

**St Mary Magdalene's PCC  
Stoke Bishop**

**The Parochial Church Council  
Presents its Unaudited Annual Report  
And Financial Statements**

**For the year ended 31 December 2021**

Charity commission 1131728

# **The Parochial Church Council of the Ecclesiastical Parish of St Mary Magdalene, Stoke Bishop Annual report and Financial Statements Year ended 31 December 2021**

The Parochial Church Council present their report and the unaudited financial statements for the year ended 31 December 2021.

The Financial Statements are in accordance with the Church Accounting Regulations 2006 and comply with the Charities Act 2011 and the 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 published on 16 July 2014.

## **Charitable Status**

The Parochial Church Council (PCC) is a corporate body established by the Church of England under the PCC Powers Measure. The PCC was registered as a charity in 2009, charity number 1131728. The PCC members have complied with the duty in section 17 of the Charities Act 2011 to have due regard to public benefit guidance published by the Commission.

## **Background**

The Parochial Church Council of the Ecclesiastical Parish of St Mary Magdalene, Stoke Bishop (St Mary's PCC) has the responsibility of co-operating with the incumbent, the Reverend Jema Ball, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical (under the PCC (Powers) Measure 1956).

## **The Parochial Church Council (PCC)**

The appointment of PCC members is governed by and set out in the Churches Representation rules. A list of PCC Members for the year is set out on page 5. New members are provided with a detailed briefing pack explaining their responsibilities and members attend occasional courses.

During the year the PCC has met bi-monthly. Meetings are preceded by a time of prayer, to which members of the congregation are invited.

## **Officers of the Parochial Church Council**

Chair	Reverend Jema Ball
Vice Chair	Ann Thomas
Vice Chair	Caroline Jowett-Ive
Secretary	Stephen Fairbairn
Treasurer	Caroline Owen

## **Address**

The Church Office, Mariners Drive, Stoke Bishop, Bristol, BS9 1QJ.

## **Bankers**

National Westminster Bank Plc, PO Box 221, 13 High Street, Westbury-on-Trym, Bristol, BS9 5AL.

COIF Charity Fund, CCLA Investment Management Ltd, 85 Queen Victoria Street, London EC4V 4ET.

## **Independent Examiner**

Jonathan Marchant, Mazars LLP, Chartered Accountants, 90 Victoria Street, Bristol, BS1 6DP.

# **The Parochial Church Council of the Ecclesiastical Parish of St Mary Magdalene, Stoke Bishop Annual report and Financial Statements Year ended 31 December 2021**

## **Aims**

The PCC, in cooperation with the Incumbent, is required to meet its obligations in ways which:

- Seek God's vision for the Church together with the paid and voluntary staff of St. Mary's and with key groups and individuals within it;
- Seek God's direction and guidance in all decision making;
- Ensure that, where possible and appropriate, the views of members and groups in the congregation can be represented when major decisions are made;
- Ensure that St Mary's is faithful in its stewardship of everything that God has given us (including time); and
- Promote in the Parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

## **Achievement and performance**

2021 got off to a bumpy start with a lockdown and school closure announced at the last minutes due to COVID19, at a time when many people were fatigued and despondent. In January the PCC took the difficult decision to close the church for gathered worship. As the year progressed and restrictions were lifted it was clear that the clergy and congregation were able to stay faithful to our call of following Jesus and making him known. It was with great joy that the church reopened for gathered worship in March in time for Easter.

During the year there were seven weddings and one renewal of vows service, together with seven baptisms. As restrictions lifted the church was able to offer support to the bereaved and hold not only church funerals but thanks giving services for those who had died last year when funerals were restricted.

Activities for families children and youth were resumed in the year and in some cases were relaunched. At Easter as indoor gatherings were restricted an outdoor Easter trail and craft session. This was followed by an outdoor Christmas trail. The church was able to deepen its links with Stoke Bishop Church of England Primary School and has led collective worship every Monday morning. The year 6 pupils all left the school with a bible presented by the church.

September marked a significant shift in the pattern of our worship as we moved to a Week A, Week B format. This has worked well and has helped with the complex task of co-ordinating ministers on rotas. It has meant that most of our families with children/teens are attending church more regularly than prior to the pandemic. It was such a joy in September to relaunch our Sunday groups for 0-14's under the new name of SHINE.

