

## Trustees' Annual Report and Accounts 2020

### Aim and Purposes

St Paul's Parochial Church Council (PCC) co-operates with our Priest in Charge (the Rev. Canon Andrew Sewell until September) in promoting the pastoral, evangelistic and social mission of the church in the parish. The PCC is also specifically responsible for the maintenance of the church and halls, which are all part of the same building at St Paul's Boxley Road, Maidstone.

### Objectives and Activities

The PCC seeks to serve our parish and the wider community in Maidstone and beyond in various ways. Our Vision Statement reflects this: *"Becoming Christian Community – serving the wider community."*

Through prayer and scripture, music and sacrament, activity and silence, our worship is at the heart of who we are. We are committed to enabling as many people as possible to worship at St Paul's and to become part of our church community. To this end, the PCC maintains an overview of our worship, and regularly discusses our pattern of services.

In line with the Charity Commission's guidance on public benefit, and the particular guidance on charities for the advancement of religion, we try to enable ordinary people to grow in faith and live it out as part of our church community. As well as providing opportunities for worship, we do our best to help people deepen their knowledge and understanding of the Christian faith, and their relationships with God and others.

We offer pastoral care for those living in the parish and for others who are part of our church community. We seek to reach out in various ways, and to contribute to the needs of the wider world.

Like every church, we are all too aware that we are not all that we could be. That is why our vision is about *"Becoming Christian Community..."* We are a work in progress, seeking always to better reflect the life of Jesus Christ in our life together, and no truly Christian community exists for its own sake. We are not a private club; of course we do our best to look after our own, but it goes much further than that. Hence *"serving the wider community."*

One of the primary ways in which we serve the community is to make our premises available not just for worship, but for a range of activities which contribute positively to people's quality of life. With two halls and a kitchen as well as the worship space itself, we have flexible facilities which we are continually seeking to improve.

### Achievements and Performance

#### *Reviewing our Church Life*

We have continued to build stronger and deeper relationships and to make St Paul's a welcoming place. But, as people inevitably move on there are signs of numerical decline over the last twelve months.

Of course, it's not just about numbers. The atmosphere during worship and afterwards, with coffee and excellent cake served in church after the main 10:30 service, is positively buzzing. Many people stay for up to an hour after services, building the sense of Christian community and mutual support, which is at the heart of our vision statement. As time goes on, the conversations are touching on deeper subjects, and there are healthy signs that people are genuinely looking out for one another.



Sadly the COVID 19 restrictions which came into force in March saw the closure of places of worship and because of the infection levels in the Maidstone area, St Paul's has been closed for public worship for much of the year. When services have resumed we have all had to adjust to the impact the pandemic has had on the way we can worship in church.

## *Worship and Prayer*

We seek to offer a range of worship to suit people of different backgrounds, ages and temperaments. On normal Sunday mornings we hold a traditional Communion Service, followed by more family-friendly All Age Worship, which has Holy Communion twice a month and Café Church once a month. Since its re-introduction to the life of St Paul's in 2011, Café Church is now firmly established.

On Sunday evenings through the month we have a variety of quieter, more contemplative services, from Prayer Book Evensong to worship drawing on Taizé liturgy. All are welcome to attend our regular services. The average Sunday Attendance numbered 37 adults and 4 children.

Following the announcement on the 23<sup>rd</sup> March that places of worship had to close, St Paul's like many churches, had to embrace on line services. To that end, we began to share our services using Zoom™ with links shared to those people whose GDPR registrations were up to date. As regulations changed through the year, we sometimes live streamed services from inside church using Zoom™ so that those who were uncomfortable attending church using our COVID-safe protocol could still participate with services. All these services whether in church or from home were recorded and later published using YouTube™ with the links on the church website.

## *Ministry*

Andrew Sewell's role as Acting Archdeacon of Maidstone was extended a further six months from April. This has continued to increase the pressure on others, especially the Churchwardens and those who share in leading worship. Sadly for us, we had to say goodbye to Andrew at the end of September when his appointment as Archdeacon of Maidstone was made substantive. We have been very fortunate to have Anthea Mitchell and Captain Graham Nunn plus a willing team of retired clergy to lead our services during the interregnum.

Maureen Thomas is Reader Emeritus, and although now retired still likes to keep in touch with the elderly. Gwyn McPherson's Authorised Lay Ministry has continued to develop along with her role as a Street Pastor in the town, and she has been employed by Maidstone Churches Winter Shelter for a third winter (2020/21). Jenny Clifton's ministry as Pastoral Assistant has become more and more vital to an aging congregation, and she continues as a Chaplain to Fremlin Walk shopping centre.

