

**Report of the Trustees and
Unaudited Financial Statements for the Year Ended
31 December 2020
for
Stokesley with Seamer PCC**

Stokesley with Seamer PCC

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for the Year Ended 31 December 2020**

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Stokesley with Seamer PCC

Report of the Trustees for the Year Ended 31 December 2020

The trustees present their report with the financial statements of the charity for the year ended 31 December 2020.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1131281

Principal address

The Rectory
Leven Close
Stokesley
Middlesbrough

Trustees

Trustees

Ex-officio

Clergy: The Revd A. Paul Hutchinson (Rector & Chair - ceased on 25th January 2020);

Churchwardens: Judith Turland; John Groom (Vice Chair); David Hand (from 19 October 2020); one vacancy.

Deanery Synod Members: Martin Bailey (ex-officio DFA); Noel Harker; Jo Tulip

Elected

Gillian Duffy (Treasurer); Alwyn Boulby; Nadine Brown; Anne Bryant; Guy Davies; Jennifer Finel; Colin Hinton; Jenny James; Pauline Thomas (to 4 September 2020); Heather Waring; Jean Webster; Michael Westgarth-Taylor (PCC representative on the Standing Committee).

The PCC has also appointed unremunerated office holders who are not PCC members: Secretary - Georgina Tuckett; Electoral Roll - Paula Davies; Safeguarding - Jane Atha.

Independent examiner

Paul Tranter FCA

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The Parochial Church Council (PCC) is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2017) and a registered charity (number 1131281). It has the responsibility, with the Priest-in-Charge (its Chair), of promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. All who attend worship are encouraged to register on the Church Electoral Roll and to stand for election to the PCC.

The PCC met twice in person in February and March, and the remaining three meetings of the year were held on Zoom. The Standing Committee, comprising the churchwardens, treasurer and secretary plus one PCC representative met seven times during the year, six of these meetings being on Zoom. As we were in vacancy, both of these bodies were chaired by John Groom, our PCC Vice Chair. Our Annual Parish Meeting was delayed because of the pandemic and took place in person (as legally required by church regulations) on 19 October 2020.

Risk Management and Safeguarding

PCC Members, as trustees, acknowledge their duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. PCC members have also taken due regard of House of Bishops' guidance on Safeguarding Children and Vulnerable Adults, and the PCC adopted the new "Promoting a Safer Church" national policy in 2017 and updated policies in accordance with Diocesan guidelines in the course of 2019. No reports have been received of any incidents of concern.

OBJECTIVES AND ACTIVITIES

Purpose and Values

Our statement of purpose and values, adopted in 2011, continues to be:

Purpose:

Our purpose is to worship God, to follow Jesus, and to show his love to all.

Values:

1. We worship the one true God, Father, Son and Holy Spirit. We aim to do this through prayer, praise and study that is faithful, varied and vibrant, offered throughout the week.
2. As a reflection of God's open and inclusive love, we welcome all people of all ages, so they may develop a relationship with him.
3. As the Body of Christ, our commitment to one another is one of friendship, encouragement and support, within and beyond our organised activities.
4. We want everyone to explore their call to discipleship in daily life, and we encourage them to develop that calling in the offering of time, skills, and money within and beyond the church.
5. We ensure that the church's vision, values, activities and organisation are widely and accessibly publicised and understood.
6. We maintain and develop our buildings for worship and mission and as valued spiritual places and resources within the local community.

OBJECTIVES AND ACTIVITIES

Membership, Worship, Study, Prayer, Mission, Evangelism, and Ecumenical Activity

The new 2020 Electoral Roll contained 142 names (2019: 131). Due to Government guidance and the Covid-19 pandemic, the church was closed or only operating on a limited basis for most of the year. We were in vacancy from 25 January 2020, and both churches were closed from 26 March until 4 July 2020. During this time a contact and support system was set up with all members of the electoral roll who we identified as living alone. Prayers and readings for Holy Week were distributed. In July the Church was opened three days a week for Private Prayer. Seamer church remained closed throughout this period.

