

Charity registration number 1131646

**PAROCHIAL CHURCH COUNCIL OF ST PETER'S DARWEN
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2021**

PAROCHIAL CHURCH COUNCIL OF ST PETER'S DARWEN

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees

Mrs E Jefferson
Mrs J Cocker
Mrs J Stewart
Mr H Gilbraith
Mrs M Massey
Mr P Leather
Mrs E Banks

Charity number

1131646

Independent examiner

David Wood Wilson BA FCA
Hindle Jepson & Jennings Ltd
10 Borough Road
Darwen
Lancashire

Bankers

HSBC

HSBC - Blackburn
60 Church Street
Blackburn
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PAROCHIAL CHURCH COUNCIL OF ST PETER'S DARWEN

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PAROCHIAL CHURCH COUNCIL OF ST PETER'S DARWEN

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 DECEMBER 2021

The trustees present their report and financial statements for the year ended 31 December 2021.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016)

Objectives and activities

St Peter's, Darwen PCC has the responsibility of co-operating with the Vicar, the Rev'd Canon Fleur Green, 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 complex and grounds of St Peter's Church, Darwen. Members of the PCC are nominated and seconded for election to the Council at our APCM. The Reverend Canon Fleur Green was vicar until October 2021 when she took up a new appointment at St John the Baptist, Broughton. The parish has no vicar appointed at present but the PCC is working with the Diocese to fill the vacant position as soon as possible.

Membership

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

Committees

The PCC operates through a number of committees, which meet between full meetings of the PCC:

Standing Committee:

This is the only committee required by law. It has power to transact the business of the PCC between its meetings, subject to any directions given by the Council. It is made up of the Vicar, Church wardens, PCC treasurer, PCC Secretary and Vice Chair.

Finance Group:

This Group was formed to work alongside the Incumbent and the Church wardens to plan and have oversight of the Parish income and expenditure.

Fabric Team

The Fabric Team are to monitor and look after the fabric of the church. They bring any work that needs doing to the attention of the PCC, and are often able to offer their own talents to be able to complete these pieces of work.

Fundraising Team

This team looks at annual fundraising events for the church. Over the past year there has not been any activity due to the Covid pandemic. The 100 Club was discontinued from October 2021. Individuals have organised a raffle, sponsored walk and a Bible Project, where parishioners put forward passages which were collected in a volume. Over £3,000 was raised by these efforts.

Projects team

An update of their work is to be found later in the report.

Church Attendance

2021 showed continues disruption to church attendance due to lockdowns and living through the pandemic. Attendance has been further affected in the vacancy, but Wednesdays services have continued and we have an online presence, streaming our services each Sunday even though restrictions to actual attendance have been lifted. Average church attendance for the year was 79.

PAROCHIAL CHURCH COUNCIL OF ST PETER'S DARWEN

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the St Peter's should undertake.

Achievements and performance

The PCC has met 8 times during this last year and the standing committee has met 2 times. The average attendance at meetings has been steady throughout the year. Due to restrictions some of the meetings were online and at some meetings, members attended via zoom.

We have continued to work on our VISION priorities and upheld them in prayer as we look forward to finalising them with our new incumbent. Our draft VISION Action plan (VAP) includes the targets:

- closer links with our local schools
- the use and profile of the building
- creating a culture of invitation and hospitality.

The PCC has during the last year completed all of its responsibilities through the work of the churchwardens and other members, including

- ~ Updated our register of keyholders.
- ~ the registration of PCC members as Trustees with the Charity Commission.
- ~ Our safeguarding policy as we continue to make sure all our young people and congregation members are safe. (Mrs Michelle Nuttall is our Parish Safeguarding officer)
- ~ Reviewed our Communion Assistants and nominated them to the Bishop.
- ~ Reviewed our fee structure for Weddings and Funeral (this is an annual review)
- ~ Heard the reports from the various committees made up of PCC members and also the reports from the Deanery Synod reps.

We are requested, as Charity Law states, to state that no member of the PCC received payment for carrying out their duties in this last financial year.

I commend this Annual Report to the Parish of St Peter's, Darwen and thank all those who work so hard in our parish and who respond willingly to God's call to use their time talents and money in his service in this place.

On behalf of the PCC



John Brotherton
Chair of PCC

Financial review

These accounts have been produced to show the overall financial position and therefore do not contain the detailed information of every individual fund.

