

The Church of St Mary Magdalen, Knighton



Annual Report: *looking back at 2020*

***Presented to the Annual Church meeting (APCM)
on 25thth April 2021***

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Introduction:

Welcome to our Annual Report for 2020 – a year like no other in recent history, and certainly in our experience. This Report is our opportunity to reflect together on what God has been doing amongst us and through us during the last calendar year, to celebrate his goodness when things have gone well and to learn lessons when needed – but this year has been so extraordinary that it still seems premature to attempt a review, or to pin down what we may have learnt, or to presume we know the fullness of what God has been doing.

For many of us, 2020 has been a year of anxiety, isolation, loneliness and sadness. The impact of the pandemic, and the subsequent lockdowns, on our mental wellbeing has been profound, and although we may be tempted to appear always sunny with friends and family, we should also be brave enough to say how difficult this time has been. We should not be afraid to tell God too – he sees what is in our heart anyway, and longs for us to willingly share it with him as we would with the most loving parent or friend.

For some, this year has been *less* stressful than usual in some ways. Time to read, to reflect and pray, to catch up on all those jobs at home, to begin a new hobby, to appreciate the natural world as the seasons unfold – all of these have been good, and we should be thankful. Perhaps the ‘pause’ in our usual frantic routines is a pointer to a better way of living – one that is more in line with God’s pattern for us, that reflects our needs for relationship, rest, creativity and time with nature. Perhaps we will learn to readjust our priorities as individuals, families and as a society.

Church life – the life that we share together as Christians, as the *living* church rather than the building, the routines or the liturgy – has certainly been profoundly different. Without worship together, and without the normal opportunities to share all the strains and joys of life, we have had to look for new ways to care and to connect, to each other and to God.

I am profoundly grateful to the many people who have given so much time, creativity and energy to sustaining us as *the living church* here in Knighton. For much of the year I felt very unsure of the future and uncertain about how we should respond. In common with many ordained ministers and priests, I have wondered just what a ‘calling’ means when all our usual activities are taken away. I have felt keenly my own weaknesses and vulnerabilities - but my constant encouragement has been the way that God has used so many other people to sustain the living church. I am particularly grateful to our curate Matthew, our Ministry Team, our PCCs and all of you who have purposefully and caringly looked out for others.

Our future as the living church may look very different. I sense that God may want us to look much more *outwards*, and to embrace new patterns of life, worship, service and outreach. I can’t say what any of this may look like though! My personal lesson is to leave God in the driving seat and allow things to unfold as the Holy Spirit shapes and directs us, rather than give into the temptation to tightly control and manage everything.

I am, in short, certain that God continues to walk with us, whatever we go through, and that we can rely completely on his goodness and love. I pray that this certainty may be the lesson that we all take away from 2020.

Yours in friendship and Christ’s service

Adrian

The Rev’d Adrian Jones

Our vision and objectives

Our vision:

Faith for Life – “I have come that they may have life; life in all its fullness” – Jesus (John 10.10)

Our mission:

St Mary's has been greatly blessed by God over the years and our mission now is to use and share our blessings to build the Kingdom of God in this time. Together we seek to discover and share life in all its fullness – following the way of Jesus and encouraging others to follow and come to faith in him.

Our objectives:

- **to worship God well** - using traditional and new ways, so that everyone can encounter God and grow in faith; (John 4.23-4)
- **to explore and follow the way of Jesus** - learning together from the wisdom of the Bible, Christian traditions, and our wider society, and seeking to be led by God's Spirit. (John 15.1-17)
- **to connect better with our community** – to broaden and deepen our connections with all parts of the local community and to help others in need. (Luke 10.25-37)
- **to welcome everyone as equally valued** - especially those who often feel left out; (Matthew 25.31-45)
- **to share our faith in Jesus with others** – encouraging them to follow and come to faith in him too. (Matthew 28.19-20)

The Parochial Church Council (PCC) has the responsibility of working together with the ministers to promote the whole mission of the Church: pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the Church building and the Parish Centre of St Mary Magdalen on Church Lane.

The PCC is committed to our vision, mission and objectives for this next season in the life of our church. We believe this is our calling as a church and our part in helping to build the Kingdom of God in our neighbourhoods. In particular we want everyone to feel welcome and able to worship with us and to become part of our church community. Our worship and other events together put our Christian faith into practice through prayer and scripture, music and sacrament, service and loving care.

Worship and Prayer

The heart of our life together as a church is the worship and prayer that we offer to God and the first of our five objectives for the church, within our vision of *'Faith for Life'*, is to **"Worship God well; using traditional and new ways, so that everyone can encounter God and grow in faith."**

We began the year expecting to follow our usual seasonal pattern, marking the major Christian festivals and cultural events. On the first Sunday of each month the 10am service continued as All Age Worship and an additional Said Eucharist was celebrated at 11.30am. On the second and fourth Sundays the main 10am service was Sung Eucharist. Every Sunday there was an 8am Eucharist in traditional language. During the week we celebrated the Eucharist at 9.30am on Tuesdays and there was a monthly service, on the last Friday, of Prayer for Healing with Holy Communion. Monthly Communion services at South Lodge Care Home also took place as usual.

We continued with a service of 'Morning Worship' on the third Sunday, with the aim of providing a slightly more contemporary feel within a service that is open and accessible to a wider range of people. Together we explored the theme of 'Tough Times and Hard Questions' and looked at *'Can we disagree well?', 'Climate Emergency! What shall we do?'* and *'Fake News or False Truths – does it matter?'* These services benefitted from projected images and words using the screen and technology lent by our neighbours, Knighton Free Church.

Before too long, however, we were facing more immediate hard questions about the safety of worship in the church building. When the first national lockdown began in March all church services stopped and although we were able to resume in a limited way, first with individual prayer and then socially distanced services of Holy Communion, in September, as the year ended we were looking once again at the prospect of a full lockdown and closing church buildings for Sundays.



Even though we were not able to meet together in the church building for worship through most of the year, the Ministry Team quickly learnt new skills in preparing worship on-line for us all, for both parishes in the benefice. Some of this was pre-recorded 'Virtual Worship' for each Sunday – a short visual and musical act of worship, lasting around 20 minutes, and including hymns, songs, prayers, Bible readings and a homily.

Contributions from other congregation members added to the sense that we were still connected, even though forced to be apart. In this way we could still celebrate Harvest Festival, Remembrance Sunday, Advent and Christmas, albeit with a continued longing to meet, sing and worship in person and together. Each 'service' of Virtual Worship was made available to the congregations and a wider audience by being posted on our YouTube channel, Facebook pages and websites.

Early in the lockdown we began a service of Compline (Night Prayer) on-line on Wednesday evenings, and this proved to be one of the most popular and enduring elements of our worship this year. The addition of small group discussion and Advent meditations to the basic Compline service gave more opportunity for us to 'connect' with each other. The use of the 'phone-in' aspect of Zoom meetings meant that even those without an internet connection could be part of our worship. Special thanks go to the Revd Matthew for unstinting work to enable Compline to flourish.

As the two parishes of the benefice shared Virtual Worship and Compline, it was natural for members of St Mary's to join friends from St Guthlac's for their monthly Church Club. Usually this

is a café style meeting in Holbrook Hall, while Matins takes place in the church, but through the lockdown we met via Zoom for relaxed activities, discussion, songs and prayers with appeal to everyone.

