

ST ANDREW'S CHURCH, HOLT

NORFOLK

Registered Charity No. 1131726

PAROCHIAL CHURCH COUNCIL

ACCOUNTS

2020

In accordance with the
CHARITIES ACT (2011) GUIDELINES

Issued: 29/03/21

AUDITORS CERTIFICATE

INDEPENDENT EXAMINERS CERTIFICATE

REPORT TO THE TRUSTEES OF HOLT PAROCHIAL CHURCH COUNCIL ON
THE ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER 2020

The charity's trustees are responsible for the preparation of these accounts. The charity's trustees consider that an audit is not required for this year under s144 of the Charities Act 2011 (the Act) and that an independent examination is needed. It is my responsibility to

- a) examine the accounts under s145 of the Act
- b) to follow the procedures laid down in the general Directions given by the Charities Commission in s145(5)(b) of the Act and
- c) to state whether particular matters have come to my attention.

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosure in the accounts and seeking explanations from the trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

In connection with my examination, no matter has come to my attention (other than that disclosed below*)

1 which gives me reasonable cause to believe that, in any material respect, the requirements

a) to keep accounting records in accordance with s130 of the Act

b) to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Act

have not been met; or

2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed Ian Barber

Date 29th March 2021

Name Ian Barber

Address 25 Woodpecker Avenue, Holt, NR25 6GJ

The original certificate is held in the PCC minutes with a copy lodged at the Norwich Diocesan Board of Finance

* delete as appropriate

TREASURERS REPORT

I cannot do anything else but say that 2020 has been difficult. After March we have never really had any firm base upon which to plan but still we have managed to have our organ refurbished a new money saving lighting system installed and the long planned path from Gresham car park to the West Door opened.

The end of year shows that we have managed to be in the black as far as the operating costs against income are concerned by £5047. However this would not have been possible without a fantastic Gift Day (£9686) or the grants received from the Government (£13850) and the Furlough Scheme. In addition the decision was taken not to pay the Parish Share in full by £12400. Had these items not been received or the reduction decided upon then the outcome for the year would have meant that ST Andrews would have run at a loss of about £33000 for the year.

2021 will again start in an uncertain manner but I have every faith in our fellowship, and town, to continue to support the church in their own fantastic way and for the PCC to make the correct decisions as and when necessary.

This year, in particular, has shown how the fellowship can pull together and once again I have to express my gratitude, not only my wife for her support, but to ALL who have stepped up to the mark and done such a lot of hard work behind the scenes so as to keep St Andrews going.

Barry R Holliss, ACMA
Hon. Treasurer

The Church has funds allocated for various purposes as shown below.

As at	31st Dec 20	31st Dec 19
Investment revaluation	18764.06 Note 1	0
General Funds (Unrestricted)	67870.22 Note 2	16677.62
Petty Cash Holding	50.00	300.00
With-held cash (code 93)	-24.87 Note 3	-127.90
StART Fund	2108.56 Note 4	1623.08
SALSA	0.00 Note 14	71830.37
Cash management Account	0.00	11080.16
TOTAL GENERAL FUNDS	88767.97	101383.33
Building M'tenance restricted	3764.08	3764.08
Capital Reserve Fund	41028.18 Note 5	78423.29
Capital Projects Fund (Designated)	16850.00 Note 6	7441.23
Endowment Fund	20978.31 Note 7	19623.76
TOTAL ALLOCATED FUNDS	82620.57	109252.36
Ring Fenced YSA	504.53	238.94
Ring Fenced Live Streaming	988.72	0.00
Ring Fenced Choir Fund	426.19	426.19
TOTAL RING FENCED	1919.44 Note 8	665.13
TOTAL FUNDS	173307.99	211300.82

The funds which back the above are held in the following places

Endowment Fund	20978.31 Note 7	19623.76
Invested Funds	89747.72 Note 9	70983.66
sub-total	<u>110726.04</u>	
Deposited Funds	9564.34	27564.34
With bankers	52967.61 see below	92663.79
Cash in Hand	0	165.27
Petty Cash Holding	50.00	300.00
TOTAL FUNDS	<u>173307.99</u>	211300.82

Cash held with Santander Bank Current account	38050.61
Santander Bank Deposit account	3524.83
Nat West Bank Current account	11392.17
Nat West Bank Deposit account	0.00
sub-total	<u>52967.61</u>
Income not yet on statement	0.00
Total	<u>52967.61</u>

Note 1. Investment revaluation.

The value of the invested shares is now shown at bid value on the last trading day of the year. On 31st December 2020 the value of the investments was 2044.67p per share giving a valuation of £89747.72. The value of the shares has risen since purchase by £18704.06 and in 2020 by £5797.01

Note 2. Unrestricted General Fund

This is made up by:

Area	Income	Expenditure	Net
Parish Funding			
Parish Share	0.00	55870.00	-55870.00
Parish Funding	83,180.85	1475.84	81705.01
Net cost of Parish Funding	83,180.85	57345.84	25835.01
Mission & Ministry	2109.24	10619.51	-8510.27
Asset Management	8605.50	25822.05	-17216.55
Fund Raising & Social	3330.63	932.82	2397.81
Administration	14076.37	14380.36	-303.99
Finance Committee	3254.08	383.87	2870.21
Control Accounts	26763.12	26787.70	-24.58
TOTAL	141319.79	136272.15	5047.64
			Movement
Bt fwd from 2019			16677.62
Operating Net (see above)			5047.64
Movement on General Fund see below			46144.96
TOTAL			67870.22

The movement on the General Fund is made up by:

Transfer in from funding to recompense account re Organ and Lights	40000.00
Carry forward of tax due into 2021	207.36
To increase charitable giving Christmas 2020	-112.02
Late 2019 costs	-479.81
Return of Petty Cash float	250.00
Part of donation transferred to Capital Funding account	-4900.73
Closure of cash Management Account as separate identity	11080.16
Donation received specific for the General Fund	100.00
TOTAL	46144.96

Note 3. The Post Office will not accept coin unless it is contained within a complete bag for the coin tendered eg: £20 x £1 coins, or £10 in 50p coins. This money is that held over for banking. |

Note 4 START Fund

This fund (St Andrews Arts) arises from concert income which is then allocated to support arts and craft activity within the community.

