



Parish of Crookham

Annual Report
and
Financial Statements
of the
Parochial Church Council
of
Christ Church, Crookham

for the year ended 31st December 2021

Incumbent
The Reverend Steve Franklin

The Parish Office, Christ Church, Gally Hill Road, Church Crookham, Hampshire GU52 6LH

Registered Charity Number 1132174

**THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF CROOKHAM
FOR THE YEAR ENDED 31 DECEMBER 2021**

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This report is arranged in two parts:

- Part A: Sections 1 to 13 are the mandatory sections as listed in Chapter 3 of the PCC Accountability Guide.
- Part B: Sections 14 to 18 are the individual reports from various committees and church groups to provide a reflection of church life at Christ Church Crookham.

Part A: Mandatory Information & Reports

This report was approved by the PCC on 7th April 2022.

1. Structure, Governance and Management

Church Wardens are elected at the meeting immediately prior to the APCM, and to which anyone on the Electoral Roll or resident of the Parish may attend and vote. Churchwardens are automatically members of the PCC.

The method of appointment of PCC members is set out in the Church Representation Rules (latest revision 2020). Deanery Synod Members are also appointed in accordance with the said rules at the APCM. The membership of the PCC consists of the incumbent (our Vicar), Churchwardens, Deanery Synod members, LLMs, and members elected at the APCM. Based on the numbers on the electoral roll our church has up to 12 elected PCC members and each stands for three years with the intention of having one third of the members elected each year. All those who attend our services or consider themselves to be members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC.

The PCC is responsible for making decisions on all matters of general concern and importance to the Parish including deciding how the funds of the PCC are to be spent. PCC members are inducted through a discussion of their role and function in the first meeting of the new PCC, and by going through a review of PCC policies annually. Specific training provided by the Diocese is given in Safeguarding, and eligibility and DBS (Disclosure and Barring Service) checks are carried out.

The PCC meets sufficient times to carry out the required business, typically around six times per year. The PCC appoints a Standing Committee to transact PCC business between meetings of the full PCC, and consists of the Vicar, the Church Wardens, the Treasurer and at least two other elected members. It operates within the directions agreed by the full PCC. There are also sub-committees for Buildings & Churchyard (in 2021 B&C business was covered by Standing Committee) and Pre-School Management.

The PCC employs two part-time Parish Administrator plus the staff required for the Pre-School.

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2. Administrative information

Christ Church Crookham is situated in Gally Hill Road, Church Crookham. It is part of the Diocese of Guildford within the Church of England. The correspondence address is: The Parish Office, Christ Church, Gally Hill Road, Church Crookham, Hampshire GU52 6LH. The email and website addresses are: administrator@christchurch-crookham.com and www.christchurch-crookham.com

The Parochial Church Council (PCC) is a charity registered with the Charity Commission under number 1132174.

PCC members for 2021

Incumbent

- Revd Steve Franklin

Licensed Lay Ministers (ex officio)

- Dr Avril Cross, Mrs Rosemary Fox

Churchwardens (ex officio)

- Mr Peter Roberts, Mrs Marion Foreman

Treasurer (ex officio)

- Professor Mark Cross

Deanery Synod (ex officio)

- Mr Michael Gibbons, Mrs Rosemary Fox

Elected Members

- Until 2023: Mr Eric Barnfield, Mr Bruce Bulgin, Dr Keith Mundy, Mr Andrew Munnings, Mrs Pam Selwood, Mrs Maureen Green (resigned Sept 2021)
- Until 2024: Mrs Helen Anderton, Mr David Pooley, Mr Kevin Fox, Mr David Holdway, Mr Martin Redgrave,

Co-opted Members

- Mrs Briony Allen

Other positions

Deputy Wardens: Mrs Briony Allen, Mr Martin Redgrave

PCC Secretary: Mrs Judy Roberts (resigned November 2021), subsequently vacant

Electoral Roll Officer: Mrs Judy Roberts (resigned November 2021), subsequently vacant

Safeguarding Officer: Mrs Helen Anderton

Health & Safety Officer: Mr Eric Barnfield

Planned Giving Officer: Mr Andrew Munnings

Data Privacy Officer: Mr David Pooley

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3. Aims and Purpose

The PCC of Christ Church has the responsibility of co-operating with the Incumbent in promoting in the ecclesiastical parish the whole mission of the church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the upkeep of the whole premises including the Vestry Hall, the Jubilee Annexe and the Churchyard.

The method of appointment of the 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.

