



**Annual Report and Financial Statements of the Parochial  
Church Council of  
Christ Church, Bayston Hill**

**For the year ended 31<sup>st</sup> December 2021**  
*Charity registration number: 1130869*



**The Parochial Church Council of Christ Church, Bayston Hill  
Trustees' Annual Report for the year ended 31<sup>st</sup> December 2021**

*Charity registration number: 1130869*

### **Objectives and Activities**

The Parochial Church Council of Christ Church (the PCC) has the responsibility of co-operating with the incumbent, the Reverend Peter Hubbard, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelical, social and ecumenical. The PCC is also spiritually responsible for the maintenance of the church

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community at Christ Church. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that live within our parish. Our services and worship put faith into practice through prayer, scripture, music and sacrament. Also, through non sacramental activities of hospitality and fellowship we aim to reach non churched members of the community.

### **Public Benefit**

The trustees of the PCC are aware of the Charity Commission's guidance on public benefit in The Advancement of Religion for the Public Benefit and have had regard to it in their administration of the Charity. The trustees believe that, by promoting the work of the Church of England in the Ecclesiastical Parish of Christ Church it helps to promote the whole mission of the Church (pastoral, evangelistic, social and ecumenical) more effectively, within the Ecclesiastical Parish, and that in doing so it provides a benefit to the public by:

- Providing facilities for public worship, pastoral care and spiritual, moral and intellectual development, both for its members and for anyone who wishes to benefit from what the Church offers; and
- Promoting Christian values and service by members of the Church in and to their communities, to the benefit of individuals and society as a whole.

The PCC recognises the role that volunteers play in the life of the church. There are so many areas where volunteers work incredibly hard to provide support, comfort, activities and prayer to a wide body of people, both within the church congregation and to the wider community. The PCC is extremely grateful to the many selfless individuals who give their time, energy and expertise to support these activities.

### **Achievements and Performance**

The church has continued, when it can, to conduct live, face- to-face services as well as streaming them online. The 9am service has continued throughout most of the year. As restrictions eased, All Age services were conducted outside. These have moved inside during the colder weather and



since September have been joined by Family Services. A new pattern of services commenced following the summer holiday and this has been generally well received. A new Saturday evening service of worship and prayer has been initiated and led by Jake McKnight with assistance from the youth band. Whilst numbers attending have been low, feedback from attendees has been extremely positive. Coffee in the Living Room and Sunbeams (Toddler/pre school group) have restarted and receive good numbers in attendance. Other activities have recommenced as restrictions and confidence allow and the church buildings are beginning to be used much more by a range of external groups.

The fabric of the buildings has required little attention until towards the end of the year when various roof leaks above the foyer required attention. A growing issue is materialising with the boilers, at least one of which may need to be completely replaced. This will require serious commitment of funds in the new financial year.

Additional detail of the work and progress of the wide range of activities can be found in the booklet that accompanies the TAR at the APCM.

### **Financial Review**

The year has ended with a deficit of £963. This is much better than expected and due in the main to some substantial donations being made near the end of the year. There have been some unexpected costs, especially connected with the boilers, and the new year will bring challenges in funding the replacement of at least one of the boilers. Also, some work was required to repair leaks in the foyer roof which saw water entering the office. The diocesan waiving 1 month of Parish Share has also assisted with the reduction of expenditure. The PCC agreed to transfer the funding of the parish share from general fund to children's work to ensure that the work of Jeanette McKnight can continue well beyond the term of the 3-year anniversary of her starting her ministry with us.

As restrictions ease and people return to something more akin to the 'old normal' it is already being seen that bookings for using the buildings and facilities are rising. It is to be hoped that this will continue and grow so that the whole site is a seat of a range of different church related and non-church related activities. The facilities offered in the worship space are fabulous but will need commitment and finance to ensure that they remain so.

The church faces many financial challenges moving forward into a new year. Creative ways of raising additional funds and saving costs will need to be sought and applied.

### **Reserves Policy**

It is PCC policy to try to maintain a balance on free reserves (net current assets) which equates to at least three months unrestricted payments. This is equivalent to £30,632. It is held to smooth out fluctuations in cash flow and to meet emergencies. The balance of the free reserves at the year-end was £36,451 which is higher than this target.

### **Safeguarding**

The PCC believe they have fulfilled their duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults).



## **Reporting Serious Incidents**

A Serious Incident is an adverse event, whether actual or alleged, which results in or risks significant harm to the charity's beneficiaries, employees, office holders, volunteers or to others who encounter the charity through its work, loss of the charity's money or assets, damage to the charity's property or harm to the charity's work or reputation.

The trustees are not aware of any Serious Incidents in the last year

## **Fundraising**

The PCC takes its fundraising responsibilities seriously and is very grateful to all donors – whether regular or occasional – for their support of the church and church events. PCC supporters are never taken for granted. The PCC take full responsibility for fundraising and do not use commercial organisations or professional fundraisers. All money raised is either by donations, fundraising events, special appeals or legacies for which the PCC are most grateful.