In September and October we experimented with 'live-streaming' services, that is, broadcasting a Sunday service as it happened live in the church. As there is no internet connection in the building though, this proved difficult and unsatisfactory technically. Feedback from congregation members showed that the pre-recorded worship was preferred, so this model continued. There were however recorded celebrations of Holy Communion from the church, with only the Minister present, to mark Advent Sunday and Christmas Eve.

Throughout the year of lockdown, we were also able to encourage and inspire the prayers and worship of those of our number who don't use computer technology, through our consistent and regular weekly mailings. The newsletter was augmented with a weekly homily, extra prayers and special reflections, and at Christmas there was an additional booklet of readings and reflections too. As usual, a special Christmas card/leaflet carrying details of our services (and this year our online worship) and a message of encouragement from the Vicar, was delivered to every household in the benefice. These services included the youth group marking Christingle, an online crib service called 'O Zoom All ye Faithful', a traditional Carol Service online and an outdoor Carol Service at the local tennis club, which attracted 75 people – and allowed us to sing!

As the year ended it seemed that we would need to continue with online worship for some months yet, and that even when we were allowed to meet, many of our members might feel safer worshipping from home. We looked forward to the freedom that vaccination might bring in the new year.

Our vision of *'Faith for Life'*, also includes the aim to **"Explore and follow the way of Jesus - learning together from the wisdom of the Bible, Christian traditions, and our wider society, and seeking to be led by God's Spirit."** The suspension of live worship together has meant that our growth in faith through Sunday preaching has been rather 'on hold'. We continued with weekly homilies in our newsletter and recordings for Virtual Worship, all of which have been much appreciated. The discussion groups that have been part of Compline have also been important this year, and we ran online Advent study groups and meditations, as well as a 'Christianity Explored' group in the autumn. The Sunday night 'Living Waters' group, focussed on sharing life and faith together, continued to flourish online and, when regulations permitted, in person outdoors.

Mission and Evangelism

Within *'Faith for Life'* we aim to **"Connect better with our community – to broaden and deepen our connections with all parts of the local community and to help others in need"**. This proved more difficult in 2020, for obvious reasons, but we tried to be creative. Instead of the scheduled Christmas Tree Festival, we invited photographs from all those who had previously taken part and from others, for a 'virtual Christmas Tree Festival' on our website, which proved very popular. Many thanks to the organising group for this.

Our connections to a wider community continued to be reflected in the generous giving of time and money by church members supporting a range of charities and aid organisations through fundraising events and collections. In total £2,912 was raised for various groups (see details following) and more was given directly rather than through the 'books' of the church. The Community of Grace was also supported by a special Christmas Appeal at Christmas. – thanks to all those involved.

The Parish Magazine continued to be produced and distributed bi-monthly around the parish to subscribers and the congregation, by post and email. It continued to encourage and build up the faith of many through its varied articles on Christian life and world view. We are grateful for the efforts of Editor Nigel Siesage, the contributors and the distributors, who together make this important part of our mission and care possible.

Our objective to **“Share our faith in Jesus with others – encouraging them to follow and come to faith in him too”** provided us with another challenge during this lockdown year, and again we have tried to respond creatively. Our Virtual Worship has always been produced with one eye on those who may come across us accidentally whilst searching the internet, or those who are simply curious about what their local church is doing at this time. Our Christmas card/leaflet, sent to all households in the benefice, included an encouraging and invitational message and several fresh contacts were made as a result. In addition, at Easter and Christmas activity bags containing crafts, sweets, gifts and a seasonal Christian message, were taken to those children and families that we have regular contact with – even if only once a year through the crib service – to reinforce the message that God continues to be with us all whatever the circumstances around us. In this way we maintained our contact with 40 families and more than 70 children, and encouraged them in faith.

The Knighton Youth Club at St Guthlac’s normally meets fortnightly in term time from April to October, during the period when Knighton Players does not meet. As it was not possible to meet face-to-face because of the Leicester Lockdown, the club was provided via Zoom for 1 hour on alternate Thursdays. The use of Zoom was made after consultation with some of the youngsters to ascertain whether there was an appetite for an on-line club and what type of activities would be suitable.

The sessions were run by Matthew Gough, with Tina Jarvis as the second adult with a DBS check to provide appropriate safety. Parents also agreed to ensure that appropriate on-line conduct was followed. There were 9 sessions with a variety of activities including team games, discussion and quizzes, attended by a regular group of 10-11 young people. An additional meeting was held in December to create a Christingle presentation for the Benefice Virtual Christingle Service.

As the restrictions of the pandemic ease, it will be important to review the provision for young people to take account of their increasing maturity and likely changing availability of leaders.

Pastoral Care and Congregational Life

“To welcome everyone as equally valued - especially those who often feel left out” is the heart of our calling to support and care for each other within the fellowship of the church, but also to look outwards to our neighbours in need. This, of course, has been a challenge without services and events to invite people to and where we can build our relationships and friendships. However, our online small groups and Compline have provided new ways to ensure that people are valued and recognised within our church family and sometimes from the community too.



When the first lockdown began the Ministry Team identified all those within the congregation who were likely to need extra support and began a regular programme of phone contact, and visiting when possible and needed. Even more significant though is that over the year many other people, often unrecognised, continued with pastoral contact for those who were isolated, lonely or anxious. This has been a vital part of the support and care that we are all called to exercise for each other, but has been so essential this year. Many people have

had cause to be grateful for this quiet but significant ministry, and we should see it as a strength of our church family that this has continued unbroken and often unprompted through the pandemic.

It was, however, poignantly sad that a number of dear church members died during the year – some related to covid-19 and some not, but all are sadly missed, particularly as we were not able to say goodbye as we would have wished. Funerals in church stopped with the lockdown, but the clergy continued to take funerals at the crematoria and to inter ashes, and we managed one wedding and two baptisms in the year as well

Our popular programme of social and fundraising events obviously came to a halt just before Mothering Sunday in March, and we miss these important times to gather members of our church and community.

Our buildings: the Church and the Parish Centre

Our life together as a church at St Mary's – our worship and prayer, our mission and evangelism, our pastoral care and our links into the local community – is supported and strengthened by the buildings that we have inherited. Through its Buildings Group, the PCC manages and cares for both St Mary Magdalen Church and its churchyard, and Knighton Parish Centre.

The most obvious call on our attention this year was the repair of the spire and tower. Despite the lockdown and subsequent drying up of grant possibilities, fundraising continued and we reached our new target of £50,000. The PCC took the difficult decision to press ahead with the work and take advantage of VAT rebates, rather than sit out the pandemic, even though this would mean spending more of our reserves. In October the pathway was sealed off, the scaffolding went up and repairs could begin. At the end of 2020, with the work on track and within our budget, we were looking forward to completion around Easter 2021. Financial details follow elsewhere in the report - here we should place on record the church's sincere thanks to the Fundraising Committee chaired by Nigel Siesage, to our project co-ordinator and link to the contractors, Andrew Oldershaw, and to our treasurer, David Stanyer, for their on-going efforts that are ensuring the work will come to a successful conclusion. Paul Bonnett, who moved to Liverpool in the summer, also deserves our deep thanks for launching and spearheading the project in it's early days.



