

The Parish of Canvey Island - Annual Report of the Parochial Church Council for the Year Ended 31 December 2020

Administrative Information

The Parish of Canvey Island is a Team Ministry comprising of the three Anglican churches, St Nicholas', St Anne's and St Katherine's situated on Canvey Island Essex. It is part of the Diocese of Chelmsford within the Church of England. The correspondence address is The Parish Office, 208 Long Road, Canvey Island, Essex, SS8 0JR.

The Parochial Church Council (PCC) is a charity now required to register with the Charity Commission - No. 1131791.

PCC Members who have served from 1 January 2020 until the date this report was approved are:

Rector	The Revd David St Clair Tudor	Chairman
Team Vicar	The Revd Marion Walford	
Associate Priest	The Revd Lesley McGlynn The Revd Terry Brown	
Parish Wardens	Mrs Susan Thake Mr Andrew Thoupos	
District Wardens	Mr Robert Parker Mrs Gloria Sodipo Mrs Jo Allen Mr James Quinton Mrs Janet Ball Mr Peter King Mrs Nina Salmon	
Representatives on the General Synod	Mrs Michelle Obende	
Representatives on the Deanery Synod	Mrs Kay Brown Mrs Christine Oxlade Mrs Pam French Mrs Jacqui Light Mr Jim Quinton Mr Stephen Gard Mrs Jacky Sheerman Roy Sheerman	
Elected Members	Mr Ian McLEllan Mrs Susan Elliott Mrs Doreen Hoad Mr David Manclark Mrs Nicki Lee Mrs Lily Dean Mrs Elaine Mizon Gary Mizon Mrs Helen King	

	Mrs Sue Page Mr Dean Kramer Mrs Margaret Jeary Mrs Wendy Styles Mrs Linda Parker Mrs Amanda Ealham Mrs Elizabeth Jeary Mrs Unis Mills-Ralph Mr Peter Ralph Mrs Margaret Howes Mrs Karen Bates Mrs Gillian Fieldwick Mrs Pauline Benns Mrs Linda Rogers Mr John Robinson Mrs Jacqui Light Mr Fred Springford	
Co-opted Members	Mrs Dawn Artley Mrs Trudy Arnold Mrs Anne Marie Taylor	Administrator Licensed Lay Minister Headteacher

Structure, Governance and Management

The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

Objectives and Activities

The Parish of Canvey Island's PCC has the responsibility of co-operating with the incumbent, and the ministry team, in promoting in the ecclesiastical Parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the St Nicholas Church and St Nicholas Centre, Long Road, Canvey Island, as well as the St Anne's Church Hall, St Anne's Road, Canvey Island and making a contribution towards the costs at St Katherine's Centre (which is situated in the school).

Achievements and Performance

At the Annual Parochial Church Meeting 2019 the number of persons registered on the Parish Electoral Roll stood at 360.

- 5 persons died in the course of the year.
- 1 person was ordained.
- 7 persons newly joined Electoral Roll.

The current number on the new Electoral Roll to date is therefore 360.

Review of the Year

There have been 3 PCC meetings since our delayed last APCM in September 2020 each of these were preceded by a Bible Reading and Prayer. The average attendance over the year has been satisfactory.

Prior to each of the meetings the PCC members received minutes and reports from the DCC's, St Katherine's School and sundry committees with the opportunity to review and discuss them at the next meeting.

The Pandemic has caused a delay for the cladding of the St Nicholas Centre, the new external doors to the Church and Centre, will be installed in 2021.

Minutes from PCC meetings and the corresponding reports are displayed in our Churches after each meeting. If any questions arise, they can be directed to a representative on the PCC or via the Secretary to the PCC.

The PCC continues to support Jacqui Light in her first year of training as a Licensed Lay Minister and Karen Bates who is in her final year of study and will be licensed as a Licensed Lay Minister in September 2021. The Reverend Trudy Arnold was ordained Deacon on 13th September 2020 and will be priested in the summer of 2021.

