

The Parochial Church Council of the Ecclesiastical Parish of St Edmund, Roundhay

Charity number 1131904

Annual Report and Financial Statements for the year ended 31 December 2021



West Yorkshire Community Accounting Service

The Parochial Church Council of the Ecclesiastical Parish of St Edmund, Roundhay

Annual Report and Financial Statements for the year ended 31 December 2021

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Prepared by West Yorkshire Community Accountancy Service CIO

The Parochial Church Council of the Ecclesiastical Parish of St Edmund, Roundhay

Trustees' report for the year ended 31 December 2021

Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial year and up to and including the date the report was approved were:

Name	Position	Dates
Revd Nigel Wright	Chairman	
Anne Smith	Warden until February 2021, Vice Chair and Deanery Synod rep	
Doug Kipling	Warden	
James Biswell	Deanery Synod rep	
Anne Jones	Deanery Synod rep	
Isabel Laverty		
Jean Livesey	Secretary	Elected May 2021
Judith Marles		
David Mitchell	Treasury team	
Jan Pickles		
Rachel Wells		
Jenny Whiteing		
Ted Fairfax		Co-opted Jan 2021, Elected May 2021
Sarah Brown		Elected May 2021
Anne Seller		Elected May 2021
Revd Joanna Glenwright		Appointed July 2021

Charity number	1131904	Registered in England and Wales
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Registered and principal address	Bankers	
St Edmund's Church	Yorkshire Bank plc	Lloyds Bank plc
Lidgett Park Road	370 Harrogate Rd	Vicar Lane
Leeds	Leeds	Leeds
LS8 1JN	LS17 6QA	LS1 6PN
HSBC Bank plc	Bank of Scotland plc	CCLA Investment Management Ltd
33 Park Row	300 Lawnmarket	Senator House
Leeds	Edinburgh	85 Queen Victoria St
LS1 1LD	EH1 2PH	London EC4V 4ET

Website	www.stedmundsroundhay.org.uk
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Independent examiner

Simon Bostrom FCIE

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

The Parochial Church Council of the Ecclesiastical Parish of St Edmund, Roundhay

Trustees' report (continued) for the year ended 31 December 2021

Structure, governance and management

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The PCC is a Registered Charity.

The method of appointment of PCC members is set out in the Church Representation Rules. At St Edmund's the membership of the PCC consists of the incumbent (our vicar), our self-supporting ministers, churchwardens, a reader representative, 3 deanery synod representatives and members elected by those members of the congregation who are on the electoral roll of the church. All those who attend our services are encouraged to register on the Electoral Roll and stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are to be spent. New members receive initial training into the workings of the PCC and their responsibilities as trustees.

The full PCC met ten times during the year, with an average attendance of 83%. The PCC adapted to zoom meetings because of the pandemic. Given its wide responsibilities the PCC has several committees each dealing with a particular aspect of parish life. These committees, which include worship and music, green group, social justice group, communications, hall management, grounds, fabric, and finance & stewardship, are all responsible to the PCC and report back to it regularly with minutes of their decisions being received by the full PCC, discussed, and actioned upon where necessary.

Deanery Synod

Up to four members of the PCC sit on the deanery synod, with three places currently taken. This provides the PCC with an important link between the parish and the wider structures of the church. This year the synod has looked at areas of ministry including the environment, safeguarding, and dementia.

Diocesan Synod and Diocesan Board

Our incumbent is an elected member of both the Diocesan Synod and the Diocese of Leeds Board, and related finance and audit committees providing parish level input and experience to assist Diocesan policy and decision making.

Aim and purposes

St Edmund's Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, the Reverend Nigel Wright, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social, and ecumenical. The PCC is also specifically responsible for the maintenance of the church hall adjacent to the church building.

Objectives and activities - Main activities

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community at St Edmund's. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that live within our parish. Our services and worship put faith into practice through prayer and scripture, music, and sacrament.

The PCC adopted the following vision statement in 2016:

"God is calling us to become a Church that is growing because we are:

- rooted and grounded in prayer, the bible and worship (guiding and empowering)
- enabling people to belong and grow in faith (welcoming, nurturing, and caring)
- reaching out into our community (serving and witnessing)."

The overarching church focus is "Sharing God's generous love."

The Parochial Church Council of the Ecclesiastical Parish of St Edmund, Roundhay

Trustees' report (continued) for the year ended 31 December 2021

Objectives and activities continued

On the 1st of June 2021 St Edmund's entered into an agreement with HeartEdge (St Martin-in-the-Fields PCC) to become a HeartEdge partner (hub church).

HeartEdge is an ecumenical partnership bringing people and churches together to share ideas and experience. HeartEdge churches are resourcing churches who aim to develop in four areas:

Commerce – how commercial activity is generating finance and extending mission

Compassion- empowering congregations to address social need

Culture – reimagining the Christian narrative through art, music, and performance

Congregation – renewal through liturgy, worship, and common life

We believe that being part of the HeartEdge movement will help strengthen our focus on our objectives and particularly relating to development, growth, and the public benefit.

Public benefit statement

When planning our activities for the year, we have considered the Commission's guidance on public benefit and the supplementary guidance on charities for the advancement of religion. We try to enable ordinary people to live out their faith as part of our parish community through:

- Worship and prayer; learning about the Gospel; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish and the wider community in partnership with our neighbouring parishes.
- Missionary and outreach work.

To facilitate this work, it is important that we maintain the fabric of the church of St Edmund's, the church hall, and the grounds.