Work on replacing the floodlights in the churchyard, together with new lamp posts for the drive, extra security lighting and a new spotlight on our special statue of Mary Magdalene, was successfully concluded - we thank Simon Britton for the hard work and persistence, combined with technical skill and understanding, that ensured success.

Maintenance of the churchyard and graves by the City Council continued to be monitored and assessed. The resurfacing of the pathway from the main drive to the Garden of Remembrance proved to be a big improvement. Knighton Wild continued to manage a portion of the churchyard to encourage wildlife.

There are many people from the congregation and beyond who help to care for our building and its contents: those who clean the church, those who polish silver and brass, those who wash linen, the Flower Guild, and all those who provide 'routine care and maintenance' and small improvements. We are extremely grateful for these essential gifts of service to us all. Naturally

during the lockdown many of these activities have been on pause, but we are grateful to those who have spring cleaned the church while unused.

Under usual circumstances, the Parish Centre is the most significant way in which the Church serves the local community, by providing a well-used venue for community groups, meetings and social occasions. Even though regular activities stopped in March, the St Mary's Preschool have continued to use the Centre throughout the pandemic, providing essential places for the children of key workers. Our Caretaker and Bookings Secretary, Mark Taylor and Steph Bamford, have been on furlough through much of this time, and we are grateful to those who have helped out (sometimes alongside Mark and Steph) when key tasks have needed to be done. These included installation of a new cold water tank on the roof.

Our Parish Administrator, James Gutteridge, provided essential support for the running of the church during 2020 from his small office space in the Parish Centre, and our thanks go to him for all he does. James too, was on furlough from April until September.

Our “Fabric, Goods and Ornaments”

The fabric, goods and ornaments of St Mary's have been maintained in good order in 2020. All valuable items are accounted for and stored securely in the vestry safe. The Church Property Register (previously known as the Terrier and Inventory) provides a record of the land and articles appertaining to the Church and has been updated as required. The Log Book has been used to note alterations, additions and repairs to the fabric of the physical church building.

The only major addition to our Church Property Register in 2020 was the donation of a large projection screen by Knighton Free Church, as thanks for their use of our church building for several months at the start of the year. Thanks are due as always to our sacristan, David Ardley and to all those who care for our ‘fabric, goods and ornaments.’

Relationships with other churches: The City of Leicester Deanery

The City of Leicester Deanery is the group that links together all the Anglican churches and ordained ministers in Leicester. The Deanery Synod is a meeting of clergy and elected representatives from every parish. St Mary's has three representatives, who are also ex-officio members of the PCC.

The Deanery Synod normally meets three times in the year, but due to the unrepresented year we have all experienced things were rather different. The Synod met twice by zoom, and in addition a newsletter and presentation was distributed

May – meeting via Zoom, with Bishop Guli

Bishop Guli led an online meeting to which everyone on the Synod was invited. There was no formal agenda but we discussed how the pandemic was impacted our churches. Her pastoral support in this way was most appreciated by those able to attend.

July – Newsletter and presentation on YouTube

A newsletter was distributed focussing on “green” issues including working towards being an eco-diocese and the youth climate strikes. We reflected on “A Green Recovery” and had suggestions for Creationtide. An accompanying presentation was available on YouTube.

November – Full Zoom Meeting

39 people managed to connect for our first full virtual meeting. We opened with a hymn. Pioneers Kat Gibson and Matthew Gough reflected on their experiences working through the pandemic including the founding of 'Roots', a new fresh expression and Intercultural Worshipping

Community. Les Michelmores, Lay Chair, talked about what the deanery standing committee does and requested to delay elections until 2021. Vic Allsop, Deanery Treasurer, has been working with the Generous Giving Team on Parish Gift pledges and thanked all those who have already pledged. Richard Pickering of Green Christians shared a powerpoint presentation on climate change put together in conjunction with Climate Action Leicester and the Leicester chapter of

Friends of the Earth which talked about living with the planet's environmental limits and achieving a sustainable economy - this was endorsed by those attending.

As you can understand this has been far from a normal year, but the work of all in the Deanery has continued and we thank the clergy who have been supporting us all throughout these difficult times and in particular our Area Dean, Anthony, and Assistant Area Dean, Adrian

Annabel Cowley, Deanery Administrator

Relationships with other churches: across denominations

St Mary's is a member of the South Leicester Christian Partnership (Churches Together). and several of our congregation take part in 'First Friday Prayers', the Week of Prayer for Christian Unity and other events and meetings through the year, even though this year these have been mainly on Zoom. In 2020 St Mary's 'hosted' online the joint service to mark the Week of Prayer for Christian Unity.

Usually, members of St Mary's work with members of St Guthlac's and Stoneygate Baptist Church to provide a regular 'Messy Church' at Stoneygate, but this was not possible during the pandemic.



ST MARY MAGADLEN REVIEW OF FINANCES - 2020

Knighton PCC 2020 Management Accounts, following, are unrestricted income & expenditure and provide a summary of our day to day finances. Please see the later, statutory accounts for full details, including all funds, assets and liabilities.

Covid Pandemic impact: 2020 saw the impact of the pandemic across the uk and the world affecting all aspects of our lives, governments, businesses and finances. Churches were no exception with lockdowns and other restrictions disrupting worship, church activities and finances. In order to protect our reserves, our financial objective was to ensure we achieved close to breakeven before exceptional items. We tried to minimise the financial impacts by managing the situation, closely controlling costs, putting part-time staff on the Government furlough schemes, providing opportunity for envelope giving to be received or changed to bank standing order and supporting the pre-school in the Centre. However, the covid restrictions had a significant impact on our overall finances.

Centre Income & expenditure - The Centre ended up being closed from March to all hirers other than the preschool who were open but operating at a reduced level. This badly affected our finances. 2019 total Centre income of £47345 was reduced by £25180, made up of: PreSchool - £9926, and other hirers - £15254. Cost savings of £2710 plus furlough grants of £8178, helped to reduced this loss of income, resulting in a breakeven position. However, this was a £14000 reduction from the 2019 level - please see the Centre management accounts for more details.

Church Income & expenditure

Income - Giving was £6238 lower than 2019. This was mainly due to the church being closed at various times, which disrupted plate and envelope giving, together with some leavers and deaths. Other Church income was overall £4134 lower than 2019, mainly due to the reduction in fees by £2896, reduction by £3982 in social/fund raising income (as events could not be held), but offset by generous one-off donations.

Expenditure – Savings were made as day to day Church running costs were £6030 below 2019 costs, and in addition we received £3469 in furlough grants. However, our major cost is our contribution to the Diocese, originally budgetted at £58000. In mid-June we were asked to forecast the likely impact of covid on our contribution for the year and we informed them it was now likely to be £38-43000. A revised commitment was requested in mid October and we submitted £37000 as our contribution for 2020, which was subsequently paid.

A PCC surplus, before exceptional items, was achieved of £3122. This was made up of a Church operating surplus for the year £3354, offset by a Centre deficit of £232. **The addition of net income from exceptional items** totalling £4680 (£4261 from reserve investment dividend income), **resulted in a final total PCC surplus of £7802**, which was transferred to reserves.