The Autumn term of 2021 saw roughly 60 people from across the churches of the Avonside Mission Area take part in the Living in Love and Faith course. It was offered by the Church of England as a conversation opportunity looking at Christian teaching and learning on identity, sexuality, relationships and marriage.

St Mary's church and halls are an important community venue. During 2021 the hall bookings picked up considerably. There's a wonderful mix of activities and ages and we took on a few new regular bookings alongside welcoming back our regulars.

# **The Parochial Church Council of the Ecclesiastical Parish of St Mary Magdalene, Stoke Bishop Annual report and Financial Statements Year ended 31 December 2021**

## **The Leadership Team**

The Leadership Team acts as the Standing Committee of the PCC and consists of the leaders of the key areas of ministry at St Mary's and elected members from the PCC

Rev Jema Ball	Incumbent -Worship and Training
Rev Simon Potter	Growing Disciples
Tony Hughes	Stewardship and Resources-elected PCC representative
Rachel Powlesland	Youth and Children
Rev Jennifer Hall	
Rev Jo Morris	Care and support
Ann Thomas	Church warden
Caroline Jowett-Ive	Church warden
Caroline Owen	Treasurer and safeguarding- elected PCC representative

## **Relationships with other groups, charities and individuals**

As a parish church, within the Diocese of Bristol in the Church of England, the church undertakes to pay the annual Parish Share, which, during this period was £160,980 (2020 - £160,980).

The Diocese of Bristol pays the salaries of the Incumbent Rev Jema Ball, and the associate vicar Rev Simon Potter.

## **Electoral Roll**

The annual revision of the Electoral Roll last took place in April 2020, establishing that the number on the Electoral Roll was 314 (2020- 314).

## **Risk Management**

As a body responsible for the condition of the fabric of St Mary's and for the safety and well-being of those worshipping there and everyone using its facilities, the PCC adopts policies and takes measures to minimise the risks involved. The PCC and its committees adhere to and implement the provisions of legislation and current good practice.

The major risks to which St Mary's PCC is exposed and the systems to mitigate those risks are as follows:

- Physical risks to congregation and staff which are dealt with through the regular review of the Health and Safety policy and practice.
- Risks from fire are mitigated by keeping the building and equipment in good repair.
- Maintaining safeguarding policies to protect children and vulnerable adults from potential abuse, including appointment procedures and training.
- Church finances which are carefully administered to optimise income and control expenditure.
- The short term nature of its revenue funding, with steps being taken continually to ensure that funding continues.
- Operating risks, with cover for public liability, office and buildings insurances and landlord's insurance in respect of a tenanted property owned by the church.

# **The Parochial Church Council of the Ecclesiastical Parish of St Mary Magdalene, Stoke Bishop Annual report and Financial Statements Year ended 31 December 2021**

## **PCC responsibility for the financial statements**

The law requires the PCC to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Parish and of its income and expenditure for that period. In preparing those financial statements, the PCC is required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent; and
- Prepare the financial statements on the going concern basis unless this is inappropriate.

The PCC members are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the Parish and to enable them to ensure that the financial statements comply with the relevant legislation. They are also responsible for safeguarding the assets of the Parish and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

At the beginning of the year 2021 the budget prepared anticipated a deficit for the General Fund. The Parish Share for 2021 has remained the same as for 2020. The PCC are confident that they will be able to meet their financial obligations.

## **Reserves Policy**

The PCC aim to maintain reserves in unrestricted funds at a level that will allow sufficient funds to be available to respond to charitable activities as they arise and also to ensure that support and governance costs can be met for at least three months.

The balance held as unrestricted funds at the year end was £295,232 (2020-£257,843) of which £151,666 (2020-£115,950) are regarded as free reserves after allowing for funds tied up in tangible fixed assets.

## **Post Balance Sheet Events**

In July 2021 the PCC approved the relaunch of the hall project. The redevelopment of the church rooms was launched in January 2020 but was suspended due to COVID19. The building work started in June 2022.

