

PAROCHIAL CHURCH COUNCIL OF ST MARY'S HAREFIELD

Annual Report and Accounts for the year ended 31 December 2020



Incumbent

The Reverend Martin Davies
The Vicarage
Countess Close
Harefield
Middx

Bank

Santander
and National Westminster

Independent Examiner

Charles Homan

PAROCHIAL CHURCH COUNCIL OF ST MARY'S HAREFIELD

Annual Report for the year ended 31 December 2020

Administrative Information

The PCC has the responsibility of co-operating with the incumbent, the Reverend Martin Davies in promoting the ecclesiastical parish of Harefield, the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

The PCC also has maintenance and other responsibilities for the Church and Church Hall in Harefield, Middlesex

PCC Membership

Members of the PCC are either ex officio or elected at the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules.

During the year the following served as members of the PCC:

Incumbent: The Revd Martin Davies **Chairman**
Curate:

Wardens: Rowena Scott
Mark Dalton

Children's Advocate Dawn Davies

Clerk of Works Mark Dalton

Secretary

Treasurer Jill Dalton

Gift Aid Sec. Jill Dalton

Administrator

Elected members

John Walker	From APCM 2017
Kath Malton	From APCM 2017
Mark Williams	From APCM 2017 - resigned 2020
Brenda Ives	From APCM 2018
Victor Cuzmano	From APCM 2018
Leslie Dutton	From APCM 2018
Rita Bateson	From APCM 2019
Des Malton	From APCM 2019
Shirley Higgins	From APCM 2019

Deanery Synod Vacant

David Scroggie resigned 2020

Structure, governance and management

Membership of the PCC is determined under the Church Representation Rules and consists of certain ex-officio members (the incumbent/priest-in-charge, curate, lay readers licensed to officiate in the church), the church wardens and members of the Deanery, Diocesan or General Synods and members of the church who are elected at the Annual Parochial Church Meeting (APCM). Members are warmly encouraged to stand for election to the PCC and we try to ensure a balance of skills and experience where possible.

Objectives and activities

The PCC has the responsibility of co-operating with the incumbent in promoting in the ecclesiastical parish of Harefield the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

PAROCHIAL CHURCH COUNCIL OF ST MARY'S HAREFIELD

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Committees and Advisors

The PCC operates through a number of committees, which meet in addition to the meetings of the PCC.

The PCC's Standing Committee, which is required by law, has the power to transact the business of the PCC between its meetings, subject to any directions given by the Council. It comprises the Incumbent, Churchwardens and Secretary and Treasurer as appropriate.

The Finance Committee oversees the general financial dimension of the work of St Mary's by monitoring and reviewing income and expenditure, and making recommendations to the PCC.

The Social and Fund Raising committee plans and co-ordinates social and fund raising events through the year.

The Mission Action Planning Group encourages mission and outreach.

The Pastoral Committee exercises responsibility for pastoral care in the Parish.

The Christian Nurture Group co-ordinates teaching and nurture in the parish.

Achievements and Performance

Review of the year

The figures and notes in the Accounts should be viewed in the light of the national and global pandemic that shut much of the country and certainly Churches for a large part of the year.

The full PCC met once (excluding the APCM) during the year, with an average level of attendance of 76%. Committees would have met between PCC meetings, to bring points forward for the attention of the PCC, but face to face meetings were simply not possible.

Special financial matters during the year :-

The PCC share (37.22%) of 9 Lewis Close net rental income amounted to £7,776 (2019 £7,460) the increase due to a full letting period and no property expenses following major refurbishment in the previous year.

The Diocesan quota paid was £85,200 (2019 £82,800).

Review of the Accounts

Overall, unrestricted general income for the year amounted to £110,583 as compared with £132,642 for 2019.

General, unrestricted expenditure for 2020 totalled £132,694 as compared with £174,292 for 2019.

The general deficit for 2020 was therefore £22,111 (2019 deficit £41,650)

During 2020, the Social and Fundraising Fund funded PCC expenses to the extent of £5,209 (2019 £29,092) and this sum has therefore been transferred from the Social to the General Fund.