4. Objectives and Activities

In order to fulfil our overall aims and purpose we have a number working principles:

- People first – more important than things
- What we do should be welcoming and open
- The Church and its ministry are multifaceted – we thrive with a network of groups and activities
- Teamwork – everyone has a part to play and a job to do
- The Faith should be built-in from the start
- Spiritual development – there are ‘stepping stones’ for everyone
- Balance – worship, fellowship, mission, fundraising, publicity
- Creativity – poetry, calligraphy, drama, illustrations - ideas and dreams
- Be pragmatic – hope for the best, plan for the worst
- Everyone’s entitled to an off day – perfection belongs to the Lord

At last year’s APCM, we identified that the main challenges we would face in 2021 would involve the return to normal from COVID limitations and so our focus was on developing and adapting our worshipping life as permitted under the restrictions.

For the first few weeks of the year services were pre-recorded with various members of the church involved, but by Easter there was a cautious return to church and as numbers were very restricted, we provided three Sunday morning services. Also at this time we began live-streaming of one of the services for those unable or unwilling to attend in-person. In August, the numbers able to attend had been increased and so began our new pattern of services at 9am and 11am, with coffee/tea between services. We were also able to restart ‘Cake Church’, an informal service for families with young children. When permitted we continued to offer baptisms, weddings and funerals.

We used Zoom and our telephone conference number for people to come together for House Groups and for Covid Prayers.

In the second half of the year the buildings were again being used by community groups, including by our own Pre-school every weekday morning. The Parents & Toddlers group known as “Little Bells” was able to return, and we have also started “Coffee and Conversation”, an informal gathering of friends at the church.

We continued to support our chosen charities, Christian Aid, The Children’s Society and Royal British Legion. The community Feed-A-Child project was again organised to help families at Easter, in the summer and at Christmas.

To make everything happens requires the support of many individuals and groups, and we are grateful to all who contribute.

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5. Review of the Year and Achievements

2021 saw the second year of the COVID pandemic. The year began with the last few days of socially distanced worship in the Church building, with Holy Communion using individual disposable paper cases.

Then came the third national lockdown which took us through March, with services pre-recorded and made available on a Sunday morning, with the typical number of views being between 20 and 40. Services with a congregation, though still socially distanced, restarted on Palm Sunday with services at 9am, 10am and 11am with a limit of 30 for each service, and at the same time we live-streamed the 9am service. This had over 80 views. This pattern of services continued from Easter until the end of July, making 17 Sundays each with 3 services.

From July, with a relaxation of the covid guidelines, we moved to a new pattern of worship with a 9am Parish Eucharist (except when there is a 5th Sunday in the month), and an 11am 'family-friendly' service alternating between Family Worship and Family Communion. This pattern allows the two congregations to meet in the time between services for fellowship over tea and coffee. Most Sundays a service was also live-streamed with typical total views being 20-40.

At last year's APCM, we identified that the main challenges we would face in 2021 would involve the return to normal from COVID limitations. The first activity to resume was "Little Bells", the toddlers group, led by Sarah Griffiths, and we are very grateful for her energy and enthusiasm in doing this. We also restarted 'Cake Church', an informal service for families with young children, consisting of crafts, toys, songs, and of course cake and other food delights. This showed the advantage of having fewer chairs in the church as it enabled much more flexibility with seating and tables. We also restarted weekly evening prayer on Wednesdays.

Our worship is enhanced by many groups, and we thank all those who contribute their time and expertise. These include the sacristans, the choir, the music group, the handbell team, the flowers team, those who provide tea/coffee, the live-streaming techies, and the admin team producing the weekly service sheets and documents. Special mention and our thanks to Derek Canfield for his ongoing support and skill playing the organ. Laura continues to lead 'JAM' (Jesus And Me) for the younger people during the 11am service, and we thank her for her ongoing work with this.

We also recognise the contribution made by many others in the services, such as readers, those preparing and saying the intercessions, the sidesmen to be welcoming while ensuring covid guidelines are followed. A particular mention to Ros and Avril, our LLMs, for their ongoing contributions in leading services or parts of services.

In 2021 there were 6 weddings, 11 baptisms, 6 funerals held in church, and 13 interments of ashes.

Led by Marion Foreman, a pastoral care team has been set up to provide a more formal structure to the existing network of friends. This has enabled reconnection with church members who have not been seen since before lockdown, and the "Coffee and Conversation" have been an ideal focus to encourage meeting up for prayer and exchange of news. Also enabling people to meet up have been "Little Bells", the mother and toddlers group led by Sarah Griffiths, which has proved very popular with up to 25 regulars attending once or more per month, with 6 to 8 regular families each week.