## **Volunteers**

The members of the PCC would like to thank all the volunteers who work so hard to make our Church a lively and vibrant community. Our especial thanks go to our church wardens, Mr John Farrow and Mr John Ashton, who have worked so tirelessly on our behalf and Mr Dave Watts, who has helped us all understand the church's accounts and its finances.

## **Review of the Year**

### **The Coronavirus Pandemic**

2021 was another particularly challenging year with the continuing disruption caused by the coronavirus pandemic and the consequent national lockdowns, restrictions on routine services, weddings and funerals as well as fundraising and other community events planned during the year. The PCC have tried to remain positive throughout to support the community as well as the fabric of our wonderful church building(s) [and hall.] Income has remained relatively stable as most giving is by regular standing order. Income from lettings has dropped over the year but is starting to pick up again as restrictions ease. General expenditure has also fallen over the year. The Diocese offered to waive the Parish Share for 1 month which has been most welcome.

Whilst we have been able to hold services in church, various people have worked extremely hard to enable services to be streamed online which have reached a broader audience than the routine congregation. It is hoped that this regular virtual contact has provided support to those most vulnerable.

We carried out a survey open to all the congregation to assess what had gone well during the lockdowns and to begin to find out what we wanted to continue doing and to identify changes we should make to the way we did things before the pandemic. As an example, continuing to provide a streamed service was strongly supported to allow people to engage with the church even if they were unable to attend in person.

Coffee in the Living Room attendees were predominantly from the age groups that were most at risk from Covid. No meetings were held until September but throughout the closure the team phoned the vast majority of the attendees every week to maintain contact and to help them deal with any issues that were challenging them. Small gifts were delivered to them at Easter and Christmas.



## **Future Plans**

The PCC regularly reviews its work and progress against the three main areas identified in its Mission Action Plan (Up, In, Out). Where there is good progress, this is celebrated and further opportunities for development are identified. Where there is not such good progress, barriers to this are identified or changes are made to the ways in which the objectives are addressed.

## **Risk Management**

The Church Wardens carry out regular Health and Safety Reviews and regularly inspect premises for potential hazards. We have safeguarding policies in place for child protection and for work with vulnerable adults, including rigorous DBS checking of staff and volunteers. Our insurances are reviewed annually to ensure adequate cover. An informal review of any new risks which may impact the work of the Church in the Parish is ongoing.

## **Structure, Governance and Management**

The PCC is a Body Corporate established by the Church of England and is a Charity registered with the Charity Commission. The PCC is governed by the Parochial Church Council Powers Measure (1956) as amended that came into effect on 2<sup>nd</sup> January 1957, and the Church Representation Rules (contained in Schedule 3 to the Synodical Government Measure 1969 as amended).

The method of appointment of the PCC members is set out in the Church Representation Rules. The Council comprises the Incumbent, the Churchwardens, a representative of the Readers, those elected to the Deanery Synod, and other members who are elected at the Annual Parochial Church Meeting, by those on the Electoral Roll. The PCC members receive training from courses run by the Diocese. Members of the congregation are always urged to join the Electoral Roll, and to stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance in the parish, and for all financial matters. The PCC meet 5 times a year. Given its responsibilities, the PCC has a number of sub committees, each dealing with a particular aspect of parish life. These include, Mission and Outreach (MAG), Buildings and Finance. Each reports back to the PCC with the minutes of their meetings.

## **Related Parties**

### **Donations from Related Parties**

Donations from related parties during the year totalled £6,672. All these donations were received without conditions.

### **Remuneration paid to Trustees**

One or more of the trustees has been paid remuneration or has received other benefits from an employment with their charity. In his role as Bookkeeper, Dave Watts receives remuneration at a rate of 3 hours a week. During the year he has received a total of £1,638 in respect to this bookkeeping work only. No pension or other benefits have been paid except for expenses incurred by him for this work. The work he completes as treasurer is voluntary.

### Expenses paid to Trustees

Trustee expenses do NOT include reimbursement of out-of-pocket expenses i.e., where the trustee buys goods on behalf of the PCC.

No Trustee expenses have been incurred during the year.

### Reference and Administrative details

The Church is situated in Glebe Road, Bayston Hill, Shrewsbury and is part of the Deanery of Shrewsbury, in the Diocese of Lichfield. The correspondence address is the Glebe Road, Bayston Hill, Shrewsbury, Shropshire SY3 0PZ. Registered charity number 1130869. Our website address is: <https://www.baystonhillchurch.org/>

PCC members who have served from 1<sup>st</sup> January 2021 until the date this report was approved were:

#### Ex Officio Members

The Incumbent	The Reverend Peter Hubbard (Chairman)
Stipendiary Curate	The Reverend Rachael Farnham (until July 21)
Non-stipendiary Curate	The Reverend Ursula Pencavel
Churchwardens	Mr John Farrow Mr John Ashton
Deanery Synod Reps	Mr Ian Peake

#### Elected Members

Miss Emily Watts (Youth representative)  
Mr Joel Pike  
Mrs Sarah Edwards (Secretary)  
Mrs Sue Horobin  
Mr Dave Watts (Treasurer)  
Mr John Hitchings  
Mrs Joan Parry  
Mrs Penny Watkins (stepped down Oct 21)  
Miss Ellie Forrester

#### Names and addresses of advisers

Bank	HSBC, Princess House, 33 High Street, Shrewsbury, SY1 1SL.
Independent Examiner	Lichfield Diocesan Board of Finance, St. Mary's House, The Close, Lichfield, WS13 7LD.