Note 5 Capital Reserve Fund. (Renamed from Fabric Fund)

Bt Fwd from 2019	78423.29
less part cost of replacement hall boiler	-553.45
less part costs of new lighting and	
refurbishment of organ	-40000.00
add balance of unused SALSA fund	3158.34
TOTAL taken forward	41028.18

Note 6 Capital Projects Fund (Designated)

Bt fwd from 2019		7441.23
cost of pathway to church from car park	-11197.41	
less donations received	1230.00	-9967.41
less part cost of replacement hall boiler		-2374.55
donations received re new video system		11750.73
donations received for future projects		10000.00
TOTAL taken forward		16850.00

Note 7

Arising from the sale of the Old National School in Norwich Road the Diocese holds in trust for the benefit of the church 1026 shares in the CCLA CBF Investment Fund valued by CCLA on 31st Dec at £20,978.31

It must be noted that although these funds are shown within the financial assets of the church that they cannot be accessed without the agreement of the Diocese and the breaking of the Trust

Note 8 Ring Fenced Funds

Ring Fencing is where money has been given to the church for keeping by persons or groups for use in the future on specific projects or in specific areas. These areas are, Church Choir, Young St Andrews, and Live Streaming of services

Note 9 Invested Funds

These Funds consists of the following CCLA Investment Income shares

Church a/c	Shares	Bought for	Value 31.12.20
GP Fund	732.2	10983.66	14971.07
GP Fund	2423.43	40000.00	49551.15
		50983.66	
CPF Fund	1233.72	20000.00	25225.50
Totals		70983.66	89747.72

The split between the Funds is purely a designation as none of the money was deposited for a specific purpose

The total income and expenditure of the church in 2020 was:

Area	Note	Income	Expenditure	Net
Share	NOTE 10	0.00	55870.00	-55870.00
Parish Funding	NOTE 11	83,180.85	1475.84	81705.01
Mission and Ministry		2109.24	10619.51	-8510.27
Asset Management	NOTE 12	8605.50	25822.05	-17216.55
Fund Raising & Social	NOTE 13	3330.63	932.82	2397.81
Administration	NOTE 16	14076.37	14380.36	-303.99
Finance Committee		3254.08	383.87	2870.21
Control Accounts	NOTE 15	26763.12	26787.70	-24.58
Balance Sheet		29564.27	92460.27	-62896.00
TOTALS		170884.06	228732.42	-57848.36

Note 10**Share.**

The Parish share is levied on the Benefice in the sum of £67,400. Of this £55,000 was paid with £870 being claimed in lieu of fees.

Note 11**The net amounts received for Parish Funding are:**

Giving and Tax Reclaim	62257.85
Funeral & Wedding Fees	4861.45
Share contribution from All Saints	4900.00
Gift day	9685.71
TOTAL	81705.01

Note 12**The net figures for the Asset Management Group are:**

Extension	-225.32
Church	-11165.33
Churchyard	-2782.50
Church Hall	-4946.56
Church Hall Car Park	3994.60
Safety & Security	-2091.44
TOTAL	-17216.55

The church hall is insured for £2,900,000 for both building and contents.

The church is insured for £11,180,000 for both building and contents.

Note 13**The net figures for Fund raising and Social are:**

150 Club	-520.00
Festival and Fringe	0.00
Fund Raising & Social	2799.81
Christmas Cards	118.00
TOTAL	2397.81

The deficit on the 150 Club is caused by the payment of prizes out of the subscriptions paid in 2019. With the Club in abeyance for 2020/1 no income has been received this year

Note 14. SALSA Fund

The movement on the Fund set up to provide monies for new lighting and the refurbishment of the Organ has been:

	Expenditure		Income
Cost of Lighting	43186.61	Concerts and Recitals	1601.24
Refurbishment of Organ	33245.83	Specific Donations	3875.67
Cost of raising funds	237.41	Spring Fair	975.82
		Other income	1545.09
	<u>76669.85</u>		<u>7997.82</u>
bt fwd from 2019	71830.37		
add income	7997.82		
less expenditure	<u>-76669.85</u>		
Transferred to	3158.34		
Capital Reserve Fund			

NOTE 15 Within the Control Accounts are included
Payments to Charities and Good Causes

Payments to charities

Charity	Value
Alzheimers Society	14.50
East Anglia Air Ambulance	68.80
East Anglia Childrens Hospice	223.25
Haematology Research	75.68
Holt Rugby Club	115.53
Holt Youth Project	57.50
Norfolk & Norwich Hospitals Trust	366.50
Priscilla Bacon Lodge	238.50
Sheringham Stroke Club	74.00
St Andrews Church, Thursford	115.53
Stroke Association	216.30
TOTAL	1566.09

Payments to good causes

Cause	Value
Norfolk Churches Trust	20.00
Holt Youth Project	212.66 *
Kings Lynn Night Shelter	212.66 *
Tree House Café Project, Holt	212.66 *
Bishops Lent Appeal	156.58
TOTAL	814.56

*In addition to the amounts collected above a further £112.02 was added from Church Funds and £100, specifically for Kings Lynn Night Shelter, was paid direct by a parishioner

Note 16. Administration

The income includes grants in aid because of COVID19 from H M Government

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