We continued to support our three main chosen charities, Christian Aid, The Children's Society and Royal British Legion, and we thank those lead our initiatives for these important charities. The community Feed-A-Child project was again organised to help families at Easter, in the summer, and

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at Christmas. These campaigns were very successful with donations helping many families at these difficult times. For example, at Christmas 34 families were given support. We thank Laura and the team for their work in this area.

Our Pre-School continues to provide for children age 2-4. Revd Steve is a regular visitor, along with maintaining close links with local schools, particularly Crookham C.E. Aided Infant School, and also regularly visiting local retirement establishments.

We use a number of different routes to inform and publicise church events, including traditional methods such as the parish magazine, the weekly leaflet and noticeboards, but also have firmly adopted technology routes of our website and social media. The parish magazine is also available as an emailed pdf document with 140 people receiving it this way, compared to about 70 receiving a paper version. The website has around 20 visits per day on average, while our Facebook Group has around 180 members.

To make the church function requires many people working behind the scenes. We thank Jenny and Alex in the office in what have been very difficult and ever-changing times. We also recognise the work of the many church groups, working parties and subcommittees that make much unsung contributions to the life of the church.

As we went through 2021 it became increasingly apparent that our financial situation was becoming serious with a predicted loss in excess of over £30,000. There are many reasons for this, but essentially our income was falling while our costs were increasing with the cost-of-living. As we reached the end of the year there became greater urgency to attempt to fix this shortfall, and offered the opportunity to start to do things differently, but working as a team with a common goal. Things being put in place for 2022 included: in-church easy contactless giving, an events team to coordinate internal and external groups using the church facilities, a stewardship campaign, and giving by means of a legacy or for a specific cause.

Our thanks to everybody involved in supporting the work of Christ Church Crookham in whatever capacity.

6. Future Plans

In September we were able to hold an away day for the PCC at Crondall Church, at which we reviewed our 'top ten' priorities from 2019, and looked at where we should put our emphasis. It was pointed out that 'we can do anything, but we can't do everything'.

There is nothing like a crisis to help bring people together, and as we move into 2022 there are indeed many crises, whether global, national/political, local community or within our own church. While we cannot solve all these we can provide a church that is caring, inclusive, supportive and welcoming, while also ensuring the facilities will continue to be here in the future. Our future plans can be looked at across five key areas:

Worship. Always of high importance, to ensure our worship caters for all ages, requirements, formal and informal, and also to include those unable to be in church in-person.

Fellowship. To further encourage people to meet after/before Sunday services as well as at other times. We also recognise the value of the fellowship of groups that support our worship such as flowers, choir, music group, bell ringers, job squad etc.

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Service to community. To continue to provide pastoral and physical support to the local community, as well as specific church groups, and facilities for general use by the community.

Our proclaiming of the message. We want to share the Gospel message with our Parish, which was improved during 2021 with our live-streaming services, and with the improving of the website.

Housekeeping. To ensure Christ Church Crookham is well-managed, providing well-maintained facilities for use by the local community, is financially self-supporting, is compliant, and committed to individual safeguarding guidelines.

7. The Electoral Roll

In accordance with parish practice the Electoral Roll for 2022 has been updated from the 2021 roll, in accordance with guidelines from the diocese. There are 151 names on the Electoral Roll for 2022 which includes 0 new additions. There are 136 people resident within the parish while 14 live outside of the parish.

The updated Electoral Roll has been displayed in the church for inspection since 10th April 2022.

8. Safeguarding Compliance

During 2021 we had one case of Safeguarding which had been reported directly to the police, with Rev Steve and I being involved in ongoing monitoring. Guidance about how to seek help has been made freely available on our website and in our parish magazine. It can also be found on the diocesan website for both Surrey and Hampshire. You can also find information about Authorised Listeners who can support victims who have come to harm within a church context.

Guildford Diocese now has a Parish Safeguarding Dashboard, which is used to monitor Safeguarding arrangements within each parish and to feed back to Diocese. It also keeps Safeguarding officers up to date with local and national changes.

Training continues and is either by an online session which you can do in your own time, or via Zoom which you can book on the diocesan website under Safeguarding training. The ability to do training in your own home without having to trek to Guildford has made training much easier to access. Anyone who holds any position in the church needs to complete Safeguarding training, to raise awareness of safeguarding issues and how to support people. If you are uncertain of what Safeguarding level is required for your position the Diocesan website has a table showing exactly what is needed for each role. Basic Awareness and Foundation training is mandatory for all members of PCC. Being a member of PCC is a responsibility and holds certain duties – the training helps members to exercise that responsibility. Training needs to be renewed every three years at the highest level.