Anthea Mitchell, who joined our congregation some ten years ago, is now into her third year of training to become a Minister in Secular Employment. Her work in the hairdressing salon which she owns will be the main focus of her ministry, but she has been offered and has accepted the role of part-time non-stipendiary, Assistant Curate at St. Paul's to be supervised by Rev Chris Lavender who is Priest-in-Charge at St. Nicholas, Allington and St. Andrew's Barming (and the new Area Dean). Along with this and her studies, she has managed to contribute to life at St Paul's, both on Zoom and in person (when we were meeting physically). She looks forward to her ordination in the summer 2021 but has already taken several funerals and is planning a baptism with a local family. She is currently serving on the Mission and Ministry Committee and on Deanery Synod as well as the PCC.

We must not forget the other ways in which members of St Paul's seek to make a difference in the world through their own ministry at work, at home, as volunteers and in the wider community, in all sorts of ways too many to name.



## *Pastoral care*

St Paul's believes that care for others must always play an important role in the way we live, and that we should reach out not only to our families, friends and church family, but also to the wider community. We have a dedicated pastoral team, led by our ALM Pastoral Assistant, which keeps in touch with those who live on their own or who are unwell or struggling.

We have one Care Home in our Parish which is visited when permitted, with residents being offered communion and services at special times. Likewise when permitted, home communion is also offered to our local housebound members.

## *Deanery Synod*

Two members of the PCC sit on the Deanery Synod.

This year has seen churches working together in various ways across the town although activity has been heavily curtailed due to the COVID situation. Gwyn has been even more involved in the Winter Shelter and the Food Bank. The Deanery Environment Group, who work constantly to look at practical ways in which we can care for creation in our parishes, have the full support of St. Paul's, and this work is driven by Jenny Clifton assisted by others. Our preaching and prayers this year have also reflected our interest in these matters and our willingness to do better in this regard.

The impact of losing Andrew Sewell to his temporary (and ultimately permanent) Archdeacon role this year has been felt by all the parishes in the deanery but by St. Paul's in particular. The role will now revert to a standard Area Dean remit rather than a half-time paid post. This comes at a time when further cooperation across deaneries is very much on the agenda due to the financial challenges in the diocese made worse by the pandemic. St. Paul's hopes that we can fully participate and partner with our fellow churches in the deanery as we journey together for a brighter, more missional and more sustainable future.

## *Social, Fundraising and Outreach Events*

The highlight of the year was a successful Variety Show held at the end of January. This was a joint collaboration between St Paul's Church and a number of our hall users. The proceeds of the event were shared evenly between St Paul's and the Maidstone Churches Winter Shelter.

## *Use of the Halls*

Normally three thousand people cross St Paul's threshold each month. The premises are in use every day of the week, in a variety of ways which we believe contribute to the social well-being of our community.

We see the hospitality that we offer to all who cross our threshold as central to our mission and are always looking for ways to make them feel more welcome. Leaving the doors to the worship space permanently unlocked allows parents to take advantage of the low seating area at the back of church whilst the children play in the children's area. It also means that everyone can have access to the worship space.

During the pandemic many of our hall users even if permitted, have been unable to resume their group activities for a variety of reasons. Those that have returned have liaised with our Parish Administrator so that everyone follows the COVID safe protocols.

## *Care of our building*

The repair to the ceiling in the small hall was completed early in the year but the poor weather over the Christmas period in 2019 resulted in a further ceiling collapse in the prayer



room on Christmas Eve. This was repaired and the leaking roof which led to the problem was also repaired. Mark Turner repainted the room and the flooring was replaced.

Much to our relief, the boiler has functioned reasonably well during the year, though high winds and general temperamental tendencies still mean it does not always fire up reliably. A small number of volunteers have helped keep the place in order, but we need to recruit more workers as numbers have dropped.

The building continues to be a significant drain on our resources as when the first lockdown was lifted we were still unable to return to church because two colonies of bees had taken up residence in the cavity wall high above the nave. Arranging their humane removal and re-homing was both costly and time consuming, and rendered the building unusable for the summer months.

