



Section A

Independent Examiner's Report

Report to the trustees/  
members of

The Parochial Church Council of the Ecclesiastical Parish of the Annunciation  
Of the Blessed Virgin Mary Chislehurst

On accounts for the year  
ended

31<sup>st</sup> December 2021

Charity no  
(if any)

1132138

Set out on pages

1-5

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above  
charity ("the Trust") for the year ended 31<sup>st</sup> December 2021.

Responsibilities and  
basis of report

As the charity trustees of the Trust, 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 Trust's accounts carried out  
under section 145 of the 2011 Act and in carrying out my examination, I  
have followed the applicable Directions given by the Charity Commission  
under section 145(5)(b) of the Act.

Independent  
examiner's statement

I have completed my examination. I confirm that no material matters have  
come to my attention (other than that disclosed below \*) in connection with  
the examination which gives me cause to believe that in, any material  
respect:

- accounting records were not kept in accordance with section 130 of  
the Act or
- the accounts do not accord with the accounting records

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

\* Please delete the words in the brackets if they do not apply.

Signed:

Ingrid Cawood

Date:

1 April 2022

Name:

Ingrid Cawood

Relevant professional  
qualification(s) or body  
(if any):

CA(SA)

membership no. 04871942

Address:

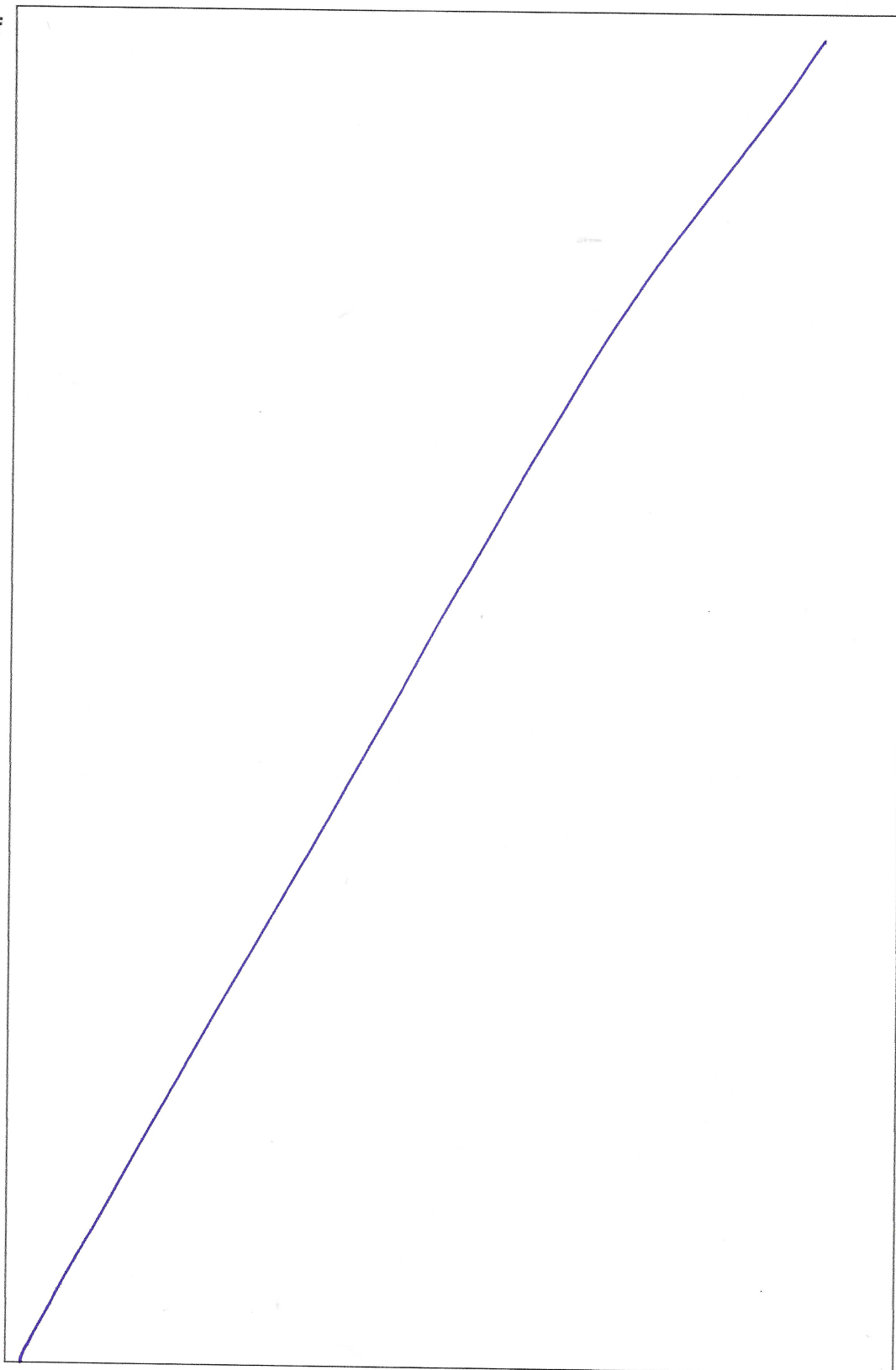
6 Adelaide Road

Chislehurst

BR7 6BB

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.



