

All Saints' Church, Hartley  
St Mary's Church, Fawkham  
Fawkham and Hartley Church Centre, Hartley

ANNUAL REPORT AND FINANCIAL STATEMENTS

OF THE

FAWKHAM AND HARTLEY  
PAROCHIAL CHURCH COUNCIL

For the Year Ended 31<sup>st</sup> December 2020

**Incumbent:**

Reverend Adele Barker  
of The Rectory, 3 St. John's Lane, Hartley, Longfield, Kent

Interregnum from 1<sup>st</sup> January 2020 until 18<sup>th</sup> February 2020

**Honorary Treasurer:**

Brian Jelley  
(Chartered Public Finance Accountant)  
of Abergwaun, Stack Lane, Hartley, Longfield Kent

**Honorary Independent Examiner:**

James Colwell  
(Fellow of International Accountants)  
of The Firs, Fairby Lane, Hartley, Longfield, Kent

**Bankers**

The Co-operative Bank Plc of Dartford, Kent

# **Fawkham and Hartley Parochial Church Council Annual Report for 2020**

## **Aim and Purpose**

Fawkham & Hartley PCC has the responsibility of co-operating with the incumbent in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of All Saints, Hartley, St Mary's, Fawkham and the Fawkham and Hartley Church Centre in Ash Road, Hartley.

## **Objectives and Activities**

The Parish Mission Statement affirms that:

We exist:                   to spread the Gospel;  
                                  to advance God's Kingdom.

We seek to do this by:

- praying for the renewing love of the Holy Spirit;
- providing opportunities for worship;
- enabling people to grow in faith;
- seeking to serve those among whom we live and work;
- encouraging a sense of community;
- proclaiming the word and work of God.

We encourage others to:    'Come and See'  
                                      'Come and Discover'  
                                      'Come and Share'  
                                      'Come and Be'

## **Achievements and Performance**

### **Worship and Prayer**

The Parish of Fawkham and Hartley normally maintains a regular pattern of services throughout the year at all three of the places of worship in the parish. A variety of opportunities for worship are provided which we hope our community find beneficial and spiritually fulfilling. These include services of a quiet and reflective nature such as morning or evening prayer as well as Family Worship and Messy Church which have a less formal and more family orientated approach. We are also pleased to join with other parishes in the Rural North West Kent Group of Churches on special occasions for joint worship.

The 2020 Global Covid 19 Pandemic challenged the ability of the Parish to host services. All Parish Services were suspended from 23<sup>rd</sup> March 2020 following an announcement by the Church of England in obedience of Government Lockdown restrictions. This was partially relaxed during the summer months but by autumn Tier 3 Restrictions had returned and England was again in full lockdown by end of year causing much disappointment when many of our Christmas services were cancelled at short notice. Fortunately, we were able to arrange online services to replace the ones originally planned for our Places of Worship. A return to normal life is not expected to be permitted until well into 2021. The lack of services in our Places of Worship has been a huge loss to our Parish particularly to those shielding or housebound. However, we are proud to have developed new avenues to express our faith and support our community. Our Rector Adele initially met the challenge with services such as Wild Church or Messy Church activities to do at home communicated via email or by post. Later she worked with the RNWK Group Ministry Team to develop Morning Prayer on Facebook, a YouTube weekly service and recently we have been having a weekly live service via Zoom. During the period when restrictions were relaxed our Churches were opened for Morning Prayer services and Individual Prayer one day a week. Other highlights of the year have included a self led Avent Trail, Picnic Church, RNWK Group Festival of Creation which provided daily services and study groups plus a Prayer labyrinth was cut in the grounds of St Marys Fawkham. While 2020 has been a challenging year for worship in our Parish we feel that it has opened our eyes to other innovative opportunities including those that technology can provide. We look forward to using the experience to further explore new ways of offering spiritual support to the housebound, care homes, schools and our Parishioners in future years

A Revision of the Electoral Roll has taken place preceding the 2020 APCM. The figures reported as follows There are 137 parishioners on the Church Electoral Roll of whom 35 are not resident within the parish. Five names were added during the year. Two were removed due to death and 4 due to relocation.

The average weekly attendance in places of worship, counted during October 2020 was 29 adults with no children or young people. This figure is lower than in previous years and was affected by the large number of parishioners still shielding etc. in October and also the limited seating available in our places of worship. RNWK Group church at home services were also available online on YouTube but the attendance figures have not been included. Approximately 80 views of our Group church at home services were recorded each week.

As well as our regular services, we enable our community to celebrate and thank God at the milestones of the journey through life. Through baptism we thank God for the gift of life, in marriage public vows are exchanged with God's blessing and through funeral services friends and family express their grief and give thanks for the life which is now complete in this world

and to commend the person into God's keeping. Covid restrictions have impacted our capacity to celebrate life events we have been able to celebrate and only 1 baptism and 1 wedding took place in 2020. 16 funerals were held in our churches this year plus our ministers conducted 12 committals or burials only.