Total unrestricted reserves at 31 Dec 2020 were in line with the Reserve Policy, at £137800, and £109435 of designated reserves were held in respect of the outstanding work remaining to complete the Spire Project repairs.

Restricted reserves at 31 Dec 2020 were:

- **Spire Project Fund** - just £1, as £50839 of restricted fund raising was used, as intended, towards project costs incurred in October, November & December;
- **Churchyard Fund** - £7412.

Charitable fund raising events in 2020 were badly effected by covid restrictions, with funds raised only totalling £2912 compared with in £8924 in 2019

Our financial priorities for 2021 are:

- to complete the repairs to the Spire and tower;
- to rebuild our church life and income.

Budget 2021 (part of the PCC management accounts) , **Parish Centre Management Accounts**, **Spire Fund summaries and full statutory accounts** follow this report.

KNIGHTON PCC - ST MARY'S CHURCH MANAGEMENT ACCOUNTS									
unit £'s					Budget 2021 year	Actual 2020 year	Actual 2019 year	Actual 2018 year	
INCOME									
Giving Scheme					46250	46914	48901	49752	
Plate collections					1700	936	3918	4862	
Gift aid					12000	11537	12806	13130	
Total Regular Giving					59950	59387	65625	67744	
Sundry donations					500	3482	435	2961	
Events & other fund raising					1300	261	4243	4022	
Fees					4500	4215	7111	7826	
Church hire					0	700	0	170	
Misc					1500	1127	2130	1601	
Total other income					7800	9785	13919	16580	
Total Church income					67750	69172	79544	84324	
EXPENDITURE									
Contribution to Diocese					-30000	-37030	-56800	-56004	
clergy exes & cover costs					-1200	-1158	-1325	-1919	
total ministry costs					-31200	-38188	-58125	-57923	
Worship & outreach costs					-2730	-1122	-3168	-2598	
WW1 event net					0	0	0	-2740	
Church running expenses					-10620	-9450	-12858	-13281	
Church routine maintenance					-3425	-2720	-3439	-2609	
Administration					-18760	-18397	-18591	-17334	
Furlough grant office only						3469			
Less printing/mag income					600	590	1094	1364	
Net costs					-18160	-14338	-17497	-15970	
Office equipment depreciation					0		0	0	
Total routine church costs					-66135	-65818	-95087	-95121	
Church operating surplus/ -deficit					1615	3354	-15543	-10797	
Centre operating surplus/ -deficit after deprn					-392	-232	14060	15111	
Surplus/-deficit before exceptional items					1223	3122	-1483	4314	
Exceptional items									
Interest/dividends from reserves					2100	4261	5044	4760	
Major maintenance - Church ex Spire					0		-878	-1902	
Major maintenance - Centre					-1400	0	0	-4065	
Major maintenance - Spire						0			
Gardener's store -net gain								6805	
LPWGS grants						0		1620	
Insurance claims -income						2769	500	0	
Insurance claims -costs						-2850			
Major donations and legacies						500	500	2000	
					700	4680	5166	9218	
Total PCC surplus/-deficit (added/deducted from reserves)					1923	7802	3683	13532	
notes									
1 Interest/dividends will reduce as reserves are spent									
2 Major maintenance can vary greatly depending on projects									

PARISH CENTRE MANAGEMENT ACCOUNTS									
£				Budget 2021	Actual 2020 year	Actual 2019 year		Actual 2005 year	
Hires									
Pre school				22200	17254	27180			
Regulars				6300	4334	15249			
Parties				0	475	3828			
Oneoffs				0	102	1088			
Total Hires				28500	22165	47345		16824	
Expenditure									
Contract cleaning				-3200	-1788	-4752			
Deep cleans	monthly			-1500		-2213			
	furlough pay			-6396					
Caretaking	basic			-4250		-6237			
	extra hours			-500	-15724	-821			
Lettings	basic			-3700		-5396			
Employer costs				-800		-716			
pay increase	say 2 %			-210					
bonus									
Total pay & employer costs				-20556	-17512	-20135		-5631	
Furlough grants				6396	8178				
Gas				-2500	-2573	-2252		-2170	
Electricity				-1200	-1195	-1662		-1143	
Water				-900	-774	-1052)		
Insurance				-1365	-1305	-1274)	-1686	
)		
licences				-300	-296	-233)		
Routine maintenance				-3000	-3069	-2967		-1607	
<u>Other costs</u>									
Cleaning mats,towels etc				-1500	-1406	-1867		-137	
Payroll admin				-1220	-1188	-953			
Advertising				0	0	0		0	
Telephone				-375	-374	-434			
Sundries				-150	50	-246		-967	
Total other costs				-3245	-2918	-3500		-1104	
Recharge Other costs to Holbrook at 2019 letting ratio 34%				1103	992	1715		0	
Total net other costs				-2142	-1926	-1785		-1104	
Total revenue expenditure				-25567	-20472	-31360		-13341	
Routine operating surplus/(defecit)				2933	1693	15985		3483	
Major maintenance- over £1000				-1400	0	0		-3000	
Operating surplus/(defecit) excl depreciation/interest				1533	1693	15985		483	
interest								113	
Depreciation				-1925	-1925	-1925		-1263	
Total surplus/-defecit				-392	-232	14060		-667	

SPIRE PROJECT PROGRESS- Treasurer's report

2020 began with a lot of activity and plans for more fundraising, however, Covid 19 then came along. The Spire project was affected by this with little opportunity for fund raising events other than the very successful sale of a Parish 2021 calendar. However, donations continued to be received together with legacies.

The Project funding plan was as follows:

	£000s	
National Churches Trust grant	50	restricted fund
Fund raising & donations	50	restricted fund
Listed Places Worship Grant re vat	30	designated fund
Reserves	<u>50</u>	designated fund
	<u>180</u>	
Costs	150	
Vat	<u>30</u>	
	<u>180</u>	

In July 20, we were informed by National Churches Trust that, despite a valid claim, we would not receive a grant. On 17/9/20, the PCC reviewed its options and concluded that:

- opportunities for other substantial grants were unlikely in view of economic conditions (although a Garfield Weston Grant of £5k had been received);
- delay into 2021 would see cost increases and there was a risk that the LPW Grant Scheme may not be renewed after their 31 March 21 budget yearend.

It was therefore decided to proceed with the project, continue fund raising and use more funds from reserves. Work on the Project commenced on 19/10/20 and is expected to finish on 12/4/2021.

PCC CCLA reserve investments were sold to generate £100000 cash to hold in a CCLA deposit account to part fund the Project. All the restricted fundraising to 31/12/20 was used towards the costs of the work completed in October, November and December.

The following Spire Project Summary shows the funding and costs as at 31/12/20.