Church of the Annunciation of the Blessed Virgin Mary, Chislehurst  
Statement of Financial Activities  
For the Year ended 31st December 2021

	Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	Total Funds	
					2021	2020
<b>Incoming Resources</b>						
Voluntary Income	46,504	-	3,502	-	50,006	49,113
Activities for generating Funds	12,339	-	0	-	12,339	11,040
Income from Investments	30,231	115	490	-	30,836	31,815
Income from Church Activities	700	-	0	-	700	820
Other Incoming Resources	4,037	-	8,506	-	12,543	212
<b>Total Incoming Resources</b>	<b>93,811</b>	<b>115</b>	<b>12,498</b>	<b>0</b>	<b>106,424</b>	<b>93,000</b>
<b>Resources Expended</b>						
Church activities	106,986	-	13,442	-	120,428	81,900
Fund Raising Costs	1,017	-	-	-	1,017	1,049
Governance Costs	0	-	-	-	-	250
<b>Total resources Expended</b>	<b>108,003</b>	<b>0</b>	<b>13,442</b>	<b>0</b>	<b>121,445</b>	<b>83,199</b>
<b>Net Incoming/Outgoing Resources before other Recognised Gains and Losses</b>						
Gain/(Loss) on Investment Assets on Revaluation	(14,192)	115	(944)	-	(15,021)	9,801
	-	-	-	1,086	1,086	816
<b>Net Movement in Funds</b>	<b>(14,192)</b>	<b>115</b>	<b>(944)</b>	<b>1,086</b>	<b>(13,935)</b>	<b>10,617</b>
Transfer between Funds	(3,156)	2,150	1,006	-	-	-
Balance b/fwd 1 January 2021	397,318	65,077	89,755	15,026	567,176	556,559
<b>Balance c/fwd 31 December 2021</b>	<b>379,970</b>	<b>67,342</b>	<b>89,817</b>	<b>16,112</b>	<b>553,241</b>	<b>567,176</b>
<b>Fixed Assets</b>						
Tangible Fixed Assets	225,926	-	-	-	225,926	225,926
Investments	-	-	-	16,112	16,112	15,026
					<b>242,038</b>	<b>240,952</b>
<b>Current Assets</b>						
Short Term Deposits	-	67,342	-	-	67,342	65,077
Cash at bank	154,044	-	89,817	-	243,861	261,147
					<b>311,203</b>	<b>326,224</b>
<b>Total</b>	<b>379,970</b>	<b>67,342</b>	<b>89,817</b>	<b>16,112</b>	<b>553,241</b>	<b>567,176</b>
<b>Parish Funds</b>						
Unrestricted					379,970	397,318
Designated					67,342	65,077
Restricted					89,817	89,755
Endowment					16,112	15,026
					<b>553,241</b>	<b>567,176</b>

Church of the Annunciation of the Blessed Virgin Mary, Chislehurst  
Notes to the Financial Statements  
For the Year ended 31st December 2021