Achievements and performance

Church - worship and prayer

The PCC is keen to offer a range of services over the course of the liturgical seasons, and the annual calendar, that our community find both beneficial and helpful in enabling them to engage in worship and prayer and to enable a deepening of their spiritual lives.

Worship at St Edmund's, on Sunday mornings, is centred round the 10am Sunday Holy Communion service. This service is adapted in the month for baptisms, all-age and parade services, and other specific occasions such as Mothering Sunday, Harvest and Remembrance Sunday. It incorporates a broad range of liturgical and musical styles to reflect a diverse worshipping community, together with a multimedia approach to service input and output. There is also an 8am said Holy Communion service each Sunday which provides a quiet and reflective worship space. Sunday evening services reflect the diversity of the community with a variety of different service styles, including contemporary praise events, evensong, Taizé, evening prayer and Sanctuary youth services.

"Little Faith Explorers," is for parents/carers and pre-schoolers, to provide a time of worship, play and fellowship over lunch. This provision arose from our engagement and discussion with families preparing to have children baptised.

St Edmund's has a popular choir, including a strong children's section. The choir has a varied repertoire and a willingness to engage in contemporary as well as traditional choral music. We are indebted to our director of music and organist/pianist for their dedication.

Considerable thought, planning and input continues to be given to meeting the needs of children, in worship and prayer, and there is provision during the 10am service for all age groups to meet in individual age groups, for bespoke teaching and worship, through a dedicated team of 12 children's workers.

The Parochial Church Council of the Ecclesiastical Parish of St Edmund, Roundhay

Trustees' report (continued) for the year ended 31 December 2021

There is a weekly midweek Holy Communion service; a Julian prayer and meditation group; a dedicated team which prays in church each morning (weekdays) providing a deeply reverent and historically important form of worship for the community. The aesthetics of the church building and the liturgical decorations and flowers, are a significant and beautiful aid to worship and prayer.

The PCC remain ever mindful of changes in the parish community and society at large when considering worship and prayer provision and its duty under canon law to make provision for minority groups. Restructured baptism services have been well received by families, newcomers, and worshippers from visiting churches. The worshipping environment has been improved throughout 2018 to 2020, with new audio-visual equipment and sound desk together with new lighting and a new welcome area.

Worship and prayer in the pandemic (coronavirus)

Lockdown, the tier system, social distancing, and no singing all had an enormous impact on the way congregations could and could not engage in worship. Worship services were quickly adapted so that services could be livestreamed from leaders' homes and the church building (when allowed) followed by restricted services in church; also live streamed for those unable to attend. A full diet of services, throughout the week continued and many new people were able to access the services through the live streams, including those who have never been able to attend the church building due to disabilities.

Throughout 2021 the primary focus has been on returning to a full complement of in person services, while maintaining an important online presence and doing so within the changing rules and guidelines. The increasing in person attendance (see Mission and evangelism statistics) has grown steadily and reassuringly with a stable online presence. It is hoped the return to a full complement of in person services will be achieved by late 2022.

Church Facilities - community engagement, enrichment, and the environment

We aim to make our church available for a broad range of arts-based activities, including orchestras, musical ensembles, and choirs with a particular focus on increasing the number of organisations using the church building for such events. Sadly, the pandemic meant that almost all such activities were unable to take place in 2020 and in 2021 we have been able to slowly reintroduce the use of the church building for community events, concerts, and fundraising activities.

We take seriously our responsibility to our environment and creation, in all aspects of our church and community life, and hold a Bronze Eco Church award (A Rocha). We are currently working towards the Silver award and a significant project for additional solar panelling on the church building is in progress, as we continue to address our carbon footprint and the challenge of being carbon neutral in due course. In the summer of 2021, the Area Bishop commissioned our first Parish Environment Officer.

Our church attracts many for seasonal events and we were able to host all our events in the church building in 2021 with increasing numbers, as the year progressed, and limitations reduced.

Engaging with local schools is a priority and numerous educational school projects, visits and concerts are held in the church building, for a variety of schools. No in person engagement was possible in 2020 and throughout 2021 steps were taken to re-engage and while schools are still cautious, some church visits and social projects have been undertaken.

Our church hall building comprises a variety of halls, rooms, offices, prayer room and a dance studio, which are all let out for a varied range of activities and community uses. The engagement with community activities over the course of regular and party/event hire results in approximately one thousand adults and children each week using the facilities. Sadly, for the vast majority of 2020 this was not possible but during the later part of 2021 letting and hire activity started to return to pre-pandemic levels.

We are a sponsoring church for Guide and Scout Association uniformed organisations and have a purpose-built Guide and Scout headquarters on site. Some 280 children are engaged with these uniformed organisations, with many of the leaders and children also being part of regular church life and/or attending church parade services.

The Parochial Church Council of the Ecclesiastical Parish of St Edmund, Roundhay

Trustees' report (continued) for the year ended 31 December 2021

St Edmund's is a Dementia Friendly church and runs "The Tea Cosy Cafe" in the Highwood Building of the Brackenwood Community Association, which reaches out to those living with dementia and their carers. In 2019 St Edmund's entered into a partnership with the Royal Volunteer Services to provide a weekly drop in space for older people with a particular focus on loneliness. A fortnightly midweek soup lunch club was also started in 2019 and has proven popular. All these provisions had to cease during the pandemic, but leaders and organisers continued to provide telephone and practical support to members wherever possible. Late in 2021 the Tea Cosy Café was able to resume in person activities as did the soup lunch provision and the Royal Voluntary Services project is set to resume in 2022.