Therefore there is a net deficit for the year on the Unrestricted Fund of £16,902 (2019 deficit £9,558) to be deducted from previous years accumulated funds.

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Review of the Accounts (continued)

The income and expenditure on restricted funds is shown in Note 5. The balance on all restricted and designated funds amounted to £68,822, and on the Designated Emergency Repair Fund £55,856 (unchanged).

Future Plans

In 2021 and subsequent years, the PCC hopes to build on the initiatives undertaken in 2020 in furtherance of its stated objectives.

Signed on behalf of the PCC

W. Martin Davies

Reverend Martin Davies
Chairman and Incumbent

Date 09/06/21

PAROCHIAL CHURCH COUNCIL OF ST MARY'S HAREFIELD

STATEMENT OF FINANCIAL ACTIVITIES for the year ended 31 December 2020

		Unrestricted General Fund £	Designated Emergency Repair Fund	Other Designated & Restricted Funds (Note 5) £	TOTAL FUNDS 2020 £	2019 £
	Note					
INCOMING RESOURCES						
Voluntary income	2 (a)	71,169	-	4,477	75,646	66,505
Other voluntary incoming resources	2 (b)	0	-	545	545	11,545
Income from charitable and ancillary trading	2 (c)	20,367	-	0	20,367	39,253
Income from investments	2 (d)	19,047	-	111	19,158	20,472
TOTAL INCOMING RESOURCES		110,583	-	5,133	115,716	137,775
RESOURCES EXPENDED						
Grants and donations	3 (a)	20	-	206	226	964
Activities directly relating to the work of the church	3 (b)	130,834	-	401	131,235	169,554
Mission and Outreach	3 (c)	0	-	-	0	882
Church governance costs	3 (d)	1,840	-	-	1,840	3,499
TOTAL RESOURCES EXPENDED		132,694	-	607	133,301	174,899
NET INCOMING / (OUTGOING) RESOURCES		(22,111)	-	4,526	(17,585)	(37,124)
TRANSFERS BETWEEN FUNDS						
Transfer from Friends	4	0		0	-	-
Transfer from Friends	4				-	-
Transfer from Social Fund	4	5,209		(5,209)	-	-
NET MOVEMENTS IN FUNDS		(16,902)	0	(683)	(17,585)	(37,124)
BALANCES BROUGHT FORWARD AT 1 JANUARY 2020 (2019)		97,565	55,856	69,505	222,926	256,460
BALANCES CARRIED FORWARD AT 31 DECEMBER 2020 (2019)	8	80,663	55,856	68,822	205,341	219,336

PAROCHIAL CHURCH COUNCIL OF ST MARY'S HAREFIELD
BALANCE SHEET AS AT 31 DECEMBER 2020

	Note	2020	2019
FIXED ASSETS			
At Net Book Value	7	96,334	97,084
CURRENT ASSETS			
Debtors and stocks	9	8,501	7,711
Short Term Deposits - restricted & designated		124,678	125,361
Short Term Deposits - unrestricted		-	-
Cash at Bank and in hand		(8,767)	7,665
		<u>124,412</u>	<u>140,737</u>
LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR	10	<u>(15,405)</u>	<u>(14,895)</u>
NET CURRENT ASSETS		109,007	125,842
NET ASSETS		<u>205,341</u>	<u>222,926</u>
FUNDS			
	6		
Unrestricted	8	80,663	97,565
Designated - Emergency Repair Fund	8	55,856	55,856
Other Designated & Restricted Funds - various	8	68,822	69,505
NET FUNDS		<u>205,341</u>	<u>222,926</u>

Approved by the PCC and signed on its behalf by

W. Martin Davies

Rev Martin Davies - Chairman and Incumbent

Jill Dalton - Hon Treasurer

W. Martin Davies

Date 09/06/21

Jill Dalton
9/6/21

PAROCHIAL CHURCH COUNCIL OF ST MARY'S HAREFIELD

Notes to the Accounts for the Year Ended 31 December 2020

1 ACCOUNTING POLICIES

Accounting convention

The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the SORP 2005.