Another important feature of these accounts is the way that funds are divided into the following categories, according to the manner in which we are allowed to spend;

- i. Unrestricted Funds: These are funds which may be used freely for any activity
- ii. Restricted Funds: These are funds which may only be used for specific purposes according to the terms on which they were first received

Reserves held at 31 December 2021 were £65,232 (2020: £110,090)

PAROCHIAL CHURCH COUNCIL OF ST PETER'S DARWEN

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

It is the policy of the St Peter's that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the St Peter's's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

The trustees has assessed the major risks to which the St Peter's is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

Structure, governance and management

The trustees who served during the year and up to the date of signature of the financial statements were:

Mrs S Smith	(Resigned 4 January 2022)
Mrs E Jefferson	
Mrs J Cocker	
Mrs J Stewart	
Mr H Gilbraith	
Mrs M Nuttall	(Resigned 4 January 2022)
Mrs M Massey	
Rev'd Canon F Green	(Resigned 1 October 2021)
Mrs S Walker	(Resigned 1 October 2021)
Mr P Leather	
Mrs E Banks	

PAROCHIAL CHURCH COUNCIL OF ST PETER'S DARWEN

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

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

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

Vicar: The Rev'd Canon Fleur Green (to October 2021)

Readers: Mrs Janet Upton (resigned September 2021)

Wardens: Mr Douglas Hargreaves
Mr John Brotherton

Representatives in the Deanery Synod ~ ex-officio
Mr Douglas Hargreaves
Mrs Margaret Massey
Miss Anne Carus

Date for re-election of elected members:

<i>Mrs Sharon Smith</i>	<i>(2024)</i>
<i>Mrs Emma Jefferson</i>	<i>(2024)</i>
<i>Mrs Margaret Massey</i>	<i>(2024)</i>
<i>Mrs Sarah Walker</i>	<i>(2023)</i>
<i>Mr Philip Leather</i>	<i>(2023)</i>
<i>Mrs Jan Cocker</i>	<i>(2023)</i>
<i>Mrs Emily Banks</i>	<i>(2023)</i>
<i>Mrs June Stewart</i>	<i>(2023)</i>
<i>Mr Henry Gilbraith</i>	<i>(2023) (PCC Treasurer until October 2021)</i>
<i>Mrs Michelle Nuttall</i>	<i>(2023) (PCC Secretary until 4 January 2022)</i>

Co-opted members:

Mrs Victoria Weddle – Head of St. Peter's VA School
Mrs Kathryn Bolton – Head of Holy Trinity VC School
Mr James McLeod - PCC treasurer (from October 2021)

The trustees' report was approved by the Board of Trustees.



Mr H Gilbraith
Trustee

9 June 2022

PAROCHIAL CHURCH COUNCIL OF ST PETER'S DARWEN

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF PAROCHIAL CHURCH COUNCIL OF ST PETER'S DARWEN

I report to the trustees on my examination of the financial statements of Parochial Church Council of St Peter's Darwen (the St Peter's) for the year ended 31 December 2021.

Responsibilities and basis of report

As the trustees of the St Peter's you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the St Peter's's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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

- 1 accounting records were not kept in respect of the St Peter's as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.



David Wood Wilson BA FCA

Hindle Jepson & Jennings Ltd
10 Borough Road
Darwen
Lancashire
BB3 1PL

Dated: 10 June 2022

PAROCHIAL CHURCH COUNCIL OF ST PETER'S DARWEN

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2021

	Notes	Unrestricted funds general 2021 £	Unrestricted funds designated 2021 £	Total 2021 £	Unrestricted funds general 2020 £	Unrestricted funds designated 2020 £	Total 2020 £
<u>Income and endowments from:</u>							
Donations and legacies	3	50,482	-	50,482	54,162	-	54,162
Charitable activities	4	10,164	-	10,164	14,665	-	14,665
Other trading activities	5	3,528	-	3,528	2,088	236	2,324
Investments	6	-	33	33	337	5	342
Other income	7	861	-	861	1,668	-	1,668
Total income		65,035	33	65,068	72,920	241	73,161
<u>Expenditure on:</u>							
Charitable activities	8	78,774	31,152	109,926	78,580	6,763	85,343
Net expenditure for the year/ Net movement in funds		(13,739)	(31,119)	(44,858)	(5,660)	(6,522)	(12,182)
Fund balances at 1 January 2021		73,354	36,736	110,090	79,015	43,257	122,272
Fund balances at 31 December 2021		59,615	5,617	65,232	73,355	36,735	110,090

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

PAROCHIAL CHURCH COUNCIL OF ST PETER'S DARWEN

BALANCE SHEET

AS AT 31 DECEMBER 2021

	Notes	2021 £	£	2020 £	£
Current assets					
Cash at bank and in hand		73,414		110,460	
Creditors: amounts falling due within one year	12	(7,812)		-	
Net current assets			65,602		110,460
Creditors: amounts falling due after more than one year	13		(370)		(370)
Net assets			65,232		110,090
Income funds					
Unrestricted funds - designated			5,617		36,735
Unrestricted funds - general			59,615		73,355
			65,232		110,090

The financial statements were approved by the Trustees on 9 June 2022



Mr H Gilbraith
Trustee

PAROCHIAL CHURCH COUNCIL OF ST PETER'S DARWEN

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2021

1 Accounting policies

Charity information

Parochial Church Council of St Peter's Darwen is a charity with expected status given by the Charity Commission as a Parish within the Diocese of Blackburn.