Spire Project as at 31 Dec 2020						
Funding			Expenditure			
£		£				
Project Actual	Spire Project Designated Fund balance at 31/12/20	Project Estimate		Project Actual		Project Estimate
Funding designated from unrestricted reserves	1930	96026				
Funding from designated income received						
Legacy	5000			Building work		
LPWG scheme grants (re Vat)	6411	29296		Vat	10630	29296
Total designated funding	13341	125322		MSM building work	51936	139946
				Project insurance	404	404
				Balance of architect fees etc	1211	6516
Funding from restricted income received						
Garfield Weston grant	5000					
Fund raising						
Donations including gift aid	37215					
Interest	33					
legacies	1000					
Events & sales (net) 2019	6395					
Calandar sales (net) 2020	1197	50840				
TOTAL	64181	176162		64181		176162
Notes						
1 In early 2019,the expenditure detailed below was spent to quantify the detailed costs of repairing the spire and tower to obtain quotes for the project :						
Professional fees re specification & tenders	10117					
Bat surveys	1467					
Total	11584					
This expenditure was funded from unrestricted reserves						
2 All of the restricted income received to 31/12/20 was used to pay part of the project expenditure to that date.						
The balance of the Project expenditure was paid from designated funds.						

Giving to Charities through Fundraising and Appeals 2020

	2020 £	2019 £
Collections		
Christian Aid Christmas Appeal	-	598
Christian Aid Week collections	-	1640
Total Christian Aid	-	2238
 Red Cross Africa Cyclone Appeal	 -	 864
 Other activities supporting charities in the year:		
Lent Lunch - Send a cow	320	401
Safe Water Trust	31	215
Spring Sing concert – Parkinson UK	231	-
Harvest Appeal for Embrace	600	-
Knighton Players -Leicester Children's Holidays	-	500
Leicester Hospitals Charity	-	500
Knighton Parish Singers concert – Parkinson uk & Inspired Appeal	462	-
Fairtrade fortnight (donations & sales)	430	450
Royal British Legion Poppy Appeal	395	181
Christmas Tree Festival - Hope Charity	-	2301
Children's Society - boxes	443	658
- Christingle etc	-	300
Dementia UK (Time for a cuppa)	-	316
 Total charity giving & fund raising	 <u>£2912</u>	 <u>£8924</u>

During the year, we also supported the Community of Grace for homeless men with goods and food.

The impact of covid lock downs and other restrictions disrupted our church worship and activities with a major effect on our ability to fund raise and support charities.

NB: These Charity collections and fundraising activities are those only organised by the Church or by others on Church or Centre premises and include gift aid where appropriate.

The Church of St Mary Magdalen, Knighton



Statutory Accounts 2020

***Presented to the Annual Church meeting (APCM)
on 25thth April 2021***

Statutory Accounts 2020

Financial review

Comments on the Statement of Financial Activities and analysis of income & expenditure

2020 saw the impact of the pandemic across the UK and the world affecting all aspects of our lives, governments, businesses and finances. Churches were no exception with lockdowns and other restrictions disrupting worship, church activities and finances.

The covid restrictions have had a significant impact on the PCC finances reducing both Church and Centre income. In addition to dealing with covid restrictions and disruption, we have been managing the £176,000 Spire Repair Project since October.

Total income and endowments 2020

Total income in the year was £149,408, which was £13,135 lower than in 2019. This is mainly explained by the following:

Total donations and legacies at £111,475 were £25,669 higher than 2019 due to:

- £17,713 increase in Spire Project donations, grants & legacy
- £11,647 furlough grants
- Offset by £3,691 fall in giving and gift aid

Total income from fees was £2,896 lower in the year at £4,215

Total other trading activities at £26,425 was £37,837 lower than 2019. This is mostly explained by the impact of covid as follows:

- £7,868 reduction in Spire Project fundraising
- £25,181 reduction in Centre hire income
- £3,982 reduction in Church social and fundraising events

Total other income was insurance claim receipts of £2,769

Total expenditure 2020

Total expenditure in the year was £171,730 which was £25,693 higher than 2019

This was mainly explained by the following:

- £52,597 increase in Spire Project restricted & designated major maintenance costs
- £2,850 increase re insurance claim repair costs
- £3,859 Increase in restricted expenditure re Churchyard light project completed in 2021
- £19,770 reduction in Contribution to the Dioceses from £56,800 to £37,030
- £13,843 reduction due to savings and changes in other Church and Centre costs

Net income/(expenditure) before transfers for 2020 was expenditure of (£22,321)

Transfers in the year relate to increases in the Spire Project and the return of the Centre Fund to general reserves.

Gains/losses on investment assets – Gains on investments are made up of £7,872 on sale of units in CCLA investment funds to generate £100,000 towards the Spire Project and £8,391 based on the valuation of the remaining CCLA units at 31/12/20.

Unrestricted Reserves Policy

The PCC reserve policy is:

- 1) To hold an operational reserve equal to: working capital, 3 months of routine operating costs and employee notice periods.
- 2) To hold building maintenance reserve totalling £75000 for maintenance of the Church and Parish Centre. As all major building maintenance projects are authorised by the PCC from total reserves, only a reasonable level of funds will be held in the Centre bank account as working capital with excesses transferred to PCC main bank account enabling efficient investment.
- 3) To hold any reasonable level of surplus reserves as a contingency against annual deficit and reduction in investment valuations.
- 4) To review the policy and the level of reserves annually.
- 5) To undertake fundraising if actual reserves fall below the required levels.

The reserve policy was reviewed and in the light of the continuing covid financial uncertainties and work on the Spire Project, it was decided to retain the current policy and review it and planned use of reserves when finances were clearer, hopefully in the near future.

As part of this process, the Centre designated fund of £40000 was returned to general funds and will be reconsidered as part of the review.

At 31/12/20, the total unrestricted reserves required and held was in accordance with the current policy at £137800. In addition, £109435 was held as designated reserves in respect of the Spire Project including a contingency of £15339 in respect of unforeseen costs.

Financial control policies

Management accounts and budgets are produced during the year to manage and control finances. All Groups/committees have clear guidance on their delegated authority and when they must refer to the Standing Committee or PCC for approval. The Building Group, who are responsible for maintenance of all buildings and the churchyard, have authority to spend up to £2000 on individual items of major maintenance or capital above which they are required to obtain approval of the Standing Committee or PCC.

Risk management

The PCC manages risk through a number of mechanisms including the following specific policies and practices:

- Children and vulnerable adults – adoption and annual review of diocesan templates.
- Charitable giving policy.
- Health and safety – a H&S policy, including fire risk assessment, routine inspection and testing of high risk items, monthly safety inspections of Church and Parish Centre and appointment of a Church Architect.
- Decision making – clearly defined committees/groups for management and delegation.
- Parish Centre and Church hire policies.
- Finance – clear control policies with regular review of management accounts, budgets and investments.

Volunteers

Thanks are due to all volunteers who work so hard to make our church the lively and vibrant community it is.

Structure, governance and management

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure and is a Registered Charity.

The method of appointment of PCC members is set out in the Church Representation Rules. At St Mary Magdalen's, the membership of the PCC consists of the incumbent (the vicar), churchwardens, the assistant curate, representatives on the Deanery and Diocesan Synods and members elected by those members of the congregation who are on the electoral roll of the church. All those who attend our services are encouraged to register on the Electoral Roll and stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how funds of the PCC are to be spent. New members receive training into the workings of the PCC.

