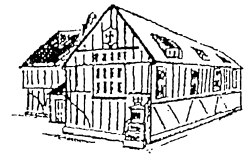


ST JOHN & ST LEONARD BEDFORD 2020



Annual Report and Financial Statements of the Parochial Church Council (PCC)

For the year ended 31st December 2020

Incumbent

The Reverend Victoria Bryson
The Rectory
36, St John's Street
Bedford MK42 0DH

St John's Parish Office

38 St John's Street
Bedford MK42 0DL

Banks

The Royal Bank of Scotland plc
Deposit account

The Co-Operative Bank plc
Community Direct Plus

Independent Examiner

Mr Barrie Frost

Bedford St John & St Leonard Bedford – Annual Report 2020

Background (Aims and Purposes)

St John & St Leonard PCC (The PCC) has the responsibility of co-operating with the incumbent of the parish in promoting, within the ecclesiastical parish, the whole mission of the Church. Its mission is to be “Showing Christ’s Love, Giving Hope and Bringing Peace” both inside and outside the church.

It has responsibilities for maintaining two worship centres in south Bedford together with associated land and buildings. The Church of St John the Baptist stands to the east of St John’s Street, Bedford, and the St Leonard’s Church Centre lies on the north side of Victoria Road, Bedford.

The PCC is a body corporate [PCC (Powers) Measure 1956 as amended, Church Representation Rules (Synodical Government) Measure 1969 as amended] and is a charity registered with the Charities Commission. Registration number 1131545. The members of the PCC are the trustees. Until 2009 the PCC was an exempt organisation, being part of the Church of England.

The Charitable aims are described in the registration. In carrying out its activities, the PCC are able to confirm that there are clear benefits to the public and specific sections thereof, in accordance with the public benefit guidance published by the Charities Commission. The activities carried out to further its purposes for the public benefit are described in this report. Two separate charitable funds, the Gertrude Day and Welbourne Charities, are managed by the Rector and wardens who are jointly the sole trustees. These charities are independent of the PCC.

Structure, Governance and Management

PCC Membership

<i>Incumbent:</i>	The Revd Victoria Bryson*	Rector
<i>Wardens:</i>	Mr Ian Williams* (to October 2020) *	
	Mr Mark Whalan*	
	Mrs Hilary Searle* (from October 2020)	
<i>Representatives</i>	Mr Alan Ledwick	(to October 2020)
<i>On Deanery Synod:</i>	Mrs Delyth Arrowsmith	(re-elected October 2020)
	Mr David Lambert	(to October 2020)
	Mrs Sue Williams	(from October 2020)
<i>Reader :</i>	Mr David Lambert*	Treasurer & Member of Diocesan Synod
<i>Elected Members:</i>	Miss Jess Dell*	
	Mrs Brenda Armstrong	
	Mr Simon Brocklehurst	
	Ms Daisy Pascoe	
	Mrs Hilary Searle	(to October 2020)
	Ms Val Swanborough	
	Ms Shaiyani Weerasinghe	
	Mrs Catherine Whalan	
	Mrs Sue Williams*	Lay Vice Chair

PCC Secretary: Ms Tracey Oliver

The full PCC met 6 times during the year (on 5 occasions remotely on-line), with an overall 93% attendance. The Standing Committee met between meetings and reports of activities and actions were received by the PCC and discussed where necessary.

Parish Safeguarding Officer – Mrs Deborah Nicholls – attends and reports on safeguarding matters

Due to restrictions on movement, and in accordance with Government, Diocesan and Bishops' guidelines the APCM was held on 27th September 2020, with participation online as well as in person.

Other Ministers

Accredited Lay Minister: Ms. Jill Thomas
Honorary Assistant Minister: The Revd Phil Bryson Diocesan Lay Ministry Adviser
Community Minister Mrs. Deborah Nicholls

Committees

Standing: Transacts the business of the PCC between meetings subject to any directions given by the PCC. Members identified as above*.

Finance: Sets operating budgets, provides regular updates to the PCC, manages the stewardship scheme, reclaims tax on gift aid donations, keeps books, manages cash flow, maintains appropriate financial controls and produces annual reports. The team consists of the Chair (Treasurer), Angela Locke (Bookkeeper), Chris Moss (Gift Aid), Hilary Searle (Salaries), and a churchwarden. Jill Thomas manages the Weekly Planned Envelope Scheme. The allocation of money to missions is undertaken by the PCC.

Buildings and Land: Manages the maintenance and upkeep of the buildings and associated land under the Church Wardens and invites others on an ad-hoc basis depending on skills required.

