

REGISTERED CHARITY NUMBER: 1132247

**REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS FOR THE YEAR ENDED
31 DECEMBER 2020 FOR
THE PAROCHIAL CHURCH COUNCIL OF
THE ECCLESIASTICAL PARISH OF
SAINT MARY THE VIRGIN, BEDFONT**

Kirk Rice LLP
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THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL
PARISH OF SAINT MARY THE VIRGIN, BEDFONT
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FOR THE YEAR ENDED 31 DECEMBER 2020

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**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL
PARISH OF SAINT MARY THE VIRGIN, BEDFONT**

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2020**

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1132247

Registered office

9 Hatton Road
Bedfont
Feltham
TW14 8JR

Independent examiner

Kirk Rice LLP
13 Princeton Court
53-55 Felsham Road
Putney
London
SW15 1AZ

Administrative information

St. Mary's Church is situated at the south-west end of Hatton Road, overlooking Bedfont Green. It is part of the Kensington Episcopal Area in the Diocese of London and the Middlesex Archdeaconry within the Church of England. The correspondence address is The Vicarage, 9 Hatton Road, Bedfont TW14 8JR.

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2020) and a charity registered with the Charity Commission (No 113 2247), since October 2009.

PCC members who have served at any time from 1st January 2020 until the date this report was approved are:

Incumbent	Rev'd Philip Smith	Chairman
Churchwardens	Mrs Joan Broughton Mr Bill Jinks	(reappointed APCM 2020 2nd year) (reappointed APCM 2020 6th consecutive year)
Representatives to Hounslow Deanery Synod	Ms Sue Brewerton Mr Robert Ingham	From APCM 2020
Elected Members	Mrs Marion Chapman (minute secretary) Mr David Harvey Ms Kate Lynch Ms Jacqueline Myers Mrs Pat Roaf Mrs Christine Salter Ms Zena Strutt (vice chair)	Until APCM 2022 until APCM 2022 until APCM 2022 until APCM 2022 until APCM 2022 until APCM 2021 until APCM 2023

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL
PARISH OF SAINT MARY THE VIRGIN, BEDFONT**

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2020**

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 method of appointment of PCC members is set out in the Church Representation Rules. At St. Mary's the membership of the PCC consists of the incumbent (our vicar), churchwardens and members elected by those members of the congregation who are on the electoral roll of the church. All those who come to St Mary's 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 should receive initial training into the workings of the PCC.

The full PCC met twice during the year and corresponded by email at other times, due to COVID. The PCC meetings details and decisions on matters of worship, mission and outreach and fabric and finance.

Aims and purposes

St. Mary's Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, the reverend Philip Smith, 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 use and maintenance of St Mary's Church Hall.

2020: A very different year

During 2020, the coronavirus COVID 19 gave rise to a global pandemic. From March to June the church was closed during the first government lockdown. The church hall was also closed during this period, apart from hosting a new local food bank. Worship was solely online during this time, and indeed the 09:30 service remained an online only experience for the rest of 2020. Wednesday morning and the 08:00 Sunday services took place under strict Covid protocols. All other activities were curtailed or cancelled. There were further lockdowns and limitations during the rest of the year. The remainder of this report should be read in the light of these hopefully extraordinary circumstances.

OBJECTIVES AND 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. Mary. 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. When planning our activities for the year, we have considered the Charity Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion. In particular, 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.
- Missionary and outreach work.

To facilitate this work, it is important that we maintain the fabric of the Church of St. Mary, a grade II* listed building, and the Church Hall

ACHIEVEMENT AND PERFORMANCE

Worship and Prayer

The PCC is keen to offer a range of services during the week and over the course of the year that our community find both beneficial and spiritually fulfilling. Our normal Sunday services are 08:00 and 09:30 services of Communion and we normally complement these with special services for festivals and particular Sundays in the church year.

All are welcome to attend our regular services when available. At the end of 2020 there are 99 (an increase of 6) parishioners on the Church Electoral Roll. Attendance figures etc are not quoted this year because of the special circumstances of Covid.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL
PARISH OF SAINT MARY THE VIRGIN, BEDFONT**

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2020**

We are very grateful to Mr Cliff Watson for playing the organ and for his work with the choir, when possible.
Mr Maurice Davies leads the team of bell-ringers, and we look forward to a resumption of their activities.
We are also very grateful to Revd John Congdon for his pastoral care and leadership of worship, sadly he died in April 2021

Deanery Synod

Two members of the PCC and the Vicar sit on the deanery synod. This provides the PCC with an important link between the parish and the wider structures of the church. Again its meetings have been reduced due to COVID.