Approved and signed by

Rev Jema Ball  
Incumbent  
8th September 2022

**The Parochial Church Council of the Ecclesiastical Parish of  
St Mary Magdalene, Stoke Bishop  
Annual report and Financial Statements  
Year ended 31 December 2021**

**PCC members 2021**

**Clergy**

Rev Jema Ball  
Rev Simon Potter  
Rev Angela Cattell  
Rev Jennifer Hall  
Rev Hazel Trapnell  
Rev Joanna Morris

**Licensed Lay Ministers**

Brian Richardson  
Peter Robottom

**Churchwardens**

Ann Thomas  
Caroline Jowett-Ive

**Members of Diocesan Synod**

Peter Robottom

**Members of Deanery Synod**

Hayley Brydges  
Tony Hughes  
Jo Wright

**PCC members**

Julia Gwyther  
Andrew Judd  
Al Meadows from 9th May 2021  
Caroline Owen - Treasurer  
Kate Pinfold from 9th May 2021  
Nick Powlesland from 9th May 2021  
Jerry Sandford  
Caroline Simpson  
Tony Yeadon

Justin Stratis, Jenny Baker, Steve Fairbairn, Wendy Hughes, Miles Kitching and Pauline Pearson who were members of the PCC on 1 January 2021 resigned in the year ended 31 December 2021.

# **Independent Examiner's Report to the Members of The Parochial Church Council (PCC) of the Ecclesiastical Parish of St Mary Magdalene, Stoke Bishop**

I report on the financial statements of the PCC of St Mary Magdalene, Stoke Bishop for the year ended 31 December 2021, which comprise the Statement of Financial Activities, the Balance Sheet and the related notes.

## **Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the financial statements. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the financial statements under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

This report, including my statement, has been prepared for and only for the charity's trustees as a body. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body for my examination work, for this report, or for the statements I have made.

## **Basis of independent examiner's report**

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 financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, 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 no opinion is given as to whether the financial statements present a 'true and fair view' and the report is limited to those matters set out in the statement below.

## **Independent examiner's statement**

In connection with my examination, which is complete, no matters have come to my attention which give me reasonable cause to believe that in any material respect:

- accounting records were not kept in respect of the PCC of St Mary Magdalene, Stoke Bishop in accordance with section 130 of the 2011 Act; or
- the financial statements do not accord with those records; or
- the financial statements do not comply with the applicable requirements concerning the form and content of financial statements set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the financial statements 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, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

***Jonathan Marchant FCA***

Chartered Accountant

Mazars LLP

90 Victoria Street

Bristol

BS1 6DP

8th September 2022

**The Parochial Church Council of the Ecclesiastical Parish of  
St Mary Magdalene, Stoke Bishop  
Statement of Financial Activities for the Year Ended 31 December 2021**

		2021	2021		2020	2020	
		Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
	note	funds	funds		funds	funds	
		£	£	£	£	£	£
<b>Income and endowments from</b>							
Donations and legacies	2	272,192	31,059	303,251	295,047	47,302	342,349
Activities for generating funds	3	27,693	2,155	29,848	11,462	956	12,418
Investment income	4	11,432	-	11,432	11,540	-	11,540
Total		<u>311,317</u>	<u>33,214</u>	<u>344,531</u>	<u>318,049</u>	<u>48,258</u>	<u>366,307</u>
<b>Expenditure on</b>							
Raising funds	5	15,669	2,125	17,794	8,587	875	9,462
Charitable activities	6	305,366	36,064	341,430	281,019	22,030	303,049
Total		<u>321,035</u>	<u>38,189</u>	<u>359,224</u>	<u>289,606</u>	<u>22,905</u>	<u>312,511</u>
Net income		(9,718)	(4,975)	(14,693)	28,443	25,353	53,796
<b>Transfers</b>							
Gross transfers between funds		47,107	(47,107)	-	293	(293)	-
Net income before other recognised gains and losses		<u>37,389</u>	<u>(52,082)</u>	<u>(14,693)</u>	<u>28,736</u>	<u>25,060</u>	<u>53,796</u>
<b>Other recognised gains</b>							
Gains on revaluation of fixed assets for charity's own use		20,000	-	20,000	35,000	-	35,000
Net movements in funds		<u>57,389</u>	<u>(52,082)</u>	<u>5,307</u>	<u>63,736</u>	<u>25,060</u>	<u>88,796</u>
<b>Reconciliation of funds</b>							
Total funds brought forward		560,951	80,941	641,892	497,215	55,881	553,096
Total funds carried forward		<u>618,340</u>	<u>28,859</u>	<u>647,199</u>	<u>560,951</u>	<u>80,941</u>	<u>641,892</u>

All incoming resources and resources expended derive from continuing activities.