From September services in church were allowed and we introduced a Sunday services each week in Stokesley in conjunction with Gt Ayton church, and Private Prayer was reduced to once a week. Rigorous risk assessments and procedure were put in place to allow us to safely hold services in church. The social distancing measures introduced inevitably lead to a significant reduction in the numbers who could attend church, down from over 100 to 39. When services took place in church, generally up to 30 people attended. We begin 2021 with continued restrictions, and a large public vaccination programme which should in time allow a gradual resumption of social interaction. We are looking forward to fresh beginnings with our new Priest-in-Charge, Rev Ben Gunter, who was licensed on 3 March 2021.

The congregation are grateful to Rev Paul Peverell and his team from Great Ayton who, throughout the vacancy, have run very successful joint services with both parishes. Holy Communion has also been held twice monthly in Stokesley church. The advice given by Paul to the Church Wardens and Treasurer, who have seen to the general running of the parish during the vacancy, has been excellent. A total of 37 people attended worship in Stokesley on Christmas Eve and in Seamer on Christmas Day. Non-eucharistic worship services conducted jointly with Great Ayton were also live-streamed on Zoom and Facebook and, whilst registers were not kept of those attending, these were well-supported.

The Autumn Fair and Grand Draw along with our other fundraising events were not able to take place during the year.

The number of occasional offices at Stokesley fluctuates from year to year, and numbers are not particularly high, but traditional outreach and pastoral care are central elements of our mission, and keep the church open to the wider community that we serve. The restrictions due to the pandemic impacted the extent to which we could offer services, and those services which took place had severely restricted attendance. In 2020, there were 2 baptisms (2019: 9), 2 weddings (2019: 2), 12 funerals in church (2019: 19), 21 crematorium funerals (2019: 11) and a further 9 committal or burial of ashes (2019: 0).

Our usual services which are very popular and reach the wider community such as Christingle, the Carol service at Stokesley in collaboration with St Joseph's, teatime services on Christmas Eve, the Good Friday Walk of Witness, and Christmas Carols on West Green with Bilsdale Silver Band and the delivery of Christmas and Easter cards to all households in Stokesley and Seamer did not take place due to the pandemic. When the Town Hall was open, we held some Friday morning coffee mornings, where attendance was much lower than in normal times.

We hosted only one concert with Teesside Music Society, other musical events and theatre performances did not take place due to the pandemic and the restriction on numbers, nor did the monthly "Coffee and Cake" mornings in church on Farmers' Market Saturdays.

We have been very limited in our ability to give our usual support to a variety of mission agencies and other charities (including support for USPG work), and in March 2020 we paused the church's "Charity of the Month" scheme. We did continue to support Middlesbrough Food Bank.

Grantmaking

The PCC collected gift aid on behalf of registered charities, including our charities of the month and also at funerals and baptisms and passed on the gift aid to the charity.

Public benefit

The Parish of Stokesley with Seamer-in-Cleveland, in the Stokesley Deanery of the Diocese of York, comprises the market town of Stokesley and the rural area immediately to its west and north, including Tame Bridge, Seamer, Tanton and Newby. The parish church of St. Peter & St. Paul, Stokesley and its churchyard (closed for burials, and now maintained by Hambleton DC) are on Stokesley High Street. The smaller parish church of St. Martin, Seamer and its churchyard (open for burials, maintained by the PCC) are on Hilton Road, Seamer. The Parish is also responsible for a large detached churchyard (open for burials, maintained by the PCC) on Helmsley Road, Stokesley. The PCC, mindful of the Charity Commission's guidance on public benefit, is committed to: enabling as many people as possible to worship at our churches (and in other places, when appropriate); encouraging different groups within the parish to explore aspects of Christian faith; enabling individuals to live out their faith in the communities in which they live and work; making our buildings, land and ministers available for religious, educational and artistic purposes by schools and other community groups; encouraging the support of various charities whose aims are consistent with the PCC's; providing pastoral care. This pastoral care includes ministry through baptisms and weddings, visiting the sick, and the conduct of funerals (and burials in our churchyards) and the care of the bereaved: it is exercised both by clergy and by lay members of the church.