DBS checks have continued and online DBS checking is now standard, with those undertaking it finding it very simple.

Safeguarding is overseen by the Representative, but it is everyone's duty to protect and support all users of our church, our parish and our community. I thank everyone who has shown their support for this vital work.

Helen Anderton

9. Report on the Fabric of the Church

The Quinquennial Review inspection occurred in 2020, and identified a number of areas where attention is needed, including:

- The roof has some cracked tiles and split lead flashing
- Lead damaged by squirrels
- A need to inspect the bell cote
- Repointing suggested at a number of locations
- Gutters in need of clearing of moss debris
- In one location the timber fascia and soffit has some decay
- Some stones have fallen out from above a lancet window
- Near the porch canopy some cladding has become loose
- Some damp ingress in places on inside walls needing investigation
- Some plaster de-bonding has occurred
- Inspect and log headstones for risk of falling over
- Inspect and log trees at least annually for damage or falling risk
- PAT testing overdue (delayed due to Covid)
- Some material containing asbestos was detected in a five areas

Despite being lockdown for some of the year, routine maintenance and checks continued as normal, including fire-alarm testing, PAT tests, general H&S checks, boiler maintenance and fire drills (pre-school).

Over Easter new doors were fitted to the south entrance. The doors were paid for by the family of Ken Ridler, and a memorial plaque was also fitted in recognition of his long service to Christ Church.

In the summer contractors removed asbestos from the Vestry Hall roofline and installed new uPVC soffits and fasciae along with new guttering and downpipes.

We are grateful to the many volunteers who help maintain the buildings and grounds.

Pete Roberts & Marion Foreman

10. Deanery Synod

Aldershot Deanery Synod met in June 2021 (by Zoom) and October (in person). Topics discussed included Living in Love and Faith and the new Parish Needs Process. The Christ Church Crookham representatives: Revd Steve Franklin, Mike Gibbons and Ros Fox were in attendance at both meetings and full reports have been given to the PCC.

Ros Fox

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11. Financial Report

The financial statements and notes to the financial statements are given at the end of the Annual Report. This report provides an overview for parishioners who are not financial specialists. The references in brackets give the relevant heading or note section of the financial statements.

Like 2020 the year 2021 has been an exceptional year because of the impact of the COVID pandemic on our worship, community activities and any fund raising. However, whereas much of 2020 was spent in some form of lockdown with very limited activity, 2021 was more mixed as society opened up as the year progressed so did the activities of the church community and so its expenses. However, much of our income remained similar to 2020. That is, plate giving of cash has significantly reduced although towards the very end of the year a more user-friendly card reader partially countered this although not significantly enough to make much difference to the finances in 2021. Also, our reduction in income from funerals and weddings continued because they were much smaller in scale. Our confidence at running social events with significant interaction amongst our community was also very limited and so our income for the year was relatively low at £1672. However, we had to effect some serious repairs to the church hall which involved the removal of significant amounts of asbestos. This work was necessary for the continued safe usage of the hall by our children and youngsters in our Pre-school and cost some £17,000. With this cost factored in and our rather more significant activity our expenses this year were back to pre-2020 levels. Quite simply this has resulted in a deficit outcome.

Because of the COVID pandemic, aside from the work on the church hall, there were a number of notable expenditures on renovating the church fabric in 2021, compensating for our lack of activity in 2020. As such, the church running expenses were similar to pre-2020 levels. The key notable expenditures included:

- Further improvements to the church's computer-based equipment including a streaming system for its services, a user-friendly card reader for offerings and a new laptop for a new staff member working partly from home (£2000)
- Repairs to our rental property notably its boiler (£863) and a replacement washing machine at (£580)
- Repairs to the external structure of the church (£991), a new door for the hall (£3322), new fence posts for the gate to the north door (£720) and repairs to the church boiler at (£600)

The authorised spend on repairs and renovations has been limited and targeted at being effective for the congregation, whilst ensuring the fabric of the Church is well maintained.

A notable element of income and expenditure in these accounts is the operation of the Pre-School. This continues to be a very successful service to the community which is generally in high demand from families in the village. However, although there was some recovery in 2021 in terms of numbers many parents reduced the hours of their children in the Pre-school and the staff had to make a special effort to help all the children in their socialisation after many had been isolated for much of 2020 and early into 2021. This loss was mitigated to some extent by staff reducing their hours where they could. However, because it is now very difficult to find staff who are qualified on entry into the profession as practitioners we expect to pay the cost of training new staff. The Pre-school has direct costs of £71,647 which mostly goes on staff salaries. In addition, of course, there are a range of overhead costs which this does not include (e.g. administrative support, cleaning, use of the Vestry Hall, clergy vestry, the dedicated storage area, etc.). To be clear, following on from the Government legislation regarding the auto enrolment for workplace pensions the PCC approved the Church Workers Pension Fund as the appropriate vehicle for its workforce and this was enacted from the 1st June 2016.