The notes on pages 9 to 16 form an integral part of these financial statements



**The Parochial Church Council of the Ecclesiastical Parish of  
St Mary Magdalene, Stoke Bishop  
Balance Sheet as at 31 December 2021**

		2021		2020	
	note	£	£	£	£
<b>Fixed assets</b>					
Tangible assets	9		466,673		445,000
Heritage assets	9		1		1
			<u>466,674</u>		<u>445,001</u>
<b>Current assets</b>					
Debtors	10	13,350		21,022	
Cash at bank and in hand		<u>183,259</u>		<u>184,087</u>	
		196,609		205,109	
<b>Creditors: Amounts falling due within one year</b>					
	11	<u>16,084</u>		<u>8,218</u>	
			180,525		196,891
<b>Net assets</b>			<u><u>647,199</u></u>		<u><u>641,892</u></u>
<b>The funds of the charity:</b>					
<b>Restricted funds</b>	13		28,859		80,941
<b>Unrestricted Funds</b>					
Revaluation reserve	13	323,108		303,108	
Unrestricted income funds	13	<u>295,232</u>		<u>257,843</u>	
			618,340		560,951
<b>Total charity funds</b>			<u><u>647,199</u></u>		<u><u>641,892</u></u>

Approved and signed by

**Jema Ball**  
Reverend Jema Ball  
Incumbent  
8th September 2022

**Caroline Owen**  
C Owen  
PCC Member

The notes on pages 9 to 16 form an integral part of these financial statements.

# **The Parochial Church Council of the Ecclesiastical Parish of St Mary Magdalene, Stoke Bishop**

## **Notes to the Financial Statements for the Year Ended 31 December 2021**

### **1. Accounting policies**

The Parochial Church Council (PCC) is a corporate body established by the Church of England under the PCC Powers Measure. The PCC was registered as a charity in 2009, charity number 1131728. Its registered office is Mariners Drive, Stoke Bishop, Bristol BS9 1QJ.

### **Basis of preparation and assessment of going concern**

The financial statements have been prepared under the historical cost convention, as modified by the revaluation of certain fixed assets, and in accordance with the Statement of Recommended Practice 'Accounting and Reporting by Charities preparing their accounts in accordance with Financial Reporting Standard applicable in the UK and Republic of Ireland' effective from 1 January 2015 (FRS102), applicable accounting standards and the Charities Act 2011.

The PCC constitutes a public benefit entity as defined by FRS102.

The presentation currency of the financial statements is sterling and all figures are rounded to the nearest pound. The comparative information relates to the year ended 31 December 2019.

Although the impact of COVID-19 is still uncertain the congregation of the church has continued to support the work of the church by their committed giving. The PCC consider that there are no uncertainties about their ability to continue as a going concern as a result of the pandemic or any other matters.

### **Fund accounting policy**

Unrestricted income funds are general funds that are available for use at the PCC's discretion in furtherance of the objectives of the charity.

Restricted funds are those donated for use in a particular area or for a specific purpose, the use of which is restricted to that area.

Designated funds are unrestricted funds set aside at the discretion of the PCC for specific purposes. Details of each fund are disclosed in note 13.

### **Incoming resources**

Voluntary income, including donations and grants including coronavirus job retention scheme payments, that provide core funding is recognised where there is an entitlement, probability of receipt and when the amount can be reliably measured.

Income from tax reclaims are included at the same time as the gift to which they relate.

Income from events and fund raising activities is recognised as earned.

Investment income is recognised on a receivable basis.

### **Resources expended**

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be directly allocated to the activity and indirect costs required to support the work of the charity.

Grants and donations payable are recognised in the accounts when a commitment has been made and there is certainty about the timing and amount of the payment.

# **The Parochial Church Council of the Ecclesiastical Parish of St Mary Magdalene, Stoke Bishop**

## **Notes to the Financial Statements for the Year Ended 31 December 2021**

### **Governance costs**

Governance costs include costs of the preparation and examination of the Report and Financial Statement, costs relating to PCC meetings and any legal costs relating to governance and constitutional matters.

### **Fixed assets**

Consecrated land and buildings and other church furnishing are not included in the accounts in accordance with s10 (2) (a) of the Charities Act 2011. All expenditure on such property is written off as incurred.