## **Deanery Synod**

There are two PCC members who represent the Parish at the Cobham Deanery Synod. The Deanery Synod provides the PCC with an important link between the Parish and the wider structure of the Church.

Due to the Covid 19 Pandemic and Lockdown restrictions, the Synod met for the first time in 2020 on 7<sup>th</sup> December. The focus of the meeting was the appointment of the Lay Chair, the Deanery Standing Committee and the Synod Secretary as well as the need for contributions from representatives to put together a list of ideas about what is needed in a new Bishop following the announcement by Bishop James that he is retiring at the end of July 2021.

A second meeting took place on 23<sup>rd</sup> February 2021 where Synod Representatives discussed the impact of the Covid 19 Pandemic on their congregations and Church life generally and the various ways in which steps have been taken by different communities in different ways to overcome these. In particular, the Representatives were encouraged to share ideas about strategies and to reflect on the positives outcomes which may have arisen from the closure of our Churches and the restrictions on day to day functioning within society.

## **Buildings**

The Parish of Fawkham and Hartley have, until 2020, been proud to open its two Grade 1 churches every day for private prayer and the Church Centre has been available to many local groups for a variety of community clubs and activities. Many Parish social and charitable events also take place at all three buildings and grounds. Very few events have taken place in 2020 but the PCC look forward to future opportunities to provide the local community with a base in which activities can take place again as well as being a source of revenue for the parish.

All three buildings are well maintained by our Buildings Committee and work is carried out in accordance with the recommendations of the regular quinquennial surveys of our historic churches. General maintenance and tidying continued through the year. The buildings Committee have also project managed the following major works during 2020

- Internal painting of St Marys, Fawkham
- Electrical rewiring of Chancel at St Marys Fawkham
- Installation of a freestanding staircase to the mezzanine floor at All Saints, Hartley
- Remedial work at All Saints Hartley to prevent movement of the north rear buttress, prevention of water ingress to the walls, and repairs to internal chancel ceiling tiles.

- Improvement of water supply shut off and autoflush facilities in the male toilets at the Church Centre
- In December 2020 work began on the widening of road entrance to the Church Centre and provision of two further parking spaces. This will be finished in 2021

We would like to thank the Friends of Fawkham Church and the Friends of All Saints for the financial assistance given with many of these projects.

The full detail of the functions of the Buildings Committee can be found on their report to the APCM.

### **Pastoral Care**

Pastoral Care is undertaken by the Rector and members of the Pastoral ministry team. This ministry has largely been completed over the phone, zoom and occasionally when restrictions have allowed face to face with social distancing requirements in place. A team has regularly phoned round members of the church community and others with pastoral need regularly. This has included those who are suffering illness and hospitalisation, the isolated and housebound and care for the next of kin after funerals.

Home visits for the sick and housebound, including the ministry of home communion which would usually be carried out by the Rector, LLMs and several members of the Church Family, has been largely unable to take place during the pandemic. Additionally ministry to those in the two Residential Homes in the Parish has been suspended. Names of people to be prayed for are recorded in an electronic list and prayed for by the church family regularly. A Bereavement Team coordinated by Jean Bowes and Carol Ballard have arranged to call the next of kin following a funeral.

During the lockdown easing in the summer months 'Pop In' was able to resume weekly in the Church Centre enabling local residents to meet for refreshments and friendship. The Women's Fellowship Group which meets monthly and some of our male parishioners belong the RNWK Men Group have been unable meet throughout the year.

### **Mission and Evangelism**

The Covid pandemic has precipitated a need for creativity in mission and evangelism throughout the year. Working with the RNWK Group Services moved to a you Tube channel and over zoom ensuring a reach far greater than the traditional parish congregation, and Morning Prayer has been posted on FaceBook every day. When lockdown restrictions have

allowed the church buildings were opened for private prayer on a Tuesday and Thursday morning aided by a group of wardens. The exterior of churches have been used as the collection points for Thy Kingdom Come prayer bags and palm crosses, and the Rectory in Hartley is one of the largest collection points for the Community Cupboard. Whilst school assemblies at both Fawkham School and Steep hill School were limited, the parish distributed leavers packs to children in Year 6 in both schools and additionally to Hartley Primary School children and at Christmas we produced a Christingle service on YouTube and distributed over 300 Christingle kits to families in the parish. At Christmas the Rector coordinated a group wide Advent calendar which was warmly received. Some creative evangelism was undertaken including a labyrinth mown in the lower meadow at St Mary's, Christmas Tree decorations and lights outside our buildings for the first time, Wild Church produced by the Rector throughout the summer months and distribution of the popular cream teas and advent bags. Outside produce stalls and crafts produced by church members have been delightfully received by community members.