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Total donations to charities included:

Churches Together in Fleet & Church Crookham (£1450), and 'Feed a child' – support for Crookham families in need (£903).

Principal sources of income were:

- Pre-School income from Hampshire County Council, employer vouchers and parents together are the largest single source of income for the PCC at £82,243[Note 2c].
- The majority of the congregation donate by planned giving, much of which can have income tax reclaimed. There are others who give in other ways, some of which is also income-tax reclaimable. The total of these [Note 2a] is £88,388, something of a recovery from the £75,643, given in 2020. Our planned giving income this past year was similar to that in 2020 which remains markedly less than in earlier years. However, this is not surprising given the impact of the pandemic on our worship and community activities.

Financial Administration

Our finances are administrated by the following team:

- Treasurer: Professor Mark Cross
- Planned Giving Officer: Nigel Hare until November, thereafter Andrew Munnings
- Pensions Officer: Bruce Bulgin
- Independent Examiner: David Sprot

Additionally, we are grateful to Mrs Linda Ayrton, for her assistance to the Treasurer in a variety of ways including each week putting together the weekly income and banking it.

Reserves Policy

It is the policy of the PCC to maintain sufficient unrestricted funds to meet running costs of the Church's ministry, maintenance of the buildings and emergency situations. Although this had not been possible in the last few years (2010-2014) whilst the new annex and upgrades to existing facilities were underway, all these costs are now paid and the Reserves are sufficient to sustain the church operation under normal circumstances for about 5 months should all income cease.

Funds held as custodian trustees on behalf of others

There are no funds in this category.

Financial Risk Management

The PCC income is less than £500,000 per annum so there is no requirement for a formal financial risk policy. However, it is sensible to consider the main areas of risk. These are considered to be:

- Costs arising from unplanned repair or maintenance work that is not covered by our insurance policies. The policies are believed to be adequate and are with Ecclesiastical Insurance, the recognised insurers for churches and PCCs.
- A Quinquennial Review inspection occurred in the summer of 2020, and although no serious issues were uncovered, there are some costs arising from the findings of our Inspecting Architect's report which was published in 2021. All of the urgent minor work from the 2015 inspection have been completed. It is anticipated that the costs can be contained within current income and special appeals if necessary.
- A significant amount of necessary tree maintenance work has recently been carried out in 2017 and 2018 and any remaining is well within current income levels.

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- Under normal circumstances, although the Pre-School income base is the subject of variation because of Government changes to the funding of early years education, its income is reasonably stable.
- There is always a risk of accidents in the church premises and churchyard with claims against the PCC. No specific financial contingency can be made. The risk can be reduced by ensuring adherence to Health & Safety regulations.
- The church is generally in good repair and the PCC has been diligent in ensuring the QI conclusions have been actioned. However, it is clear that some large ticket items such as the church window frames and the roof will need serious renovation in the next decade or so. The PCC will need to consider how best to raise a fund to support such renovations as this must surely be an intergenerational project – delivered by one for those who follow!

Financial Summary

Although the church community is coming back to life in terms of activity it has yet to generate the income to support it and so is reporting a significant loss of some £20,000. Of course, our year of planned worship and community activities have been decimated by the pandemic and this has impacted seriously on our income and expenditure patterns. Through the faithful support of our community, and limited activities generating income we have managed to generate a level of income similar to last year where we had support from the Diocese and the govt through our pre-school. However, our operational costs have returned to pre-2020 levels and this is the cause of our deficit this year. It is clear that in 2022 we must have a significant fund-raising programme to repair the financial holes and place us in a more stable financial position going forward. However, our long term goals remain:- to a) pay off the remainder of our Diocesan debt and b) to put together a fund to enable the restoration and repair of the church window frames and the roof over the coming decade (a project in this coming decade for those that follow on!).

12. Independent Examiner's Report

This report on the financial statements of the Parochial Church Council (PCC) for the year ended 31 December 2021, as set out on pages 14 to 21, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 (the Regulations) and section 144 of the Charities Act 2011 (the Act).

Respective responsibilities of the PCC and examiner

As members of the PCC you are responsible for the preparation of the financial statements; you consider that the audit requirement of the Regulations and section 144(2) of the Act do not apply, and that an independent examination is needed. It is my responsibility to issue this report on those financial statements in accordance with the terms of the Regulations.