Responding to the pandemic

The year 2020 was a challenging year worldwide and life in Church has been no exception. Following the announcement of a national lockdown our final service in Church took place on Sunday March 15th 2020 and, as a Church we quickly established a pattern of sending twice weekly Bible reflections to all members of the congregation by email and post. Our inaugural morning worship service on 'Zoom' took place on Sunday 5th April 2020 and 'Zoom' has been a central feature of Church life since then with services taking place on zoom every Sunday throughout the year. We were able to briefly return to meeting together in Church during October and December, but we ensured that these services were live streamed to zoom to enable more people to take part. The pandemic also meant that our Church hall was closed from the middle of March and did not open again for the rest of 2020. While the pandemic forced us to adapt the ways we have been engaging with our community, it offered the opportunity to provide food hampers to those in need, to be available to help with shopping and prescription collections and it also led to the creation of an online 'prayer room' where members of the community are able to ask those from Church to pray for people and situations. Despite the challenges the global pandemic has presented we have stayed strong as a Church and continue to trust God as we go forwards.

Staff and volunteers

For the first three months of the year the Community Minister (Deborah Nicholls) continued her work in the local schools as well as within the wider community. Tracey Oliver continued as Administrator and the cleaner (Tracey Oliver) kept the St John's Hall in excellent condition. With the closure of the Church hall and the changing nature of the tasks required we took advantage of the Government Job Retention Scheme and furloughed our administrator and cleaner from April until September 2020, and part furloughed these roles for the remainder of the year. We also furloughed our Community Minister from the end of November 2020.

We are very grateful to Simon Brocklehurst who has continued his responsibilities as Music Director and has adapted wonderfully to the demands of the pandemic providing musical worship

on 'zoom' during the periods of lockdown and providing vital assistance during the periods of meeting together in Church to enable musical worship to be streamed to those joining at home. We also give thanks for Dan Payton who has joined the musical worship team and assists Simon in both online and in person services and for Joanna Martin our organist who played at St Leonard's every Sunday until the lockdown began in March.

During this unprecedented time we are also very grateful to Ian Williams who provided technical support and equipment to enable worship to be streamed from Church to zoom from September to December 2020; this enabled many people who felt vulnerable entering to Church building to feel included and connected in worship.

Our thanks go to the Rector and all the staff for their unstinting effort for the work of Christ in our midst.

In addition to those specifically mentioned above, the enormous amount of unpaid work done by a large number of people, in particular David Lambert, in the name of Jesus Christ our Lord is acknowledged. This enables the buildings, the church activities, the outreach and the church itself as a fellowship to function and grow.

Safeguarding

We are delighted to have appointed Margaret Lambert as Deputy Parish Safeguarding Officer and are very grateful for the work that she has done during the furlough of our Parish Safeguarding Officer.

St John's and St Leonard's have a documented safeguarding policy for children and vulnerable adults, which is in line with the Diocesan policy and thereby pays due regard to the House of Bishops' guidance on safeguarding. Appropriate procedures are followed and relevant appointments made. The PCC includes safeguarding as a standing agenda item and receives regular reports. The policy is reviewed annually by the PCC.

The PSO maintains the ***Parish Safeguarding Dashboard*** tool as a continuous process. This enables the PSO and diocese to check that all the requirements of the policies are in place. It highlights areas that are complete and enables an ordered process to the safeguarding requirements of the church.

Church attendance

In 2020 the electoral roll was updated in accordance with the requirements of General Synod. At the 2020 APCM the Electoral Roll stood at 62, a reduction of 2 from the 2019 APCM (64). Of those on the roll 19 live in the parish, although a significant proportion live within close proximity of the Parish. We have 2 places on Deanery Synod.

As mentioned earlier, this year has been unusual in terms of Church attendance. During the times when the Church has been closed and meetings have taken place on 'Zoom' we have had a regular attendance of approximately 30 adults and between 1 and 4 children. During October and December when services were taking place in St John's Church and on 'zoom' attendance was approximately the same with a nearly balanced split between attendance in Church and attendance on zoom.

From September a new, in person mid-week service began at St John's on a Wednesday afternoon. This attracted on average 12 attendees per week.

Due to the Government restrictions, St Leonard's Church centre has been shut since 15th March 2020.

Our Lent course began in February and was attended in person by approximately 12 people until it was cut short by the Government restrictions. During lockdown we ran 2 study courses via zoom: 'The Prayer Course' and an Advent course 'Light in the darkness' the average attendance for both courses was approximately 15.

We celebrated Easter on 'Zoom' and offered a 'mixed mode' provision for Christmas with Christingle taking place in Church, live streamed to zoom; a zoom only carol service with a virtual choir, an in person 'Blue Christmas' service and Christmas Eve and Christmas Day services again in St John's with several joining via the live stream to zoom.

We held 4 Funerals in 2020, all of which at the crematorium due to lockdown restrictions but 1 wedding did take place in Church in September.

During the year, in addition to regular leaders and preachers, the congregations benefitted from the ministries of Colin Smith (Church Mission Society), the Rt Revd Richard Atkinson (Bishop of Bedford), and the Revd Jennie Cappleman.