Moveable church furnishings that require a faculty for disposal are inalienable property and are held by the vicar and churchwardens on special trust for the PCC. These assets are listed in the church's inventory which can be inspected at any reasonable time.

Other land and buildings are owned by the PCC and are stated at valuation.

Expenditure on office and audio equipment and musical instruments is treated as capital additions where it exceeds £2,500.

### **Depreciation**

Depreciation is provided on tangible fixed assets so as to write off the cost, less any residual value, over their expected useful life as follows:

Office audio and musical equipment	33% straight line basis
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### **Taxation**

The charity is exempt from tax as it has no taxable activities. Irrecoverable VAT borne by the charity is included in the cost of the item to which it relates.

### **Cash at bank and in hand**

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

### **Debtors**

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount at which the charity is expected to benefit in a future period.

### **Liabilities and provisions**

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide. Provisions are measured at the best estimate of the amounts required to settle the obligation.

### **Financial instruments**

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

**The Parochial Church Council of the Ecclesiastical Parish of  
St Mary Magdalene, Stoke Bishop  
Notes to the Financial Statements for the Year Ended 31 December 2021**

**2. Donations and legacies**

	2021			2020		
	Unrestricted Funds	Restricted Funds	Total Funds	Unrestricted Funds	Restricted Funds	Total Funds
	£	£	£	£	£	£
<b>Donations and legacies</b>						
Committed giving	203,101	-	203,101	178,983	-	178,983
Donations	26,382	28,038	54,420	66,480	38,661	105,141
Bequests	9,377		9,377	-	2,000	2,000
Gift aid tax reclaimed	28,491	3,021	31,512	41,969	6,641	48,610
	<u>267,351</u>	<u>31,059</u>	<u>298,410</u>	<u>287,432</u>	<u>47,302</u>	<u>334,734</u>
<b>Grants</b>						
Job Retention Scheme	4,841	-	4,841	7,615	-	7,615
	<u>272,192</u>	<u>31,059</u>	<u>303,251</u>	<u>295,047</u>	<u>47,302</u>	<u>342,349</u>

**3. Activities for generating funds**

	2021			2020		
	Unrestricted Funds	Restricted Funds	Total Funds	Unrestricted Funds	Restricted Funds	Total Funds
	£	£	£	£	£	£
<b>Parish activities</b>						
Bookstall and bible notes	96	-	96	19	-	19
House party income	-	-	-	660	-	660
Fees for weddings and funerals	15,422	-	15,422	4,982	-	4,982
Church and church room rental	8,420	-	8,420	2,816	-	2,816
	<u>23,938</u>	<u>-</u>	<u>23,938</u>	<u>8,477</u>	<u>-</u>	<u>8,477</u>
<b>Fund raising</b>						
Magazine advertising and sales	1,944	-	1,944	2,876	-	2,876
Social events	1,811	2,155	3,966	109	956	1,065
	<u>3,755</u>	<u>2,155</u>	<u>5,910</u>	<u>2,985</u>	<u>956</u>	<u>3,941</u>
	<u>27,693</u>	<u>2,155</u>	<u>29,848</u>	<u>11,462</u>	<u>956</u>	<u>12,418</u>

**4. Investment income**

	2021			2020		
	Unrestricted Funds	Restricted Funds	Total Funds	Unrestricted Funds	Restricted Funds	Total Funds
	£	£	£	£	£	£
Rent from property	11,400	-	11,400	11,400	-	11,400
Interest on cash deposits	32	-	32	140	-	140
	<u>11,432</u>	<u>-</u>	<u>11,432</u>	<u>11,540</u>	<u>-</u>	<u>11,540</u>

**The Parochial Church Council of the Ecclesiastical Parish of  
St Mary Magdalene, Stoke Bishop  
Notes to the Financial Statements for the Year Ended 31 December 2021**

**5. Raising funds**

	2021			2020		
	Unrestricted Funds	Restricted Funds	Total Funds	Unrestricted Funds	Restricted Funds	Total Funds
	£	£	£	£	£	£
Magazine printing	5,360	-	5,360	5,760	-	5,760
House party	184	-	184	724	-	724
Bookstall purchases	45	-	45	49	-	49
Wedding and funeral fees and costs	8,864	-	8,864	2,054	-	2,054
Social events	1,216	2,125	3,341	-	875	875
	<u>15,669</u>	<u>2,125</u>	<u>17,794</u>	<u>8,587</u>	<u>875</u>	<u>9,462</u>

