

CHURCH OF ENGLAND

ST JOHN'S CHURCH, FELBRIDGE
ANNUAL REPORT 2021

ANNUAL REPORT
and
FINANCIAL STATEMENTS
of the
THE PAROCHIAL CHURCH COUNCIL
OF THE ECCLESIASTICAL PARISH OF ST JOHN'S FELBRIDGE

Registered Charity number 1132388

For the year ended 31 December 2021

CONTENTS

ANNUAL REPORT OF THE PAROCHIAL CHURCH COUNCIL.....	2
ADMINISTRATIVE INFORMATION	2
REVIEW OF THE PROCEEDINGS OF THE PCC.....	3
FINANCIAL REVIEW.....	4
RISK ASSESSMENT and STATEMENT OF THE PCC'S RESPONSIBILITIES.....	5
INDEPENDENT EXAMINER'S REPORT	6
STATEMENT OF FINANCIAL ACTIVITIES	7
BALANCE SHEET.....	8
NOTES TO THE FINANCIAL STATEMENTS.....	9-17

St John's Church, Felbridge

Vicar The Revd Mark Francis, The Vicarage,
8 The Glebe, Felbridge, East Grinstead RH19 2QT

Independent Examiner: Mrs Sundry Sundaran, ACA, FCCA. Brooks & Co. Chartered Accountants,
Hampton House, High Street, East Grinstead, RH19 3AW

Bankers: CAF Bank Ltd, 25 Kings Hill Avenue, Kings Hill, Kent, ME19 4JQ
NatWest plc, 15, London Road, EG, RH19 1GP

ANNUAL REPORT OF THE PAROCHIAL CHURCH COUNCIL of ST JOHN'S FELBRIDGE, FOR THE YEAR ENDING 31 DECEMBER 2021

The Parochial Church Council (PCC) has pleasure in presenting its report and the Financial Statements of the Charity for the year ended 31st December 2021. The Financial Statements have been prepared in accordance with the policies set out on page 9 and comply with the Church Accounting Regulations 2006 and applicable law.

ADMINISTRATIVE INFORMATION

The Parochial Church Council of the Ecclesiastical Parish of St John's, Felbridge was registered as a charity in September 2009, and its governing document is the Parochial Church Council Powers Measure (1956) as amended and the Church Representation Rules. The Charity registration number is 1132388.

During the year, the following served as members of the Parochial Church Council (PCC) and as Trustees:

Vicar:	Mark Francis	(Chairman)
Churchwardens: (Ex-officio):	Andy Brown	(until Meeting of Parishioners 2022)
	Phil Tadman	(until Meeting of Parishioners 2022)
Representatives on the Deanery Synod:	Nick Smith	(until APCM 2023)
	Phil Tadman	(until APCM 2023)
Elected members:	Hedley Cooper	(until APCM 2021)
	Diane Francis	(until APCM 2022)
	Malcolm Francis	(until APCM 2023)
	David Legg (Secretary)	(until APCM 2023)
	Miriam Markham	(until APCM 2023)
	Chris Saunders (Treasurer)	(until APCM 2022)
	Lynn Viviers	(until APCM 2022)
	Brenda Wilkinson	(until APCM 2023)
Ex-officio (Readers)	Celia Ensum	(resigned May 2021)

Structure, governance and management

Membership of the PCC is determined under the Church Representation Rules and consists of certain ex-officio members (the incumbent, curate, lay readers licensed to officiate in the church), the churchwardens and members of the Deanery, Diocesan or General Synods plus up to twelve members of the church who are elected at the Annual Parochial Church Meeting (APCM). Members are warmly encouraged to stand for election to the PCC, and we try to ensure a balance of skills and experience where possible. The 2021 Meeting of Parishioners and the APCM took place on 11th May 2021.

Objectives and activities

The primary objective of St John's PCC is the promotion of the Gospel of our Lord Jesus Christ according to the doctrines and practices of the Church of England, and our mission statement is 'to win and build followers of Jesus Christ'. The PCC has the responsibility of cooperating with the Vicar, the Revd Mark Francis in promoting in the ecclesiastical parish the whole mission of the Church pastoral, evangelistic, social and ecumenical. The PCC has given consideration to the Charity Commission's general guidance on public benefit under Section 17 of the 2011 Charities Act.

ANNUAL REPORT OF THE PAROCHIAL CHURCH COUNCIL of ST JOHN'S FELBRIDGE, FOR THE YEAR ENDING 31 DECEMBER 2021

Electoral Roll and Church Attendance

Following the annual revision of the Electoral Roll (ER) in 2021 there were 187 people (2020:184) on the ER at 11th May, 2021, 47 (2020:50) of whom were resident within the parish. Five (2020: eleven) new members were added during the year with a loss of two (2020: (seven)) members in the same period.