Financial Review

Total receipts on unrestricted funds were £73,390 of which £41,733 was unrestricted planned voluntary donations, and a further £10,999 was from gift aid. Restricted funds of £181,411 were also received from the sale of a dwelling house at Riversdene which had been left to the church as a legacy and has been a residential let for many years. We also received a legacy of £1,000, which has no restrictions on its use.

Our voluntary income was some £20,000 lower than in 2019. Whilst £8,000 of the difference was due to a grant received in 2019, the balance was a decrease in cash giving at both services and also the loss of income from funeral services, and a consequent decrease in gift aid small donations scheme claims. Our fundraising, at £1,935 was over £10,000 lower than in 2019 with the cancellation of the Autumn Fair, Grand Draw and monthly Farmers' Market coffee and cake. Our investment income halved to £921 with the drop in interest rates, and the cessation of rental income.

We were able to claim furlough support amounting to £2,207 and this allowed us to continue to pay our church organist at the average of his historic pay, whilst the church was closed because of government restrictions, he was not able to fulfil all of his normal duties. £101,651 was spent from unrestricted funds to provide Christian ministry, including continuing to pay a Freewill offer to the Diocese of York of £70,500, unchanged from 2019. There was an overspend on unrestricted funds of £28,261, largely because we maintained our Freewill offer to the Diocese despite our significant loss of income during the year. We also undertook some maintenance work, and there is significantly more maintenance work planned for 2021, including work on the tower and refurbishment of the organ.

Reserves policy

It is PCC policy to maintain a balance on unrestricted funds that equates to at least three months' unrestricted payments. This is equivalent to £25,400. We ended the year with unrestricted funds of £81,292 and are forecasting a significant deficit in 2021. We hold our unrestricted funds in our HSBC current account and a Virgin Money charity savings account. Restricted funds are held in CBF Church of England Deposit Fund and the CBF Church of England Investment Fund.

Volunteers

We would like to thank all the volunteers who work so hard for our church community. This year, we want to mention in particular the churchwardens. John Groom, Judith Turland and, since his appointment in October, David Hand have worked tirelessly and have taken responsibility for dealing with the challenges of both the pandemic and the vacancy. The PCC acknowledges a huge debt of gratitude to them for all they have done for the church (both seen and unseen) in such very difficult times.

Approved by the PCC on 29 March 2021 and signed on their behalf by the Reverend Ben Gunter (PCC Chairman)

Rev Ben Gunter

**Independent Examiner's Report to the Trustees of
Stokesley with Seamer PCC**

I report on the accounts for the year ended 31 December 2020, which are set out on pages seven to fourteen.

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act'), and you consider that an audit is not required and that an independent examination is needed.

I have examined your charity's accounts as required under section 145 of the Charities Act 2011 ('the Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

My role is to state whether any material matters have come to my attention giving me cause to believe:

1. that accounting records were not kept as required by section 130 of the Act; or
2. that the accounts do not accord with those records; or
3. that the accounts do not comply with the accounting requirements of the Act; or
4. that there is further information needed for a proper understanding of the accounts.

Independent examiner's statement

I have completed my examination and have no concerns in respect of the matters (1) to (4) listed above and, in connection with following the Directions of the Charity Commission I have found no matters that require drawing to your attention.

Paul Tranter
FCA

29 March 2021

Stokesley with Seamer PCC
Statement of Financial Activities
for the Year Ended 31 December 2020