1.1 Accounting convention

The financial statements have been prepared in accordance with the St Peter's [governing document], the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)". The St Peter's is a Public Benefit Entity as defined by FRS 102.

The St Peter's has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the St Peter's. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, [modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value]. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the St Peter's has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the St Peter's.

1.4 Income

Income is recognised when the St Peter's is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the St Peter's has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

PAROCHIAL CHURCH COUNCIL OF ST PETER'S DARWEN

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

1 Accounting policies

(Continued)

Legacies are recognised on receipt or otherwise if the St Peter's has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

1.5 Expenditure

Resources expended are allocated to the particular activity where the cost relates directly to that activity (in accordance with the SORP). Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with use of the resource.

Management and administration costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

1.6 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the St Peter's contractual obligations expire or are discharged or cancelled.

2 Critical accounting estimates and judgements

In the application of the St Peter's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

PAROCHIAL CHURCH COUNCIL OF ST PETER'S DARWEN

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

3 Donations and legacies

	Unrestricted funds general 2021 £	Unrestricted funds general 2020 £
Donations and gifts	47,982	54,162
Grants Received	2,500	-
	<u>50,482</u>	<u>54,162</u>
Donations and gifts		
Covenants & Gift Aid	34,230	36,188
Income Tax Recoverable	8,148	11,446
Collections	3,451	2,119
Donations	2,153	4,409
	<u>47,982</u>	<u>54,162</u>

4 Charitable activities

	2021 £	2020 £
PCC Fees	<u>10,164</u>	<u>14,665</u>

5 Other trading activities

	Unrestricted funds general 2021 £	Unrestricted funds general 2020 £	Unrestricted funds designated 2020 £	Total 2020 £
Fundraising events	<u>3,528</u>	<u>2,088</u>	<u>236</u>	<u>2,324</u>

PAROCHIAL CHURCH COUNCIL OF ST PETER'S DARWEN

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

6 Investments

	Unrestricted funds designated 2021 £	Unrestricted funds general 2020 £	Unrestricted funds designated 2020 £	Total 2020 £
Income from listed investments	33	337	5	342

7 Other income

	Unrestricted funds general 2021 £	Unrestricted funds general 2020 £
Other income	232	245
Magazines	-	765
Parish Lettings	629	658
	861	1,668

PAROCHIAL CHURCH COUNCIL OF ST PETER'S DARWEN

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

8 Charitable activities

	2021 £	2020 £
Ministry - Contributions to Stipends & Diocesan Quota	48,443	51,081
Ministry - Clergy Expenses	772	800
Ministry - Housing Costs	3,186	2,749
Ministry - Other Costs	-	507
Church Running Expenses	12,662	11,961
Organist's Honoraria	3,090	2,660
Major Repairs and Equipment	34,258	10,180
	<u>102,411</u>	<u>79,938</u>
Share of governance costs (see note 9)	7,515	5,405
	<u>109,926</u>	<u>85,343</u>
Analysis by fund		
Unrestricted funds - general	78,774	78,580
Unrestricted funds - designated	31,152	6,763
	<u>109,926</u>	<u>85,343</u>

9 Support costs

	Support costs £	Governance costs £	2021 £	Support costs £	Governance costs £	2020 £
Accountancy	-	582	582	-	582	582
Printing and Stationery	-	1,957	1,957	-	2,449	2,449
Sundries	-	4,576	4,576	-	1,200	1,200
Trading Costs	-	400	400	-	1,174	1,174
	<u>-</u>	<u>7,515</u>	<u>7,515</u>	<u>-</u>	<u>5,405</u>	<u>5,405</u>
Analysed between						
Charitable activities	-	7,515	7,515	-	5,405	5,405
	<u>-</u>	<u>7,515</u>	<u>7,515</u>	<u>-</u>	<u>5,405</u>	<u>5,405</u>

Governance costs includes payments to the Independent Examiner of £582 (2020- £582).

10 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the St Peter's during the year.

PAROCHIAL CHURCH COUNCIL OF ST PETER'S DARWEN

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

11 Employees

There were no employees during the year.

12 Creditors: amounts falling due within one year

	2021 £	2020 £
Other creditors	7,812	-

13 Creditors: amounts falling due after more than one year

	2021 £	2020 £
Other creditors	370	370

14 Analysis of net assets between funds

	Unrestricted funds 2021 £	Designated funds 2021 £	Total 2021 £	Unrestricted funds 2020 £	Designated funds 2020 £	Total 2020 £
Fund balances at 31 December 2021 are represented by:						
Current assets/ (liabilities)	65,602	-	65,602	110,460	-	110,460
Long term liabilities	(370)	-	(370)	(370)	-	(370)
	<u>65,232</u>	<u>-</u>	<u>65,232</u>	<u>110,090</u>	<u>-</u>	<u>110,090</u>

15 Related party transactions

There were no disclosable related party transactions during the year (2020 - none).