Given its wide responsibilities, the PCC has a number of committees and groups, each dealing with a particular aspect of parish life. These committees and groups, which include Social & fundraising, Giving, Worship & Outreach Development and Buildings, in addition to the statutory Standing Committee, are all responsible to the PCC and report back to it regularly, minutes of their decisions being received by the full PCC and discussed as necessary. Detailed terms of reference and a scheme of delegation have been operating during the year.

Report approved by the PCC on 30th March 2021 and signed on their behalf by the
Red Adrian Jones (PCC Chairperson)

A handwritten signature in black ink, reading 'Adrian Jones', is written on a light-colored rectangular piece of paper. The signature is cursive and fluid. Below the signature, there is a solid black horizontal line.

Administrative Information

St Mary Magdalen's Church is situated in Brinsmead Road, Knighton, Leicester LE2 3WD. With the Parish of St Guthlac's, it comprises the Benefice of Knighton in the Diocese of Leicester, within the Church of England. The correspondence address is The Parish Office, Knighton Parish Centre, Church Lane, Knighton, Leicester LE2 3WG. Registered charity number 1130923.

PCC members who served during 2020 are:

Ex Officio members:

Incumbent:	The Revd Adrian Jones (Chair)
Assistant Curate:	The Revd Matthew Gough
Wardens:	Mrs Rosalind Matthew (Vice-chair) (until Sept. 2020) Ms Sian Howard (Vicechair) (from October 2020)

Elected members:

Mr Bob Rutland	representative on Deanery Synod	(to APCM 2023)
Mr David Stanyer	representative on Deanery Synod (Treasurer)	(to APCM 2023)
Vacancy	representative on Deanery Synod	
Mrs Angelica Amoroso		(to APCM 2021)
Mrs Mary Britton		(until APCM 2020)
Mr Michael Kirk		(to APCM 2022)
Mr Andrew Oldershaw		(to APCM 2022)
Mr David Palmer		(from APCM 2020 to 23)
Mrs Lorna Pollard		(from APCM 2020 to 23)
Mrs Judith Rudd		(from APCM 2020 to 23)
Mr Nigel Siesage		(to APCM 2022)
Mrs Anne Squires		(until APCM 2020)
Mrs Tanya Willis		(until APCM 2020)
Vacancy		

Co-opted members

Ms Sian Howard	(until APCM 2020)
Mr Joshua Crick de Boom	(from Nov. 2020 to APCM 2021)

Knighton PCC
Statement of Financial Activities
For the period from 01 January 2020 to 31 December 2020

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
Income and endowments from:					
Donations and legacies	86,430	25,045	—	111,475	85,806
Income from charitable activities	4,215	—	—	4,215	7,111
Other trading activities	24,844	1,581	—	26,425	64,262
Investments	4,261	261	—	4,523	5,363
Other income	2,769	—	—	2,769	—
Total income	122,519	26,888	—	149,408	162,543
Expenditure on:					
Raising funds	179	384	—	563	2,135
Expenditure on charitable activities	116,485	54,681	—	171,166	143,902
Total expenditure	116,664	55,065	—	171,730	146,037
Net income / (expenditure) resources before transfer	5,855	(28,177)	—	(22,321)	16,506
Transfers					
Gross transfers between funds - in	101,449	—	—	101,449	110,530
Gross transfers between funds - out	(101,382)	(67)	—	(101,449)	(110,530)
Other recognised gains / losses					
Gains / losses on investment assets	16,263	—	—	16,263	28,642
Net movement in funds	22,185	(28,244)	—	(6,058)	45,148
Reconciliation of funds					
Total funds brought forward	776,668	35,730	—	812,398	767,249
Total funds carried forward	798,853	7,486	—	806,340	812,398
Represented by					
Unrestricted					
General fund	689,418	—	—	689,418	686,667
Designated					
Parish Centre Fund	—	—	—	—	40,000
Spire Fund	109,435	—	—	109,435	50,000
Restricted					
Building Appeal Fund	—	1	—	1	1
Churchyard Fund	—	7,481	—	7,481	11,174
Education & Training Fund	—	1	—	1	1
Fabric Fund	—	0	—	0	0
Spire Fund	—	1	—	1	24,553
Vestments and altar covers	—	0	—	0	0

Knighton PCC

Balance sheet (Summary)

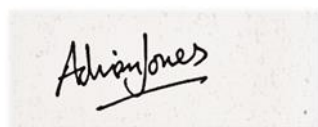
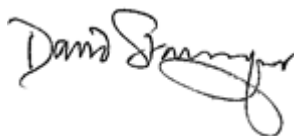
As at: 31 December 2020

	As at 31/12/2020	As at 31/12/2019
	£	£
Fixed assets		
Tangible assets	551,962	553,887
	<u>551,962</u>	<u>553,887</u>
Current assets		
Debtors	4,652	9,374
Investments	71,906	166,643
Cash at bank and in hand	180,873	85,391
	<u>257,432</u>	<u>261,409</u>
Liabilities		
Creditors: Amounts falling due in one year	3,054	2,898
Net current assets less current liabilities	<u>254,377</u>	<u>258,511</u>
Total assets less current liabilities	<u>806,340</u>	<u>812,398</u>
Total net assets less liabilities	<u>806,340</u>	<u>812,398</u>
Represented by		
Unrestricted		
Unrestricted - General fund	689,418	686,667
Designated		
Designated - Parish Centre Fund	—	40,000
Designated - Spire Fund	109,435	50,000
Restricted		
Restricted - Building Appeal Fund	1	1
Restricted - Churchyard Fund	7,481	11,174
Restricted - Fabric Fund	0	0
Restricted - Restricted	—	—
Restricted - Vestments and altar covers	0	0
Restricted - Spire Fund	1	24,553
Restricted - Education & Training Fund	1	1
Restricted - Agency collection	—	—
Funds of the church	<u>806,340</u>	<u>812,398</u>

Report approved by the PCC on 30th March 2021 and signed on their behalf by the

Red Adrian Jones (PCC Chairperson)

Mr David Stanyer (Treasurer)