**6. Details of charitable activities**

	2021			2020		
	Unrestricted Funds	Restricted Funds	Total Funds	Unrestricted Funds	Restricted Funds	Total Funds
	£	£	£	£	£	£
<b>Grants and donations</b>						
Parish share	160,980	-	160,980	160,980	-	160,980
Mission giving	-	20,243	20,243	-	20,427	20,427
Other giving	-	308	308	-	327	327
	<u>160,980</u>	<u>20,551</u>	<u>181,531</u>	<u>160,980</u>	<u>20,754</u>	<u>181,734</u>
<b>Support costs</b>						
Employment costs	92,875	-	92,875	77,059	-	77,059
Lighting and heating	11,895	-	11,895	11,053	-	11,053
Insurance	3,376	-	3,376	3,218	-	3,218
Repairs and maintenance	9,593	-	9,593	4,732	-	4,732
Churchyard expenses	47	-	47	63	-	63
Organist, choir and music costs	965	-	965	1,823	-	1,823
Telephone and computers	5,308	-	5,308	2,732	-	2,732
Stationery and postage	3,858	-	3,858	3,977	-	3,977
Subscriptions and training	2,363	-	2,363	3,323	355	3,678
Cleaning	1,649	-	1,649	1,653	-	1,653
Water rates	286	-	286	481	-	481
Service supplies	1,059	10,359	11,418	-	-	-
Staff recruitment	-	-	-	150	-	150
Bank charges	488	-	488	472	-	472
Sundry costs	1,829	5,154	6,983	1,473	921	2,394
Youth ministry costs	1,969	-	1,969	1,659	-	1,659
Depreciation	835	-	835	-	-	-
Clergy expenses	3,313	-	3,313	3,549	-	3,549
	<u>141,708</u>	<u>15,513</u>	<u>157,221</u>	<u>117,417</u>	<u>1,276</u>	<u>118,693</u>
<b>Governance costs</b>						
Independent examiner's fee	2,678	-	2,678	2,622	-	2,622
	<u>305,366</u>	<u>36,064</u>	<u>341,430</u>	<u>281,019</u>	<u>22,030</u>	<u>303,049</u>

**The Parochial Church Council of the Ecclesiastical Parish of  
St Mary Magdalene, Stoke Bishop  
Notes to the Financial Statements for the Year Ended 31 December 2021**

**7. Grants and donations**

	2021	2020
	£	£
Parish share - paid to Diocese of Bristol	160,980	160,980
Mission giving	20,243	20,427
Other charitable giving	308	327
	<u>181,531</u>	<u>181,734</u>
Giving to Mission partners	16,963	16,867
Institutions		
Individuals	1,900	2,500
Other missionary and charitable giving	1,380	1,060
	<u>20,243</u>	<u>20,427</u>

**8 Employees' remuneration**

The average number of persons employed by the charity during the year was as follows:

	2021	2020
	number	number
Youth workers and trainees	2	2
Director of music	1	1
Office and administration staff	3	3
	<u>6</u>	<u>6</u>

The aggregate payroll costs of these staff were as follows:

	2021	2020
	£	£
Youth workers and trainees	45,132	23,052
Director of music	9,927	18,614
Office and administration staff	35,418	33,529
	<u>90,477</u>	<u>75,195</u>
Employer's national insurance contributions	744	731
Employer's pension contributions	1,654	1,133
	<u>92,875</u>	<u>77,059</u>

No employees were paid more than £60,000 in the year by the PCC.

The PCC members are considered the key management personnel of the PCC. No PCC member was paid any remuneration or working expenses during the year in their capacity as PCC members.

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**9 Tangible fixed assets**

	Freehold land and buildings (including heritage assets) £	Fixtures fittings and equipment £	Total £
<b>Cost or valuation</b>			
At 1 January 2021	445,001	24,980	469,981
Additions	-	2,507	2,507
Revaluation	20,000	-	20,000
At 31 December 2021	<u>465,001</u>	<u>27,487</u>	<u>492,488</u>
<b>Depreciation</b>			
At 1 January 2021	-	24,980	24,980
Charge for the year	-	835	835
At 31 December 2021	<u>-</u>	<u>25,815</u>	<u>25,815</u>
Net book value			
At 31 December 2021	<u>465,001</u>	<u>1,672</u>	<u>466,673</u>
At 31 December 2020	<u>445,001</u>	<u>-</u>	<u>445,001</u>

Freehold land and buildings consists of a house, 1 St Laud Close. The property was valued at £465,000 at the year end by N Powlesland MRICS Chartered Surveyor.