Approved by the PCC on 24<sup>th</sup> March 2022 and signed on its behalf by:

  
.....  
Reverend Peter Hubbard (Chairman)

  
.....  
(Vice Chairman/Secretary etc)



## **Independent Examiner's report to the trustees/members of The PCC of Christ Church Bayston Hill**

Registered charity number: 1130869

I report on the accounts for the year ended 31<sup>st</sup> December 2021 which are set out on the following pages.

### **Respective responsibilities of the Trustees and Independent Examiner**

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

It is my responsibility

- to examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- 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 the 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 material matters have come to my attention which gives me cause to believe that in any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the with the accounting records
- 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 come across no other matters in connection with the examination to which attention should be drawn, in order to enable a proper understanding of the accounts to be reached.

Signed: .....  
Jonathan Hill FCMA CGMA  
Lichfield Diocesan Board of Finance  
St Marys House, The Close, Lichfield. WS13 7LD

Date: .....

## **The Parochial Church Council of Christ Church, Bayston Hill Financial Statements for the Year Ended 31<sup>st</sup> December 2021**

### **Accounting Policies**

The PCC is a public benefit entity within the meaning of FRS 102. 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 also been prepared in accordance with the Charities SORP (FRS 102).

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body nor those that are informal gatherings of Church members.

There may be minor discrepancies in the totals as the pence are not being shown.

### **Cashflow Statement**

The Charity has taken advantage of the exemption in FRS102 from the requirement to produce a Cash flow statement on the grounds that the income does not exceed £500,000.

### **Going Concern**

There are no material uncertainties related to events or conditions that cast significant doubt on the charity's ability to continue as a going concern.

### **Post Balance Sheet Event**

The ongoing worldwide outbreak of the COVID-19 virus still represents a significant event since the end of the financial year. The Charity has reviewed its cash flow forecasts and considered the impact on going concern, concluding that the going concern basis remains an appropriate basis of preparation for these financial statements given the likely cash flow impact of operations for 12 months from the date of signing this report.

### **Accounting Estimates and Prior Year Errors**

No changes to accounting estimates have occurred in the reporting period.

No material prior year errors have been identified in the reporting period.

### **Description of Funds**

**Unrestricted funds** are income funds of the PCC that are available for spending on the general purposes of the PCC, including amounts designated by the PCC for fixed assets for its own use or for spending on a future project and which are therefore not included in its "free reserves" as disclosed in the trustees' annual report.

**Restricted funds** comprise of two elements:

a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest



b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

**Endowment funds** 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. Full details of all their restrictions are shown in the notes to the accounts.

#### **Income**

Planned giving, collections and donations are recognised when received or when the PCC becomes entitled to the resource and the monetary value can be measured with sufficient reliability. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and Legacies are accounted for when the PCC is legally entitled to the amounts due and the monetary value can be measured with sufficient reliability. Dividends are accounted for when receivable, interest is accrued. All other income is recognised when it is receivable. All incoming resources are accounted for gross.

#### **Expenditure**

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The diocesan parish share is accounted for when due. Amounts received specifically for mission are dealt with as restricted funds. All other expenditure is generally recognised when it is incurred and is accounted for gross.

#### **Governance and Support Costs**

Support costs should be allocated between governance costs and other support. Governance costs comprise all costs involving public accountability of the PCC and its compliance with regulation and good practice.

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources e.g., by allocating staff costs by time spent and other costs by their usage.

#### **Fixed Assets**

Consecrated and benefice property is not included in the accounts by s.10(2)(a)&(C) of the Charities Act 2011.

Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the Church's inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements.

No depreciation is provided on buildings as the currently estimated residual value of the properties is not less than their carrying value and the remaining useful life of these assets exceeds 50 years, so that any depreciation charges would be immaterial.

The solar panels are depreciated on a straight line basis over 12 years.

**Investments**

Investments in quoted shares, traded bonds and similar investments are valued initially at cost and subsequently at market value at the year end. Investments held for re-sale are treated as current asset investments.

**Debtors**

Debtors are measured on initial recognition at settlement amount. Subsequently they are measured at cash expected to be received.

**Creditors and Accruals**

Creditors are measured at settlement amounts less any trade discounts. Accruals are measured on best estimate of the amount required to settle the obligation at the reporting date.



