



Annual Report of the Parochial Church Council for the year ended 31st December 2020

Administrative information

The *Parochial Church Council (PCC) of the Ecclesiastical Parish of Lytchett Minster* is a charity registered with the Charity Commission (Number 1131216). In 2010 a United Benefice was formed comprising two parishes: Lytchett Minster Parish Church with St Dunstan's Upton, and St Mary's, Lytchett Matravers. The Team Rector is based in Lytchett Minster and Upton.

The benefice is in Poole & North Bournemouth Deanery in the Diocese of Salisbury within the Church of England. Lytchett Minster Parish Church is situated on the main Dorchester Road through Lytchett Minster. St Dunstan's Church (and the adjacent Community Centre) is situated on Poole Road in Upton.

PCC members who have served from 9th September 2020 until the date of this report was approved are:

Incumbent: Interregnum (Team Rector Rev Matthew Simpson licensed Oct 21st 2020)

Associate

Minister The Revd Howard Page-Clark

Warden: Mrs Carole Singleton

Mr Fran Routledge

(Vice chair)

Deanery Synod Mrs Jane Routledge

(until APCM 2023)

Reps: Mr Matt Reeds

(until APCM 2023)

Mr Mark Rathbone

(until APCM 2023)

Elected

Members:

Mrs Heather Borg-Foley

(until APCM 2021)

Mrs Jane Sequeira

(until APCM 2021)

Mr Matt Reeds

(until APCM 2021)

Mr Mark Rathbone

(until APCM 2022)

Mr Richard Tazewell

(until APCM 2022)

Mr Ian Swinden

(until APCM 2022)

Mrs Julie Adams

(until APCM 2022)

Miss Lexi Dyer

(until APCM 2023)

Mrs Helen Pope

(until APCM 2023)

Mrs Liz Wilson

(until APCM 2023)

LLM invited Mr Dave Parker

to attend:

Treasurer: Mr Henry Richbell

Structure, governance and management

The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

Objectives and Activities

Lytchett Minster PCC is responsible with the incumbent to offer worship to God and to promote the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

Church attendance

The Church Membership used for the Fairer Share calculation based on church membership was 148 adults and we declared ourselves to be a band "C" church (ie slightly below diocesan average income and ability to pay). The number of worshippers increased substantially at major festivals, and the Fairer Share figures exclude all who are under 18.

Electoral Roll

This year the electoral roll has been completed as required by the Church of England This notice was displayed on the 18th January until 15th February 2021. There are now 185 names on the roll. Approximately one third of our worshippers live outside the parish. There is an encouraging number of new people getting involved in the church.

Financial Review

The trustees who make up the Church Council are required to maintain accounting records and prepare annual financial statements in accordance with Charity Commission guidelines. The major part of this responsibility is delegated to the Treasurer, Henry Richbell. Sue Hunnings chairs the Finance Working group which supports the treasurer and oversees the setting of annual budgets. The Group currently also includes Brian Barlow, Carole Singleton, Ian Swinden, Jane Sequeira and Sarah Hewetson.

Total receipts on ordinary restricted funds in 2020 were **£100209** and are detailed in the financial statements. A total of **£16010** was recovered in reclaimed tax. Due to the pandemic there was no general fundraising undertaken during the year.

£105011 was spent on providing Christian ministry in our parish and beyond, which includes our diocesan Parish Share. At **£78691** the Parish Share remains at one of the highest levels (**75%** of our total annual budget), reflecting our continued numerical return. The majority of those who work under the auspices of the PCC are volunteers.

In addition to covering clergy expenses and the costs of worship much of this expenditure also covered cost of outreach in the parish. We again laid on a number of Christmas Carol services to accommodate all those who wished to attend. The PCC gave donations totalling **£4367** from its own funds to support mission beyond our parish during 2020. In addition, a number of specific church collections were organised to support other charities such as the Children's Society, Routes to Roots and Christian Aid.

The General fund showed a deficit of income over expenditure of **£4801** due to a in the main to the pandemic which meant that the church was closed for a lengthy periods. Despite this Utility charges, insurance and grounds maintenance together with essential repairs accounted for **£15148** Despite this all budget areas are keeping tight control on expenditure and 2021 should see a return to normal expenditure.