Basis of this report

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 145 of the Act and to be found in the Church guidance, 2013 edition. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the financial statements and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respects the requirements
 - to keep accounting records in accordance with section 130 of the Act; and
 - to prepare financial statements which accord with the accounting records and comply with the requirements of the Act and the Regulations have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached



D Sprot, ACMA

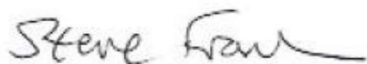
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13. Financial Statements

		Unrest- ricted	Desig- nated	Restrict- ed	<u>Total</u>	
	<u>Notes</u>	<u>Funds</u>	<u>Funds</u>	<u>Funds</u>	<u>2021</u>	<u>2020</u>
INCOMING RESOURCES						
Incoming resources from donors	2a	87,294	0	1,094	88,388	75,463
Other voluntary incoming resources	2b	4,130	0	39	4,169	7,733
Income from charity & ancillary trading	2c	95,212	0	0	95,212	100,485
Income from investments	2d	14,432	0	7,450	21,882	22,135
TOTAL INCOMING RESOURCES		201,068	0	8,543	209,651	205,996
RESOURCES USED						
Grants & donations	3a	685	0	1094	1,779	2,656
Activities directly relating to work of the church	3b	195,587	0	476	196,063	166,702
Fund-raising and publicity	3c	0	0	0	0	0
Church management and administration	3d	31,427	0	0	31,427	29,085
TOTAL RESOURCES USED		227,699	0	1,570	229,269	198,443
NET INCOMING RESOURCES/RESOURCES USED		(26,631)	0	7,013	(19,618)	7,552
BALANCES BROUGHT FORWARD		59,893	265,335	65,760	390,988	383,989
BALANCES CARRIED FORWARD		33,262	265,335	72,773	371,370	383,438
<u>FIXED ASSETS</u>						
Tangible fixed assets	5				250,000	250,000
<u>CURRENT ASSETS</u>						
Debtors	6				12,521	11,489
Short Term Deposits					60,818	60,786
Cash at Bank and in hand					74,553	99,379
					147,892	171,654
Liabilities Falling Due within 1 year	7				(26,522)	(30,666)
Net Current Assets					121,370	140,988
<u>TOTAL ASSETS LESS CURRENT LIABILITIES</u>					371,370	390,988
<u>LIABILITIES FALLING DUE AFTER ONE YEAR</u>						
					0	0
					371,370	390,988
<u>REPRESENTED BY FUNDS</u>						
Unrestricted					33,262	59,893
Designated	10				265,335	265,335
Restricted	9				72,773	65,760
Endowment					0	0
Total					371,370	390,998

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The financial statements on pages 10 to 21 were approved by the Parochial Church Council on 7th April 2022 and signed on its behalf by:



Revd Steve Franklin, Vicar, Chairman



Professor Mark Cross, Treasurer

Notes to the Financial Statements

1. ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the Statement of Recommended Practice: Accounting and Reporting by Charities as revised 2005.

The financial statements have been prepared under the historical cost convention.

Funds

General funds represent the funds of the Parochial Church Council (PCC) that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted.

Restricted funds represent donations or grants received for a specific object or invited by the PCC for a specific object and can only be expended on the purpose for which they were given. Any balance remaining unused at the end of each year must be carried forward as a balance on that 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.

Designated funds are part of the unrestricted funds set aside by the PCC for a particular purpose. Unrestricted funds are general funds, which can be used for PCC ordinary purposes.

The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of Church members.

Incoming Resources

Planned giving, collections, donations and fees 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 the PCC is legally entitled to the amounts due. Rental income from the letting of church premises is recognised when due. Interest is accrued. All other income is recognised when it is receivable. All incoming resources are accounted for gross.

Resources used

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC. The diocesan parish share is an operational (though not a legal) liability and is accounted for when due. All other expenditure is recognised when a liability is incurred and is accounted for gross.

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Church Workers Pension Fund (CWPF) - FRS102 Statement

Crookham PCC (PB2014) participates in the Pension Builder Scheme section of CWPF for lay staff. The Scheme is administered by the Church of England Pensions Board, which holds the assets of the schemes separately from those of the Employer and the other participating employers.

The Church Workers Pension Fund has a section known as the Defined Benefits Scheme, a deferred annuity section known as Pension Builder Classic and a cash balance section known as Pension Builder 2014.

Pension Builder Scheme

The Pension Builder Scheme of the Church Workers Pension Fund is made up of two sections, Pension Builder Classic and Pension Builder 2014, both of which are classed as defined benefit schemes.