Services took place in Church during 2020 and via live stream until the week before Christmas. The Christmas Carol Service was in Church and live streamed. On Christmas Eve St Nicholas Church was open all day and a Christingle Service was recorded and released on Christmas Eve.

Christmas Midnight Mass and the Christmas morning service were live streamed from St Nicholas by the Reverend Marion Walford, without a congregation in Church. Weddings, Baptisms and funerals took place during the later part of the year observing all guidelines. A big thank you for the Reverend Marion Walford bringing the Services on line during 2020, during periods of lock down and restrictions. And for all her hardwork and support behind the scenes.

The Pop-up Foodbank continues to meet a need in the community. With new people coming through the doors daily. We are still preparing and giving out 100 plus bags per week. The generosity has been fantastic from people donating food and money. A very big thank you to all. We record grateful thanks to all the volunteers that assist with the Pop-Up Foodbank and Open Church. They are all doing an amazing job. It's not only passing over bags of food to people, but taking deliveries, sorting through the food and listening to those who come in. Some people come in crying and embarrassed, they have not been in this position before. The volunteers turn up before their 'shift' and stay long after their time, also a few have popped in for something and ending up staying to help out. We have been giving out 100 plus bags a week. The Pop-Up Food Bank is open every day including all Bank Holidays and Christmas Day.

The groups using the premises will begin to return subject to Government guidelines.

The Anglican Church in Canvey Island is an Inclusive Church. During 2021 the Church will meet to look at and discuss Living In Love and Faith.

Financial Review

Accounts recorded.

INDEPENDENT EXAMINER'S REPORT TO THE PCC OF CANVEY ISLAND ESSEX

Annual Report approved for submission to the Charity Commission at the PCC meeting on the 18th April 2021.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF CANVEY ISLAND

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2020

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £	Unrestricted funds 2019 £	Restricted funds 2019 £	Total 2019 £
Income from:	Notes					
Voluntary income	3	69,461	18,162	87,623	91,570	139,554
Charitable activities	4	76,954	4,701	81,655	152,378	220,366
Investments	5	223	155	378	199	301
Total income		146,638	23,018	169,656	244,147	360,221
Expenditure on:						
Raising funds						
Costs of generating voluntary income	6	96	-	96	685	685
Charitable activities						
Depreciation	7	755	-	755	764	764
Ministry costs	7	138,021	16,792	154,813	184,478	318,713
Church activities	7	1,754	-	1,754	9,546	9,546
Total charitable expenditure		140,530	16,792	157,322	194,788	329,023
Total resources expended		140,626	16,792	157,418	195,473	329,708
Net incoming resources before transfers		6,012	6,226	12,238	48,674	30,513
Gross transfers between funds		(56,859)	56,859	-	28,338	(28,338)
Net (expenditure)/income for the year/ Net movement in funds		(50,847)	63,085	12,238	77,012	30,513
Fund balances at 1 January 2020		156,581	69,653	226,234	79,569	195,721
Fund balances at 31 December 2020		105,734	132,738	238,472	156,581	226,234

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

All income and expenditure derive from continuing activities.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF CANVEY ISLAND

BALANCE SHEET

AS AT 31 DECEMBER 2020

	Notes	2020 £	2019 £
Fixed assets			
Tangible assets	10	2,650	3,405
Current assets			
Debtors	11	239,309	8,094
Cash at bank and in hand		239,309	219,222
			227,316
Creditors: amounts falling due within one year	12	(3,487)	(4,487)
Net current assets		235,822	222,829
Total assets less current liabilities		238,472	226,234
Income funds			
Restricted funds		132,738	69,653
Unrestricted funds - general		105,734	156,581
		238,472	226,234

The financial statements were approved by the Trustees on 15th March 2021


Rev Marion Wainford B A (Hons)
Trustee

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF CANVEY ISLAND

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

1 Accounting policies

Charity information

The Parochial Church Council Of The Ecclesiastical Parish of Canvey Island is a parish council governed by the Parochial Church Council Powers Measure (1956) as amended and Church representation rules.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing documents under the Parochial Church Council Powers Measure (1956) as amended and Church representation rules, 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). The charity is a Public Benefit Entity as defined by FRS 102.