## Incoming Resources

	Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	Total Funds	
					2021	2020
<b>Voluntary Income</b>						
Planned Giving/family Purse	8,170	-	-	-	8,170	11,326
Standing Orders	22,873	-	-	-	22,873	16,490
Income Tax Recoverable	8,645	-	563	-	9,208	8,752
Collections (open plate)	2,435	-	-	-	2,435	2,434
Donations/Appeals etc	3,468	-	2,939	-	6,407	7,489
Legacies	200	-	-	-	200	0
Collections - Other -150+1 lunch	713	-	-	-	713	2,622
	<u>46,504</u>	<u>0</u>	<u>3,502</u>	<u>0</u>	<u>50,006</u>	<u>49,113</u>
<b>Activities for Generating Funds</b>						
Spring and Autumn Fetes	1,084	-	-	-	1,084	295
Sunday Coffee Mornings	105	-	-	-	105	63
Organ Recital	209	-	-	-	209	0
Bromley Boys Singers	340	-	-	-	340	0
Commemorative Mugs	188	-	-	-	188	353
Church Magazine	170	-	-	-	170	115
Mobile Phone Mast	10,000	-	-	-	10,000	10,000
Coffee Stop	185	-	-	-	185	136
Produce Sale	58	-	-	-	58	79
	<u>12,339</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>12,339</u>	<u>11,040</u>
<b>Income from Investments</b>						
Dividends and Interest Included	51	115	490	0	656	1,635
Rental Income Doctors Surgery	21,000	-	-	-	21,000	21,000
Rental Income 47 Holmdale Rd	9,180	-	-	-	9,180	9,180
	<u>30,231</u>	<u>115</u>	<u>490</u>	<u>0</u>	<u>30,836</u>	<u>31,815</u>
<b>Income from Church Activities</b>						
Book Stall	0	-	-	-	0	31
Organist	0	-	-	-	0	80
Fees	700	-	-	-	700	709
	<u>700</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>700</u>	<u>820</u>
<b>Other Incoming Resources</b>						
Insurance Claim	3,416	-	-	-	3,416	0
Grant/donations for clock repairs	0	-	8,506	-	8,506	0
St Mary Hall Contribution for fire extinguisher sen	0	-	-	-	-	138
Manning and Anderton contribution to churchyard	576	-	-	-	576	0
Refund on Utilities	45	-	-	-	45	74
	<u>4,037</u>	<u>0</u>	<u>8,506</u>	<u>0</u>	<u>12,543</u>	<u>212</u>
<b>Total Incoming Resources</b>	<u>93,811</u>	<u>115</u>	<u>12,498</u>	<u>0</u>	<u>106,424</u>	<u>93,000</u>



	Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	Total Funds	
					2021	2020
<b>Resources Expended</b>						
<b>Church Activities</b>						
Home Missions	20	-	-	-	20	265
Secular Charities	0	-	3,797	-	3,797	2,724
Ministry: Parish Share	75,832	-	-	-	75,832	47,489
Ministry: Costs/ Expenses	1,946	-	-	-	1,946	2,042
Church Running/Maintenance	2,102	-	-	-	2,102	6,153
Fees (DBF portion of fees in prior year)	178	-	-	-	178	0
Upkeep of Services	733	-	-	-	733	669
Churchyard Upkeep	5,034	-	-	-	5,034	1,976
Clock Repair	0	-	9,548	-	9,548	0
New Votive Candle Stand	598	-	-	-	598	0
Anniversary lunch - caterer	864	-	-	-	864	0
Printing and Stationery	774	-	-	-	774	985
Subscriptions	410	-	-	-	410	267
Other Parish Costs	900	-	-	-	900	900
Bank Charges	110	-	96	-	206	120
Council Tax	2,803	-	-	-	2,803	2,651
Water	585	-	-	-	585	560
Utilities	3,877	-	-	-	3,877	5,245
Insurance	5,633	-	-	-	5,633	5,602
Organist Fees and Choir	4,368	-	-	-	4,368	4,252
Music	220	-	-	-	220	0
	<u>106,986</u>	<u>0</u>	<u>13,442</u>	<u>0</u>	<u>120,428</u>	<u>81,900</u>
<b>Fund Raising Costs</b>						
Commemorative Mugs	0	-	-	-	0	744
Fetes/Events	228	-	-	-	228	0
Card Reader lease charges	149	-	-	-	149	0
Property Upkeep and Legal Fees	640	-	-	-	640	305
	<u>1,017</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,017</u>	<u>1,049</u>
<b>Governance Costs</b>						
Independent Examiner	0	-	-	-	0	250
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>250</u>
<b>Total Resources Expended</b>						
	<u>108,003</u>	<u>0</u>	<u>13,442</u>	<u>0</u>	<u>121,445</u>	<u>83,199</u>

## Fixed Assets

Tangible Fixed Assets (unrestricted) at Current Valuation	Freehold Land and Buildings		
	225,926	225,926	225,926

The freehold land and buildings comprise the Curate's house at 47 Holmdale Road, Chislehurst. For accounting purposes the property has been treated as an investment property. There is no hope of a Curate at present because of Diocesan policy and the property has been let to the same tenants since October 1981. The current valuation is the insurance valuation dated June 2015. Though the market valuation would undoubtedly be more, it has to be taken into account that selling a house with long term sitting tenants depresses the value of the property.

