behalf of the PCC  
Signed by the Chairman.....

  
John Keith Williams, Team rector

  
Date

The notes on subsequent pages form part of these accounts

## **Notes to Financial Statements for year ended 31<sup>st</sup> December 2021**

### **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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<b>Note</b>		<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>2021 Total Funds</b>	<b>2020 Total Funds</b>
*	expanded in Note Subsections				
<b>2</b>	<b>INCOMING RESOURCES</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>2(a)</b>	<b>Voluntary Income</b>				
	Planned giving:				
	Gift Aid donations	48,983	0	48,983	48,656
	Income tax recoverable	11,527	192	11,719	11,639
	Gift Aided Gifts	2,247	880	3,127	4,935
	Loose Plate at all services	1,399	50	1,449	1,440
	GASDS recovered	1,403	0	1,403	815
	Church gift boxes	2,336	0	2,336	270
*	Grants	5,784	3,850	9,634	121,601
*	Donations	1,294	1,559	2,853	1,548
	Legacies	0	0	0	11,448
		<b>74,973</b>	<b>6,531</b>	<b>81,504</b>	<b>202,352</b>
<b>2(b)</b>	<b>Activities for generating funds</b>				
*	Events	4,149	9,092	13,241	3,591
	100 Club Receipts	0	1,410	1,410	1,585
		<b>4,149</b>	<b>10,502</b>	<b>14,651</b>	<b>5,176</b>
<b>2(c)</b>	<b>Income from investments</b>				
	Interest	651		651	420
		<b>651</b>	<b>0</b>	<b>651</b>	<b>420</b>
<b>2(d)</b>	<b>Income from church activities</b>				
	Halls rent and key Deposits	19,924	0	19,924	8,760
	Fees weddings and funerals	6,978	640	7,618	2,304
		<b>26,902</b>	<b>640</b>	<b>27,542</b>	<b>11,064</b>
<b>2(e)</b>	<b>Other incoming resources</b>				
*	Surplus Receipts	435	3,441	3,876	536
	"Stomp" Magazine	330	0	330	233
	Cost recovery: Supplies	199	0	199	274
	Cost recovery: Refunds	75	175	250	2,754
	Team Office Copying	512	0	512	277
	Insurance Claims	0	0	0	0
	Donations from CBF Fund	0	11,200	11,200	5,000
		<b>1,551</b>	<b>14,816</b>	<b>16,367</b>	<b>9,074</b>
	<b>TOTAL INCOMING RESOURCES</b>	<b>108,226</b>	<b>32,489</b>	<b>140,715</b>	<b>228,086</b>

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Not e		Unrestrict ed Funds	Restrict ed Funds	2021 TOTAL FUNDS	2020 TOTAL FUNDS
*	expanded in Note Subsections				
<b>3</b>	<b>RESOURCES EXPENDED</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>3(a)</b>	<b>Generation of voluntary income</b>				
	Cost of Stewardship campaign	79	0	79	75
	Fees to Fundraisers	0	3,619	3,619	430
		<b>79</b>	<b>3,619</b>	<b>3,698</b>	<b>505</b>
<b>3(b)</b>	<b>Fundraising costs</b>				
	Events	160	4,257	4,417	647
	100 club payments	0	550	550	1,435
*	Surplus Payments	11,445	3,441	14,886	536
		<b>11,605</b>	<b>8,248</b>	<b>19,853</b>	<b>2,618</b>
<b>3(c)</b>	<b>Church activities</b>				
	Missionary and charitable giving	0	0	0	0
	Ministry: diocesan parish share	54,994	0	54,994	39,722
	Clergy expenses	2,904	0	2,904	1,008
*	Churches running costs	12,081	0	12,081	11,886
	Churches maintenance - routine	5,256	0	5,256	3,956
*	Churches maintenance - major	0	26,111	26,111	104,986
*	Other Property Costs	0	0	0	12,753
	Upkeep of services	3,261	310	3,571	1,254
*	StM Hall costs	5,941	0	5,941	5,721
	StP Hall costs	1,308	0	1,308	1,901
	Organ and piano tuning	750	0	750	815
	Children and Young people	148	0	148	250
	Organist fee	2,200	0	2,200	5,800
	Choir	0	0	0	2
	Team Administrator	7,723	0	7,723	7,744
*	Administration	2,001	0	2,001	1,328
	Reprographics	1,103	0	1,103	797
	Stationery	234	0	234	259
	Later Recovered	87	0	87	286
	Parish Training & Mission	0	0	0	0
	Team Office Costs	210	0	210	244
	Return of Hall Deposits and Prepayments	187	390	577	50
	Security measures	100	0	100	99
*	Payments from special collections	0	2,918	2,918	2,015
	Stomp	0	0	0	80
		<b>100,488</b>	<b>29,729</b>	<b>130,217</b>	<b>202,956</b>
<b>3(d)</b>	<b>Church Governance costs</b>				
	Accountant's fees	1,500		1,500	1,440
		<b>1,500</b>	<b>0</b>	<b>1,500</b>	<b>1,440</b>
	<b>TOTAL RESOURCES EXPENDED</b>	<b>113,672</b>	<b>41,596</b>	<b>155,268</b>	<b>207,519</b>

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## **Note 4 to Staff Costs**

During 2021 we had two direct employees. 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.