The charity 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 charity. 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 charity 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.

Designated funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity 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 charity has been notified of the donation, unless performance conditions require deferral of the amount.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF CANVEY ISLAND

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

1 Accounting policies (Continued)

Legacies are recognised on receipt or otherwise if the charity 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

Liability recognition

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

Capitalisation policy

It is the charity's policy to write off items of capital expenditure below £500 to the income and expenditure account.

VAT

As the charity is not registered for VAT all irrecoverable VAT paid is written off to the income and expenditure account.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures and fittings	15% reducing balance
Computers	25% reducing balance

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 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.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF CANVEY ISLAND

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

1 Accounting policies (Continued)

1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

2 Critical accounting estimates and judgements

In the application of the charity'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.

3 Voluntary income

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	general			general		
	2020	2020	2020	2019	2019	2019
	£	£	£	£	£	£
Donations and gifts	68,088	18,162	86,250	91,570	47,984	139,554
Furlough claims	1,373	-	1,373	-	-	-
	<u>69,461</u>	<u>18,162</u>	<u>87,623</u>	<u>91,570</u>	<u>47,984</u>	<u>139,554</u>
Donations and gifts						
Planned giving	31,463	561	32,024	33,903	1,085	34,988
Collections	5,232	-	5,232	13,742	-	13,742
Sundry donations and appeals	31,393	8,400	39,793	43,888	46,899	90,787
Other	-	9,201	9,201	37	-	37
	<u>68,088</u>	<u>18,162</u>	<u>86,250</u>	<u>91,570</u>	<u>47,984</u>	<u>139,554</u>

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF CANVEY ISLAND

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

4 Charitable activities

	Activities for generating funds 2020 £	Income from church activities 2020 £	Total 2020 £	Total 2019 £
General fundraising	8,649	-	8,649	28,619
Bookstall	297	-	297	361
Church hall lettings	-	18,062	18,062	44,450
Fees from weddings	-	50,975	50,975	81,163
Adult education	-	3,672	3,672	316
Pilgrimages	-	-	-	65,457
	<u>8,946</u>	<u>72,709</u>	<u>81,655</u>	<u>220,366</u>
Analysis by fund				
Unrestricted funds - general	7,861	69,093	76,954	152,378
Restricted funds	1,085	3,616	4,701	67,988
	<u>8,946</u>	<u>72,709</u>	<u>81,655</u>	<u>220,366</u>
For the year ended 31 December 2019				
Unrestricted funds - general	26,449	125,929		152,378
Restricted funds	2,531	65,457		67,988
	<u>28,980</u>	<u>191,386</u>		<u>220,366</u>

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF CANVEY ISLAND

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

5	Investments	Unrestricted funds		Restricted funds		Total		Unrestricted funds		Restricted funds		Total	
		general		2020		2020		2019		2019		2019	
		£		£		£		£		£		£	
	Interest receivable	223		155		378		199		102		301	
		=====		=====		=====		=====		=====		=====	
6	Raising funds												
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THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF CANVEY ISLAND

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

7 Charitable activities

	Depreciation	Ministry costs	Church activities	Total	Total
	2020	2020	2020	2020	2019
	£	£	£	£	£
Depreciation and impairment	755	-	-	755	764
Donations	-	-	1,754	1,754	9,546
Diocesan parish contributions	-	36,874	-	36,874	89,037
Other Clergy costs	-	2,564	-	2,564	5,821
Parish administration	-	16,878	-	16,878	21,608
Church running expenses	-	18,422	-	18,422	14,080
Church maintenance	-	18,790	-	18,790	31,581
Cleaning	-	4,729	-	4,729	6,541
Upkeep of services	-	4,146	-	4,146	10,786
Fees to Diocese	-	40,359	-	40,359	57,525
Pilgrimages	-	3,134	-	3,134	65,002
Children and Youth	-	4,063	-	4,063	5,810
Administration	-	4,334	-	4,334	10,222
Deposit returns	-	520	-	520	700
	755	154,813	1,754	157,322	329,023
	755	154,813	1,754	157,322	329,023