Throughout the Covid pandemic, St Edmund's has managed a community Hub for the Roundhay Ward in conjunction with Leeds City Council, providing meals, shopping, food-parcels, practical support, and an array of services to a potential population base of some 25,000 people. This has been achieved through coordinating and managing over 350 volunteers, from a mix of church and community. It has helped forge numerous relationships with other charities and not for profit organisations serving the wider community. The project has continued to grow, throughout 2021, and we have received sufficient grant funding, from Leeds City Council, to employ a Community Hub manager (50% full time equivalent).

Pastoral care

Pastoral care in the parish is built on deep and long-term relationships both within the church congregation and the parish. St Edmund's is an important part of community life and is a focus for baptisms, wedding, and funerals. Pastoral care is prominent in all three settings. Preparation for baptisms and weddings is provided by teams to ensure all preparing for these significant life events are well prepared and cared for. There is a bereavement team which cares for all those who seek help in grief and an annual memorial service that is much appreciated by many in the wider community.

Congregation members participate in a wide range of local activities outside of the parish church and much pastoral care and attention is undertaken quite naturally and genuinely. Congregation members are prominent in ensuring those who would not otherwise be able to attend worship are provided with lifts, or a firm hand to hold! Home communion distribution is a prominent feature in the parish to cater for the needs of those who are in nursing homes, ill or housebound and there is a strong team of Lay Eucharistic Ministers.

Pastoral care assistants are embedded in the life of the church and in the care of congregation members. The team is fifteen strong with additional input from clergy.

Pastoral care in the pandemic

The systems already in place helped greatly in ensuring all church members were looked after and further volunteers were sought for telephone, shopping, and practical support, where needed. This was also coordinated with the hub support where beneficial. To improve communications channels, weekly internet mailing was introduced to keep everyone as up to date as possible and to continually offer help, support, and signposts to help in areas such as housing, debt, and mental health. Weekly postal delivery was also provided for all those without internet access. Mass distribution of supportive literature in partnership with other care support agencies has been undertaken throughout the pandemic.

As a result of the pandemic, we have introduced additional processes and systems that have widened and improved the pastoral care we offer to church and community throughout 2021.

Mission and evangelism during the pandemic

Monitoring and evaluating mission and outreach is normally undertaken by recording and providing various prescribed statistics for mission to the Church Commissioners centred on attendance figures, electoral roll numbers and a variety of other categories.

The Parochial Church Council of the Ecclesiastical Parish of St Edmund, Roundhay

Trustees' report (continued) for the year ended 31 December 2021

At present there are 153 (2020: 168) members on the electoral roll. The regular worshipping community (attending a service at least once a month at the end of 2021, either online or in person) was 214 adults and 64 children (2020: 232 adults and 77 children), a net decrease of 18 adults and 13 children.

The net reduction (we have had 22 adults join us and 40 depart) is due to a mixture of families having to move out of the area due to the consequences of the pandemic (particularly financial); retirements, university attendance and deaths.

The numbers remain difficult to assess and a conservative approach has been taken. It is estimated that in addition some 50 adults and children are on the "fringe" of church life.

Because of the disruption caused by the COVID-19 pandemic, churches were not asked to report their usual Sunday attendance for 2020 and 2021 in the national statistics for mission. However, from our service registers and online streaming data we estimated that on average, by October 2021, 148 people were engaging with our main Sunday morning services (in person or online). In 2019 (pre-pandemic) 188 people were engaging with Sunday services (noting that the number of Sunday services provided was less in 2021 than 2019). We are encouraged by this trend and the growing number of people returning to worship.

Our Children's Youth and Families worker has been able reintroduce in person and indoor holiday drop-in days for families; Little Faith Explorers (Toddlers) and Junior church. These events have helped in reintroducing families to church activities and church worship.

Weddings and baptisms gradually returned to normal as restrictions reduced and funerals have been conducted as sensitively as possible while working within all pandemic restrictions.

Major festivals are a significant source of community outreach at St Edmund's and, as the year progressed, attendance at these services increased and we had a total of 406 people attending worship on Christmas Eve or Christmas day in 2021. This is still substantially lower than the 1,000 plus we had in attendance before the pandemic. As the pandemic further subsides and public confidence returns we anticipate returning to similar levels. Early indicators in 2022 affirm that anticipation.

Communication has been expanded significantly through digital engagement during the pandemic and new methods of communications are being maintained on an ongoing basis, with both the church community and wider community. For instance, the "following" on our Facebook page has increased from 280 to over 700 as at the end of 2021. Tools such as podcasts have created new opportunities for engagement to a much wider audience.

Our parish magazine is distributed to people around the parish by both members of the congregation and others and with careful risk management this has continued throughout the pandemic.

St Edmund's has had a long association with St Aidan's Foodbank, PAFRAS (an immigration support charity) and a local Franciscans men's shelter. During the pandemic we have been unable to collect the items of food, clothing, and similar supplies we would normally support them with, and so we have been supporting these charities financially thanks to congregation member donations of over £10,000.

We also engage in mission and outreach on a national and global level. Each year we give a portion of our income to other charitable causes, which in 2021 included Open Doors, CMS, Caring for Life, Mind, Simon on the Streets and Water Aid. We are pleased to have been able to honour these commitments throughout the financial challenges arising from the pandemic.

We continue to support the work of Traidcraft and we have been able to return to in person sales as well as distributing goods, in accordance with safe practices, through an ordering system.