The financial statements have been prepared under the historical cost convention except for the valuation of 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 main affiliation to another body, nor those that are informal gatherings of church members.

Funds

General funds represent the funds of the PCC that are not subject to any special restrictions regarding their use and are available for application to the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted.

The accounts include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body or those that are informal gatherings of Church members.

Incoming Resources

Voluntary income and capital sources

Collections are recognised when received by or on behalf of the PCC.

Planned giving receivable under Gift Aid is recognised only when received.

Income tax recoverable on Gift Aid donations is recognised when received.

Funds raised by the fete, and similar events are accounted for net of direct expenses.

Sale of books, guides and magazines from the church are accounted for gross.

Other income

Rental from the letting of the church premises is recognised when the rental is due.

Income from investments

Dividends and interest are accounted for when receivable.

Fixed assets

Consecrated land and buildings and movable church furnishings

Consecrated and beneficial property is excluded from the accounts by the Charities Act 2011.

Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's Inventory which can be inspected (at any reasonable time). For inalienable property acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the accounts. Items acquired since 1 January 2000 have been capitalised and depreciated in the accounts over their currently anticipated useful economic life on a straight line basis.

All expenditure incurred in the year on consecrated or beneficed buildings, individual items under £1,000 or on the repair of moveable church furnishings acquired before 1 January 2000 is written off.

PAROCHIAL CHURCH COUNCIL OF ST MARY'S HAREFIELD

Notes to the Accounts for the Year Ended 31 December 2020

2 INCOMING RESOURCES

	Unrestricted General Fund £	Designated Emergency Repair Fund £	Other Designated & Restricted Funds (Note 5) £	TOTAL FUNDS 2020 £	2019 £
2 (a) Voluntary income					
Regular & other Gift Aid donations	25,891			25,891	25,631
One Off Gift Aid	3,584			3,584	3,866
Envelope Scheme	4,720			4,720	7,214
Collections at all services	5,395			5,395	6,500
Donations	20,038		4,477	24,515	9,614
Income tax recoverable on Gift Aid	11,541			11,541	13,680
	<u>71,169</u>	-	<u>4,477</u>	<u>75,646</u>	<u>66,505</u>
2 (b) Other fees and voluntary incoming resources					
Donations and fundraising income	-		545	545	545
Legacies and Bequests	-			0	11,000
	<u>0</u>	-	<u>545</u>	<u>545</u>	<u>11,545</u>
2 (c) Income from charitable and ancillary					
Magazine & book sales and adverts	4,010			4,010	4,391
Church Hall letting	5,893			5,893	13,453
Church fees re weddings & funerals	10,464		-	10,464	21,409
	<u>20,367</u>	-	-	<u>20,367</u>	<u>39,253</u>
2 (d) Income from investments					
Rent 9 Lewis Close	18,865		-	18,865	20,041
Interest from deposit accounts	182		111	293	431
	<u>19,047</u>	-	<u>111</u>	<u>19,158</u>	<u>20,472</u>
TOTAL INCOMING RESOURCES	<u>110,583</u>	-	<u>5,133</u>	<u>115,716</u>	<u>137,775</u>

PAROCHIAL CHURCH COUNCIL OF ST MARY'S HAREFIELD

Notes to the Accounts for the Year Ended 31 December 2020

(continued)