## *Communication*

We endeavour to keep in touch with our worshipping community, hall users and the wider community by a variety of means. This has been especially important during the pandemic. We publish a Parish magazine but again the schedule has been affected by COVID restrictions. The magazine is available by e-mail, as hard copy (in church and taken to those without electronic access), and on the church website. The website has been a vital means of keeping everyone up to date and of passing on notices and news and is expertly managed by our Parish administrator. Church members also support each other using a church WhatsApp™ group and house groups (both virtual and in person when permitted). Members also support those without IT access by telephone or visits in person where these are within regulations.

## **Planned Giving**

Planned giving occurs in two different ways, by standing orders and by envelope. In 2020 several planned givers changed from giving by envelopes to giving by standing order as Church access was restricted and eventually stopped. Most envelope givers were kind enough to forward cheques to the treasurer or give by bank transfer and we are very grateful to them for helping our cash flow.

In 2020 the sum given by standing orders was £23,516 and giving via envelopes and cheques was £9,967, a total of £33,483. We have been able to claim gift aid on nearly all this sum.

Using the Gift Aid Small Donation Scheme, we were also able to claim on anything in the open collection, which is an individual gift of £30 or less. This is a very good scheme, but we encourage regular givers who are taxpayers to give using envelopes or a standing order.

We are very grateful to all who give.

## **Financial Review**

Planned giving reduced by 3.6% and due to the inability to hold services in church during much of the year due to the COVID 19 pandemic, collections at services reduced by nearly 60%. The total for giving was £35,128 compared with £38,786 in 2019, an overall decline of 9.4%.

Gift aid and gift aid on small donations receipts banked were £9,485 compared with £9,483 in 2019. £1,280 (2019 £2,475) was outstanding on donations received in the year being the claims for November and December.



We were blessed with a legacy of £200 and also donations of £1,600 towards replacing the ceiling in the small hall, £240 towards the cost of removing two swarms of bees that settled in the cavity wall, £400 from St Paul's Fellowship and the remaining donations of £480 were primarily from members of the congregation, aware of our need.

Hall Income was £12,359 compared with £31,477 in 2019 and it was sad to have the halls, normally so well used by the community for such a great range of activities, closed or with limited usage for much of the year during lockdowns and restricted when only limited social contact was allowed.

The most significant item of expenditure, the Parish Share, was paid in full. The cost is for ministry and central costs within Canterbury Diocese.

The notes on page 3 show details of fundraising, interest and dividends, the latter two items being split between unrestricted, restricted and endowment funds. We were thankful that a very successful Variety Show was held in January 2020.

We started the year aware that repairs and maintenance expenditure would be high as we were committed to the substantial costs for the removal of and then replacement of the small hall ceiling which failed in 2019. In addition, we unfortunately suffered damage by water ingress into the prayer room and work was required to maintain the roof. An analysis of this item is shown on page 3. Also, included within hall upkeep is the cost of £1,260 for the removal of the two swarms of bees.

After several years where income and expenditure have been broadly in balance, unfortunately due to the high repair and maintenance costs and the unexpected loss of hall income, payments exceeded receipts by £45,754 (2019 Excess receipts £11,556).

The second page of the accounts identifies the movement of funds. At 31 December there was £27,146 (2019 £52,900) in current and deposit accounts.

In order to maintain cash reserves 1025.80 shares held in the contingency fund were sold, the proceeds being £20,000, a price of £19.497 per share. The mid-market value of the remaining shares on 31 December 2020 was £19.061 per share some 11.9% above the value on 31 December 2019. The value of the remaining shares held at 31 December 2020 was £71,303.

Adding gift aid recoverable, our total assets at 31 December amounted to £99,728 (2019 £141,516) of which £69,609 (2019 £65,114) was in restricted funds. We urgently need to replace the funds used in replacing the small hall ceiling and loss of income and then build reserves so that we can continue to maintain our building for worship, mission and community use.

Finally, we must thank Jan for continuing to look after planned giving and tax recovery, Also, Margaret who counts and banks the cash and along with Tracey, our administrator, looks after the hall users.

## Volunteers

Most of our members normally take an active role as volunteers in many aspects of church life. The impact of the pandemic has meant the focus this year has been mainly pastoral. In particular we would like to mention our churchwardens who have worked so hard to keep the church safe and now have extra responsibilities as we are in an interregnum.

St Paul's members have continued to support Maidstone Homeless Care through prayer and donations of food and money. We are grateful that Allert and Rosemary have arranged for their house to be used as a collection point and deliver the food on agreed dates.