## Bayston Hill PCC

### Statement of Financial Activities for the year ended 31 December 2021

	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
<b>Income and endowments from:</b>						
Donations and legacies	113,607	—	20,577	—	134,184	133,741
Income from charitable activities	5,137	—	355	—	5,492	3,742
Other trading activities	—	—	—	—	—	25
Investments	130	—	—	—	130	46
Other income	1,135	—	141	—	1,276	16,900
<b>Total income</b>	<b>120,009</b>	<b>—</b>	<b>21,073</b>	<b>—</b>	<b>141,082</b>	<b>154,455</b>
<b>Expenditure on:</b>						
Raising funds	393	—	—	—	393	3
Expenditure on charitable activities	114,418	—	18,903	—	133,321	150,705
Other expenditure	7,671	—	660	—	8,331	9,176
<b>Total expenditure</b>	<b>122,483</b>	<b>—</b>	<b>19,562</b>	<b>—</b>	<b>142,045</b>	<b>159,884</b>
<b>Net income / (expenditure) resources before transfer</b>	<b>(2,474)</b>	<b>—</b>	<b>1,511</b>	<b>—</b>	<b>(963)</b>	<b>(5,429)</b>
<b>Transfers</b>						
Gross transfers between funds - in	941	10	7,778	—	8,728	1,557
Gross transfers between funds - out	(7,788)	(10)	(931)	—	(8,728)	(1,557)
<b>Other recognised gains / losses</b>						
<b>Net movement in funds</b>	<b>(9,321)</b>	<b>—</b>	<b>8,358</b>	<b>—</b>	<b>(963)</b>	<b>(5,429)</b>
<b>Total funds brought forward</b>	<b>60,174</b>	<b>—</b>	<b>17,997</b>	<b>—</b>	<b>78,170</b>	<b>83,600</b>
<b>Total funds carried forward</b>	<b>50,853</b>	<b>—</b>	<b>26,355</b>	<b>—</b>	<b>77,208</b>	<b>78,170</b>
<b>Represented by</b>						
<b>Unrestricted</b>						
General fund	50,853	—	—	—	50,853	60,174
<b>Restricted</b>						
Agency collection	—	—	—	—	—	3
Childrens Ministry	—	—	15,951	—	15,951	9,269
Christmas	—	—	1,007	—	1,007	1,381
Coffee in Living Room	—	—	1,186	—	1,186	1,543
Decoration Fund	—	—	1,963	—	1,963	1,813
Emily Crump	—	—	224	—	224	224
Vicars Discretionary Fund	—	—	2,189	—	2,189	939
Youth Events	—	—	679	—	679	679
Youth Ministry	—	—	3,158	—	3,158	2,146

## Bayston Hill PCC

### Balance sheet as at 31 December 2021

	Total funds	Prior year funds
<b>Fixed assets</b>		
Tangible assets	14,402	21,601
	<b>14,402</b>	<b>21,601</b>
<b>Current assets</b>		
Debtors	8,300	17,938
Cash at bank and in hand	81,628	70,877
	<b>89,928</b>	<b>88,815</b>
<b>Liabilities</b>		
Creditors: Amounts falling due in one year	9,124	10,448
	<b>9,124</b>	<b>10,448</b>
<b>Net current assets less current liabilities</b>	<b>80,804</b>	<b>78,168</b>
<b>Total assets less current liabilities</b>	<b>95,206</b>	<b>99,769</b>
<b>Liabilities</b>		
Creditors: Amounts falling due after more than one year	17,999	21,598
	<b>17,999</b>	<b>21,598</b>
<b>Total net assets less liabilities</b>	<b>77,208</b>	<b>78,170</b>
<b>Represented by</b>		
<b>Unrestricted</b>		
General fund	50,853	60,174
<b>Restricted</b>		
Youth Ministry	3,156	2,146
Youth Events	679	679
Agency collection	—	3
Childrens Ministry	15,951	9,269
Christmas	1,007	1,381
Coffee in Living Room	1,186	1,543
Emily Crump	224	224
Decoration Fund	1,963	1,813
Vicars Discretionary Fund	2,189	939
<b>Funds of the church</b>	<b>77,208</b>	<b>78,170</b>

Approved by the Parochial Church Council on .....2022 and signed on its behalf by:

Signature: PJ Hubbard  
 Name: REV PETER HUBBARD

The notes on the following pages form part of these accounts



## Statement of assets and liabilities as at 31 December 2021

	General	Designated	Restricted	Endowment	This year	Last year
<b>Fixed assets - Tangible assets</b>						
Solar Panels -	14,402	—	—	—	14,402	21,601
<b>Totals</b>	<b>14,402</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>14,402</b>	<b>21,601</b>
<b>Current assets - Cash at bank and in hand</b>						
Restricted/Designated Bank Account -	(4,178)	—	6,564	—	2,406	2,406
Bank deposit account -	38,192	—	17,954	—	56,145	31,340
Zone Account -	2,812	—	—	—	2,812	1,125
Bank current account -	17,757	—	224	—	17,982	34,048
CCLA (CBF) deposit account -	161	—	—	—	161	161
Cash Account -	127	—	34	—	161	161
IDS - 42 Eric Lock Road -	—	—	1,138	—	1,138	875
IDS Curates House 15 Glebe Road -	—	—	825	—	825	563
<b>Totals</b>	<b>54,890</b>	<b>—</b>	<b>26,738</b>	<b>—</b>	<b>81,628</b>	<b>70,877</b>
<b>Current assets - Debtors</b>						
Accounts Receivable -	8,300	—	—	—	8,300	17,938
<b>Totals</b>	<b>8,300</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>8,300</b>	<b>17,938</b>
<b>Liabilities - Agency accounts</b>						
Agency collections -	—	—	383	—	383	426
<b>Totals</b>	<b>—</b>	<b>—</b>	<b>383</b>	<b>—</b>	<b>383</b>	<b>426</b>
<b>Liabilities - Creditors: Amounts falling due after more than one year</b>						
Solar Panels loan -	17,999	—	—	—	17,999	21,598
<b>Totals</b>	<b>17,999</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>17,999</b>	<b>21,598</b>
<b>Liabilities - Creditors: Amounts falling due in one year</b>						
Solar Panel Loan Creditor 2016 -	7,199	—	—	—	7,199	7,199
Creditors 2015 -	—	—	—	—	—	1,104
Accounts Payable -	1,541	—	—	—	1,541	1,718
<b>Totals</b>	<b>8,741</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>8,741</b>	<b>10,022</b>
<b>Grand total</b>	<b>50,853</b>	<b>—</b>	<b>26,355</b>	<b>—</b>	<b>77,208</b>	<b>78,170</b>

## Fund movement by type - 2021

	Opening	Incoming	Outgoing	Transfers	Gains/losses	Closing
<b>Childrens - Childrens Ministry</b>						
Restricted	9,269	18,465	18,480	6,697	—	15,951
Sub-total for Childrens	9,269	18,465	18,480	6,697	—	15,951
<b>Christmas - Christmas</b>						
Restricted	1,381	126	500	—	—	1,007
Sub-total for Christmas	1,381	126	500	—	—	1,007
<b>Coffee - Coffee in Living Roo</b>						
Restricted	1,543	15	372	—	—	1,186
Sub-total for Coffee	1,543	15	372	—	—	1,186
<b>Crump - Emily Crump</b>						
Restricted	224	—	—	—	—	224
Sub-total for Crump	224	—	—	—	—	224
<b>Decoration - Decoration Fund</b>						
Restricted	1,813	—	—	150	—	1,963
Sub-total for Decoration	1,813	—	—	150	—	1,963
<b>Discretion - Vicars Discretionary</b>						
Restricted	939	1,268	18	—	—	2,189
Sub-total for Discretion	939	1,268	18	—	—	2,189
<b>Youth - Youth Ministry</b>						
Restricted	2,146	1,175	165	—	—	3,156
Sub-total for Youth	2,146	1,175	165	—	—	3,156
<b>YouthEvent - Youth Events</b>						
Restricted	679	—	—	—	—	679
Sub-total for YouthEvent	679	—	—	—	—	679
<b>General - General fund</b>						
Unrestricted	60,174	120,009	122,483	(6,847)	—	50,853
Sub-total for General	60,174	120,009	122,483	(6,847)	—	50,853
<b>Grand total</b>	<b>78,170</b>	<b>141,057</b>	<b>142,017</b>	<b>—</b>	<b>—</b>	<b>77,208</b>

## Fund Description

**Children's Ministry** – some giving is restricted by the donor to 'children's work' and can only, therefore, be spent on expenses incurred for working with our children (up to age 11). The church is in receipt of a grant from Lichfield Diocese which is credited to Children's Ministry, for the work of the Children's and Families Missioner.

**Coffee in Living Room** – a grant was given to CILR in 2014 to fund capital purchases.

**Christmas** – the church appealed for donations to cover the additional costs of Christmas events in 2020. Enough donations were collected to cover the costs and provide a surplus. It was agreed by Standing Committee that these funds should be held for future Christmas events.

**Decoration Fund** – This is for the internal decoration of the vicarages at Eric Lock Road and Glebe Road and is held by the Diocese. For every £250 transferred to each vicarage account by the PCC per annum, the Diocese will add a bonus of £62.50.

**Youth Events** – a fund for the purpose of paying part of the costs for the *Soul Survivor* event for Young People in the summer. As *Soul Survivor* ceased in 2019, the funds have transferred to cover any residential youth event.

**Vicars Discretionary Fund** – a fund for the vicar to access for those he feels are 'in need' and would benefit from some financial support. A second signatory is required (Church Warden) for such spending to be authorized.

**Youth Ministry** – some giving is restricted by the donor to 'youth work' and can only, therefore be spent on expenses incurred for working with our young people (11+).

**Emily Crump** – the collection taken at Emily's funeral was restricted to the use of the pastoral care team by her family.