The Mothers Prayers and Prayer breakfast meetings have not taken place in 2020 due to unavailability of leaders Covid 19 The Prayer for Healing Team set up in 2016, so that people could ask for prayers for healing either during or after a Sunday service, has also not functioned during 2020

The Covid 19 Pandemic has impacted the ability of the Parish Mission Links Team work to develop links with the charities supported by the Parish and to make recommendations for the Parish's away-giving. It seeks to maintain a worldwide perspective in the Parish of the work of the Church. In 2020 we were able to support the Friends of Kent Churches Bike Ride which occurred during a period of relaxation of restrictions. The Mission Links Team have continued to work with the Diocesan Mission Link at Mpwapwa in Tanzania and have attended all the group meetings in 2021. Regular contact through WhatsApp with Lukole continues and some parishioners took up the Diocesan invitation to donate online to the Mpwapwa loan fund. In addition, funding for uniforms for 3 girls from our link village of Lukole was provided. The PCC is keen to explore the possibility of a visit to Lukole when conditions allow possibly 2023.

### **Ecumenical Relationships**

Unfortunately, due to the Covid situation last year our usual ecumenical events, World Day of Prayer, which would have featured the UK as the 'host' country and our biennial charity fundraiser, The Chorus of Praise, did not take place.

Happily, the World Day of Prayer, featuring Vanuatu in the South Pacific, was hosted by our Catholic friends at St Francis de Sales Church, Hartley, in the hope of introducing the new

incumbent, Fr Patrick, to the wider Christian community. Due to social distancing restrictions, there was not enough room for a congregation but readers from St Francis and all the parishes in the RNWK group of church took part in the live-streamed service. Very sadly, Marian Kneller, who championed, and was the main organizer of the WDP annual services, died just a week before this year's service. We therefore decided to dedicate the service to her memory. We look forward continuing her legacy with next year's service (host country the UK), which we hope will be held with a congregation in church, followed by some refreshments and ecumenical fellowship!

We were also saddened by the sudden death of John Harding earlier this year. John was the lynchpin for our ecumenical Chorus of Praise events every other year in October. He gave us the benefit of his gentle encouragement and expert conducting in our 'massed choirs' singing. We hope to continue this event, also in his memory, when singing in church is allowed.

As Covid restrictions ease, we hope to enjoy more ecumenical connections with our Catholic brothers and sisters in future.

## **Financial review**

Total receipts on ordinary (unrestricted) funds were £72,853 and are as detailed in the Financial Statements. Resources expended totalled £81,492 and these are also detailed in the financial statements.

The net result for the year was an excess of expenditure over income of £8,639. This sum is thus deducted from general reserves, which thus decrease to £572,287. This figure includes the deemed cost of the Church Centre as a tangible fixed asset of £520,000.

## **Future plans and concerns.**

The Covid pandemic and fresh input from our new Priest Revd Adele Barker has opened our eyes to the challenges existing within the Parish of Fawkhams and Hartley and new innovative solutions. As we move beyond the pandemic we look forward to exploring the next steps in our leadership team during 2021 and beyond.

## **Reserves and investment policies**

It is the policy of the PCC to maintain free reserves of some £20,000 to £30,000 in order to cover for unforeseen financial challenges. At 31<sup>st</sup> December 2020, this figure stood at £13,573.

It is the policy of the PCC to invest funds not immediately required with the Rochester Diocese.

## **Safeguarding Policy**

The Parish Safeguarding policy is in operation and is implemented by our Safeguarding representative, Lucie Sleeman. This is monitored by the PCC.

The PCC have complied with their duty under Section 5 of the Safeguarding and Clergy Discipline Measure 2016 and will continue to adhere to this.

## **Risk Management**

Risk assessments and inventories of fixtures, fittings, property and belongings were completed in 2019 but have not been possible in 2020 due to closure of the buildings. A full inventory will take place when our wardens are able to meet together again at our buildings.

Quinquennial repair works continue under the management of the PCC's Buildings Committee in order to ensure the safety of the buildings and maintain these in good order.

## **Volunteers**

We would like to thank all the many volunteers who work so hard to make our Parish function. They include those who help to organise our services, maintain our buildings, support the Church Centre hiring, raise funds, financial administration, safeguarding activities and many many more voluntary roles for which we are very grateful. Special thanks are given this year to Malcolm Harris and the buildings committee who maintain our buildings in such excellent condition. Malcolm's many successful grant applications are also very much appreciated. Fundraising has been very difficult this year and we are very grateful to the small band who have baked cakes, grown or made other produce and of course those who purchased the items on sale. Carole Harris and Sue Facey introduced a new event this year, the Advent Raffle which raised over £2000 for our Parish. Finally a big thank you to our Treasurer Brian Jelley who is retiring this year after 20 years in the post.