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF CANVEY ISLAND

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

7 Charitable activities

(Continued)

Analysis by fund

Unrestricted funds - general	755	138,021	1,754	140,530	194,788
Restricted funds	-	16,792	-	16,792	134,235
	<u>755</u>	<u>154,813</u>	<u>1,754</u>	<u>157,322</u>	<u>329,023</u>
For the year ended 31 December 2019					
Unrestricted funds - general	764	184,478	9,546		194,788
Restricted funds	-	134,235	-		134,235
	<u>764</u>	<u>318,713</u>	<u>9,546</u>		<u>329,023</u>

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF CANVEY ISLAND

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

8 Trustees

During the year the following Trustees received expenses in relation to the charity:-

Rev M Walford £1,421 (2019: £3,056)
Rev D S Tudor £nil (2019: £1,018)
Rev L Mc Glynn £239 (2019: £670)
T Arnold £273 (2019: £809)
L Brown £nil (2019: £58)
T Brown £nil (2019: £210)

During the year Dawn Arley, who is a trustee of the charity, received £16,380 with respect to her role as Parish administrator (2019: £16,266). Pension contributions of £491 (2019: £555) were made by the charity into a defined contribution pension scheme for Mrs Arley.

The following trustees also received the following remuneration during the year:-

J Ball £1,373 (2019: £1,560)
N Lee £1,560 (2019: £1,560) and
P French £32 (2019: £147)

9 Employees

Number of employees

The average monthly number of employees during the year was:

	2020	2019
Number	Number	Number
	6	6

10 Tangible fixed assets

	Fixtures and fittings	Computers	Total
	£	£	£
Cost			
At 1 January 2020	1,000	3,169	4,169
At 31 December 2020	1,000	3,169	4,169
Depreciation and impairment			
At 1 January 2020	38	726	764
Depreciation charged in the year	144	611	755
At 31 December 2020	182	1,337	1,519
Carrying amount			
At 31 December 2020	818	1,832	2,650
At 31 December 2019	962	2,443	3,405

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF CANVEY ISLAND

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

11 Debtors		2020	2019
		£	£
Amounts falling due within one year:			
Prepayments and accrued income		-	8,094

12 Creditors: amounts falling due within one year	2020	2019
	£	£
Other taxation and social security	1,726	2,726
Accruals and deferred income	1,761	1,761
	<u>3,487</u>	<u>4,487</u>

13 Retirement benefit schemes

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

14 Analysis of net assets between funds	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2020	2020	2020	2019	2019	2019
	£	£	£	£	£	£
Fund balances at 31 December 2020 are represented by:						
Tangible assets	2,650	-	2,650	3,405	-	3,405
Current assets/ (liabilities)	<u>103,084</u>	<u>132,738</u>	<u>235,822</u>	<u>153,176</u>	<u>69,653</u>	<u>222,829</u>
	<u>105,734</u>	<u>132,738</u>	<u>238,472</u>	<u>156,581</u>	<u>69,653</u>	<u>226,234</u>

15 Related party transactions

There were no disclosable related party transactions during the year (2019 - none).

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF CANVEY ISLAND

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF CANVEY ISLAND

I report to the trustees on my examination of the financial statements of The Parochial Church Council Of The Ecclesiastical Parish of Canvey Island (the charity) for the year ended 31 December 2020.

Responsibilities and basis of report

As the trustees of the charity 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 charity'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

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 charity 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.


Maynard Heady LLP

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12-16 Lionel Road
Canvey Island
Essex
SS8 9DE

Dated: 18/5/2021