Significant numbers of our congregation members support a wide variety of charitable and community-based activities across a broad spectrum of faith-based and non-faith-based projects. As a church and as individuals interfaith projects have been embraced and we engage in initiative-taking interfaith relationships within our community and beyond.

The Parochial Church Council of the Ecclesiastical Parish of St Edmund, Roundhay

Trustees' report (continued) for the year ended 31 December 2021

Mission and outreach – development and enrichment

The focus on numbers and statistics in annual reports is paramount, however, what is not measurable by these figures necessarily is how the individual lives of those worshipping members of the church, and those engaging with the church, are being developed and enriched (or not as maybe the case). This needs a continual focus from the PCC, incumbent and licensed ministers combined.

In 2021, 22 new people joined St Edmund's and the feedback received was that this was in the main due to an open, friendly, warm, and welcoming environment that allows people to engage and worship safely and explore life at St Edmund's. It is a mixture of those new to the Christian faith and those moving from other areas and as such there is an increased need for teaching, mentoring and spiritual care.

St Edmund's is a beacon parish for the Everyday faith project (formerly Setting God's People Free), which seeks to equip all for living out lives of faith Monday to Saturday. Alpha courses continue to be popular providing a means for those new or returning to the Christian faith to explore. When Alpha has been completed The Bible Society Bible course is undertaken. During the pandemic there has been a marked rise in people seeking support from spirituality and faith, and several online groups have been successfully formed, but this has been countered by the inability to provide in person courses. Throughout 2022 and 2023 we will seek to re-engage with in person Alpha courses, Bible course and the new HeartEdge "Being with" course, which has been specifically designed to be run online and in person.

Mission and outreach – training and resourcing

St Edmund's is a training parish and in the summer of 2021 received a new curate in training. One intern completed their time with St Edmund's in the spring of 2021. We will be engaging a HeartEdge Shepherd Scholar in 2022.

St Edmund's is part of a group of city churches forming a resource church team, funded by the Strategic Development Unit of the National Commissioners. St Edmund's will, at the right time, send a curate with a small team to revitalise a neighbouring church that has sought assistance for growth and renewal. As part of the funding package, St Edmund's has completed internal church works relating to audio/visual, lighting, aesthetics, and a new welcome area, as well as appointing an operations manager and a Children's, youth and families worker. Additional support and training are received from the national church and the Diocesan Programme Board. St Edmund's has entered into partnership with HeartEdge, a broad-church project funded by St Martin-in-the-fields, for mutual support and to encourage other broad churches to consider undertaking Strategic Development funded projects.

Many of our members engage in ministry and outreach on a Diocesan-wide basis in numerous different ways, including chaplaincy services to Ripon Cathedral, serving with the Diocesan Advisory Committee, Chaplaincy services, and assisting neighbouring churches with a variety of projects.

Ecumenical relationships

We continue to meet with four other local churches as 'Churches Together in Roundhay' to plan and support occasional events including the ecumenical Lent study course. Combined services take place in each church at intervals throughout the year.

HeartEdge is an ecumenical project which provides access to national and global ecumenical partners and projects.

The Church – buildings, maintenance & management

The PCC recognises that to facilitate the work detailed above, it is important that the fabric of the church and the church hall facilities are continually maintained and improved. There is a schedule of regular servicing and maintenance for all plant and equipment.

Our church building quinquennial inspection was conducted in November 2017. There were no significant immediate matters to address, however, £130,000 of aisle roof repairs were completed in 2020 funded by a £60,000 Heritage Lottery Fund grant with various additional grant providers and input from PCC funds.

The Parochial Church Council of the Ecclesiastical Parish of St Edmund, Roundhay

Trustees' report (continued) for the year ended 31 December 2021

Throughout the pandemic there has been a continual addressing of how the church building functions and the necessary changes and adjustments to equipment implemented to ensure everyone has safe access and use of the building.

St Edmund's has an "invisible army" of volunteers and helpers that continue to look after the day-to-day care and maintenance of the church and grounds throughout the year and as such the church and grounds are maintained to a high standard for all to enjoy. The challenges of the pandemic have meant that ongoing works have had to be very carefully managed in accordance with all the additional requirements arising from the pandemic.

Risk management and safeguarding

The PCC is committed to maintaining health and safety and risk management policies, in line with both legal requirements and best practice. All policies and procedures were reviewed and renewed where necessary. Written risk assessments for activities and the premises are undertaken, maintained and updated each year or event. As a responsible employer the PCC abides by HR legislation and ensures all necessary policies and documentation are in place. The management of volunteers is an essential part of delivering the aims and objectives of the charity and guidance issued by the national and diocesan church advisors is used to attain to best practise in volunteer management.

In addition, during the pandemic all additional risk assessment and compliance matters have been adhered to, both for activities in the church and related buildings and activities in the community.

The PCC continue to adhere to and improve systems in relation to the General Data Protection Regulation requirements.

The PCC takes very seriously its responsibility for all safeguarding issues and ensuring both legal requirement and best practice are adhered to. All parishes are required to have agreed a formal statement of adoption of the House of Bishops 'Promoting a Safer Church; safeguarding policy statement,' and of the Church of England safeguarding policy and guidance, including a Parish Safeguarding Policy (provided by the House of Bishops, from the Parish Safeguarding handbook, Promoting a safer church). This statement of adoption and the Parish Safeguarding policy are signed on behalf of the PCC and displayed in our church and church hall, having been updated to the latest versions, reviewed, and approved by the PCC.