Our thanks also go to The Friends of All Saints', Hartley and The Friends of Fawkham Church. Both organisation are established with their own charitable status and bring together those in the community who have an interest in and a concern for the two historic churches in the parish. Through various events they also raise funds for the purpose of assisting the PCC in the care, maintenance and preservation of these churches. This year they have both provided assistance with the purchase of a Hymnal which has been used for music when an organist have not been available and screens which have enabled us to safely attended services appropriately distanced. The Friends of Fawkham Church also contributed to the financing the painting and electrical work at St Marys. The Friends of All Saints funded the installation of new freestanding stairs to the mezzanine floor at All Saints.



## Structure, Governance and Management

### RNWK Group Council

The Parish is part of the 'Rural North West Kent Group' of Churches. The Group Council continues ways of working and worshipping together. The work of our Group is reported back to the PCC and each Parish has two representatives plus clergy. Christine Hoad and Amanda Malas are the Fawkham and Hartley representatives. Christine is also Group Secretary. Alistair Davidson is the Group Chairperson.

The Group Council takes an overall view of the worship offered in the parish, looking at the balance of services held throughout the year. They also review the worship, highlighting strengths and suggesting improvements. Some Fawkham and Hartley Parish activities organised at a Group level these include the previously mentioned Men's and Youth Groups and also the Marriage Preparation classes and Safeguarding training neither of which were able to take place in 2020.

### The PCC

The function and purpose of the PCC is outlined in the Parochial Church Council Powers Measure 1956 and Church Representation Rules 2006. The PCC met six times during the year with an average attendance of 12.

### PCC Membership

Members of the PCC are either ex-officio or elected by the Annual Parochial Church Meeting in accordance with the Church Representation Rules.

During the year the following served as members of the PCC:

Rector & Incumbent	Revd Adele Barker since 18 <sup>th</sup> February 2020	
Chairperson	Reverend Adele Barker	
Vice Chairpersons	Gill Cramp	Churchwarden
	Christine Hoad	Churchwarden
RNWK Group Ministers	The Revd Helen Reeves	
	The Revd Elizabeth Robertson	
Churchwardens	Gill Cramp	2019-2020
	Christine Hoad	2019-2020

## Members of the Deanery Synod

Carol Stone	2020 - 2022
Lucie Sleeman	2020 - 2022

## Elected Members –

Sheila Howsam	2018-2021
Brian Jelley (Treasurer)	2018-2021
Louise Chick Smith	2020-2021
Wendy Lavidge	2020-2021
Frances Kinnear	2019-2022
Sheila Grainger	2019-2022
Julie Wilton	2019-2022
Carole Ballard	2019-2022
Malcolm Harris	2020-2023
Jeff Loomes	2020-2023
Amanda Malas	2020-2023
Gill Pearson	2020-2023

## PCC Committees

Committees met between meetings and minutes of their deliberations were received by the full PCC and discussed where necessary. The PCC operates through a number of committees and teams, which meet between full meetings of the PCC. These are detailed below:

### Finance and Standing Committee

The primary function is to deal with parish finances i.e.

- to monitor income and expenditure
- to nurture Christian stewardship in the parish
- to prepare the annual budget

It also fulfils the role of the Standing Committee by transacting the business of the PCC between its meetings, subject to any directions given by the PCC. The committee is formed of the Rector, Churchwardens, Treasurer, PCC Secretary and the Buildings Committee Chair.

### Ministry Team

The task of the Ministry Team is to:

Pray for the needs and people of the Parish.

Serve in an advisory capacity to the PCC in terms of liturgical developments & service patterns.

In addition, with the Churchwardens and Parish Administrator, we also discuss any pastoral news and business related to other Parish matters.

## **Buildings Committee**

The Buildings Committee, chaired by Malcolm Harris, maintain our two churches and the Church Centre. We are very fortunate to have several committee members with extensive building trade knowledge and expertise. We are very appreciative of the amount of time and materials which they generously donate to the parish.

## **Fete Committee**

Members of this committee have the responsibility of organising the annual parish fete which is held at St Marys Church Meadow, Fawkham in May. We usually have around 40 stalls covering a variety of foods, drink, items to buy and entertainment for all ages. We encourage our schools to perform in our arena, where grandparents, parents, brothers and sisters, aunts and uncles can admire what they can do. This is a community event where we like all villagers and the surrounding areas to come and join in the fun whilst meeting up with friends and family in a fantastic open space.

## **Fundraising Committee**

Because of the restrictions we all have endured; no formal Fundraising Programme has been developed over the past 12 months resulting in minimal income to the Parish Finances

I am grateful to the Churchwardens who have taken every opportunity to raise some funds particularly the Christmas Raffle and various other projects like a Cake Stall which have all been well supported.

Hopefully as lockdown eases, we will be in a position to introduce some of our events which have been popular in the past.