## Fund movement by type - 2020

	Opening	Incoming	Outgoing	Transfers	Gains/losses	Closing
<b>Childrens - Childrens Ministry</b>						
Restricted	16,076	12,285	19,510	418	—	9,269
Sub-total for Childrens	16,076	12,285	19,510	418	—	9,269
<b>Christmas - Christmas</b>						
Restricted	—	1,381	—	—	—	1,381
Sub-total for Christmas	—	1,381	—	—	—	1,381
<b>Coffee - Coffee in Living Room</b>						
Restricted	1,382	160	—	—	—	1,542
Sub-total for Coffee	1,382	160	—	—	—	1,542
<b>Crump - Emily Crump</b>						
Restricted	224	—	—	—	—	224
Sub-total for Crump	224	—	—	—	—	224
<b>Decoration - Decoration Fund</b>						
Restricted	1,812	—	—	—	—	1,812
Sub-total for Decoration	1,812	—	—	—	—	1,812
<b>Discretion - Vicars Discretionary</b>						
Restricted	1,150	—	211	—	—	939
Sub-total for Discretion	1,150	—	211	—	—	939
<b>GD20 - Gift Day 2020</b>						
Designated	—	2,306	3,441	1,135	—	0
Sub-total for GD20	—	2,306	3,441	1,135	—	0
<b>Youth - Youth Ministry</b>						
Restricted	1,137	1,050	41	—	—	2,145
Sub-total for Youth	1,137	1,050	41	—	—	2,145
<b>YouthEvent - Youth Events</b>						
Restricted	679	—	—	—	—	679
Sub-total for YouthEvent	679	—	—	—	—	679
<b>General - General fund</b>						
Unrestricted	61,130	137,271	137,302	(1,550)	—	60,174
Sub-total for General	61,130	137,271	137,302	(1,550)	—	60,685
<b>Grand total</b>	<b>83,597</b>	<b>154,454</b>	<b>160,507</b>	<b>—</b>	<b>—</b>	<b>78,170</b>

## Analysis of income and expenditure for the year ended 31 December 2021

	Total					
	Unrestricted	Designated	Restricted	Endowment	This year	Last year
<b>INCOME AND ENDOWMENTS</b>						
<b>Donations and legacies</b>						
Gift Aid Collections	62,386	—	1,860	—	64,246	64,267
Non Gift Aid Collections	9,015	—	870	—	9,885	8,345
Planned Giving Envelopes	1,195	—	—	—	1,195	4,318
Planned Giving Envelope 26	—	—	95	—	95	255
Contactless Donations	—	—	—	—	—	10
Loose plate collections	1,683	—	—	—	1,683	1,076
Donations appeals etc	10,283	—	5,338	—	15,621	11,988
Tax recoverable on Gift Aid	16,500	—	1,998	—	18,498	20,798
Legacies	—	—	1,000	—	1,000	—
Recurring grants	—	—	9,417	—	9,417	8,833
Non-recurring one-off grants	—	—	—	—	—	484
Other funds generated	—	—	—	—	—	36
Solar Panel Income	12,544	—	—	—	12,544	13,332
<b>Total</b>	<b>113,607</b>	<b>—</b>	<b>20,577</b>	<b>—</b>	<b>134,184</b>	<b>133,741</b>

**Income from charitable activities**

Fees for weddings and funerals	1,322	—	355	—	1,677	1,121
Church hall lettings - objectives	3,815	—	—	—	3,815	2,622
Total	5,162	—	330	—	5,492	3,742

**Other trading activities**

Parish Directories Donations	—	—	—	—	—	25
Total	—	—	—	—	—	25

**Investments**

Bank and building society & CBF interest	130	—	—	—	130	46
Total	130	—	—	—	130	46

**Other income**

Insurance claims	—	—	—	—	—	15,244
CiLR	1,135	—	15	—	1,150	1,319
Tea/Coffee	—	—	—	—	—	104
Senior Citizens Lunches	—	—	—	—	—	85
Sunbeams Toddlers	—	—	126	—	126	149
Total	1,135	—	141	—	1,276	16,900
<b>INCOME TOTAL</b>	<b>120,009</b>	<b>—</b>	<b>21,073</b>	<b>—</b>	<b>141,082</b>	<b>154,455</b>

**EXPENDITURE****Raising funds**

Bank & Go Cardless Charges and Loan Inte	393	—	—	—	393	3
Total	393	—	—	—	393	3

**Expenditure on charitable activities**

Giving to missionary & other Charities	7,685	—	—	—	7,685	8,967
Parish Share	80,367	—	—	—	80,367	80,367
Parish Share Support	(6,697)	—	—	—	(6,697)	(10,046)
Other Salaries	4,205	—	17,986	—	22,191	23,540
Salary of parish administrator	10,653	—	—	—	10,653	10,525
Working expenses of incumbent	837	—	—	—	837	950
Other Expense Claims	25	—	535	—	560	1,002
Incumbent's mileage	69	—	—	—	69	142
Vicar's telephone	470	—	—	—	470	351
Kitchen expenses	—	—	—	—	—	15
Coffee in the Living Room Expenses	544	—	—	—	544	916
Parish training and mission	—	—	—	—	—	25
Church running - insurance	1,612	—	—	—	1,612	1,575
Church office - telephone	12	—	—	—	12	398
Church maintenance	6,930	—	382	—	7,312	20,775
Cleaning & Cleaning Products [not salary]	195	—	—	—	195	25
Upkeep of services	114	—	—	—	114	116
Upkeep of churchyard	164	—	—	—	164	20
Postage/Stationery/Photocopier	2,431	—	—	—	2,431	2,023
Licences & Subscriptions	1,286	—	—	—	1,286	1,780
Pastoral Care Team Expenses	—	—	—	—	—	14
Church running - electric	642	—	—	—	642	1,143