## Structure, governance and management

The PCC is a body corporate established by the Church of England. (PCC Powers Measure 1956, Church Representation Rules 2006) and is registered with the Charity Commission.

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. At present there are 68 parishioners on the Church Electoral Roll of which 47 are non-resident within the parish.

St Paul's PCC has the responsibility of co-operating with the incumbent, the Rev. Canon Andrew Sewell to 27<sup>th</sup> September, in promoting in the ecclesiastical parish the whole mission of the Church: pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the Church Centre complex of St Paul's.

The full PCC met six times during the year with an average level of attendance of 76%. Committees met between meetings and minutes of their deliberations were received by the full PCC and discussed where necessary with particular emphasis on worship, finance, fabric, outreach and mission.

## Administrative information

St. Paul's Church is situated in Boxley Road, Maidstone. It is part of the Diocese of Canterbury within the Church of England. The correspondence address is St Paul's Church, Boxley Road, Maidstone, ME14 2AN. Registered charity number 1131270.

PCC members who have served from 1<sup>st</sup> January 2020 until the date this report was approved are:

Ex Officio Members:

*Incumbent* Reverend Canon Andrew Sewell until 27<sup>th</sup> September 2020

*Warden* Mr B Beswick  
Mr M Turner Vice Chair

<i>Deanery Synod</i>	Mrs G McPherson	Worship Leader	until 11 <sup>th</sup> October 2020
	Mrs J Clifton	Pastoral Assistant	from 18 <sup>th</sup> November 2020
	Mrs A Mitchell	3 <sup>rd</sup> year Ordinand	from 11 <sup>th</sup> October 2020

Elected members:

Mrs J Hudson	Gift Aid Secretary
Mr P Hudson	
Mrs C Kिरrage	Parish Safeguarding Officer, Parish Disclosure Officer
Mrs A Lewis	Parish Safeguarding Officer
Mr A Riepma	
Mrs M Thomas	Reader Emeritus
Mrs J Turner	Secretary
Ms S Vale	from 11 <sup>th</sup> October 2020



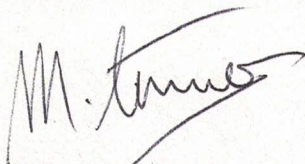
Mrs C Wylie

Co-opted Member:

Mrs S Willmott

Treasurer

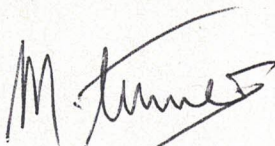
Approved by the PCC on 12<sup>th</sup> April 2021 and signed on their behalf by