## **Stewardship Officer**

We have in the past discussed the theological meaning and belief of Stewardship on a dedicated Sunday, to remind us all that God wishes us to be his collaborators in the work of Creation and the resources of treasures, time and talent. It is hoped that a suitable Sunday can be identified when some form of normality returns

## **Administrative Information.**

The Fawkham & Hartley Parochial Church Council (PCC) is part of the Diocese of Rochester within the Church of England. The correspondence address is:

The Rectory, 3 St. John's Lane, Hartley, Longfield, Kent DA3 8ET.

The PCC is a charity registered with the Charity Commission under registration number 1130791.

The Parish Administrator Mrs. Marion Strachan retired December 2020. Lucie Sleeman has been appointed to replace Marion and will take up her new role in January 2021.

The Parish Office while still functioning has not been open to the public for most of 2020 to protect our staff and the public from possible infection.

Phyllis Conroy co-ordinates bookings of the Church Centre.

Approved by the PCC on 8<sup>th</sup> April 2021 and signed on its behalf by the Reverend Adele Barker

PAROCHIAL CHURCH COUNCIL OF FAWKHAM AND HARTLEY

STATEMENT OF FINANCIAL ACTIVITIES

For the Year ended 31st December 2020

ITEM	Notes	2020 Unrestricted	2019 Funds	2020 Restricted	2019 Funds	2020 Endowment	2019 Funds	2020 TOTAL	2019 FUNDS
INCOME AND ENDOWMENTS									
Voluntary Income (Direct Giving)	2a	56617	53858	9876	1417	-5732	0	60761	55275
Activities for Generating Funds	2b	2795	9412	0	0	0	0	2795	9412
Income from Investments	2c	406	390	0	0	0	0	406	390
Incoming resources-Charitable activities	2d	11398	25517	0	0	0	0	11398	25517
Other Income	2e	1637	0	0	0	0	0	1637	0
<b>TOTAL INCOME</b>		<b>72853</b>	<b>89177</b>	<b>9876</b>	<b>1417</b>	<b>-5732</b>	<b>0</b>	<b>76997</b>	<b>90594</b>
EXPENDITURE									
Fund Raising - Trading Expenses	3g	500	2243	0	0	0	0	500	2243
Church Activities	3h	80992	91425	13071	1394	0	0	94063	92819
<b>TOTAL EXPENDITURE</b>		<b>81492</b>	<b>93668</b>	<b>13071</b>	<b>1394</b>	<b>0</b>	<b>0</b>	<b>94563</b>	<b>95062</b>
<b>NET INCOME (Prior to Recognised Gains and Losses)</b>		<b>-8639</b>	<b>-4491</b>	<b>-3195</b>	<b>23</b>	<b>-5732</b>	<b>0</b>	<b>-17566</b>	<b>-4468</b>
Gains on Investment Assets									
Realised (on Sale/Disposal)		0	0	0	0	250	0	250	0
Unrealised (Revaluations) -Fixed Assets		0	0	0	0	0	0	0	0
Unrealised (Revaluations) -Investment Assets		0	0	0	0	0	864	0	864
Sub Totals		0	0	0	0	250	864	250	864
<b>NET MOVEMENT IN FUNDS</b>		<b>-8639</b>	<b>-4491</b>	<b>-3195</b>	<b>23</b>	<b>-5482</b>	<b>864</b>	<b>-17316</b>	<b>-3604</b>
Balances B/Fwd at 1st January 2020		580926	585417	36770	36747	5482	4618	623178	626782
Balances C/Fwd at 31st December 2020		572287	580926	33575	36770	0	5482	605862	623178

The notes on the following pages form part of this account

PAROCHIAL CHURCH COUNCIL OF FAWKHAM AND HARTLEY

BALANCE SHEET AS AT 31ST DECEMBER 2020

ITEM	Note	2020 Unrestricted	2019 Unrestricted	2020 Restricted	2019 Restricted	2020 Endowment	2019 Endowment	2020 TOTAL	2019 TOTAL
FIXED ASSETS									
Tangible fixed Assets	5a	520000	520000	0	0	0	0	520000	520000
Investment Assets	5b	0	0	0	0	0	5482	0	5482
Sub Total		520000	520000	0	0	0	5482	520000	525482
CURRENT ASSETS									
Stock								0	0
Debtors	7	6408	2500	0	0	0	0	6408	2500
Deposit-Diocesan Loan Fund		0	0	30050	29930	0	0	30050	29930
Short Term Deposits(Repair funds)		38714	39336	0	0	0	0	38714	39336
Cash at Bank and in hand		7853	19090	3525	6840	0	0	11378	25930
Sub Total		52975	60926	33575	36770	0	0	86550	97696
LIABILITIES:AMOUNTS FALLING									
DUE WITHIN ONE YEAR	8	688	0	0	0	0	0	688	0
NET CURRENT ASSETS		52287	60926	33575	36770	0	0	85862	97696
TOTAL ASSETS LESS CURRENT LIABILITIES									
TOTAL NET ASSETS		572287	580926	33575	36770	0	5482	605862	623178
PARISH FUNDS									
Unrestricted	9	572287	580926					572287	580926
Restricted	9			33575	36770			33575	36770
Endowment	9					0	5482	0	5482
TOTALS		572287	580926	33575	36770	0	5482	605862	623178

The Financial Statements have been prepared in accordance with Financial Reporting Standards

APPROVED BY THE PAROCHIAL CHURCH COUNCIL OF FAWKHAM & HARTLEY ON 20th April 2021.