Knighton PCC

Analysis of receipts and payments

Selected period: 01 January 2020 to 31 December 2020

	Unrestricted	Designated	Restricted	Endowment	Total	
					This year	Last year
Receipts						
<i>Donations and legacies</i>						
0101 - Giving gift-aided - bank	31,356	—	—	—	31,356	27,176
0105 - Giving gift aided - cheques	2,540	—	—	—	2,540	1,600
0110 - Giving gift-aided - envelopes	9,140	—	—	—	9,140	16,087
0115 - Spire Fund - donations	—	—	16,673	—	16,673	14,564
0201 - Giving - not gift aided	3,878	—	—	—	3,878	4,038
0301 - Loose plate collections	936	—	—	—	936	3,918
0550 - Donations appeals etc	3,482	—	—	—	3,482	352
0601 - Tax recovered-gift aided giving	11,029	—	3,372	—	14,401	13,481
0602 - Tax recovered-gift aided dons.	—	—	—	—	—	83
0603 - Tax recovered-small dons. sch.	508	—	—	—	508	1,804
0701 - Legacies	500	5,000	—	—	5,500	1,500
08A1 - Non-recurring one-off grants	—	6,411	5,000	—	11,411	1,200
08A2 - non-recurring furlough grants	11,647	—	—	—	11,647	—
<i>Donations and legacies Totals</i>	75,018	11,411	25,045	—	111,475	85,806
<i>Income from charitable activities</i>						
1101 - Fees - weddings and funerals	4,215	—	—	—	4,215	5,651
1102 - Fees - chaplaincy	—	—	—	—	—	1,460
<i>Income from charitable activities Totals</i>	4,215	—	—	—	4,215	7,111
<i>Other trading activities</i>						
0910 - Social & fund raising events	261	—	—	—	261	4,243
0911 - Votive candles income	9	—	—	—	9	—
0912 - miscellaneous income	1,118	—	—	—	1,118	2,130
0915 - Spire Fund - fund raising events	—	—	1,581	—	1,581	9,449
1240 - Centre lettings	22,163	—	—	—	22,163	47,344
1241 - Church lettings	700	—	—	—	700	—
1260 - Parish magazine sales	20	—	—	—	20	633
1261 - Printing re-charges	570	—	—	—	570	461
<i>Other trading activities Totals</i>	24,844	—	1,581	—	26,425	64,262
<i>Investments</i>						
1001 - Dividends	4,173	—	234	—	4,407	5,223
1020 - Bank & building soc. interest	87	—	—	—	87	133
1225 - Spire fund interest	—	—	27	—	27	6
<i>Investments Totals</i>	4,261	—	261	—	4,523	5,363
<i>Other income</i>						
1310 - Insurance claims	2,769	—	—	—	2,769	—
<i>Other income Totals</i>	2,769	—	—	—	2,769	—
Receipts Grand totals	111,108	11,411	26,888	—	149,408	162,543

	Unrestricted	Designated	Restricted	Endowment	This year	Total Last year
Payments						
<i>Raising funds</i>						
1715 - Spire Fund - fund raising expenditure	—	—	384	—	384	1,803
1720 - Costs of Giving Scheme	179	—	—	—	179	332
<i>Raising funds Totals</i>	179	—	384	—	563	2,135
<i>Expenditure on charitable activities</i>						
1871 - Charitable giving	—	—	—	—	—	2,301
1910 - Contribution to Diocese	37,030	—	—	—	37,030	56,800
2050 - Salary of parish administrator	11,790	—	—	—	11,790	11,545
2060 - Muscian fees	729	—	—	—	729	3,048
2101 - Expenses of incumbent	273	—	—	—	273	618
2102 - Curate's expenses	885	—	—	—	885	707
2201 - Mission outreach	1,122	—	—	—	1,122	3,167
2301 - Church insurances	4,368	—	—	—	4,368	4,265
2304 - Insurance claims	2,850	—	—	—	2,850	—
2330 - Church routine maintenance	2,396	—	—	—	2,396	3,439
2331 - Church cleaning	293	—	—	—	293	633
2340 - Sacristy costs	528	—	—	—	528	196
2341 - Other music costs	301	—	—	—	301	714
2350 - Churchyard maintenance	324	—	—	—	324	—
2360 - Administration costs	6,427	—	—	—	6,427	6,710
2401 - Church electricity	806	—	—	—	806	1,298
2410 - Church gas	2,326	—	—	—	2,326	2,643
2420 - Church water	99	—	—	—	99	64
2520 - Centre wages	17,512	—	—	—	17,512	20,134
2530 - Centre electricity	1,194	—	—	—	1,194	1,662
2540 - Centre gas	2,572	—	—	—	2,572	2,252
2550 - Centre insurance	1,305	—	—	—	1,305	1,274
2560 - Centre routine maintenance	3,068	—	—	—	3,068	2,966
2570 - Centre licences	296	—	—	—	296	233
2580 - Centre water	773	—	—	—	773	1,051
2590 - Centre other costs	1,924	—	—	—	1,924	1,784
2701 - Church major maintenance	—	—	—	—	—	878
2702 - Churchyard major maintenance	—	—	3,859	—	3,859	—
2815 - Spire Fund - - major maintenance	—	13,358	50,822	—	64,181	11,584
3001 - Depreciation - Centre	1,925	—	—	—	1,925	1,925
<i>Expenditure on charitable activities Totals</i>	103,126	13,358	54,681	—	171,166	143,902
Payments Grand totals	103,305	13,358	55,065	—	171,730	146,037

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

THESE NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

FORM PART OF THE ACCOUNTS

1 ASSETS AND LIABILITIES

FIXED ASSETS

TANGIBLE ASSETS

Freehold land and buildings

Other

Total

GROSS BOOK VALUE

At 31 December 2019

£316,152

£231,424

£42,749

£590,325

Additions

£0

£0

£0

£0

Disposals

£0

£0

£0

£0

At 31 December 2020

£316,152

£231,424

£42,749

£590,325

DEPRECIATION

At 31 December 2019

£0

£0

£36,437

£36,437

Disposals

£0

£0

£0

£0

Charge for year

£0

£0

£1,925

£1,925

At 31 December 2020

£0

£0

£38,362

£38,362

NET BOOK VALUE

At 31 December 2020

£316,152

£231,424

£4,387

£551,963

1 Parish Centre, Brinsmead Road

2 Holbrook Hall, Holbrook Road

3 Fixtures and fittings in the Centre and office

The gross book value of the land and buildings included in the accounts is as estimated for insurance purposes at 1 October 1998 .

The estimated insurance valuations at 28/09/20 are: Centre - £916k; Holbrook Hall - £560k

CURRENT ASSETS

Unrestricted

Restricted

2020

2019

Total

Total

DEBTORS

Interest /dividend accrued

506

506

1264

Prepayment

657

657

640

Furlough grant

1599

1599

0

Sundries

1891

1891

2743

Gift Aid due

0

0

4728

Total debtors

£4,653

£0

£4,653

£9,375

INVESTMENTS

Use

CCLA Church of England Investment fund- units 4126

General reserve

£32,522

32522

78580

CCLA Church of England Investment fund- units 556

Churchyard maintenance

£0

0

0

11175

£32,522

£0

£32,522

£89,755

CCLA Church of EnglandGlobal Investment fund- units 34712

General reserve

£39,384

0

39384

76888

Total investments

£71,906

£0

£71,906

£166,643

CASH AT BANK AND IN HAND

Account

Lloyds/TSB Deposit

General Reserve

1

1

1

Virgin Money Deposit

General Reserve

17280

17280

17196

CCLA C of E Deposit

Education & Training

1

1

1

CCLA C of E Deposit

General Reserve

100548

100548

548

CCLA C of E Deposit

Churchyard maintenance

7142

7142

0

CCLA C of E Deposit

Fabric Fund

1

1

1

CCLA C of E Deposit

Buildings Appeal

1

1

1

HSBC Community account

Choir bank account

399

399

349

HSBC Community account

Sunday club bank account

30

30

76

Nat West current account

Social Group bank account

982

982

720

Lloyds current account

Centre bank & petty cash

17362

0

17362

26974

Total short term deposits

£143,744

£3

£143,747

£45,867

Barclays deposit account

Spire Fund account

£1

1

24553

Barclays current account

main bank account

£37,125

0

37125

14970

£37,125

£1

£37,126

£39,523

Total cash at bank and in hand

£180,869

£4

£180,873

£85,390

TOTAL CURRENT ASSETS

£257,428

£4

£257,432

£261,408

LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR

Sundry creditors

£3,055

£0

£3,055

£2,898

NET CURRENT ASSETS

£254,373

£4

£254,377

£258,510

ANALYSIS OF NET ASSETS BY FUND

Unrestricted

Restricted

2019

2019

Total

Total

Tangible fixed assets

551963

0

551963

553888

Current assets

257428

4

257432

261408

Current liabilities

-3055

0

-3055

-2898

Fund balance

£806,336

£4

£806,340

£812,398

THESE NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED
31 DECEMBER 2020, FORM PART OF THE ACCOUNTS continued

1 Asset and liabilities

See detailed schedule

2 Accounting policies

Basis of the financial statements

The financial statements have been prepared under the Church Accounting Regulations 2006 in accordance with applicable accounting standards and the current Statement of Recommended Practice Accounting and Reporting by Charities and applicable accounting standard FRS 102.