			2020	2019
		Unrestricted funds	Restricted funds	
	Notes	£	£	
			Total funds	Total funds
			£	£
INCOMING RESOURCES				
Incoming resources from generated funds				
Voluntary income	2(a)	59,131	59,131	79,853
Activities for generating funds	2(b)	1,935	1,935	12,780
Investment income	2(c)	518	739	1,843
Incoming resources from charitable activities				
Charitable Activities	2(d)	7,789	7,789	6,450
Other incoming resources	2(e)	4,017	181,411	2,022
Total incoming resources		73,390	182,150	102,948
RESOURCES EXPENDED				
Costs of generating funds				
Church activities	3(a)	100,920	100,920	144,049
Raising funds		731	731	1,207
Total resources expended		101,651	-	145,256
NET INCOMING/(OUTGOING) RESOURCES BEFORE TRANSFERS		(28,261)	182,150	(42,308)
Gross transfers between funds				
Net incoming/(outgoing) resources before other recognised gains and losses		(28,261)	182,150	(42,308)
Other recognised gains/losses				
Gains/losses on investment assets		-	8,424	20,381
Net movement in funds		(28,261)	190,574	(21,927)
RECONCILIATION OF FUNDS				
Total funds brought forward		109,543	101,564	233,034
TOTAL FUNDS CARRIED FORWARD		81,282	292,138	211,107

Stokesley with Seamer PCC
Balance sheet
as at 31 December 2020

	Notes	2020 £	2019 £
FIXED ASSETS			
Investments	6	278,273	106,662
CURRENT ASSETS			
Debtors	7	-	-
Cash at bank and in hand		96,244	104,445
CURRENT LIABILITIES			
Creditors		(1,096)	
NET CURRENT ASSETS		<u>95,148</u>	<u>104,445</u>
NET ASSETS		<u>373,421</u>	<u>211,107</u>
FUNDS	8		
Unrestricted funds		81,282	109,543
Restricted funds		292,138	101,564
TOTAL FUNDS		<u>373,421</u>	<u>211,107</u>

Approved by the Parochial Church Council on 29 March 2021 and signed on its behalf by:

Rev B Gunter (PCC Chairman)

G E Duffy (Treasurer)

The notes form part of these accounts.

Stokesley with Seamer PCC

Notes to the Financial Statements for the Year Ended 31 December 2019

1. ACCOUNTING POLICIES

ACCOUNTING CONVENTION

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs and the Regulations' 'true and fair view' provisions, and under FRS102 (2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice, Accounting and Reporting by Charities.

FUNDS

Unrestricted funds

These represent the remaining income funds of the PCC that are available for spending on the general purposes of the PCC, including amounts designated by the PCC for particular projects, which are therefore not included in 'free reserves' as disclosed in the trustees' report.

Restricted funds

These are income funds that must be spent on particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

2	Income	2020	2019
		£	£
	INCOMING RESOURCES		
2(a)	Voluntary income		
	Donations	1,418	3,605
	Gift aid	10,999	14,511
	Legacies	1,000	705
	Grants	30	7,968
	Planned giving	41,733	42,648
	Collections and other giving	3,808	10,416
	Contactless giving	143	
		<hr/>	<hr/>
		59,131	79,853
2(b)	Activities for generating funds		
	Fundraising events	1,855	12,220
	Traidcraft	81	560
		<hr/>	<hr/>
		1,935	12,780
2(c)	Investment income		
	Rents received		1,122
	Dividends and interest	1,257	721
		<hr/>	<hr/>
		1,257	1,843
2(d)	Incoming resources from charitable activities		
	Fees retained by the PCC	7,789	6,450
2(e)	Other incoming resources		
	Proceeds from sale of Riversdene property	181,411	
	Furlough receipts	2,207	
	Contribution to costs	1,810	2,022
		<hr/>	<hr/>
		185,429	2,022
	Total incoming resources	<hr/>	<hr/>
		255,541	102,948

3	EXPENDITURE	2020	2019
3(a)	Church activities	£	£
	Freewill offer to Diocese	70,500	70,500
	Wages	3,065	2,640
	Insurance	4,653	4,844
	Light and heat	4,066	4,240
	Church admin costs	2,272	2,478
	Incumbent's expenses	328	1,123
	Assistant's expenses	71	-
	Church cleaning	522	
	Rectory expenses	2,292	226
	Mission and evangelism	32	102
	Church maintenance	3,239	1,426
	Upkeep of services	911	704
	Upkeep of churchyard	4,752	5,232
	Hall hire	733	1,009
	Other PCC property upkeep	122	1,964
	Major repairs to church	3,156	46,379
	Grants to institutions	206	605
	Riversdene Sale Costs		577
		<hr/> 100,920	<hr/> 144,049

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration nor other benefits for the year ended 31 December 2020 nor for the year ended 31 December 2019 other than as detailed below.