AND SIGNED ON ITS BEHALF BY :

Reverend Adele Barker - Chairman

Brian Jelley - Hon Treasurer

The notes on the following pages form part of these accounts

PAROCHIAL CHURCH COUNCIL OF FAWKHAM AND HARTLEY

NOTES TO THE FINANCIAL STATEMENTS For the year ended 31st December 2020 (continued)

ITEM	Note	Unrestricted	Unrestricted	Restricted	Restricted	Endowment	Endowment	TOTAL	TOTAL
		2020	2019	2020	2019	2020	2019	2020	2019
INCOME AND ENDOWMENTS									
Voluntary Income (Direct Giving)									
Regular Donations		29345	30742	0	0	0	0	29345	30742
Tax recoverable		8076	9976	0	0	0	0	8076	9976
Other Income-Longfield PCC		4307	0	0	0	0	0	4307	0
Collections (open plate)		1450	5657	0	0	0	0	1450	5657
Gift days		0	0	0	0	0	0	0	0
Grants		0	0	0	0	0	0	0	0
Donations, Appeals, Transfers etc		12439	5483	9876	1417	-5732	0	16583	6900
Legacies		1000	2000	0	0	0	0	1000	2000
Sub Total	2a	56617	53858	9876	1417	-5732	0	60761	55275
Activities for generating funds									
Summer Fete/Christmas Fayre et		2795	9412	0	0	0	0	2795	9412
Sub Total	2b	2795	9412	0	0	0	0	2795	9412
Income from Investments:									
Dividends & Interest	2c	406	390	0	0	0	0	406	390
Income from Church activities									
Church hall lettings		5800	18080	0	0	0	0	5800	18080
Fees		5598	7437	0	0	0	0	5598	7437
Sub Total	2d	11398	25517	0	0	0	0	11398	25517
Other Income: Insurance Claim	2e	1637	0	0	0	0	0	1637	0
TOTAL INCOME		72853	89177	9876	1417	-5732	0	76997	90594

EXPENDITURE

Raising Funds

Summer Fete expenses		500	2243	0	0	0	0	500	2243
Other		0	0	0	0	0	0	0	0
Sub Total	3g	500	2243	0	0	0	0	500	2243

PAROCHIAL CHURCH COUNCIL OF FAWKHAM AND HARTLEY

NOTES TO THE FINANCIAL STATEMENTS For the year ended 31st December 2020 (continued)

ITEM

	Note	Unrestricted	Unrestric	Restricted	Restrict	Endowment	Endown	TOTAL	TOTAL
		2020	2019	2020	2019	2020	2019	2020	2019
Church Activities including Grants Given Out									
Missionary & Charitable giving:									
"-Missionary Societies		0	0	0	0	0	0	0	0
"-Church overseas		62	0	0	0	0	0	62	0
"-Secular charities		0	0	0	0	0	0	0	0
"-Home Missions & Other		0	0	0	0	0	0	0	0
								0	0
Restricted items-Expended in year		0	0	13071	1394	0	0	13071	1394
Donation to Diocese		40600	52617	0	0	0	0	40600	52617
								0	0
Rectory Maintenance		4700	3953	0	0	0	0	4700	3953
Ministry Team Expenses		1282	2107	0	0	0	0	1282	2107
Church Maint & Repairs-Direct Costs		13372	9116	0	0	0	0	13372	9116
Upkeep of Services		1285	1	0	0	0	0	1285	1902
Churchyard upkeep		403	557	0	0	0	0	403	557
Church hall running costs		4834	8466	0	0	0	0	4834	8466
Other-KATCH/Nurture of Faith		614	261	0	0	0	0	614	261
Sub Total		67152	78979	13071	1394	0	0	80223	80373
Church Activities-Administrative costs									
Parish Administrator-Total Cost		9960	9960	0	0	0	0	9960	9960
Printing, Stationery & Bank Charges		2714	1789	0	0	0	0	2714	1789
Computer & Other		1166	697	0	0	0	0	1166	697
Sub Total		13840	12446	0	0	0	0	13840	12446
Sub Total-All Church Activities	3h	80992	91425	13071	1394	0	0	94063	92819
TOTAL EXPENDITURE		81492	93668	13071	1394	0	0	94563	95062
NET INCOME (Prior to Recognised Gains and Losses)		-8639	-4491	-3195	23	-5732	0	-17566	-4468