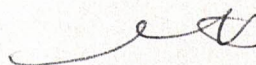
PCC Vice Chairman

**Financial Review**

Approved by the PCC on 12<sup>th</sup> April 2021 and signed on their behalf by



PCC Vice Chairman



PCC Treasurer

## THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST PAUL, MAIDSTONE (Charity Registration No. 1131270)

## RECEIPTS AND PAYMENTS

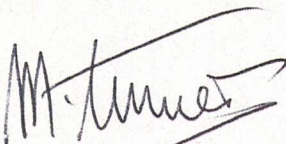
For the year ended 31 December 2020

	Note	Unrestricted Funds	Restricted Funds	Endowment Funds	2020	2019
<b>RECEIPTS</b>						
<b>Voluntary receipts regular giving</b>						
Planned giving		£33,482.60			£33,482.60	£34,741.40
Collections at services		£1,645.90			£1,645.90	£4,045.03
Gift Aid recovered		£8,612.69			£8,612.69	£8,449.07
Gift Aid Small Donation Scheme		£872.81			£872.81	£1,034.38
		<b>£44,614.00</b>	-	-	<b>£44,614.00</b>	<b>£48,269.88</b>
<b>Other voluntary receipts</b>						
Sundry donations and Legacies	3a)	£2,920.00			£2,920.00	£10,867.20
Donations for flowers		£158.50			£158.50	£284.90
		<b>£3,078.50</b>	-	-	<b>£3,078.50</b>	<b>£11,152.10</b>
<b>Receipts from activities for generating funds</b>						
Fund raising	3b)	£784.80			£784.80	£846.63
Hall Income		£12,358.75			£12,358.75	£31,476.75
Miscellaneous						£168.57
		<b>£13,143.55</b>	-	-	<b>£13,143.55</b>	<b>£32,491.95</b>
<b>Receipts from church activities</b>						
Fees & Charges					-	£735.00
Collection(s) for charity	3c)				-	£821.90
		-	-	-	-	<b>£1,556.90</b>
<b>Income from investments</b>						
Interest	3d)	£37.89	£6.24	£4.42	£48.55	£102.51
Dividends	3e)	£501.02	£1,933.52		£2,434.54	£2,510.83
		<b>£538.91</b>	<b>£1,939.76</b>	<b>£4.42</b>	<b>£2,483.09</b>	<b>£2,613.34</b>
Other						
Miscellaneous		£58.00			£58.00	
Collection for leaving gifts	3f)					-
<b>Total receipts</b>		<b>£61,432.96</b>	<b>£1,939.76</b>	<b>£4.42</b>	<b>£63,377.14</b>	<b>£96,084.17</b>
<b>PAYMENTS</b>						
Parish Share		£45,592.63			£45,592.63	£46,315.00
Clergy expenses			£462.52		£462.52	£1,636.83
Mission giving and donations	3g)	£1,588.25			£1,588.25	£4,699.37
Administration and cleaning staff		£10,746.50			£10,746.50	£9,712.92
Organist, Choir, Organ etc.		£601.80			£601.80	£1,711.60
Maidstone Deanery					£0.00	£110.00
Upkeep of Services		£833.52			£833.52	£656.04
Children's work		£492.50			£492.50	£196.20
Flowers					£0.00	£67.79
Gifts/subsidies		£107.64			£107.64	£286.00
Fund raising expenses					£0.00	£265.08
Heating, Lighting, etc		£6,649.97			£6,649.97	£9,434.65
Insurance		£2,841.45			£2,841.45	£2,786.98
Repairs & Maintenance	3h)	£33,547.64			£33,547.64	£2,928.41
Hall Expenses etc		£2,937.20			£2,937.20	£740.26
Fees for contactless giving		£8.11			£8.11	£1.61
Administration & sundries		£1,897.71			£1,897.71	£2,621.96
Parish website		£486.13			£486.13	£117.00
Fees to the Diocese		£86.00			£86.00	
Independent Examiner fee		£252.00			£252.00	£240.00
<b>Total payments</b>		<b>£108,669.05</b>	<b>£462.52</b>	-	<b>£109,131.57</b>	<b>£84,527.70</b>
<b>Excess of Receipts over Payments</b>		<b>(£47,236.09)</b>	<b>£1,477.24</b>	<b>£4.42</b>	<b>(£45,754.43)</b>	<b>£11,556.47</b>



	Note	Unrestricted Funds	Restricted Funds	Endowment Funds	2020	2019
Opening balances		£51,387.95	£716.94	£795.06	£52,899.95	£41,343.48
Movement above		(£47,236.09)	£1,477.24	£4.42	(£45,754.43)	£11,556.47
Contingency fund - Sale of shares		£20,000.00			£20,000.00	
Interest Balson Endowment Fund		£4.42		(£4.42)	£0.00	£0.00
Closing Balances		<b>£24,156.28</b>	<b>£2,194.18</b>	<b>£795.06</b>	<b>£27,145.52</b>	<b>£52,899.95</b>
<b>Statement of Assets and Liabilities</b>						
<b>Cash Funds</b>						
Current Account		£ 23,681.66			£23,681.66	£30,049.21
Less funds held on behalf of Fellowship		(£131.42)			(£131.42)	(£381.42)
Cash in Hand		£294.75			£294.75	£24.75
Fabric Fund			£565.82		£565.82	£514.03
Contingency Reserve Fund		£1,126.42			£1,126.42	£21,088.53
Balston Endowment Fund	2			£795.06	£795.06	£795.06
Vicar and Church Warden's Account		£813.23			£813.23	£809.79
		<b>£25,784.64</b>	<b>565.82</b>	<b>£795.06</b>	<b>£27,145.52</b>	<b>£52,899.95</b>
Gift Aid and GASDS recoverable		<b>£1,279.75</b>			<b>£1,279.75</b>	<b>£2,474.60</b>
Fees payable to Canterbury Diocesan Board of Finance						<b>(£237.00)</b>
<b>Investment Assets at market value</b>						
Assistant Clergy and Randall Mercer Funds			£67,274.35		£67,274.35	£62,945.76
Fabric Fund			£1,768.46		£1,768.46	£1,654.68
Contingency Reserve Fund		£2,259.95			£2,259.95	£21,778.21
	1	<b>£2,259.95</b>	<b>£69,042.81</b>	<b>-</b>	<b>£71,302.76</b>	<b>£86,378.65</b>
Net Assets		<b>£29,324.34</b>	<b>£69,608.63</b>	<b>£795.06</b>	<b>£99,728.03</b>	<b>£141,516.20</b>