The PCC has also implemented the "National Church watch guidance" on Counter Terrorism Advice of churches.

The Archdeacon's parish visitation was undertaken in 2019 and in summary the Archdeacon commented as follows:

"Unusually, I have no list of requirements or recommendations for action to make on the first three of these (fabric and registers, finance, and safeguarding). These three areas are not ends in themselves but means to an end, which is the fourth area, the spreading of the gospel and the growth of the Church in numbers, in spiritual commitment, and in service. But without excellence in the first three areas, it is difficult for the fourth to flourish... With exemplary systems and management in place the big challenge is to keep pressing on."

Financial review

The net income (surplus) for the year was £43,882, including net expenditure (deficit) of £18,086 on unrestricted funds and net income (surplus) of £61,963 on restricted funds after transfers.

The coronavirus pandemic continued to restrict activities to varying degrees during 2021 but careful financial management; the raising of additional grant income; the return of hire income; committed congregational giving and prudent control of expenditure has ensured positive fund balances on all funds.

The Diocesan share has been paid in full and the PCC has continued its commitment to missionary and charitable giving.

The PCC have forecast a return to a net income position (surplus) for 2022, subject to further coronavirus pandemic restrictions.

The Parochial Church Council of the Ecclesiastical Parish of St Edmund, Roundhay

Trustees' report (continued) for the year ended 31 December 2021

Post balance sheet events

The coronavirus pandemic and related building closures and limited openings has meant that significant portions of income, from cash donations to church and hall hire income, have been reduced and at times reduced to nil. However, the core congregation has continued to support the church with standing orders representing over 70% of the church's normal unrestricted donations; new grant funding has been sourced and the gradual reopening and reintroduction of facilities has seen lost income sources returning. The church has paid the parish share in full in 2021. While it has not been considered appropriate to undertake a stewardship campaign during the ongoing pandemic, due to the worsening economic climate, the finance committee will be looking at ways of generating additional income. Historically, as in person congregation numbers increase, traditional "plate" giving will increase and is already starting to be demonstrated. The PCC have considered future cash flow forecasts and believe that the accounts should be prepared on a going concern basis, and liabilities will continue to be met.

Reserves policy

It is PCC policy to try to maintain a balance on free reserves (general fund net current assets) which equates to at least three months unrestricted payments. These reserves are maintained to ensure sufficient funds in times of financial difficulty. The pandemic has created a time of extreme financial difficulty for most charities. St Edmund's entered the pandemic with strong reserves which have been used in ensuring we have been able to navigate these challenging times.

The charity's free reserves, excluding fixed assets, at the year end were £16,184.

We acknowledge that this is substantially lower than the three months unrestricted payments of £45,000, however, given the careful financial management in place; the return of increasing hire and lettings income; together with additional grant funding secured for 2022 we are confident that over time our free reserves will increase to the three months unrestricted payments level.

It is our policy to invest the short-term investment fund balances (both restricted and unrestricted) with the CCLA Church of England Deposit Funds.

Volunteers and staff team

We would like to thank all the volunteers and staff team who work so hard to make our church the lively and vibrant community it is, particularly across such a challenging period. It would be wrong to single out any one individual as we have some 190 volunteers as well as the staff team, church wardens and trustees.

A personal message from our incumbent and PCC chair of trustees:

"Throughout 2021 I have had to take significant amounts of time out for recuperation, further to an accident in 2020. While I have been able to undertake certain legal duties and obligations, the majority of my day to day public facing duties have been undertaken by our curate in training; retired clergy person with Permission to Officiate (PTO); our two Licensed Lay ministers (also PTO as beyond ministry retirement age) and our church warden, together with the pastoral care team and other volunteers.

I am taking this opportunity to thank them all in this public document as a mark of my gratitude and respect for all they have endured and undertaken in such challenging times. I am also hugely grateful to our staff team, PCC members and all our volunteers. Everyone is of equal importance and all form part of the body of Christ.

May you all know Christ's blessings and thank you. Revd Nigel."

Signed on behalf of the board of trustees on 3 May 2022

Revd Nigel Wright (Trustee)

The Parochial Church Council of the Ecclesiastical Parish of St Edmund, Roundhay

Independent examiner's report to the trustees of The Parochial Church Council of the Ecclesiastical Parish of St Edmund, Roundhay

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2021, which are set out on pages 12 to 22.

Responsibilities and basis of report

As the charity trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts as 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 Act.

Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a fellow of a body listed in section 145 of the 2011 Act.

I confirm that I am qualified to undertake the examination because I am a fellow of ACIE which is one of the listed bodies.

I have completed my examination. I confirm that no material 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 Charities Act;
- 2 the accounts do not accord with those records; or
- 3 the accounts 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 accounts to be reached.

Simon Bostrom FCIE

4 May 2022

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

The Parochial Church Council of the Ecclesiastical Parish of St Edmund, Roundhay
Statement of Financial Activities
(including summary income and expenditure account)
for the year ended 31 December 2021

	Notes	2021 Unrestricted funds £	2021 Restricted funds £	2021 Endowment funds £	2021 Total funds £	2020 Total funds £
Income from:						
Grants and donations	(2)	119,353	130,233	-	249,586	245,193
Charitable activities	(3)	16,979	-	-	16,979	22,377
Other trading activities	(4)	5,434	-	-	5,434	4,754
Bank interest		11	2	5	18	145
Other income	(5)	424	6,691	-	7,115	-
Total income		142,201	136,926	5	279,132	272,469
Expenditure on:						
Charitable activities	(6)	160,217	75,033	-	235,250	303,375
Total expenditure		160,217	75,033	-	235,250	303,375
Net income / (expenditure)		(18,016)	61,893	5	43,882	(30,906)
Transfers between funds	(7)	(70)	70	-	-	-
Net movement in funds		(18,086)	61,963	5	43,882	(30,906)
Fund balances brought forward		34,270	33,341	8,405	76,016	106,922
Fund balances carried forward	(7)	16,184	95,304	8,410	119,898	76,016

All incoming resources and resources expended derive from continuing activities.