Buildings

<i>General:</i>	The care and use of the buildings and land is considered to be an important aspect of the church's stewardship of resources in its care. This is achieved through regular cleaning, maintenance and upkeep; also the appropriate use of the buildings.
<i>St John's Church:</i>	Routine maintenance was carried out during the year. It is a Grade 1 Listed Building having been re-listed in 2018. The Dry Rot discovered in the Vestry was removed and required remedial works completed.
<i>St John's Hall:</i>	Regular maintenance has been carried out, working parties carrying out wider cleaning and maintenance on the hall and grounds.
<i>St Leonard's Church Centre:</i>	Regular maintenance has been carried out, and the premises are maintained in good order. The adjacent car park remains secured, and infrequently used.
<i>Curate's House:</i>	Since June 2013 this has been rented out on a commercial basis on a formal short-term tenancy managed by a local agent. The intent is for the net income is shared between the Diocese and the PCC proportionate to the equity share (approx. 70/30). The PCC is engaging with the Diocese over the future of the building, which provides a valuable asset for a future curate.

Achievements and Performance

Details of our approach to Mission, (how we deliver the charitable aims and objectives) are described in the Mission Action Plan (MAP) which was fully reviewed, updated and submitted to the Diocese of St Albans on 24th July 2019. We had planned a Vision Day to review the MAP at the end of March 2020 but this has unfortunately been postponed as a result of the pandemic. We look forward to rescheduling the vision day once the restrictions on meeting in person end.

Outreach and Service within the Local Community

A weekly **"Toddlers"** group continued to meet and provide support to those in the local community, led by Alison Clarke of "Praise and Play" until March 2020. During the period of lockdown, a 'toddler Facebook group' run by Alison has continued to support our toddler families. The **coffee morning** held every two weeks at St Leonard's continued to thrive until March 2020 when Government restrictions meant it was no longer able to take place. At **Bedford Hospital (South Wing)** a group from the Church ran services bi-monthly and provided other support while this was possible until the time of lockdown. In addition, until March 2020, the St John's Hall and St Leonard's Hall are made available to local **community groups** including, among others, antenatal classes, baby massage, NCT meetings, Bedford Pipe Band, Locomotive Club of Great Britain (Bedford Branch), Bedford Hospital Cardiac re-habilitation The Borough Council and Mid Beds Council use the Church hall as a centre from which to run **family groups** (reconciliation sessions). **"Bedford Carers"**, providing support to carers, meet at both St John's and St Leonard's.

Car Parking is provided free of charge for the staff and SMART support workers, and we welcomed some of those supported by SMART to obtain experience by working on the St John's Church grounds. We continued to participate in "**Open the Book**", taking it into our local schools, **Caudwell** and **Shackleton**, with some members of the congregation also going into other schools until March 2020 and continued to support staff in our local schools throughout the time of lockdown.

Wider Mission

2020 was a difficult year for wider mission. In January we hosted a "Mission Showcase" when we invited many of our mission partners, both local and global, to mount displays and send representatives. This was open to all other churches in Bedford, and culminated in a service on the Sunday when a speaker from Church Mission Society gave an inspiring address.

The event was well received, and feedback from participants was very positive, with expression of interest of a repeat. The mix of local and wider organisations, including secular as well as Christian organisations worked well. Unfortunately the onset of COVID-19 in March prevented further development of this work, although we continue to pray for our partners, and were able to provide some financial support as indicated in the financial review.

Support for home mission continued through the work of the **Community Minister**, who although unable to access schools, did maintain on-line support to IMPACT and local support to families.

In the autumn we once again managed the provision and filling of **shoeboxes** to go to **Romania and Eastern Europe**. The Harvest appeal went towards the work of "FACES" a local charity working with families and children, and TEAR Fund relief work in Lebanon following a devastating explosion. Christingle raised **£355 towards the Children's Society**. As a result of the exceptional legacy gift 10% (**£1,000**) was allocated to partner organisations.

Home activities

In addition to services held at St John's Church and St Leonard's Centre, a wide variety of activities were undertaken to support the Church Family. From March 2020 our Church **Home group** moved online and continued to meet fortnightly to worship, study the Bible, provide mutual support and offer acts of service to our local community within the parish and across Bedford. Regular **daytime prayer meetings** also moved online to continue to offer prayer and support. A virtual prayer room for the community was also created to enable those in our Parish to submit prayer requests. Members of the congregation also kept in touch with each other by phone.

Vocations, Deanery, Diocese and wider Anglican Communion

Debbie Nicholls (the Community Minister) was recommended for training for ordination by a Bishop's Advisory Panel and began her training through the Eastern Region Ministry Course in August 2020.

. Deanery representatives participated in Deanery Synod meetings, and one, David Lambert, is an elected member of the Diocesan Synod and serves on the Diocesan Property Committee.

The Bedford Good Friday Act of Witness was cancelled due to the Coronavirus restrictions. The congregations continue to be kept up to date with developments across the Anglican communion, both through local information, teaching and through wider missionary contacts.