Pension Builder Classic provides a pension, accumulated from contributions paid and converted into a deferred annuity during employment based on terms set and reviewed by the Church of England Pensions Board from time to time. Discretionary increases may also be added, depending on investment returns and other factors.

Pension Builder 2014 is a cash balance scheme that provides a lump sum that members use to provide benefits at retirement. Pension contributions are recorded in an account for each member. Discretionary bonuses may be added before retirement, depending on investment returns and other factors. The account, plus any bonuses declared is payable, unreduced, from age 65.

There is no sub-division of assets between employers in each section of the Pension Builder Scheme.

The scheme is considered to be a multi-employer scheme as described in Section 28 of FRS 102. This is because it is not possible to attribute the Pension Builder Scheme's assets and liabilities to specific employers and means that contributions are accounted for as if the Scheme were a defined contribution scheme. The pensions costs charged to the SoFA in the year are contributions payable **(2021: £714, 2020: £4115)** – this year included some significant adjustments for overpayments in earlier years.

A valuation of the Pension Builder Scheme is carried out once every three years. The most recent was carried out as at 31 December 2019. The next valuation is due as at 31 December 2022.

For the Pension Builder Classic section, the valuation revealed a deficit of £4.8m on the ongoing assumptions used. At the most recent annual review, the Board chose to grant a discretionary bonus of 3%, following improvements in the funding position over 2021. There is no requirement for deficit payments at the current time.

For the Pension Builder 2014 section, the valuation revealed a surplus of £5.5m on the ongoing assumptions used. There is no requirement for deficit payments at the current time.

The legal structure of the scheme is such that if another employer fails, **Crookham PCC (PB2014)** could become responsible for paying a share of that employer's pension liabilities.

Fixed assets

Consecrated and beneficed property is excluded from the financial statements in accordance with section 10(2)(a) of the Charities Act 2011.

Movable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property unless consecrated, and are not included in these

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financial statements. All expenditure incurred during the year on consecrated or benefice property and inalienable church furnishings, whether maintenance or improvement, is written off as expenditure in the Statement of Financial Activities in the year in which it is incurred.

Other buildings held on behalf of the PCC for its own purposes are valued at cost. No depreciation is charged against such properties, but any expenditure on maintenance or improvement is written off as incurred.

Other fittings and equipment used within the church premises, including assets acquired under a finance lease, are depreciated on a straight line basis over 5 years. Individual items of equipment with a purchase price of £1,000 or less are written off when the asset is acquired.

Current assets

Amounts owed to the PCC at the year-end less provision for amounts that may prove uncollectable are shown as debtors.

Short-term deposits are cash held on deposit either with the CBF Church of England Funds or at the bank.

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	Unrestricted Funds	Designated Funds	Restricted Funds	2021 Total	2020 Total
2 INCOMING RESOURCES					
a Incoming resources from donors					
Planned giving	59,033			59,033	58,151
Collections at all services	2,777			2,777	1,156
Sundry donations	11,100		1,094	12,194	3,758
Income tax recoverable	14,384			14,384	12,578
	87,294		1,094	88,388	75,643
b Other voluntary incoming resources					
Grants & donations	2,458		39	2,497	7,733
Fetes, Bazaars and other fund raising events	1,672		0	1,672	0
	4,130		39	4,169	7,733
c Income from charitable & ancillary trading					
Magazine	2,386			2,386	2,223
Vestry contributions	1,467			1,467	1,538
Pre-School	82,243			82,243	89,659
Fees	9,116			9,116	7,065
	95,212			95,212	100,485
d Income from investments					
Interest receivable	32			32	257
Funds of School House Trust	0		7,450	7,450	7,458
Rent on Jubilee Drive	14,400			14,400	14,420
	14,432		7,450	21,882	22,135
TOTAL INCOMING RESOURCES	201,068		8,853	209,651	205,996
3 RESOURCES USED					
a Grants & donations					
Missionary & charitable giving UK	685		1,094	1,779	2,656
b Activities directly related to the work of the church					
Ministry:					
Parish share	81,042			81,042	74,143
Clergy expenses	1,150			1,150	1,085
Vicarage expenses	377			377	618
Visiting Clergy	0			0	0
Church - running expenses	35,103		476	35,579	17,147
Professional fees	2,660			1,172	1,172
Upkeep of services	670			670	670

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Expenditure on magazine & library	585	585	585
Upkeep of churchyard	0	0	0
Pre-school Salaries & Pensions	65,848	65,848	69,087
Other Pre-School expenses	5,779	5,779	2,195
	195,587	476	196,063
			166,702

c Fund raising & publicity

Costs of fetes & other fund raising events	0	0	0	0	0
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d Church management & administration