The Parochial Church Council of the Ecclesiastical Parish of St Edmund, Roundhay

Balance sheet

as at 31 December 2021

		2021	2021	2021	2021	2020
		Unrestricted	Restricted	Endowment	Total	Total
		£	£	£	£	£
Current assets						
Debtors and prepayments	(8)	4,297	25,000	-	29,297	6,179
Current asset investments	(9)	13,934	1,908	8,410	24,252	34,235
Cash at bank and in hand	(10)	10,609	68,396	-	79,005	59,872
Total current assets		<u>28,840</u>	<u>95,304</u>	<u>8,410</u>	<u>132,554</u>	<u>100,286</u>
Current liabilities:						
amounts falling due within one year						
Creditors and accruals	(11)	12,656	-	-	12,656	24,270
Total current liabilities		<u>12,656</u>	<u>-</u>	<u>-</u>	<u>12,656</u>	<u>24,270</u>
Net current assets / (liabilities)		<u>16,184</u>	<u>95,304</u>	<u>8,410</u>	<u>119,898</u>	<u>76,016</u>
Net assets		<u>16,184</u>	<u>95,304</u>	<u>8,410</u>	<u>119,898</u>	<u>76,016</u>
Funds						
Unrestricted funds						
General unrestricted funds		826	-	-	826	6,967
Designated funds	(12)	15,358	-	-	15,358	27,303
Unrestricted funds		<u>16,184</u>	<u>-</u>	<u>-</u>	<u>16,184</u>	<u>34,270</u>
Restricted funds		-	95,304	-	95,304	33,341
Endowment funds		-	-	8,410	8,410	8,405
Total funds		<u>16,184</u>	<u>95,304</u>	<u>8,410</u>	<u>119,898</u>	<u>76,016</u>

The financial statements were approved by the board of trustees on 3 May 2022

Revd Nigel Wright (Trustee)

The Parochial Church Council of the Ecclesiastical Parish of St Edmund, Roundhay

Notes to the accounts for the year ended 31 December 2021

1 Accounting policies

Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: 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) (effective 1 January 2019) and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

Going concern

The trustees are satisfied that there are no material uncertainties about the charity's ability to continue.

Incoming resources

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources, it is more likely than not that the trustees will receive the resources and the monetary value can be measured with sufficient reliability.

Grants and donations

Grants and donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

Where grants are related to performance and specific deliverables, they are accounted for as the charity earns the right to consideration by its performance.

Expenditure and liabilities

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out the resources and the amount of the obligation can be measured with reasonable certainty.

Taxation

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Tangible fixed assets

Consecrated and benefice property

In so far as consecrated and benefice property of any kind is excluded from the statutory definition of 'charity' by Section 10(2)(a) and (c) of the Charities Act 2011 such assets are not capitalised in the financial statements.

Tangible fixed assets costing more than £5,000 are capitalised and included at cost including any incidental expenses of acquisition. Gifted assets are shown at the value to the charity on receipt.

**The Parochial Church Council of the Ecclesiastical Parish
of St Edmund, Roundhay
Notes to the accounts
for the year ended 31 December 2021**

1 Accounting policies continued

Pensions

The charity operates a defined contribution scheme for the benefit of its employees. The costs of contributions are recognised in the year they are payable.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

Endowment funds represent those assets which must be held permanently by the charity, principally investments. Income arising on the endowment funds can be used in accordance with the objects of the charity and is included as unrestricted income unless restrictions have been imposed by the donor. Any capital gains or losses arising on the investments form part of the fund. Investment management charges and legal advice relating to the fund are charged against the fund.

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

**The Parochial Church Council of the Ecclesiastical Parish of
St Edmund, Roundhay
Notes to the accounts continued
for the year ended 31 December 2021**

2 Donations and legacies	2021	2021	2021	2020
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
Planned giving donations	91,373	20	91,393	91,020
Tax recoverable	22,583	4,600	27,183	20,706
Collections and other giving	1,629	-	1,629	2,171
Grants	-	87,365	87,365	117,592
Donations and appeals	3,768	38,248	42,016	13,704
	<u>119,353</u>	<u>130,233</u>	<u>249,586</u>	<u>245,193</u>
3 Charitable activities	2021	2021	2021	2020
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
Parish magazine sales	2,344	-	2,344	1,440
Fees for weddings and funerals	1,477	-	1,477	1,186
Church hall lettings - community use	11,983	-	11,983	13,640
Church building lettings - concerts	1,175	-	1,175	1,515
Sundry income	-	-	-	4,596
	<u>16,979</u>	<u>-</u>	<u>16,979</u>	<u>22,377</u>
4 Other trading activities	2021	2021	2021	2020
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
Parish magazine advertising	1,265	-	1,265	1,813
Hall solar panels	1,598	-	1,598	2,003
Other fundraising sales	2,571	-	2,571	938
	<u>5,434</u>	<u>-</u>	<u>5,434</u>	<u>4,754</u>
5 Other income	2021	2021	2021	2020
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
VAT recovered	424	6,691	7,115	-
	<u>424</u>	<u>6,691</u>	<u>7,115</u>	<u>-</u>