The historical cost of the freehold land and buildings was £141,893

The church rooms have been classed as heritage assets. As the property has restrictions that prevent it being sold, the PCC have valued it at £1.

**10 Debtors**

	2021 £	2020 £
Gift aid refund due	11,118	19,444
Prepayments	<u>2,232</u>	<u>1,578</u>
	<u>13,350</u>	<u>21,022</u>

**11 Creditors: Amounts falling due within one year**

	2021 £	2020 £
Accrued expenses	9,409	7,696
Other creditor	4,842	-
Payroll taxes and pension contributions	<u>1,833</u>	<u>522</u>
	<u>16,084</u>	<u>8,218</u>

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**12. Related Parties**

Controlling entity: The charity is controlled by the PCC members.

**13. Analysis of Funds**

	1 January 2021 £	Incoming resources £	Resources expended £	Transfer £	31 December 2021 £
<b>Restricted Funds</b>					
Mission Fund	2,946	14,555	(20,243)	5,595	2,853
Earmarked fund	194	4,708	(4,674)	-	228
Mental Health Fund	645	300	(480)		465
Youth work fund	-	6,311	(308)	(6,003)	-
Hazelnut Community Farm	5,174	5,185	(10,359)	-	-
Lunch club	7,590	2,155	(2,125)	-	7,620
Hall fund	64,392	-	-	(46,699)	17,693
	<u>80,941</u>	<u>33,214</u>	<u>(38,189)</u>	<u>(47,107)</u>	<u>28,859</u>
<b>Unrestricted Funds</b>					
General fund	96,655	301,940	(321,035)	408	77,968
<b>Designated funds</b>					
Building fund	39,354	-	-	-	39,354
Development fund	-	9,377	-	46,699	56,076
Capital reserve fund	121,834	-	-	-	121,834
	<u>257,843</u>	<u>311,317</u>	<u>(321,035)</u>	<u>47,107</u>	<u>295,232</u>
<b>Revaluation of fixed assets</b>					
Revaluation reserve fund	303,108	20,000	-	-	323,108
<b>Total funds</b>	<u>641,892</u>	<u>364,531</u>	<u>(359,224)</u>	<u>-</u>	<u>647,199</u>

**Unrestricted funds**

Building fund Sums set aside to meet non routine repairs and to meet expenditure due after each quinquennial review.

Development fund Legacies received and set aside to encourage the growth of the church.

Capital reserve fund Accumulated profits on sales of fixed assets and exceptional write offs.

**Restricted funds**

Mission fund Donations received for distribution to mission partners and other charities.

Earmarked fund Sums received where the donor has specified the purpose of the donation.

Hall fund Donations received to develop the church buildings. Formerly this was the development fund but has now been split to keep donations for the Hall redevelopment separate

Youth Work fund Donations received to support the youth work of St Marys.

Hazelnut Community Farm Donations received to support the work of Hazelnut Community Farm.

Lunch Club fund Accumulated funds held by the lunch club which provides a weekly lunch.

Mental Health Fund Donations received to support the work of a mental health support group.



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**14. Transfers**

The following transfers have been made from the general fund:

£5,595 to the Mission fund to support the mission partners.

The following transfers have been made to the general fund:

£6,003 from the Youth Work fund as a contribution towards the cost of youth worker salaries.

The following transfers have been made to the development fund:

£46,699 from the hall fund. In previous years there was one fund that received donations for the development of the church. It was decided by the PCC that it was more appropriate to split the funds as the legacies that have been received are not restricted in their use whereas the donations received for the Hall redevelopment are for a specified purpose.

**15. Net assets by Fund**

	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total Funds 2021</b>	<b>Total Funds 2020</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Tangible assets	466,673	-	466,673	445,000
Heritage assets	1	-	1	1
Current assets	167,750	28,859	196,609	205,109
Creditors: amounts falling due within one year	(16,084)	-	(16,084)	(8,218)
	<u>618,340</u>	<u>28,859</u>	<u>647,199</u>	<u>641,892</u>