The Church

We want our church to be open to our community for private prayer. Unfortunately, since the thefts some years ago we have felt unable to leave the church open at all times for private worship. We hope that in the future we can find some way of making the Church open for prayer, at least during some times of the week.

Our Architect carried out a Quinquennial Inspection in November 2017 and, apart from new heating, no major issues were identified, indeed she complimented the PCC on the care taken of the building.

The Church Hall

The Church Hall in normal circumstances, is well used and normally raise significant funds for the PCC. The PCC are very grateful to Mrs Christine Salter who manages the bookings and maintenance of the Hall with volunteers and paid contractors as necessary.

Prior to 2020, major users of the hall are a dance school, Rainbows, Guides and Brownies, the Darby and Joan Club, as well as church Baby and toddler group, along with worship each Sunday by the House of Glory Church.

It is hoped that all of these will resume as the effects of the pandemic recede. The hall car park has a number of spaces rented by a local firm and this brings in a significant income.

The Churchyard and Burial Ground

The churchyard is closed by order of the council, but cremated remains can be interred in the appropriate area. The grass is maintained by the London Borough of Hounslow, and volunteers carry out further tasks under the able guidance of Bill Jinks. The PCC has a burial ground near Bedfont Lakes and we are very grateful to Tony Groves for his work in maintaining it. The churchyard is famous for its topiary peacocks and these were given a significant cut in 2020, requiring scaffolding and this accounts for the increased expenditure on the church grounds in the accounts.

Pastoral Care

Some members of our parish are unable to attend church due to sickness or age. Reverend Philip Smith has visited all church members who have requested it, to celebrate communion with them either at their homes or in hospital. James Groves organizes lifts to church for those who need it.

Mission and Evangelism

Helping those in need is a demonstration of our faith. To this end, we distributed Christmas Hampers to people in need, regularly collect for the Storehouse Foodbank and the new Care Foodbank which we accommodated and helped in the Church Hall for part of 2020, and have supported various Missions and Charities, including Christian Aid, Missions to Seafarers and the Diocesan Lent appeal. Our parish magazine is distributed monthly to subscribers and casual purchases (mainly in electronic form during 2020). The magazine keeps our parishioners informed of the important matters affecting our Church and articles that help develop our knowledge and trust in Jesus. We thank June Nash for her editorship and Joan Broughton for organising the collation and distribution of the magazine. Some editions were electronic only, but the paper version was available when possible.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL
PARISH OF SAINT MARY THE VIRGIN, BEDFONT**

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2020**

Ecumenical Relationships

The church is a member of Churches Together in Feltham and of the Hounslow Friends of Faith. This is normally seen in meetings of local minsters, a service for Christian Unity in January and the World Day of Prayer service in March. We have also shared some events with the House of Glory Church.

Financial Review

Total receipts on unrestricted funds were £98,312 of which £59,185 was unrestricted voluntary donations including £3,005 from Gift Aid tax reclaimed. The house at 77 West Road continues to be let, which along with the rental of car parking spaces in the church hall provided a gross income of £26,350.

£99,241 was spent from unrestricted funds to provide the Christian ministry from St. Mary's Church, including the contribution (£70,000) to the diocesan common fund that largely provides the stipends and housing for the clergy.

The net result for the year was an excess of payments over receipts of £929 on unrestricted funds. Adding bank and deposit balances brought forward at the beginning of the year, the balances carried forward at 31st December on unrestricted funds totalled £605,451 a relatively healthy position given all the difficulties of 2020

Reserves policy

It is PCC policy to try to maintain a balance on unrestricted funds which equates to at least three months unrestricted payments. This is equivalent to £24,750. It is held to smooth out fluctuations in cash flow and to meet emergencies. Balances above this are intended to be held with the CCLA Church of England Deposit Fund.

Optional Information

Volunteers

We would like to thank all the volunteers who work so hard to make our church the lively and vibrant community it normally is. In particular, we want to mention our churchwardens Mrs Broughton and Mr Jinks who have worked so tirelessly on our behalf and members of the PCC, those who ring the Bells, sing in the choir, arrange flowers, clean the church and provide refreshments.

Approved by order of the board of trustees on 20/5/2021 and signed on its behalf by:



Trustee - Rev'd Philip Smith

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL
PARISH OF SAINT MARY THE VIRGIN, BEDFONT**

I report on the accounts for the year ended 31 December 2020 set out on pages one to nine.