**The Parochial Church Council of the Ecclesiastical Parish of
St Edmund, Roundhay
Notes to the accounts continued
for the year ended 31 December 2021**

6 Charitable activities expenditure	2021 Unrestricted funds £	2021 Restricted funds £	2021 Total funds £	2020 Total funds £
Missionary and charitable giving				
Collections paid over	924	830	1,754	1,581
Overseas	4,200	-	4,200	2,800
National	1,400	-	1,400	1,400
Local	2,800	1,200	4,000	3,600
	<u>9,324</u>	<u>2,030</u>	<u>11,354</u>	<u>9,381</u>
 Church activities	 2021 Unrestricted funds £	 2021 Restricted funds £	 2021 Total funds £	 2020 Total funds £
Ministry: diocesan parish share	71,713	-	71,713	71,713
Other ministry costs	9,777	44,994	54,771	52,342
Church insurance	7,426	370	7,796	7,278
Heating, lighting and cleaning	12,974	2,162	15,136	12,436
Church maintenance	3,580	12,918	16,498	51,372
Hall running costs	24,633	2,830	27,463	24,907
Parish magazine costs	4,080	-	4,080	3,760
Printing, stationery and postage	1,963	227	2,190	2,627
Office and admin costs	7,770	1,590	9,360	15,000
Furniture and fittings	-	-	-	1,052
Other costs	-	-	-	1,440
	<u>143,916</u>	<u>65,091</u>	<u>209,007</u>	<u>243,927</u>
 Investment in the church building				
Roof, lighting and sound improvements	6,977	7,912	14,889	50,067
	<u>6,977</u>	<u>7,912</u>	<u>14,889</u>	<u>50,067</u>
 Total Charitable activities	<u>160,217</u>	<u>75,033</u>	<u>235,250</u>	<u>303,375</u>

6a Staff costs and numbers	Office and admin	Hall running	Other ministry costs	Music	Total
	£	£	£	£	£
Gross salaries	4,453	2,901	37,587	7,380	52,321
Pensions	232	232	2,879	-	3,343
	<u>4,685</u>	<u>3,133</u>	<u>40,466</u>	<u>7,380</u>	<u>55,664</u>

**The Parochial Church Council of the Ecclesiastical Parish of
St Edmund, Roundhay
Notes to the accounts continued
for the year ended 31 December 2021**

6a Staff costs and numbers previous year comparatives	Office and admin	Hall running	Other ministry costs	Music	Total
	£	£	£	£	£
Gross salaries	3,928	2,778	31,167	7,380	45,253
Pensions	314	222	2,729	-	3,265
	<u>4,242</u>	<u>3,000</u>	<u>33,896</u>	<u>7,380</u>	<u>48,518</u>

The average number employees during the year was 4.7, being an average of 2.2 full time equivalent (2020: 4, 2 FTE). There were no employees with emoluments above £60,000.

Defined contribution pension scheme	2021 £	2020 £
Costs of the scheme to the charity for the year	3,343	3,265
Amount of any contributions outstanding at the year end	279	-

7 Restricted funds	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
Collections fund	1,279	-	-	-	1,279
Music fund	7,592	1	-	-	7,593
Organ fund	197	495	-	-	692
One City One World	148	-	-	-	148
Holiday legacy	1,350	-	-	-	1,350
Strategic Development Fund	-	36,165	36,165	-	-
The Joyce Sundram Legacy	2,000	-	-	-	2,000
Bibles fund	145	-	-	-	145
Little explorers fund	50	-	-	-	50
War memorial fund	100	-	-	-	100
HLF Project	2,692	12,691	9,511	-	5,872
Building fund	4,407	-	3,407	(1,000)	-
Redman Legacy	-	-	-	1,000	1,000
St Edmunds Covid 19 appeal	5,058	1,135	3,592	-	2,601
LCC VAL Hub Covid 19	8,323	43,850	9,156	-	43,017
Laptop donation	-	500	500	-	-
Donation for treasury costs	-	4,500	1,590	-	2,910
Flowers fund	-	230	300	70	-
LCC Baby and Toddler project	-	1,350	1,350	-	-
Collections for leaving gifts	-	830	830	-	-
Donation for side chapel	-	1,750	720	-	1,030
Donation for solar panels	-	23,000	2,462	-	20,538
Donation for camera	-	2,700	2,700	-	-
Donation for sound system	-	2,750	2,750	-	-
Donation for painting	-	4,979	-	-	4,979
	<u>33,341</u>	<u>136,926</u>	<u>75,033</u>	<u>70</u>	<u>95,304</u>

**The Parochial Church Council of the Ecclesiastical Parish of
St Edmund, Roundhay
Notes to the accounts continued
for the year ended 31 December 2021**