Church running - gas	1,816	—	—	—	1,816	2,866
Church running - water	758	—	—	—	758	823
Hall running - maintenance	—	—	—	—	—	1,883
Governance costs examination/audit fee	300	—	—	—	300	300
Vicar's Discretionary Expenses	—	—	—	—	—	211
<b>Total</b>	<b>114,418</b>	<b>—</b>	<b>18,903</b>	<b>—</b>	<b>133,321</b>	<b>150,705</b>
<b>Other expenditure</b>						
Tea/Coffee	41	—	—	—	41	290
Children's Work Costs	5	—	495	—	500	771
Youth Work Costs	—	—	165	—	165	42
Stipendiary Curate's Expenses	355	—	—	—	355	620
Stipendiary Curate's mileage	71	—	—	—	71	254
Depreciation	7,199	—	—	—	7,199	7,199
<b>Total</b>	<b>7,671</b>	<b>—</b>	<b>660</b>	<b>—</b>	<b>8,331</b>	<b>9,176</b>
<b>EXPENDITURE TOTAL</b>	<b>122,483</b>	<b>—</b>	<b>19,562</b>	<b>—</b>	<b>142,045</b>	<b>159,884</b>
<b>GRAND TOTAL</b>	<b>(2,474)</b>	<b>—</b>	<b>1,511</b>	<b>—</b>	<b>(963)</b>	<b>(5,429)</b>

#### Allocation of Support Costs

Support costs comprise Trustee Training and Governance Costs etc. Due to the nature of the financial activities of the PCC, these would be allocated across Charitable Expenditure which comprises the majority of its expenditure and as such are automatically charged there.

#### Staff Costs

	<u>2021</u>	<u>2020</u>
Wages and Salaries:	£32,844	£34,065
No of Employees (part time):	3	3
No. of Employees (full time)	1	1

During the first lockdown, 1 member of staff was furloughed for a period of time. This income is seen in line 08A1 (non-recurring grants). During the year the PCC employed a bookkeeper, Children and Families Missioner, cleaner and administrator (all part-time) and no payments were large enough to attract social security costs.

There were no employee benefits to key management personnel in the previous or current year.

The PCC use the National Employment Savings Trust (NEST) for its pension payments where applicable.

Dave Watts, a trustee of the PCC, was paid £1,638 by the PCC during the year for his role as Bookkeeper. £0 pension contributions were made by the PCC in connection with this employment.

No Trustee expenses have been incurred during the year

#### Related Parties

Donations from related parties (PCC members) totalled £6,672 (2020 £18,312).

<u>Fees for examining the Accounts</u>	<u>2021</u>	<u>2020</u>
The Independent examiner fees:	£300	£300

#### Analysis of Transfer between Funds

Following discussion by PCC, the one month rebate from the diocese for Parish Share in 2021 was agreed to transfer to the Children's Fund in order to support the work of the Children and Families' Missioner.

**Tangible Fixed Assets**

	<b><u>2021</u></b>	<b><u>2020</u></b>
	Solar Panels £	Solar Panels £
<b>At Cost</b>		
At 1st January	86,392	86,392
Additions	-	-
Disposals	-	-
At 31st December	<u>86,392</u>	<u>86,392</u>
<b>Accumulated Depreciation</b>		
At 1st January	64,791	57,592
Charge for year	<u>7,199</u>	<u>7,199</u>
At 31st December	<u>71,990</u>	<u>64,791</u>
 Net Book Value at 1st January	 21,106	 28,800
<b>Net Book Value at 31st December</b>	<b><u>14,402</u></b>	<b><u>21,106</u></b>

Solar panels were installed on the church roof in 2012 and were paid for by way of a loan from the Diocese. This loan is repayable over 12 years, but there is a moratorium on repayments until the end of March 2021, due to the Covid-19 pandemic. The solar panels generated income of £12,544 (2020 £13,332). The water boiler in the kitchen uses some of the energy generated to heat water for the kitchen and toilets.