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

Mr A Darby, Mr B Doran, Mr L Kemp, Mrs S Kemp, Mr M Russell 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 Doran is married to Mrs Y Doran who was elected to the PCC in October 2020. Mr Kemp was elected to the PCC in October 2020, Mrs S Kemp is his wife. Mr M Russell is the son of Mrs R Russell who was elected as Churchwarden in April 2021. Mr Taylor was re-elected to the PCC in October 2020.

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.

<b>Note</b>		<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>2021 TOTAL FUNDS</b>	<b>2020 TOTAL FUNDS</b>
<b>4</b>	<b>STAFF COSTS</b>				
	Wages and salaries	10,200		10,200	11,741
		<b>10,200</b>	<b>0</b>	<b>10,200</b>	<b>11,741</b>
<b>5</b>	<b>ANALYSIS OF NET ASSETS BY FUND</b>				
	Current Assets	17,556	11,931	29,487	42,601
	Current Liabilities	-8,905		-8,905	-7,465
	CCLA investment bond	21,691	7,446	29,137	14,648
	<b>Fund balance</b>	<b>30,342</b>	<b>19,377</b>	<b>49,719</b>	<b>49,784</b>
<b>6</b>	<b>CCLA Investments</b>	<b>2,021</b>	<b>2,020</b>		
	CCLA deposit	0	1,008		
	CCLA Bond	29,137	14,648		
		<b>29,137</b>	<b>15,656</b>		

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7	Accounts Payable	2,021	2,020			
	StP electric	284	452			
	StP insurance	672	666			
	StM gas	440	660			
	StM electric	179	259			
	StM insurance	2,066	2,039			
	StM Hall gas	220	214			
	StM Hall electric	60	67			
	StM Hall insurance	330	327			
	Accountancy Fee	1,500	1,440			
	Administrator Q4 PAYE	386	386			
	StM cleaner Q4 PAYE	3	4			
	Incumbent expenses (JW)	2,103				
	Incumbent Expenses (LG)	340				
	Organist	200	350			
	Caroline Wainman collection		475			
	Admin expenses	122	41			
	Refund from 100 Club		85			
	Total	8,905	7,465			
8	Accounts Receivable	2,021	2,020			
	St Pauls hall lettings	1,427	958			
	St Paul's weekly collections	142				
	Chubb refund	398				
	Gift Aid (from HMRC)	1,177				
	Gift Aid (from HMRC)	22				
	GASDS (from HMRC)	401	1,742			
	Total	3,567	2,700			
9	RESTRICTED FUNDS	Opening Balance	Income	Outgoings	Transfers	2021 FUND TOTAL
	CapWorks - Capital Works	6,818	18,366	29,553	5,186	817
	LegacyFund - Legacy Fund	8,260			-5,128	3,132
	Repairs - Repairs	2,057			810	2,867
	Bursary - Bursary to fund spiritualjourneys	2,124				2,124
	ComOutRh - Community Outreach	406	171			577
	YouthSuppt - Youth Support (ex Ruth Milbank)	5,326				5,326
	HunClub - Hundred Club	350	1,410	550	-810	400
	StMflowers - St Mary's Flowers	371	640	540		471
	Christcoll - Christmas Collections	253	332	253		332
	Othercoll - Other Restricted Collections	77	834	404	25	532
	Nicaragua - Nicaragua Collections	102	250	236	20	136
	StMAltFab - Ben Neep Bequest Re St M Altar Fabrics	1,220				1,220
	Bellmtce - Jonas Bequest (Bells)	693	500			1,193
	ArtNave - Art in the Nave exhibition and fundraising	0	9,605	9,673	68	0
	HallKeydep - Hall Key Deposits	450		200		250
	HMRC - HMRC Gift Aid buffer	-204	192		12	0
	WEGBHall - WEGB Hall Hire	0	190	190		0
		28,303	32,490	41,599	183	19,377

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<b>Note for information on the Various Funds:</b>	<b>2021</b>	<b>2020</b>
<b>Salisbury Trust</b>		
Funds held in CCLA CBF Investment Fund **	99033	97877
Funds held in CCLA Deposit	6216	3371
Funds transferred to Parish Accounts	11000	98000
<b>Buckley Benevolent Fund</b>		
Funds held in CCLA CBF Investment Fund **	15103	13331
Funds held in Deposit	1247	2360
Funds used for Charitable aims	1500	0
<b>Buckley Fabric Fund</b>		
Funds held in CCLA CBF Investment Fund **	15381	13577
Funds held in Deposit Account	1674	1846
Funds used for charitable aims	566	521
<b>Children's Training</b>		
Funds held in CCLA CBF Investment Fund **	15126	13352
Funds held in Deposit Account	864	663
Funds used for charitable aims	188	0

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

There are 2 Benefice Trust. These are the Children's Trust (£2,965Cap + £539 accrued interest) and the Benevolent Trust (£4,447 Cap + £809 accrued interest Funds used £334)

With the approval of both the Diocese and the Charity Commission, the charitable purpose of the Buckley Benevolent Fund has been amended from giving support to the poorer members of St Mary's congregation to support to the poorer members of Hemel Hempstead. This has allowed £1500 to be given to help the work of the Dacorum Community Trust in 2021.