7 Restricted funds continued

Fund name	Purpose of restriction
Collections fund	Donations received in church for specific purposes not yet paid over to those charities
Music fund	For the work of the church choir
Organ fund	For organ repairs
One City One World	For raising awareness of social justice issues
Holiday legacy	To subsidise holidays for those in greatest need
Strategic Development Fund	Funds from Leeds Diocesan Board of Finance towards strategic development
The Joyce Sundram Legacy	For an interfaith welcome project
Bibles fund	For purchase of bibles
Little explorers fund	For Little Explorers activities
War memorial fund	To maintain the war memorial
HLF Project	The Heritage Lottery Fund (HLF) project was facilitated with the HLF and a variety of grant providers to repair the church roof isles, stained glass windows and promote the heritage of the church.
Building fund	For buildings costs. The transfer relates to the separating out of the Readman legacy below.
Redman Legacy	J Readman legacy donation towards costs related to the grounds. The transfer relates to the sum being separated out from the building fund opening balance.
St Edmunds Covid 19 appeal	Towards the costs of alleviating hardship caused by the pandemic in the parish and wider community
LCC VAL Hub Covid 19	St Edmund's with funding from Leeds County Council is running a Voluntary Action Leeds (VAL) Hub in the Roundhay ward to alleviate hardship caused by the pandemic.
Laptop donation	Donation towards laptop purchase
Donation for treasury costs	Donation towards costs of the treasury and finance function
Flowers fund	Donations towards flowers for the church
LCC Baby and Toddler project	Towards the costs of the Baby and Toddler project
Collections for leaving gifts	Donations towards leaving gifts
Donation for side chapel	Donation towards heating costs for the side chapel
Donation for solar panels	Donation towards solar panel installation
Donation for camera	Donation towards camera purchase
Donation for sound system	Donation towards sound system costs
Donation for painting	Donation towards costs of painting

Endowment funds	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
Church grounds	8,405	5	-	-	8,410
	8,405	5	-	-	8,410

Fund name	Purpose of restriction
Church grounds	Any income on the endowment can be used to cover church grounds expenses.

**The Parochial Church Council of the Ecclesiastical Parish of
St Edmund, Roundhay
Notes to the accounts continued
for the year ended 31 December 2021**

8 Debtors and prepayments	2021 £	2020 £
Trade debtors	2,295	-
Prepayments	-	4,101
Accrued income	27,002	2,078
	<u>29,297</u>	<u>6,179</u>

9 Current asset investments	2021 £	2020 £
Cash equivalents on deposit	24,252	34,235
	<u>24,252</u>	<u>34,235</u>

10 Cash at bank and in hand	2021 £	2020 £
Cash at bank	78,959	59,843
Cash in hand	46	29
	<u>79,005</u>	<u>59,872</u>

11 Creditors and accruals	2021 £	2020 £
Accruals	7,476	1,500
Deferred income (see note below for analysis)	1,144	1,126
Other creditors	4,036	21,644
	<u>12,656</u>	<u>24,270</u>

Deferred income	Released from last year £	Income received £	Attributed in year £	Deferred to next year £
Magazine advertisements	<u>1,126</u>	<u>1,283</u>	<u>1,265</u>	<u>1,144</u>
	<u>1,126</u>	<u>1,283</u>	<u>1,265</u>	<u>1,144</u>

Item name	Reason for deferral
Magazine advertisements	Income for magazine advertisements received in advance of 2022 publication.

**The Parochial Church Council of the Ecclesiastical Parish of
St Edmund, Roundhay
Notes to the accounts continued
for the year ended 31 December 2021**

12 Designated funds	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
Hall funds	27,303	12,688	27,463	2,830	15,358
	<u>27,303</u>	<u>12,688</u>	<u>27,463</u>	<u>2,830</u>	<u>15,358</u>

The transfer relates to overheads expenditure attributed to the VAL Covid hub restricted fund.

13 Related party transactions

Trustee expenses

No trustee received any expenses during this year or the previous year.

Trustee remuneration and benefits

No trustee received any remuneration or benefit during this or the previous year.

Other related party transactions

The Parish Director of Music, Robert Marles was paid £2,940 during the year (2020: £2,940).
Robert's mother, Judith Marles, was a member of the PCC during the year.

14 Post balance sheet events - capital commitments

The trustees of the charity have secured funding of approximately £23,000 which will be used towards fitting solar panels to the charity property. The works are likely to take place in early 2022.

**The Parochial Church Council of the Ecclesiastical Parish of St Edmund,
Roundhay**
Statement of Financial Activities including comparatives for all funds
(including summary income and expenditure account)
for the year ended 31 December 2021

	2021 Unrestricted funds £	2020 Unrestricted funds £	2021 Restricted funds £	2020 Restricted funds £	2021 Endowment funds £	2020 Endowment funds £	2021 Total funds £	2020 Total funds £
Income								
Grants and donations	119,353	122,986	130,233	122,207	-	-	249,586	245,193
Charitable activities	16,979	22,322	-	55	-	-	16,979	22,377
Other trading activities	5,434	4,414	-	340	-	-	5,434	4,754
Bank interest	11	97	2	12	5	36	18	145
Other income	424	-	6,691	-	-	-	7,115	-
Total income	142,201	149,819	136,926	122,614	5	36	279,132	272,469
Expenditure								
Charitable activities	160,217	198,053	75,033	105,322	-	-	235,250	303,375
Total expenditure	160,217	198,053	75,033	105,322	-	-	235,250	303,375
Net income / (expenditure)	(18,016)	(48,234)	61,893	17,292	5	36	43,882	(30,906)
Transfers between funds	(70)	2,344	70	(2,384)	-	40	-	-
Net movement in funds	(18,086)	(45,890)	61,963	14,908	5	76	43,882	(30,906)
Fund balances brought forward	34,270	80,160	33,341	18,433	8,405	8,329	76,016	106,922
Fund balances carried forward	16,184	34,270	95,304	33,341	8,410	8,405	119,898	76,016