Financial Review and Stewardship

Finance:

During 2020 we continued to use the PAXTON accounting package (for the tenth year), the software accords with the accounting regulations, SORP 2015. David Lambert was re-appointed by the PCC as "Treasurer" in October. Angela Locke very capably manages the book-keeping. A full counting team of 6 regulars managed the weekly receipts until March 2020 when cash collections effectively ended, and the administrator deals with invoicing, receipt of payments and payment for bills. Following the Government enforced move of our current account from Royal Bank of Scotland in September 2019 payments are now being made on-line, with dual signatories as recommended by the Charity Commission. The RBS Deposit account remained in place for the duration of 2020.

Total incoming resources for 2020 were **£120,788**, down from **£130,591** in 2019., and would have been **£93,319** if it were not for two Grants amounting to £10,000, a legacy gift of £10,000 and £5,329 from the Government Job Retention Grants (Furlough scheme). The reduction is predominantly the result of loss of income due to the COVID-19 Pandemic and associated restrictions, including total loss of hire income and cash offerings. The income for 2019 had included two one-off gifts totalling £26,250 (including gift aid recovery) which with some other adjustments gave an underlying income of £100,075 for 2019.

We are particularly grateful to regular donors who continued to maintain their planned giving during 2020. The move to most donors paying by standing order or on-line banking over the past few years has been of great benefit during the pandemic restrictions.

£9,200 income from the rental of the curate's house is included, of which it is the intention that **£6,100** (the net income apportioned by equity share) is held to be passed in due course to the Diocese after deduction and apportionment of expenses such as insurance and maintenance. In practice this is retained within the equity value of the property as explained elsewhere.

All giving is treated as "open giving", unless specifically designated otherwise by the donor, which is to say that donors leave the allocation of use of the giving to the discretion of the PCC. In response to the changing patterns of individual mission support, and economic circumstances, the PCC continued the pattern set in 2010 with the intention of the proportion being taken from all income (except specific gifts, grants and restricted income), set initially at 10% subject to frequent review. During 2019 it became apparent that this was not sustainable in the way it had been managed previously, and other that specifically identified gifts including those for Harvest and Christingle that 10% was not sent off to the usual mission partners, although the amount spent on mission activities, including the work of the Community Minister substantially exceeds the 10% target. (further details below). This approach was continued during 2020.

Gift Aid tax income amounted to **£11,293**, below the budgeted **£13,560**. The Small Donations Gift Aid Scheme (SDGAS) contributed **£206** of this amount. Gift aid recovered on restricted gifts is allocated in line with the restrictions placed on those gifts, for example Harvest or Christingle in 2020.

Income for wider mission As explained above, the practice of devoting 10% of total giving through gift aid, envelope scheme, cash offerings, lettings and general donations to specific wider mission organisations was suspended in 2019 in recognition of the realities of income, and the more holistic approach being taken towards mission. In 2020 the ***Harvest appeal raised £1790*** towards the work of "FACES" a local charity working with families and children, and TEAR Fund relief work in Lebanon following a devastating explosion. Christingle raised **£355 towards the Children's Society**. As a result of the exceptional legacy gift 10% (**£1,000**) was allocated to mission organisations. *Details are given in Notes to accounts page 2.*

Total Expenditure for 2020 was **£110,532** compared with **£124,662** in 2019. In order to maintain cash-flow and to allow a contingency against unavoidable staff costs in 2021, £6,000 was held back from the Parish Share Contribution, reducing the expenditure on Parish Share to £53,969. This was in line with the initial **£111,110** budget. This included the expenditure of restricted gifts, balanced by income such as for mission or specific purposes, Notable items of expenditure included £399 to replace a faulty water heater at St Leonard's (for which historic legacy gifts were used) and £2,300 of Dry Rot repairs at St John's Church, taken from the Fabric Fund.

Staff are paid at rates based on the "Real" living wage – in accordance with the recommendations of the "Living Wage Foundation". We have ensured that they continued to be paid 100% of their usual pay during 2020. Pension arrangements have been made with the Church of England Pension Fund, who have provided an appropriate "disclosure notice" in accordance with the requirements of FRS 102.

As a result of the COVID-19 pandemic, and the statutory requirement to close down rentals etc, the PCC managed unavoidable expenditure. Utility use was reduced, and arrangements for water charge reductions made. The Community Minister was re-deployed for the period from March to November, then furloughed from November 2020. The administrator and cleaner were unable to

work from home, therefore were put on furlough, to the extent that still provided ministry support and cared for the St John's Hall, and grants received through the Government Job Retention Scheme. This is described in the accounts as income. Through 2020 the PCC ran a continuing evolving "working budget", having "noted" the initial budget proposals in March 2020.

Accumulation of funds from rental of Curate's House. £44,851 is now identified from the rental of the curate's house, with the intention of passing that sum to the Diocesan Board of Finance (£2,606 from 2013, £6,585 from 2014, £6,077 from 2015, £6,019 from 2016, £5,453 from 2017, £6,111 from 2018, £6,000 from 2019 and £6,100 from 2020), based on sharing net income on an equity share basis. This is held within the equity of the property for payment.