## Investment Fixed Assets (Restricted)

CBF Church of England Investment Fund/Fixed Interest Securities Fund - Income Shares		
Market Value - 1 January	14,241	13,475
Net gain/(Loss) on annual Revaluation	974	766
	15,215	14,241
Parish Trust Funds		
Market Value - 1 January	785	735
Net gain/(Loss) on annual Revaluation	112	50
	897	785
Total Investments	16,112	15,026

CBF Church of England Investment Fund/Fixed Interest Securities Fund - Income Shares -Margaret Halmshaw Music Fund  
Holdings at 31st December 2021 comprised 2,922.61 (2020: 2,922.61) shares with a bid price of 157.99p (2020: 169.15p) in the Church of England Fixed Interest Securities Fund Income Shares and 453.14 (2020: 453.14) shares with a bid price of 2338.67p (2020: 2044.67p) in the Church of England Investment Fund Income Shares.

Parish trust Funds are held by the Rochester D.S. and B.F. as custodian trustee. The PCC is responsible for the assets as managing trustee. The investment comprises Income Shares held in the White Grave CBF Investment Fund with a book cost of £512.34 and a market value of £897.38 (31.12.2020: £785.07)

## Funds

The restricted funds comprise special collections and associated reclaimed gift aid, and the Tower Fund. All these funds are held in the general bank account in separate sub accounts or on deposit as separate funds with the Central Board of Finance of the Church of England. The Restoration Fund is held in a separate bank account and on deposit with the Central Board of Finance of the Church of England. The special collections are paid out as appropriate. The Tower Fund is for the maintenance of the bells. The Restoration fund is for the care and conservation of the fabric of the Church.

### Breakdown of Restricted Funds

Restoration Deposit account	81,623
Restoration Current account	968
Tower Fund	3,085
Margaret Halmshaw Deposit account	3,431
2021 Charity donations not yet paid out	710
	89,817

The Endowment Fund is the Margaret Halmshaw Music Fund. The capital is held in CBF Income Shares, the dividends are transferred to a CBF deposit account where they earn further interest. The income is to be used for anything in the field of music within the church.

The Parish Trust Funds hold long term funds for the care of certain graves in the churchyard and therefore the annual income is treated as restricted.

## Fund Movements

	Tower Fund	Restoration Fund	Music Fund	Designated Funds	Endowment Fund
Balance at the beginning of the year	3,084	83,641	3,030	65,077	15,026
Incoming Resources	-	8,506	-	2,150	
Outgoing Resources	-	9,644	-	-	
Investment Gain/(Loss)	1	88	401	115	1,086
Balance at the end of the year	3,085	82,591	3,431	67,342	16,112

## **ACCOUNTING POLICIES**

### **BASIS OF PREPARATION OF THE FINANCIAL STATEMENTS**

The Financial Statements have been prepared under the historical cost convention with the exception of investments which are recognised at market value. The Financial Statements have been prepared using the Receipts and Payment method.

### **FUNDS**

**Endowment Funds** are funds, the capital of which must be maintained, only income arising from investment of the endowment may be used either as restricted or unrestricted funds depending upon the purpose for which the endowment was established.

**Restricted Funds** represent a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of the year may be carried forward as a balance on the fund. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

**Unrestricted Funds** are general funds which can be used for PCC ordinary purposes. Rental income for the letting of Church Premises is recognised when the rental is received.

### **INCOMING RESOURCES**

Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and legacies are accounted for when received by the PCC.

Dividends are accounted for when the receivable interest is received. All other income is recognised when it is received.

All incoming resources are accounted for as gross.

A grant of £6,000 from the Chislehurst Society and two anonymous donations of £1,253 each were received during the year towards the repair and upgrade of the Tower clocks. A third donation for the same amount has been promised for 2022. An insurance settlement of £3,416 was received during the year for lead stolen from the Church roof. The replacement works will not start until Spring 2022, and the money is held in unrestricted funds until then.

### **RESOURCES EXPENDED**

Grants and donations are accounted for when paid over.

The Diocesan parish share is generally accounted for when paid. In 2020 due to concern over the effect of Covid 19 on income, Parish Share payments were reduced, and £15,832 was owed at year end. This was paid in January 2021.

Amounts received specifically for missions are dealt with as restricted funds. All other expenditure is generally recognised when it is paid and accounted for gross.

£9,548 was spent on the repair and upgrade of the Tower clocks.

### **FIXED ASSETS**

Consecrated and benefice property is not included in the accounts in accordance with S.96(2)(a) of the Charities Act 1993.

Moveable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church's inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements. Subsequently no individual item has cost more than £1,000 so all such expenditure has been written off when incurred.

No cost information is available for the curates's house, 47 Holmdale Road, Chislehurst, so it is included as the current year's insurance valuation.

Equipment used within the Church premises, where individual items with a purchase price of £500 or less, are written off when the asset is acquired.

Investments are valued at market value at 31st December.