**Note Subsections**

<b>Grants (2a)</b>	<b>2021</b>	<b>2020</b>
HMRC JRS Grant	2,784	4,763
Friends of StM - westend		7,500
VAT Recovery - westend	429	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 - Legacy		5,900
Sailsbury Fund - Organist		3,400
Church Commissioners - Vestry roof		3,218
VAT recovery - Vestry Roof		34
Dacorum Additional Restriction Grant	3,000	

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Dacorum Art in the Nave	500	
Friends of StM - Walkway planks	496	
Friends of StM - Spire work	1,721	
Church Commissioners - StM roof	704	
<b>Total</b>	<b>9,634</b>	<b>121,601</b>

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<b>Donations (2a)</b>	<b>2021</b>	<b>2020</b>
Historic Churches trust	156	35
Card Reader in St Mary's		153
Bishop Alan		25
St Pauls decorating	25	
Bell maintenance	500	
Filming in church	197	
Families Need Fathers	100	
Other	1,875	1,335
<b>Total</b>	<b>2,853</b>	<b>1,548</b>

the above are the major donations

<b>Events (2b)</b>	<b>2021</b>	<b>2020</b>
Come Dine with Us	810	
Christmas pop-up market (2019)	160	
Santa Old Town Market	219	70
House of Elliot - shelving		50
Rectory tastings	45	330
Sunday morning coffee	170	190
easyfundraising		15
Art in the Nave	3,102	
StP Grand Draw		1,230
StP Bazaar		
Other	8,835	1,706
<b>Total</b>	<b>13,341</b>	<b>3,591</b>

<b>Church Running Costs (3c)</b>	<b>2021</b>	<b>2020</b>
StM Church Gas	2,689	2,639
StM Church Electric	2,004	1,586
StM Church Water	107	79
StM Church Insurance	4,133	4,078
StP Electric	1,584	2,007
StP Water	220	165
StP Insurance	1,344	1,332
<b>Total</b>	<b>12,081</b>	<b>11,886</b>

<b>Church Maintenance Major (3c)</b>	<b>2021</b>	<b>2020</b>
StM north stonework		353
StM roof		505
StM church westend	2,373	92,512
StM cctv		266
StM & StP signage		3,348
StP flat roofs	20,201	
StP AV electrical	408	
StM stage boards	497	
StM spire	1,720	
StM chancel roof	912	
other	0	349
<b>Total</b>	<b>26,111</b>	<b>97,333</b>



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<b>Other Property Costs (3c)</b>	<b>2021</b>	<b>2020</b>
House rent		12,600
House water		153
<b>Total</b>	<b>0</b>	<b>12,753</b>
<b>StM Hall Costs (3c)</b>	<b>2021</b>	<b>2020</b>
StM Hall Cleaner	2,477	2,427
StM Hall Gas	863	842
StM Hall Electric	536	462
StM Hall Water	240	185
StM Hall Insurance	660	654
StM Hall Upkeep	1,165	1,151
<b>Total</b>	<b>5,941</b>	<b>5,721</b>
<b>Administration (3c)</b>	<b>2021</b>	<b>2020</b>
Team Office Telephone	1,115	743
CRB Checks - Childrens Work	12	18
Annual subscriptions	331	347
Copyright Licences	347	220
Mary Board memorial	25	
PCC awayday	125	
Archdeacon's present (2020)	46	
<b>Total</b>	<b>2,001</b>	<b>1,328</b>
<b>Payments from Special Collections (3c)</b>	<b>2021</b>	
Liberty Tea Rooms	253	
AIN LTPT	750	
AIN Hospice of St Francis	750	
Christian Aid : Nicaragua	236	
AIN Dens	500	
Herts & Beds bike & hike	225	
Others	204	
<b>Total</b>	<b>2,918</b>	
<b>Surplus Receipts (2e)/Surplus Payments (3b)</b>	<b>2021</b>	<b>2020</b>
<b>TransferIn</b>	3,876	536
<b>TransferOut</b>	14,886	536

Transient Income is money paid in by accident or design  
but is then paid out again, or used to transfer funds to the CCLA investment account  
Show funds moving to/from the CCLA Bond - this will give rise to a difference between  
in/out  
The items were

1) Funds transferred to the CCLA bond - 11,009.05	
2) Payments to an Artist which failed	
3) Chubb refund as it took them so long to change contract	
Herts & Beds bike & hike	70
Others	1,945
<b>Total</b>	<b>2,015</b>