Respective responsibilities of trustees and examiner

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

It is my responsibility to:

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

Basis of the independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records.

It also includes consideration of any unusual items or disclosures in the accounts, and the seeking of explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

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

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements
- to keep accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act.

have not been met; or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

James Moody LLP

James Moody
ACA
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Date: 20/5/2021

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL
PARISH OF SAINT MARY THE VIRGIN, BEDFONT**

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2020**

	Unrestricted funds £	Restricted funds £	Designated funds £	2020 Total funds £	2019 Total funds £
Incoming resources					
Donations and legacies	59,185	-	-	59,185	71,892
Income from charitable activities	3,718	-	6,698	10,416	7,382
Other trading activities	1,161	-	1,200	2,361	25,295
Investments	26,350	-	-	26,350	28,362
Other income	-	-	-	-	29,450
Total incoming resources	90,414	-	7,898	98,312	162,381
Resources expended					
Raising funds	928	-	-	928	812
Expenditure on charitable activities	89,914	-	7,679	97,593	131,241
Other Expenditure	720	-	-	720	765
Total resources expended	91,562	-	7,679	99,241	132,818
Net income/ (expenditure) resources before transfer	(1,148)	-	219	(929)	29,563
Transfers					
Gross transfers between funds - in	-	-	-	-	-
Gross transfers between funds - out	-	-	-	-	-
Other recognised gains/ losses	-	-	-	-	-
Net Movement in funds	(1,148)	-	219	(929)	29,563
Total funds brought forward	606,599	729	43,285	650,613	621,050
Total funds carried forward	605,451	729	43,504	649,684	650,613

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL
PARISH OF SAINT MARY THE VIRGIN, BEDFONT**

**BALANCE SHEET
AT 31 DECEMBER 2020**

	Notes	Unrestricted funds £	Restricted funds £	Designated funds £	2020 Total funds £	2019 Total funds £
FIXED ASSETS						
Tangible assets	2	597,484	-	-	597,484	597,484
		597,484	-	-	597,484	597,484
CURRENT ASSETS						
Cash at bank		11,602	729	43,504	55,835	59,895
		11,602	729	43,504	55,835	59,895
CREDITORS						
Total amount falling due		(3,634)	-	-	(3,634)	(6,766)
NET ASSETS						
		605,451	729	43,504	649,684	650,613
FUNDS						
Unrestricted funds	3				605,451	606,599
Restricted funds					729	729
Designated funds					43,504	43,285
TOTAL FUNDS					649,684	650,613

Approved by order of the board of trustees on 20/5/2021 and signed on its behalf by:



Trustee - Rev'd Philip Smith

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL
PARISH OF SAINT MARY THE VIRGIN, BEDFONT

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

1 ACCOUNTING POLICIES

Accounting convention

The accounts are prepared under the receipts and payments basis.

Investment property

The investment property and church hall are shown at their insurance values. Any aggregate surplus or deficit arising from changes in the values are transferred to a revaluation reserve.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity.

Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Incoming resources

All income is accounted for when it is received and at the gross amount. Amounts received specifically for a purpose are dealt with as restricted funds.

Resources expended

Amounts expended are accounted for as they occur and are accounted for gross.

2 TANGIBLE FIXED ASSETS

	Church Hall	Unrestricted funds Fixture and fittings	Investment property	Totals
	£	£	£	£
COST				
At 1 January 2020 and				
31 December 2020	<u>407,837</u>	<u>1,956</u>	<u>187,691</u>	<u>597,484</u>

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL
PARISH OF SAINT MARY THE VIRGIN, BEDFONT

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

3 MOVEMENT IN FUNDS

	At 01.01.20	Net movement in funds	At 31.12.20
	£	£	£
Unrestricted funds			
General fund	606,599	(1,148)	605,451
	<u>606,599</u>	<u>(1,148)</u>	<u>605,451</u>
Designated funds			
Hall fund	43,285	219	43,504
Junior Church	-	-	-
Sequestration fund	-	-	-
	<u>43,285</u>	<u>219</u>	<u>43,504</u>
Restricted funds			
Agency collection	10	-	10
Building Fund	-	-	-
Clock repair fund	200	-	200
Heating Fund	519	-	519
Junior Church	-	-	-
Legacies	-	-	-
	<u>729</u>	<u>-</u>	<u>729</u>
TOTAL FUNDS	<u><u>650,613</u></u>	<u><u>(929)</u></u>	<u><u>649,684</u></u>