The parish organist, who is member of the PCC was paid from PCC funds for his music services, and this comprises the full amount of staff costs disclosed below. He also receives additional payments for services at funerals and weddings, and the PCC collects these funds on his behalf and accounts for them via the payroll. This is in addition to the costs disclosed below, which comprise the cost borne directly by the PCC. During the year the PCC claimed furlough support from HMRC towards these costs for the times when the organist could not fulfil his duties.

A small, immaterial proportion of the expenses paid to the incumbent may have related to his services as chairman of the PCC.

TRUSTEES' EXPENSES

Trustees are reimbursed for expenses incurred on behalf of the PCC.

RELATED PARTIES

Unrestricted donations of £13,565 were received from related parties (PCC members).

5. STAFF COSTS

	2020	2019
	£	£
Wages and salaries	<u>3,065</u>	<u>2,640</u>

The average monthly number of employees during the year was as follows:

	2020	2019
	<u>1</u>	<u>1</u>
Church organist		

No employee payments were large enough to attract social security costs.

6. FIXED ASSET INVESTMENTS

	£
MARKET VALUE	
Market value at 1 January 2020	106,662
Disposal	(20,000)
Purchases at cost	181,411
Net gains	<u>10,200</u>
Market value at 31 December 2020	<u>278,273</u>

During the year £20,000 of the CBF Investment Fund was sold and moved to the current account in order to cover the costs of capital work on the organ which will take place early in 2021. The purchase of investments was made from the proceeds from Riversdene which were invested in a CBF Church of England Deposit fund. The market value at 31 December 2020 represents investments for restricted funds.

7. LIABILITIES

	2020
	£
Amounts falling due within one year	
Heating retention	1,036
Supplier	12
Collection on behalf of a charity	<u>48</u>
	<u>1,096</u>

8. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted funds	Restricted funds	2020 Total funds	2019 Total funds
	£	£	£	£
Investments		278,273	278,273	86,397
Current assets	81,282	13,865	95,148	104,445
	<u>81,282</u>	<u>292,138</u>	<u>373,421</u>	<u>190,842</u>

9. MOVEMENT IN FUNDS

	At 1 January 2020	Net movement in funds	Transfers between funds	At 31 December 2020
	£	£	£	£
Unrestricted funds				
General fund	85,825	(28,306)	(570)	56,949
Quinquennial fund	10,836	(955)	500	10,381
Bell repair fund	1,207		70	1,277
Legacies	11,675	1,000		12,675
	<u>109,543</u>	<u>(28,261)</u>	<u>-</u>	<u>81,282</u>
Restricted funds				
Sanctuary	429			429
Fabric	1,992			1,992
Church House	99,143			99,143
Riversdene	-	190,574		190,574
	<u>101,564</u>	<u>190,574</u>	<u>-</u>	<u>292,138</u>
TOTAL FUNDS	<u>211,107</u>	<u>162,314</u>	<u>-</u>	<u>373,421</u>

The Restricted funds consist of:

Sanctuary furnishings: for the maintenance of the Lady Chapel at Stokesley church, for altar frontals etc

Fabric: specific legacies and grants for the upkeep of the fabric and fittings of the church

Church House: a property sold by the parish in 1972; the proceeds may only be used for capital building projects.

Riversdene: a domestic property sold by the parish in 2020; the proceeds may only be used for to further the religious and other charitable work of the Church of England in the parish

The Unrestricted funds consist of:

Quinquennial: for the cost of the five-yearly architect's report and the repairs recommended

Bell repair: for bell repairs, replacement bell ropes etc.

Legacies: legacies given to further the general work of the church set aside until needed.