Approved by the PCC on 12 April 2021 and signed on their behalf by



Mark Turner  
PCC Vice Chairman

#### Notes

- 1 The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payments basis. The accounts have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value.
- 2 The Endowment fund has to be retained as a capital fund, but the income is for ordinary church purposes and is paid to the current account.
- 3 Further Analysis of Receipts and Payments

#### Receipts

- a) Sundry donations and legacies includes one legacy of £200 (2019 £10,000).



	Unrestricted Funds	Restricted Funds	Endowment Funds	2020	2019
b) Fund raising					
Variety Show	£784.80			£784.80	
Pub Night					£316.63
Barn Dance					£530.00
	£784.80	-	-	£784.80	£846.63
c) Collections for charities					
Ride and Stride					£340.00
Maidstone Churches Winter Shelter					£367.40
The Children's Society Christingle					£114.50
	-	-	-	-	£821.90
	Unrestricted Funds	Restricted Funds	Endowment Funds	2020	2019
d) Interest					
Fabric Fund		£2.80		£2.80	£3.64
Contingency Reserve Fund	£37.89			£37.89	£87.01
Balston Endowment Fund			£4.42	£4.42	£5.81
Vicar and Church Warden's Account		£3.44		£3.44	£6.05
	£37.89	£6.24	£4.42	£48.55	£102.51
e) Dividends					
Assistant Clergy Fund & Randall Mercer		£1,884.53		£1,884.53	£1,829.70
Fabric Fund		£48.99		£48.99	£48.09
Contingency Reserve Fund	£501.02			£501.02	£633.04
	£501.02	£1,933.52	-	£2,434.54	£2,510.83

3f) The 2019 accounts included money collected from the congregation for gifts which were given, together with PCC funds to two leavers. The accounts have been restated to show solely the PCC contribution.

#### Payments

	Unrestricted Funds	Restricted Funds	Endowment Funds	2020	2019
g) Mission giving and donations					
Maidstone Deanery - Waypoint					£500.00
Friends of Canterbury Cathedral	£25.00			£25.00	£25.00
Homeless Care	£500.00			£500.00	£150.00
CPAS ventures					£282.00
Maidstone Street Pastors	£250.00			£250.00	£500.00
Church Army	£500.00			£500.00	£500.00
Friends of Kent Churches					£340.00
Maidstone Churches Winter Shelter					£1,509.25
CAST	£250.00			£250.00	£550.00
Other	£63.24			£63.24	
The Children's Society Christingle*					£143.12
CDBF Advent Justice Appeal					£200.00
	£1,588.24	-	-	£1,588.24	£4,699.37
* Including gift aid and gift aid on small donations £120.47 (2018 £43.60)					
				2020	2019
h) Repairs & Maintenance					
Small hall ceiling collapse -Asbestos removal and replacement	£25,056.21			£25,056.21	£2,797.00
Repairs and Clearing to Roofs & Rainwater Goods	£2,946.66			£2,946.66	
Repairs to Prayer room following water ingress	£5,407.89			£5,407.89	
Sundry	£136.88			£136.88	£131.41
	£33,547.64	-	-	£33,547.64	£2,928.41



**INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF  
ST. PAUL'S CHURCH, MAIDSTONE  
FOR THE YEAR ENDED 31 DECEMBER 2020**

I report on the accounts of St. Paul's Parochial Church Council (PCC) for the year ended 31 December 2020, which comprise the Receipts and Payments Account and Statement of Assets and Liabilities and related notes set out on pages 1 to 3.

*Respective responsibilities of members and examiner*

The members are responsible for the preparation of the accounts. The members consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the General Directions given by the Charity Commissioner under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

*Basis of independent examiner's report*

My examination was carried out in accordance with the General Directions given by the Charity Commissioner. An examination includes a review of the accounting records kept by the Parochial Church Council and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and the seeking of explanations from you as members 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 give me cause to believe that in any material respect:

- the accounting records were not kept in accordance with section 130 of the 2011 Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of the accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement to show 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.



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Kent  
ME16 8TX

J A GRIGGS FCA  
LEVICKS  
Chartered Accountants and Business Advisers

05 May 2021