Wider Mission Giving increased from £2,237 in 2019 to £3145 in 2020. The overall financial resources devoted to "mission" exceeded £14,000 and included (but were not limited to) support of the Community Minister and local initiatives such as support to families. The 2020 figure includes £375 (£1,085 in 2019) given from St Leonard's coffee morning, the Christingle element of which is included within the main accounts (see notes to accounts page 2)

Financial Explanation and Outlook

The initial budget for 2020 as presented to the PCC in March was noted at a deficit of £12,684, which was not acceptable to the PCC, and measures were put in place to develop a budget which would be sustainable whilst protecting core service and expenditure, including staff and building costs. As explained above, with the onset of the COVID-19 pandemic and associated regulatory restrictions, the PCC ran a closely scrutinised "working budget", sought grants and took advantage of the Government job retention scheme. The outcome is as described above.

Even so, entering 2021 is a real challenge, there is a continuing reliance to the tune of £9,000 per year on income from the curate's house and no visibility of realistic rentals returning before the middle of 2021, if then.

The challenge to the PCC is to continue to deliver the Charitable Objectives (Aims and Purposes) within the continuing financial constraints. The PCC is addressing these issues, to ensure that financial stability is maintained to deliver the Church's Vision, as defined in the parish "Mission Action Plan".

Reserves Policy

In 2014 the PCC adopted the following Reserves policy:

"It is the policy of the PCC to maintain a balance of 2 months of utility expenditure, insurance and contractual commitments, including salaries. It is considered that a catastrophic event would require the use of such a reserve, and that on-going gifts would cover Parish Share and other expenses." At 2020 cost levels this requires £1100 pm + £2,600 pm for salaries, a total of £3,700 pm reserve.

At 31st December the balance sheet shows £36,397 cash in the bank. It is noted that the endowment fund (the fabric fund) stood at £28,153 with a further £584 in restricted funds. This leaves £8,828 of free reserves. Nevertheless, it should be noted that it is the intention of the PCC to pay the £6,000 Parish Share shortfall, which would leave only £2,828 of free reserve. Less than 1 month. It should be noted that the £6,000 is not a debt, so can be included in the reserves figure.

The designated amounts intended to be paid to the Diocese with regard to letting of the curate's house have been utilised as a buffer to maintain cash flow, reducing the reserves. The amount is retained within the equity value of the property.

In accordance with the guidance to PCCs under the Charities Act 2011 (section 3.5) the PCC will keep this under close review, prioritising the cash position to raise the free reserves in line with the Reserves policy, whilst continuing to deliver the Charitable Objectives (Aims and Purposes). The PCC will keep this under close scrutiny in 2021.

Stewardship:

St John's and St Leonard's has always taken seriously its approach to Christian Stewardship, in its widest sense, and has a high level of planned and tax-efficient giving. This has had strong benefits during 2020. During 2021 the PCC will be looking at how we continue to be good stewards of that with which we have been entrusted, and how assets can be best maintained and used as part of our ongoing mission.

Conclusion

Although this has been an incredibly tough year, we praise God that He has been with us through the joys and challenges we have experienced and look forward to His continued provision for this new season in the life of this Church. We continue to pray that we, as Christ's Body, the Church in this part of Bedford, will be envisioned and empowered to face the challenges of all that lies ahead as we seek to bear witness to our Lord Jesus Christ, and live out His Kingdom in our Parish and Town, and more widely throughout the world.

Signed on behalf of the PCC



The Reverend Vicki Bryson
Rector, St John and St Leonard Bedford
Chair, St John's and St Leonards PCC

Please note that this report should be read in conjunction with the following documents:

- Statement of Financial Activities as at 31/12/2020 (SOFA) ~ 1 page
- Balance Sheet as at 31/12/2020 ~ 1 page
- 2 pages of Notes to the accounts

Approved at the PCC meeting on 17th March 2021 along with the associated statements of accounts listed above and Budget Comparison, SOFA detail,, FRS102 pension disclosure statement and Examiner's letter.

ST. JOHN AND ST. LEONARD P.C.C. BEDFORD.
"Notes to the Financial Statements for the year ended 31st December 2020"

1 ACCOUNTING POLICIES

(a) Basis of accounting

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006, together with applicable accounting standards and the Charities SORP 2015 FRS 102. They follow the historical cost convention except for the valuation of investment assets, which are shown at market value.

(b) Funds

General funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Funds that are designated for a particular purpose by the PCC are still unrestricted. Restricted funds are from income that has been accepted subject to conditions about how it may be used. The restricted funds are given names that indicate their purpose and restrictions.

The accounts include all transactions, assets and liabilities for which the PCC is responsible in law. However, they do not include any accounts of church groups that are simply informal gatherings of church members.