PAROCHIAL CHURCH COUNCIL OF FAWKHAM AND HARTLEY

NOTES TO THE FINANCIAL STATEMENTS For the year ended 31st December 2020 (continued)

ITEM

	Note	Unrestricted	Unrestric	Restricted	Restrict	Endowment	Endown	TOTAL	TOTAL
		2020	2019	2020	2019	2020	2019	2020	2019
STAFF COSTS									
Wages and Salaries		10955	10308	0	0	0	0	10955	10308
Social Security Costs		0	0	0	0	0	0	0	0
Pension costs		0	0	0	0	0	0	0	0
Total Staff Costs		10955	10308	0	0	0	0	10955	10308

The only direct employees of the PCC in the year were the Parish Administrator and 2 part time cleaners for church buildings.

No employee of the PCC earned £50,000 or more.

RELATED PARTY TRANSACTIONS & PAYMENTS TO PCC MEMBERS

In total, PCC members claimed £38 for travel expenses during 2020. These were in relation to the Rector (Priest in charge) only in connection with her travels in the course of her religious duties.

No other payments or expenses were paid to any other PCC member, persons closely connected to them or related parties. In total, members of the PCC gave £7,630 as donations towards the work of the Church.

There were no transfers between Restricted and Unrestricted funds during the year but the capital sums held in Endowment Funds were all transferred to Unrestricted Funds during 2020 and were included in donations received.

FIXED ASSETS

Tangible:

Church Hall: Valuation

	At 1st January 2020	520000	520000
	Additions at cost	0	0
5a	Total at 31st December 2020	520000	520000
Depreciation			
	At 1st January 2020	0	0
	Less Disposals	0	0
	Add Charges for year	0	0
	Total at 31st December 2020	0	0

The Church hall is shown at its valuation on 31st December 2001. No depreciation is charged.

PAROCHIAL CHURCH COUNCIL OF FAWKHAM AND HARTLEY

NOTES TO THE FINANCIAL STATEMENTS For the year ended 31st December 2020 (continued)

ITEM

	Note	Unrestricted	Unrestric	Restricted	Restrict	Endowment	Endown	TOTAL	TOTAL
		2020	2019	2020	2019	2020	2019	2020	2019
Investments:									
Market Value at 1st January 2020		0	0	0	0	5482	4618	5482	4618
Disposals at carrying value		0	0	0	0	250	0	250	0
Purchases at cost		0	0	0	0	0	0	0	0
Revaluation Gain/Loss		0	0	0	0	0	864	0	864
Sold and Transferred in year						-5732	0	-5732	0
Total at 31st December 2020	5b	0	0	0	0	0	5482	0	5482

The market value of investments at 31st December 2020 was £0 as they were all sold in 2020 These investments were previously for Endowment funds only.

Unrestricted funds		0	0					0	0
Restricted funds				0	0			0	0
Endowment funds						0	5482	0	5482
Sub Total	5b	0	0	0	0	0	5482	0	5482

Debtors (Unrestricted funds)

Gift Aid Recoverable		4221	2500	0	0	0	0	4221	2500
Prepayments and accrued interest		0	0	0	0	0	0	0	0
Other Debtors		2187	0	0	0	0	0	2187	0
Sub Total	7	6408	2500	0	0	0	0	6408	2500

Liabilities

Amounts falling due in one year (unrestricted funds):-

Accruals for utility and other costs		0	0	0	0	0	0	0	0
Other Creditors		688	0	0	0	0	0	688	0
Parish Share		0	0	0	0	0	0	0	0
Sub Total	8	688	0	0	0	0	0	688	0

Funds

The balance on restricted funds at 31st December 2020 relates to moneys held for improvements to all three buildings

The two small endowment funds related to the Crick and King endowments which sums have now been transferred to general funds.

Summary of Fund movements

Balance at 1st January 2020		580926	585417	36770	36747	5482	4618	623178	626782
Incoming resources		72853	89177	9876	1417	-5732	0	76997	90594
Resources expended		81492	93668	13071	1394	0	0	94563	95062
Investment gains/losses		0	0	0	0	250	864	250	864
Less Sold in Year						0			
Balance at 31st December 2020	9	572287	580926	33575	36770	0	5482	605862	623178

ANALYSIS OF NET ASSETS BY FUND

Tangible fixed assets	520000	520000	0	0	0	0	520000	520000	
Investment fixed assets	0	0	0	0	0	5482	0	5482	
Current assets	52975	60926	33575	36770	0	0	86550	97696	
Liabilities:-									
Amounts falling due in 1 year	688	0	0	0	0	0	688	0	
Amounts falling due after 1 year	0	0	0	0	0	0	0	0	
Total	9	572287	580926	33575	36770	0	5482	605862	623178

Audited Version

# **PAROCHIAL CHURCH COUNCIL OF FAWKHAM AND HARTLEY**

## **NOTES TO THE FINANCIAL STATEMENTS for the year ended 31<sup>st</sup> December 2020**

### **ACCOUNTING POLICIES**

The PCC is a public benefit entity within the meaning of FRS102.