Administration:

Telephone & internet	2,248	2,248	1,322
Computers & Photocopiers	2,378	2,378	2,166
Other administration expenses	1,558	1,558	960
Staff pay	20,858	20,858	20,914
Investment property expenses	4,098	4,098	3,526
Bank charges	287	287	197
	31,427	31,427	29,085

TOTAL RESOURCES USED	227,699	0	1,570	229,269	198,443
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4 STAFF COSTS

Remuneration	85,992	85,886
Social security costs	0	0
Pension costs	714	4,115
	86,706	90,001

5 FIXED ASSETS FOR USE BY THE PCC

Tangible fixed assets

	<u>2,021</u>			<u>2,020</u>
	<u>FHL&B</u>	<u>Leased</u>	<u>Total</u>	<u>Total</u>

Gross book value

As at January 1st 2020	250,000	0	250,000	250,000
Additions	0	0	0	0
Disposals	0	0	0	0
As at 31 December 2020	250,000	0	250,000	250,000

Depreciation

At 1 January 2020	0	0	0	0
Charge for year	0	0	0	0
Disposals	0	0	0	0
As at 31st December 2020	0	0	0	0

Net book value

As at 31st December 2020	250,000	0	250,000	250,000
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6 DEBTORS

Prepayments and accruals	2,268	2,288
Tax recoverable on covenants	10,253	9,200
	12,521	11,489

7 LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR

Amounts due under finance leases	0	0
Parish Share	(23,635)	(26,635)
Other accruals	(2,887)	(7,031)
Other creditors	0	0
	(26,522)	(30,666)

8 ANALYSIS OF NET ASSETS BY FUND

	<u>Unrestricted</u> <u>Funds</u>	<u>Designated</u> <u>Funds</u>	<u>Restricted</u> <u>Funds</u>	<u>Total</u> <u>2021</u>	<u>2020</u>
				-	-
Fixed assets	0	250,000	0	250,000	250,000
Current Assets	59,784	15,335	72,773	147,892	171,654
Liabilities : amounts falling due within 1 year	(26,522)	0	0	(26,522)	(30,666)
Liabilities : amounts falling due within 5 years	0	0	0	0	0
Fund balance	(33,262)	265,335	72,773	371,370	390,988

9 RESTRICTED FUNDS

	<u>End 2020</u>	<u>Incoming</u>	<u>Outgoing</u>	<u>End 2021</u>
Christ Church Community Project	(9,265)	0	0	(9,265)
Funds of School House Trust	47,806	7,450	0	55,256
Parish share debt reduction	883	0	0	883
Organ maintenance	19,406	39	(421)	18,969
Flowers	415	0	0	415
Library - Joan Blundell bequest	275	0	0	275
Pastoral care	474	0	0	474
Supporting children of the Parish	5,766	0	0	5,766
Collections - UK charities	0	1,094	(1094)	0
	65,760	8,583	(1,570)	72,773

10 DESIGNATED FUNDS

	<u>End 2020</u>	<u>Incoming</u>	<u>Outgoing</u>	<u>End 2021</u>
Investment properties	250,000	0	0	250,000
Building and Fabric	15,355	0	0	15,335
	265,355	0	0	265,335

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Notes

2a – The vast majority of donor income arises from our planned giving programme where approaching 100 folk either have standing orders or give regularly through envelopes in the plate.

2b - The receipts for Churchyard Upkeep include £15 for the upkeep of a family grave and £30 from the Commonwealth War Graves Commission for the maintenance of the war graves in the cemetery.

2c – Our income from ancillary trading comes principally from our Pre-school serving our young families and in the community use of our spaces

2d – Our income from investments arises principally from the rental of our two properties – one on Jubilee Drive and the other on Gally Hill Road, both in Church Crookham.

4 - During the year the PCC employed organists, cleaners, a parish administrator, an assistant and Pre-School staff, none of whom earned more than £60,000 p.a. (2020: Nil). Together these employees equate to 5 full time employees (2020: 5).

Payments to PCC members and persons related to PCC members: The expenses paid to various members of the PCC may have included an immaterial proportion relating to their specific function as a member of the PCC.

No payments were made in 2021 to persons closely connected to members of the PCC (2020: Nil).

5 - An investment property fund was set up by the PCC in 2013, to buy the freehold property, which is held as an investment, and is let.

There are no endowment funds to report.

There are no contingent liabilities as at 31 December 2021 (2020: Nil)

The registration number of the Crookham PCC with the Charity Commission is 1132174.