At 31st December 2020 it was recognised that amounts allocated to funds included amounts which had been used by payment from the general fund without transfer from their originating fund. This has been corrected for year end 2020, which accounts for the apparently large transfers between funds. Several of these are the result of bookings made over the previous 10 years.

(c) Incoming resources

Voluntary income and capital sources

Collections are recognised as income when they are received by or on behalf of the PCC. Planned giving, under Gift Aid or otherwise, is also only recognised when it is received. Income tax recoverable on Gift Aid donations is recognised at the same time as the gift itself. Grants and legacies are accounted for as soon as the PCC has been notified of its legal entitlement and the amount is quantifiable and the PCC is reasonably certain of receiving it in due course.

The Church of St Johns and St Leonards does not usually engage in fund-raising activities. Some social activities are undertaken for which an admission charge is made (for example Harvest Supper) but these are regarded as part of the Church's outreach. In these circumstances proceeds are sometimes netted off against expenses where it is not reasonably practicable to separate some expenses and receipts (for example occasional refreshments and receipts) and the net cost is charged as a running cost under "Work of the Parish".

Other income

Rental income from letting of Church premises is recognised when the rental is due, although in 2020 income has only been recognised when paid. Bank deposit interest is accounted for as it accrues. Other investment income is accounted for when it is due and payable.

Gains and losses on investments

Realised gains or losses are recognised when investments are sold. Unrealised gains or losses are accounted for on a revaluation every 31st December.

(d) Resources used

Grants and donations are accounted for when paid over, or when awarded if the awarding creates a binding obligation on the PCC. The diocesan parish share is accounted for when payable: any amount unpaid at 31 December would be provided for as an operational liability, but St Johns and St Leonards pays it monthly and the amount paid at 31st December 2020 has been confirmed.

(e) Fixed assets

Consecrated land and buildings and moveable church furnishings

Consecrated and beneficed property is not included in the accounts in accordance with s.10(2)(a) and (c) of the Charities Act 2011. No value is placed on movable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this to be inalienable property. All expenditure incurred during the year on consecrated or beneficed buildings and movable church furnishings, whether maintenance or improvement, is written off as expenditure in the SOFA and disclosed at 3c)

Other fixtures, fittings and office equipment

Equipment used within the church premises is depreciated on a straight line basis over a period not exceeding four years. Individual items with a purchase price of £2,500 or less are written off when the asset is acquired.

Investments and current assets

Investments are valued at market value at 31 December. Amounts owing to the PCC at 31 December in respect of fees, rents or other income such as Gift Aid are shown as debtors, less provision for amounts that may prove uncollectable (including rents not secured). In practice only Gift Aid is included in line with 1(c) above. Cash at bank and in hand includes funds on short term deposit.

Valuation of Buildings

From 2016 Ecclesiastical Insurance has amended its insurance approach from being based on a given asset value (which has been used as the current asset value in the accounts, to a "limit of claim", which does not provide a defined asset value. From 2016, therefore, the asset value used in these accounts will be based on the latest available valuation, which will be reviewed every 3 years and adjusted in accordance with recognised valuation increase/decrease criteria. 2016 values are available for all buildings except the St John's Church Building, on which the insurance claim limit has been raised from £5M in 2016 to £7.5M at the end of 2017. Ecclesiastical Insurance have advised that the Archdeacons have been made aware of the change in the basis of insurance. The figures used for valuation for 2019 accounts are those given for St John's Hall by Ecclesiastical Insurance on 30th November 2017, with a similar increase for St Leonard's Church Centre (pro-rata on the figures used for 2016 valuations). Both buildings are insured for a limit of claim of £2.5M. In 2020 it has been decided to continue to use the same valuations as previously

ST. JOHN AND ST. LEONARD P.C.C. BEDFORD
2 Notes to the Financial Statements for the year ended 31st December 2020

SORP 2015 references	2020 Direct St Leonards Coffee Morning	2020	2019 Direct St Leonards Coffee Morning	2019	2018 Direct St Leonards Coffee Morning	2018
B2 Missionary Societies & Organisations Supported						
Hope (Beds)						200
Bible Exhibition (Renhold Chapel)			200*	200		
Bishops Harvest Appeal (Light up Tanzania) O/Seas				916		
Bishops Harvest Appeal (Give Peas a chance) O/Seas						852
Bedford Street Angels					200*	200
Churches Together				inc		inc
Family Pastoral Gift	200					
SMART / BECHAR		300				150
Children's Society (inc Christingle)	175*	355	200*	236	200*	253
FEBA O/Seas						100
Impact (BASCST)						4200
Malawi Orphan Fund & HoH Gifts (670) O/Seas		100	10*	10	210*	2505
Tear Fund (Lebanon- Harvest)		895				
Railway Mission			200*	200	200*	400
Release International (Suffering church) O/Seas						200
CMS (South American Miss Society) O/Seas		300+				1625
Praise and Play (Alison Clark Support)						1700
Romania Shoebox appeal O/Seas		In kind			100	
TEARFund O/Seas						
Farming Christian Link						100
Bible Society (Bibles for Iraq & China) O/Seas			100*	100	200*	300
Dementia UK			235*	235		
Zambesi Mission O/Seas		300	300*	350		1325
Ethiopia (Crosslinks work via J.Paintin)					200*	200
CYW visit gifts to Sierra Leone						250
	375	1,950	1,245	2,247	1310	14,360

[held, to be paid in 2021 +]

The "Direct" amounts are outwith these accounts, provided in kind or due to expediency (to meet immediate need), but included for the benefit of transparency. Those identified* are included in accounts.