The financial statements have been prepared under the charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs and with the regulations “true and fair view” provisions. They have been prepared under FRS102 (2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice, accounting and Reporting by Charities (SORP(FRS102)).

### **ASSETS**

Consecrated and benefice property

In so far as consecrated and benefice property of any kind is excluded from the statutory definition of “charity” by section 10(2) (a) and (c) of the charities Act 2011 such assets are not capitalised in the financial statements.

Moveable church furnishings

These are capitalised at cost where the cost exceeds £4000 and then depreciated over their useful life. All items are included in the church inventory in any case.

Tangible fixed assets for use by the charity

These are capitalised if they can be used for more than one year and cost at least £4000. They are valued at cost or, for gifts in kind, at a reasonable estimate of their open market value on receipt

Depreciation is calculated to write off the capitalized cost of fixed assets less their current anticipated residual fair value

Land	Nil
Fixtures and Fittings	10 years.
Computers	3 years

Investments

Investments quoted on a recognised stock exchange or whose value derives from them are valued at market value at the year end.

Short term deposits

These represent the cash held with the Rochester Diocese.

## FUNDS

### Unrestricted Funds

These funds represent the income funds of the PCC that are not subject to any restriction regarding their use and are available for spending on the general purposes of the PCC including amounts designated by the PCC for fixed assets for its own use in spending on a future project and which are therefore not included in its “free reserves” as disclosed in the trustees’ report.

### Restricted funds

These are those income funds that have been given or raised for specific purposes and must therefore only be spent on those items and not used for general PCC work. The major item in 2018 relates to further grants received from the National Heritage for repair works at St Mary’s Church.

### Endowment funds

These are restricted funds that must be retained as trust capital either permanently or subject to a discretionary power to spend capital as income and where the use of any income or other benefit derived from the capital may be restricted or unrestricted. Details of these are shown in the notes to the accounts.

The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include financial statements of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members.

## **Incoming resources**

### Voluntary income and capital resources

Collections are recognised when received on behalf of the PCC.

Planned giving is recognised only when received.

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 the fete, any garden parties and similar events are accounted for gross.

### Other income

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

### Income from investments

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

### Gains and losses on investments

Realised gains or losses are recognised when investments are sold.

Unrealised gains or losses are accounted for on revaluation of the investments at the end of the financial year.

### **Volunteer help**

The value of volunteer help received is not included in the accounts but is referred to in the Trustees Annual Report.

### **Expenditure and Liabilities**

Liabilities are recognised as soon as there is a legal or constructive obligation and settlement is probable and quantifiable

Grants and donations are recognised in the accounts when a commitment has been made externally and there are no preconditions still to be met for entitlement to the grant that remain within the control of the PCC.

## ASSETS

### **Other fixtures, fittings and office equipment**

Equipment costing over £4,000 and used within the church premises will be capitalised and depreciated on a straight-line basis over their anticipated useful economic life. Individual items of equipment with a purchase price of £4000 or less are written off when the asset is acquired.

### **Investments**

Investments are valued at market value at 31<sup>st</sup> December.

### **Current assets**

Amounts owing to the PCC at 31<sup>st</sup> December by way of fees or other income are shown as debtors less provision for any amounts that may prove uncollectable.

Other current assets include cash held on deposit either with the Rochester Diocesan office or at the bank.

## **INDEPENDENT EXAMINER'S REPORT TO THE PCC OF FAWKHAM & HARTLEY**

I report on the financial statements of the PCC for the year ended 31<sup>st</sup> December 2020, which are set out in the attached pages.

### **RESPECTIVE RESPONSIBILITIES OF THE PCC AND EXAMINER**

As members of the PCC you are trustees and are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act"). The Church's Trustees 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

I report in respect of my examination of the Trust's account carried out under section 145 of the 2011 Act and in carrying my examination I have followed all the applicable Directions given by the Charity commission under section 145(5) (b) of the Axct.

### **INDEPENDENT EXAMINER'S STATEMENT**

Since the gross income for the year exceeds the amount provided in section 145(3) of the Act, I confirm that I am qualified to act as Independent Examiner under the provisions of that section of the Act and that my qualification is shown below.

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

- 1) accounting records were not kept in respect of the PCC as required by section 130 of the 2011 Act; or
- 2) the accounts do not accord with those records.
- 3) The accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

(Signed) .....

J Colwell,  
The Firs,  
Fairby Lane,  
Hartley, Longfield  
KENT DA3 8DA

18th March 2021