	Unrestricted General Fund £	Designated Emergency Repair Fund £	Restricted Funds (Note 5) £	TOTAL FUNDS	
				2020 £	2019 £
3 RESOURCES EXPENDED					
3 (a) Grants and donations					
Missionary and charitable giving					
Home Missions, other Church	-		-	0	617
Societies and overseas relief					
Donations	20	-	-	20	141
Grants & Donations from restricted funds		-	206	206	206
	20	-	206	226	964
3 (b) Activities directly relating to the work of the Church					
Ministry: diocesan quota	85,200	-	-	85,200	82,800
clergy expenses	-	-	-	-	-
Locums / other staff costs	-	-	-	0	60
Vicarage expenses	407	-	-	407	400
Costs of generating income	-	-	-	0	20
Church - running expenses :-					
Worship costs	85	-	-	85	1,310
Church maintenance :					
Insurance	5,077	-	-	5,077	5,067
Light heat & water	2,139	-	-	2,139	2,977
Repairs and maintenance	3,139	-	-	3,139	1,562
Expenditure on Harefield magazine	3,743	-	-	3,743	4,273
Restricted Funds expenditure	-	-	401	401	401
9 Lewis Close - expenses	508	-	-	508	0
9 Lewis Close - Diocese share	10,581	-	-	10,581	12,581
Church Hall running expenses	11,886	-	-	11,886	41,197
Churchyard running expenses	5,599	-	-	5,599	13,302
Church Music	2,470	-	-	2,470	3,604
	130,834	-	401	131,235	169,554
3 (c) Fund Raising and Publicity					
Mission Outreach and Evangelism :-					
Publicity, Mission, Training ,					
Children's Church & Holiday Club	-	-	-	0	882
	0	-	-	0	882
3 (d) Church governance costs					
Independent Examiners Fee	300	-	-	300	300
Admin print post and stationery	1,540	-	-	1,540	3,199
Other fees and bank charges	-	-	-	-	-
	1,840	-	-	1,840	3,499
TOTAL RESOURCES USED	132,694	-	607	133,301	174,899

4 TRANSFERS BETWEEN FUNDS

The Social and Fund Raising committee funded expenditure for Church and Hall repair projects during the year, totalling £5,209. The expenses are reflected within unrestricted funds, and an equivalent transfer made between the Restricted Fund and General Fund.

JOCHIAL CHURCH COUNCIL OF ST MARY'S HAREFIELD

to the Accounts for the Year Ended 31 December 2020

ANALYSIS OF DESIGNATED AND RESTRICTED FUNDS

	DESIGNATED Emergency Repair Fund £	RESTRICTED Children and Youth Fund	RESTRICTED First Friday £	RESTRICTED Windows Fund	RESTRICTED Friends Fund £	RESTRICTED Social and Fund Raising £	TOTAL FUNDS 2020 £	2019 £
INCOME								
Income from donors							326	1,228
Income from Lent lunches to Lent Appeal			326				3,997	6,810
Income from donations and fundraising including Gift Aid		134			3,997	20	154	3,640
							<u>4,477</u>	<u>11,678</u>
	-	134	326	0	3,997	20		
EXPENDITURE								
Other fees and voluntary incoming resources							0	0
Funeral and other fees							545	12,480
Undraising events as detailed on final page of the Accounts							0	0
							<u>545</u>	<u>12,480</u>
	-	-	-	-	-	545		
Income from investments							111	146
Interest from deposit accounts - Social / Fund Raising Committee							0	0
							<u>111</u>	<u>146</u>
	-	-	-	-	0	111		
							<u>111</u>	<u>146</u>
	-	134	326	0	3,997	676	<u>5,133</u>	<u>24,304</u>
RESTRICTED FUND INCOME FOR THE YEAR								
	-	-	0	-	-	(206)	0	(406)
							(206)	(153)
							(206)	(559)
Activities directly relating to the Church							(346)	(338)
Childrens Expenses		(346)					0	0
Church Tower expenditure							0	0
Other Social Fund expenditure as note					(55)		(55)	(2,505)
Friends expenses - gifts , outings and administration		(346)	0	0	(55)	0	(401)	(2,843)
	-						0	-
Fund Raising and Publicity							0	-
	-	-	-	-	-	0		
							(607)	(3,402)
	-	(346)	0	0	(55)	(206)		
TRANSFERS							0	(3,000)
Transfer Friends to General re Church Wall	0				0		0	0
Transfer Friends to General re Wall							(5,209)	(29,092)
Transfer Social Fund to General Fund re Expenditure for PCC	0						0	0
Transfer ERF to Tower Fund	0	0	-	0	0	(5,209)	(5,209)	(32,092)
	55,856	14,752	7,093	3,500	12,258	31,903	125,361	136,551
	0	(212)	326	0	3,942	(4,739)	(883)	(11,190)
FUND BALANCE BROUGHT FORWARD							<u>124,678</u>	<u>125,361</u>
NET FUND INCOME EXPENDITURE FOR THE YEAR								
FUND BALANCE CARRIED FORWARD								
	55,856	14,540	7,419	3,500	16,200	27,164		