		2020	2019	2018	2017
D1 Fixed Assets					
53 Hillesden Ave, Elstow	buildings	81,678	81,678	81,678	79,377
a St. John's Hall	building & contents	850,000	850,000	850,000	850,000
b St. Leonard's Church Centre	building & contents	1,075,213	1,075,213	1,075,213	1,075,213
c Fabric Fund CBF Investment		84,404	78,952	66,500	67,508
		2,091,295	2,085,843	2,073,391	2,072,098

A4

The property values shown for St. John's Church Hall and St. Leonard's Church Centre are taken from figures provided by Ecclesiastical Insurance at 30th November 2017 as minimum insured amounts for St John's Hall, with a similar increase for St Leonard's Church Centre pro-rata to the previous valuations. They are both insured for loss limits of £2.5M. Refer to Notes page 1 for further details.

The St John's Church building is insured in a similar manner with a limit of loss of £7.5M, with minimum insured amounts of £4,470,000 and a further £100,000 contents but not included in the statement of assets, which is in accordance with SORP 2015 requirements

The funding of 53 Hillesden Ave is on an Equity Sharing Loan made up as follows: -

	Share %	2020	2019	2018	2017	2016
a St. Alban's DBF Pastoral Account	68.97%	181,724	181,724	181,724	176,431	170,355
St. John and St. Leonard P.C.C.	31.03%	81678	81678	81678	79,377	76,643
		263,402	263,402	263,402	255,808	246,998


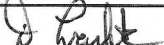
The Fabric Fund capital, of which only the income can be used for the fabric of St. John's Church, comprises 4,128 shares in the of the Church of England. The value shown is the bid price at 31st December 2020

St Johns & St Leanords

Printed: 26/02/2021

	Unrestricted Funds	Restricted Income Funds	Endowment Funds	Total funds	Prior year funds
Fixed assets					
Intangible assets	0	0	0	0	0
Tangible assets	2,032,560	0	-25,669	2,006,891	2,006,891
Investments	-25,669	0	110,073	84,404	78,952
Total fixed assets	2,006,891	0	84,404	2,091,295	2,085,843
Current assets					
Stocks	0	0	0	0	0
Debtors	4,607	9,205	0	13,812	11,926
Investments	0	0	0	0	0
Cash at bank and in hand	101,269	-8,621	-56,251	36,397	25,661
Total current assets	105,876	584	-56,251	50,209	37,586
Creditors: amounts falling due within one year	8,225	0	0	8,225	5,859
Net current assets/(liabilities)	97,651	584	-56,251	41,984	31,727
Total assets less current liabilities	2,104,542	584	28,153	2,133,279	2,117,570
Creditors: amounts falling due after more than one year	0	0	0	0	0
Provisions for liabilities	0	0	0	0	0
Total net assets or liabilities	2,104,542	584	28,153	2,133,279	2,117,570
Funds of the Charity					
Endowment funds	0	0	28,153	28,153	102,902
Restricted income funds	0	584	0	584	-3,208
Unrestricted funds	2,104,542	0	0	2,104,542	2,017,876
Revaluation reserve	0	0	0	0	0
Total funds	2,104,542	584	28,153	2,133,279	2,117,570

Signed by one or two trustees
on behalf of all the trustees

Signature	Print Name	Date of approval dd/mm/yyyy
	REV VICTORIA BRYSON	24/03/2021
	DAVID LAMBERT	24/03/2021