The financial statements have been prepared under the historical cost convention except for investment assets, which are shown at market value. 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 affiliation to another body, nor those that are informal gatherings of church members.

Fund accounting

Endowment funds are funds, the capital of which must be retained either permanently or at the PCC's discretion; the income derived from the endowment is to be used either as restricted or unrestricted income funds depending upon the purpose for which the endowment was established in the first place.

Restricted funds comprise (a) income from endowments which is to be expended only on the restricted purposes intended by the donor and (b) revenue donations or grants for a specific PCC activity intended by the donor. Where these funds have unspent balances, interest or dividends on their pooled investment is apportioned to the individual funds on an average balance basis.

Unrestricted funds are income funds which are to be spent on the PCC's general purposes.

Designated funds are general funds set aside by the PCC for use in the future. Project funds are designated for particular projects for administration purposes only. Funds designated as invested in fixed assets for the PCC's own use abated in line with assets' annual depreciation charges in the SOFA. Designated funds remain unrestricted and the PCC will move any surplus to other general funds.

Income and resources

Planned giving, collections and similar donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate are received. Grants and legacies are accounted for when the PCC is entitled to the use of the resources, their ultimate receipt is considered reasonably certain and the amounts due are reliably quantifiable. Dividends are accounted for when declared receivable, interest as and when accrued by the payer. All incoming resources are accounted for gross.

Resources expended

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 PCC agreed contribution to the Diocese is accounted for when due. All other expenditure is generally recognised when it is incurred and is accounted for gross.

Fixed assets

Consecrated and benefice property is not included in the accounts in accordance with s10 (2) (a) and (c) of the Charities Act 2011.

Movable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property are listed in the church's inventory, which can be inspected (at any reasonable time). These assets should be capitalised as fixtures, fittings and equipment and depreciated.

For anything acquired prior to 2002, there is insufficient cost information available and therefore such assets are not valued in the financial statements. Individual assets with a cost of less than £1000 are not capitalised and are included as expenditure not in the balance sheet.

Fixtures, fittings and equipment assets within Church and Centre premises are depreciated on a straight line basis over 10 years. Equipment in the Office is depreciated over 5 years.

3 Staff costs

	2020	2019
Office	£11790	£11545
Parish Centre	£14960	£15383

The above costs relate to a part-time administrator employed in St Mary's Office and the share of a part-time letting secretary and caretaker employed in St Mary's Centre. The Centre staff also provide a similar service to St. Guthlac PCC for Holbrook Hall and their related costs have been recharged to St Guthlac PCC.

During the year, furlough grants were received totalling £3469 re St. Mary's administrator; £8178 re St. Mary's Centre employees and £4979 received and transferred to St Guthlac PCC re St Guthlac share of the Centre staff.

Payments to PCC members

No payments or expenses were paid to any PCC member or persons closely connected to them or related parties.

4 Investments

The agreed policy of the PCC is to maintain a balance between cash and investments, maximise income while not taking undue risks and to invest in ethical investments by using CCLA investments which are managed and operate under the Church of England ethical investment policy. Investments are valued at market value at 31st December and gains and losses are realised when investments are sold.

Investment sales to fund Spire and Churchyard light projects

In October, 20 following the PCC decision to start the Spire Repair Project, CCLA funds totaling £100000 were converted to cash and placed in a CCLA deposit account as designated funds for the Spire Repair Project.

At the same time, the proportion of the CCLA Investment Fund relating to the restricted churchyard fund was also converted to cash - £11000 (£1000 re a known liability; £10000 re general churchyard maintenance) and placed in a dedicated CCLA deposit account.

Most of the general churchyard maintenance fund will be used towards the PCC approved lighting project to upgrade all the churchyard lights. The project started in August 20 and will be finished by March 21.

The value of the remaining CCLA CBF Church of England Global Investment Fund units at the

31 December 20 was £39384.

The value of the remaining CCLA CBF Church of England Investment Fund units at the 31 December 20 was £32522.

5 Restricted funds

Education & Training , Building Appeal, Fabric,Vestments & Alter cover Funds

These Fund accounts are retained for future use. There was no movement during the year.

Churchyard Maintenance Fund

The fund is used to hold various donations made over a long period of time for the maintenance of graves. Following a detailed review in 2016-17 to identify any known liabilities, the balance of this Fund was designated to be used to contribute to the cost of any general maintenance in the churchyard which was the responsibility of the PCC.

	£
Balance at 1/1/20	10767
Expenditure on lighting project	-3859
Dividend income	<u>234</u>
Balance at 31/12/19	<u>7142</u>
Known liabilities	1000
Balance for PCC maintenance	<u>6142</u>
	<u>7142</u>

The Fund was held as part of the CCLA Investment Fund. In October 20, its share of this fund was sold and placed in a dedicated CCLA deposit account in anticipation of expenditure on a lighting project approved by the PCC to upgrade lighting in the churchyard. The project will be completed early in the new year using most of the remaining £6142.

Donations are now only accepted for unrestricted general churchyard maintenance and no longer for individual grave maintenance.

Spire Repair Project Fund

A restricted fund was set up in 2019 to hold donations and proceeds from fund raising activities to contribute towards the repair costs of the spire and tower.

The Spire Repair Project commenced on 19/10/20 and expenditure of £64181 was incurred by

31 December 20. All the funds contained in the restricted Spire Fund bank account at 31 December 20 were transferred to the main Church bank account and used towards paying the £64181 costs. The balance on the Fund account at the 31 December 2020 was therefore £1.

Independent Examiner's Report to the trustees of St Mary Magdalen Church, Knighton Parochial Church Council.

I report on the accounts for the year ended 31st December 2020

Respective responsibilities of the Trustees and Independent Examiner

As trustees of the charity, the members of the PCC are responsible for the preparation of the accounts. They 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;
- follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5)(b) of the 2011 Act; and
- 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 management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently I do not express an audit opinion on the accounts.

Independent Examiner's Statement

In connection with my examination, no matters have come to my attention:

1. which give me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with s.130 of the 2011 Act; or
- to prepare accounts which accord with these accounting records have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

S.A Rankine



Corner Thatch,
Bell Lane,

Burton Overy Leicestershire LE8 9DB

Dated: 12 February 2021



Faith for Life

“I have come that they may have life; life in all its fullness” – Jesus (John 10.10)