PAROCHIAL CHURCH COUNCIL OF ST MARY'S HAREFIELD **Notes to the Accounts for the Year Ended 31 December 2020**

6 FUND DETAILS

DESIGNATED FUND

The designated Emergency Repair Fund comprises funds set aside from general income, as an annual transfer commencing in 2002, to build up a fund to cover emergency repairs when they arise.

RESTRICTED AND OTHER DESIGNATED FUNDS

Social and Fund Raising Fund

The Social Fund comprises funds raised from events held during the year. This year funds were raised for various projects , and other expenditure is described in the note on Page 13.

First Friday Fund

Lunches held on First Fridays and during Lent generate funds which may be gifted to other charities or saved for a PCC project.

Friends Fund

The PCC has raised funds from Friends of St Mary's for the maintenance of the building.

Children and Youth Fund

This Fund is to be used for the children and youth of Harefield.

Other restricted funds

Any other smaller and one-off gifts for specific projects are separately identified, and retained until the monies are spent on the particular project.

7 FIXED ASSETS FOR USE BY THE PCC

	Cost	Accumulated Depreciation	Depreciation Charge	2020 Book Value	2019
St Mary's Church Hall	35,753	32,440	750	2,563	3,313
Share of 9 Lewis Close - 36%	90,139	-	-	90,139	90,139
Addition on 1.1.2007 - 1.22% share	3,632	-	-	3,632	3,632
	129,524	32,440	750	96,334	97,084

PAROCHIAL CHURCH COUNCIL OF ST MARY'S HAREFIELD

Notes to the Accounts for the Year Ended 31 December 2020

(continued)

8 ANALYSIS OF NET ASSETS BY FUND

	Unrestricted General Fund £	Designated Emergency Repair Fund £	Restricted Funds (Note 5) £	TOTAL FUNDS 2020 £	2019 £
Fixed assets	96,334	-	-	96,334	97,084
Current assets	(266)	55,856	68,822	124,412	140,725
Current liabilities	(15,405)	-	-	(15,405)	(14,895)
Long term liabilities	-	-	-	-	-
Fund balance	80,663	55,856	68,822	205,341	222,914

9 DEBTORS

Income tax recoverable on Giving to December 2020 (2019)
Fete expenses carried forward to 2021
Due from Church Trust

2020 £	2019 £
7,531	7,226
485	-
485	485
8,501	7,711

10 CREDITORS

Specific gifts due to Church Trust
Rent received in advance 9 Lewis Close
Council tax for 9 Lewis Close
Rent due to London Diocese - 9 Lewis Close -January to December 2020
Wedding fees received in advance
Independent Examiner fee - 2020 and 2019 accounts

2020 £	2019 £
-	-
-	-
-	-
10,582	12,582
4,223	2,013
600	300
15,405	14,895

11 BANK ACCOUNTS

PCC current account - Santander
PCC Nat West account
PCC CBF account
Fund Raising Santander deposit account
Fund raising Santander current account
Fund raising CBF account
Fund raising cash in hand
Friends Bank account
Friends Building Society account
Friends cash in hand
Additional

2020 £	2019 £
42,174	54,940
2,321	4,693
43,086	42,904
13,148	13,016
2,887	8,191
107	107
145	196
11,477	8,425
424	234
107	287
35	33
115,911	133,026