St Johns & St Leanords

Printed: 26/02/2021

	Unrestricted funds	Restricted Income funds	Endowment funds	Total funds	Prior year funds
	£	£	£	£	£
Income and endowments from:					
Donations and legacies	94,069	2,869	0	96,938	96,749
Charitable activities	8,548	0	0	8,548	17,021
Other trading activities	0	0	0	0	0
Investments	1,504	0	2,369	3,873	2,357
Separate material item of income	0	0	0	0	0
Other	11,378	51	0	11,429	14,464
Total	115,499	2,920	2,369	120,788	130,591
Expenditure on:					
Raising funds	-397	0	0	-397	0
Charitable activities	105,878	2,544	2,506	110,928	124,661
Separate material item of expense	0	0	0	0	0
Other	0	0	0	0	0
Total	105,481	2,544	2,506	110,532	124,661
Net income/(expenditure) before investment gains/(losses)	10,018	375	-137	10,256	5,930
Net gains/(losses) on investments	0	0	5,452	5,452	12,452
Net income/(expenditure)	10,018	375	5,315	15,708	18,382
Extraordinary items	0	0	0	0	0
Transfers between funds	76,648	3,417	-80,065	0	0
Other recognised gains/(losses):					
Gains/(losses) on revaluation of fixed assets for the charity's own use	0	0	0	0	0
Other gains/(losses)	0	0	0	0	0
Net Movement in Funds	86,666	3,792	-74,749	15,708	18,382
Reconciliation of Funds					
Total funds brought forward	2,017,876	-3,208	102,902	2,117,570	
Total funds carried forward	2,104,542	584	28,153	2,133,279	

Church Workers Pension Fund (CWPF)
Draft FRS102 Wording - December 2020 Year End

EMPLOYER participates in the Pension Builder Scheme section of CWPF for lay staff. The Scheme is administered by the Church of England Pensions Board, which holds the assets of the schemes separately from those of the Employer and the other participating employers.

The Church Workers Pension Fund has a section known as the Defined Benefits Scheme, a deferred annuity section known as Pension Builder Classic and a cash balance section known as Pension Builder 2014.

Pension Builder Scheme

The Pension Builder Scheme of the Church Workers Pension Fund is made up of two sections, Pension Builder Classic and Pension Builder 2014, both of which are classed as defined benefit schemes.

Pension Builder Classic provides a pension for members for payment from retirement, accumulated from contributions paid and converted into a deferred annuity during employment based on terms set and reviewed by the Church of England Pensions Board from time to time. Bonuses may also be declared, depending upon the investment returns and other factors.

Pension Builder 2014 is a cash balance scheme that provides a lump sum that members use to provide benefits at retirement. Pension contributions are recorded in an account for each member. This account may have bonuses added by the Board before retirement. The bonuses depend on investment experience and other factors. There is no requirement for the Board to grant any bonuses. The account, plus any bonuses declared, is payable from members' Normal Pension Age.

There is no sub-division of assets between employers in each section of the Pension Builder Scheme.

The scheme is considered to be a multi-employer scheme as described in Section 28 of FRS 102. This is because it is not possible to attribute the Pension Builder Scheme's assets and liabilities to specific employers and means that contributions are accounted for as if the Scheme were a defined contribution scheme. The pensions costs charged to the SoFA in the year are the contributions payable (**2020: £XXXX, 2019: £XXXX**).

A valuation of the Pension Builder Scheme is carried out once every three years. The most recent was carried out as at 31 December 2016. A valuation as at 31 December 2019 was under way as at 31 December 2020.

For the Pension Builder Classic section, the valuation revealed a deficit of £14.2m on the ongoing assumptions used. At the most recent annual review, the Board chose not to grant a discretionary bonus, which will have acted to improve the funding position. There is no requirement for deficit payments at the current time.

For the Pension Builder 2014 section, the valuation revealed a surplus of £1.8m on the ongoing assumptions used. There is no requirement for deficit payments at the current time.

The legal structure of the scheme is such that if another employer fails, **EMPLOYER** could become responsible for paying a share of that employer's pension liabilities.

To:
The Parochial Church Council of
Bedford St John & St Leonard

13 The Furlong
Putnoe
Bedford
MK41 8EE

01234 – 354915
14 March 2021

**Independent Examiner's Report to the Parochial Church Council of Bedford
St John & St Leonard (Registered Charity No. 1131545)**

This report on the accounts of the PCC for the year ended 31 December 2020 as described in the Annual Report, including the 2 pages of notes, the Balance Sheet (1 page), the SOFA report (1 page) and the FRS102 Disclosure Notice in respect of the Church Workers' Pension Fund (1 page) is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and S.145 of the Charities Act 2011 ('the Act').

Respective responsibilities of the PCC and the examiner

As members of the PCC you are responsible for the preparation of the accounts; you consider that the audit requirement of the Regulations and S.144(2) of the Act does not apply. It is my responsibility to issue this report on those accounts in accordance with the terms of the Regulations.

Basis of this report


My examination was carried out in accordance with the General Directions given by the Charity Commission under S.145(5)(b) of the Act and to be found in the Church guidance, 2006 edition. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- i. which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with S.130 of the Act; and
 - to prepare accounts which accord with the accounting records and comply with the requirements of the Act and the Regulations have not been met;or
- ii to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

I wish to again place on record my gratitude to David Lambert and Angela Locke for their considerable assistance in this exercise.


(Barrie Frost)

Thank you

to the people of the Parish of

Bedford, St John and St Leonard

for sharing and supporting the cost of ministry
in the Diocese in an exceptional year.

The amount of Parish Share paid in 2020 was:

£53,964



+ Alan

Bishop of St Albans



Susan Pope

Diocesan Secretary