The 2021 budget is very similar to 2020 and we have budgeted a very small surplus of **£1875** so yet again a close watch on expenditure will still need to be kept. I am sure that with careful guardianship this will end up with a surplus as the end of 2021 but as usual I would ask everyone to think before spending.

Reserves policy

It is PCC policy to maintain a positive balance on unrestricted funds (if possible), to allow adequate cash flow without the need to borrow, and to cover any emergency situation that may arise. The bulk of such liquid funds are invested with the CBF Church of England Deposit Fund which pays interest quarterly, the remainder being held in a Coop Bank current account which adds a small monthly interest receipt.

Safeguarding

Sue Hunnings is the safeguarding officers for the parish during 2020.

Accounts January to December 2020 follow here with the Examiners Report for the year ended 31 December 2020.

Approved by the PCC 20th February 2021 Signed on their behalf by Rev Matt Simpson

Jan - Dec 20

Ordinary Income/Expense

Income

CBF Deposit Account Interest	66.24
Donation not in church service	1635.39
Gift Aided Giving	175.00
Legacies & Bequests	2000.00
Lettings	3455.50
LUCA Bookings	204.75

Offerings in church

Offerings Parish Church	2805.45
Offerings St Dunstan's	1051.46

Total Offerings in church	3856.91
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PCC Statutory Fees	2170.00
Planned Giving	67468.75
Reclaimed tax	16010.60
Rent and Wayleave Fees	720.00
Sales	160.38
VAT Grant Scheme Refund	2196.40
War Graves Maintenance Fees	90.00

Total Income	100209.92
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Expense

Accounting and Bank Charges	534.10
Churchyard Costs	3069.79
Cleaning costs	315.00

Clergy Expenses

Clergy Expenses HB	268.16
Clergy Expenses HPC	560.50
Clergy Expenses JdeG	159.92
Clergy Expenses MS	325.83

Total Clergy Expenses	1314.41
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Cost of Sales	188.20
Diocesan Share Contribution	78691.30
Hospitality and Kitchen	228.28
Insurance costs	3306.56
Licence & Subscription costs	574.20
Link Group	-22.00
Mission Donations	4367.05

Music Costs

Musical Instruments and Books	124.56
Organist	150.00

Total Music Costs	274.56
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Office

Office Running Costs	1337.17
Printing & Supplies	1274.99

Total Office	2612.16
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Outreach Events costs	-127.48
Repair and Maintenance Costs	5536.31

Services Costs

Services Altar Costs	757.27
Services Flower Costs	84.78

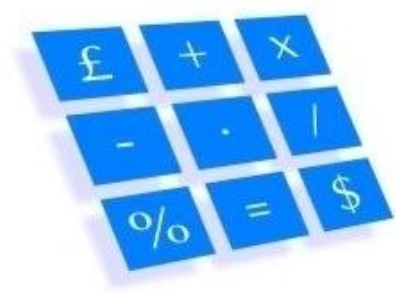
Total Services Costs	842.05
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Utilities Costs	3236.83
Youth Work costs	69.42

Total Expense	105010.74
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Net Ordinary Income	-4800.82
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Profit for the Year	-4800.82
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Martin Arthur

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Independent Examiner's Report to the Trustees of Lytchett Minster Parish Church

Independent examiner's report to the trustees of Lytchett Minster Parish Church

I report to the charity trustees on my examination of the accounts of the Lytchett Minster Parish Church (Charity) for the year ended 31 December 2020.

Responsibilities and basis of report

As the charity trustees of the Charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

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

Independent examiner's statement

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

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

I confirm that there are no other matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.

Martin Arthur
FMAAT, FFA, FIPA, FFTA, MIH, ACIE.
12th February 2021



Martin Arthur is licensed and regulated by the Association of Accounting Technicians to provide services in accordance with License No. 2208 details of which are displayed at the registered address shown below.

Owner: Martin Arthur FMAAT, FFA, FIPA, FFTA, MIH, ACIE