**Debtors/Accounts Receivable (all unrestricted)**

	<b><u>2020</u></b>	<b><u>2020</u></b>
	£	£
HMRC (Gift Aid)	2,300	3,800
Eon	6,000	1,800
Cross Lane (Gwilliam Bequest)	0	12,338
	<b><u>8,300</u></b>	<b><u>28,258</u></b>

**Creditors (due within one year)**

	<b><u>2021</u></b>	<b><u>2020</u></b>
	£	£
<i>Unrestricted</i>		
Solar panel loan	7,199	7,199
Accounts Payable	1,541	1,718
<i>Restricted</i>		
Agency	<u>383</u>	<u>426</u>
	<b><u>9,124</u></b>	<b><u>9,343</u></b>



**Creditors (due after more than one year)**

	<b><u>2021</u></b>	<b><u>2020</u></b>	<b><u>2018</u></b>
	<b>£</b>	<b>£</b>	<b>£</b>
Solar panel loan – due after more than 1 year	7,199	7,199	
Solar panel loan – due between 2-5 years	10,800	14,400	
<b>Total</b>	<b>17,999</b>	<b>21,599</b>	

The loan for the solar panels is with the Diocese. It is a 12 year loan taken out in 2012 and is being repaid in equal quarterly installments plus interest. For the period March 2020 – March 2021, the loan repayments have been paused, during the Covid pandemic. This means that the end date of the loan has been extended by 12 months.

**Summary of Assets by Fund - 2021**

	<b>Unrestricted Funds £</b>	<b>Designated Funds £</b>	<b>Restricted Funds £</b>	<b>Endowment Funds £</b>	<b>Total £</b>
Fixed Assets	14,402	-	-	-	14,402
Investment Assets	-	-	-	-	-
Current Assets	63,190	-	26,738	-	89,928
Current Liabilities	(8,741)	-	(383)	-	(9,124)
Long Term Liabilities	(17,999)	-	-	-	(17,999)
	<b>50,853</b>	<b>-</b>	<b>26,355</b>	<b>-</b>	<b>77,207</b>

**Summary of Assets by Fund - 2020**

	<b>Unrestricted Funds £</b>	<b>Designated Funds £</b>	<b>Restricted Funds £</b>	<b>Endowment Funds £</b>	<b>Total £</b>
Fixed Assets	21,604	(3)	-	-	21,601
Investment Assets	-	-	-	-	-
Current Assets	69,648	(1,132)	20,100	-	88,616
Current Liabilities	(8,344)	-	(2,103)	-	(10,448)
Long Term Liabilities	(21,598)	-	-	-	(21,598)
	<b>61,310</b>	<b>(1,135)</b>	<b>17,996</b>	<b>-</b>	<b>78,170</b>

## Statement of Financial Activities for the year ended 31 December 2020

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
<b>Income and endowments from:</b>					
Donations and legacies	119,013	14,728	—	133,741	144,232
Income from charitable activities	3,742	—	—	3,742	5,928
Other trading activities	25	—	—	25	31
Investments	45	—	—	45	230
Other income	16,751	148	—	16,899	7,120
<b>Total income and endowments from:</b>	<b>139,578</b>	<b>14,876</b>	<b>—</b>	<b>154,454</b>	<b>157,542</b>
<b>Expenditure on:</b>					
Raising funds	3	—	—	3	443
Expenditure on charitable activities	131,753	18,951	—	150,704	158,337
Other expenditure	8,383	812	—	9,176	12,364
<b>Total expenditure on:</b>	<b>140,119</b>	<b>19,763</b>	<b>—</b>	<b>159,884</b>	<b>171,145</b>
<b>Net income / (expenditure)</b>	<b>(541)</b>	<b>(4,887)</b>	<b>—</b>	<b>(5,429)</b>	<b>(13,602)</b>
<b>Transfers</b>					
Gross transfers between funds - in	1,138	418	—	1,557	8,815
Gross transfers between funds - out	(1,556)	0	—	(1,557)	(8,815)
<b>Net income / (expenditure)</b>	<b>(959)</b>	<b>(4,469)</b>	<b>—</b>	<b>(5,429)</b>	<b>(13,602)</b>
<b>Other recognised gains / losses</b>					
<b>Net movement in funds</b>	<b>(959)</b>	<b>(4,469)</b>	<b>—</b>	<b>(5,429)</b>	<b>(13,602)</b>
<b>Total funds brought forward</b>	<b>61,133</b>	<b>22,465</b>	<b>—</b>	<b>83,599</b>	<b>97,202</b>
<b>Total funds carried forward</b>	<b>60,174</b>	<b>17,996</b>	<b>—</b>	<b>78,170</b>	<b>83,599</b>
<b>Represented by</b>					
<b>Unrestricted</b>					
General fund	60,174	—	—	60,174	61,133
<b>Designated</b>					
Gift Day 2020	—	—	—	—	—
<b>Restricted</b>					
Agency collection	—	3	—	3	3
Childrens Ministry	—	9,269	—	9,269	16,076
Christmas	—	1,381	—	1,381	—
Coffee in Living Room	—	1,543	—	1,543	1,382
Decoration Fund	—	1,813	—	1,813	1,812
Emily Crump	—	224	—	224	224
Vicars Discretionary Fund	—	939	—	939	1,150
Youth Events	—	679	—	679	679
Youth Ministry	—	2,146	—	2,146	1,137