The revision of the ER in April 2021 means that it reflects the regular commitment to St John's as names have been removed due to death and members who had moved since the last full review in 2019.

The average weekly attendance on a usual Sunday in 2021 since re-opening to in-person attendance was 10:00 am service – 62 adults and 16 children; 10:00 am livestream (120 views); 6 pm service – 29 adults and 11 youth; Mondays at 2:00 pm – 32 adults and St John's online – 18 adults. The Verve youth group saw around 15 attendees each week. By comparison, the average weekly attendance on a usual Sunday in 2020 pre-March 22nd (the date of the first livestream) was 150 adults and 31 children/young people. From March 22nd 2020 onwards, the average number of 'views' on YouTube for online services was 212 (please note that this number doesn't take into account where couples/families were watching together).

The Rock, BOSS and Verve youth and children groups ceased to meet online from April 2021 but the TBS Group continued to meet via Zoom with an average attendance of six.

The 'worshipping community' at the end of 2021 was 290 (264 in 2020), including 70 (61) under 18, as reported on the 2021 Church of England statistics for mission return.

ACHIEVEMENTS OF THE YEAR

All scheduled PCC meetings for 2021 were held although, because of COVID restrictions, the meetings were 'virtual' using Zoom. This proved to be an effective way of meeting and attendance numbers were unaffected. The 2021 APCM was held in May as usual and at the preceding Meeting of Parishioners, Phil Tadman and Andy Brown were re-elected as churchwardens. At the APCM itself, Hedley Cooper stood down having come to the end of his three-year term. Celia Ensum had resigned her ex-officio position on the PCC just before the meeting due to her impending move away. No nominations for PCC membership were received. This gave a total PCC membership for the coming year of eleven. At the PCC meeting on 18th May 2021, the PCC elected David Legg as Secretary and Electoral Roll Officer and Chris Saunders as Treasurer. The PCC met six times during 2021 with an average attendance of ten.

PCC meetings always begin with a Bible reading and a time of prayer in order to seek the Lord's guidance in its discussions and prayer continues during the meetings. Each meeting includes a review of both the church's finances and safeguarding. Task Team leaders also present a report of the activities of their team since the preceding meeting.

The major topics discussed by the PCC during the year were:

- regular review of the effectiveness of 'virtual' and physical services and meetings offered at St John's during the pandemic, adherence to government and diocesan rules and guidance and the changes to the St John's congregational model post-COVID-19
- ongoing review of the implementation of the St John's Disciple Making Disciples Vision process
- approval of the 2021 Annual Report and Accounts and agreement of the draft budget for 2022
- the future staffing opportunities and requirements at St John's – appointment of Tim Dullaway and change of role for Luke Markham
- a review of the Church of England Living in Love and Faith discussion material
- the acquisition of new tech' equipment and the St John's digital strategy
- the work of the Vison Team following the appointment of Miriam Markham as team leader

Amongst other topics discussed were remuneration for PCC employees; the Parish Support Fund and our contributions to it and the distribution of funds raised through the World Mission Gift Day. Many other matters were discussed as part of individual team reports.

ANNUAL REPORT OF THE PAROCHIAL CHURCH COUNCIL **ST JOHN'S FELBRIDGE, FOR THE YEAR ENDING DECEMBER 2021**

FINANCIAL REVIEW

We thank God for sustaining the finances of St John's during 2021, which has been a difficult year for many people and local churches due to the coronavirus and measures taken in attempts to restrict the spread of the virus. We are grateful to all those who have supported St John's through their prayers and donations. This enabled the mission and ministry of St John's to proceed, and enabled St John's to adjust operations in order to take opportunities to reach more people with the gospel via online communications. The year also highlighted the importance of regular voluntary income provided by members. Standing orders and bank transfers are well used. The full annual accounts are available on pages seven to seventeen, but some points of interest to highlight are as follows:

Result:

The total funds of the PCC decreased by £23,998 during 2021 to £191,437 at 31 December 2021 (2020: £215,435). The total funds included £7,368 restricted funds (2020: £3,487), the balance of funds being designated £39,436 (2020: £36,708) and undesignated unrestricted reserves of £144,633 (2020: £175,240).

Income:

Total income was £168,874 being down £5,226 from 2020 (£174,100). Total expenditure was up by £26,229 to £195,864. The details in the 2021 annual accounts provide both encouragements and challenges. May we hear what God is saying to us as we review the accounts, trust Him for the future, and seek to keep in step with the Spirit in respect to the mission action plan during 2022.

The range of methods used to make financial contributions has widened during 2021, particularly as cash is used less, and the addition of a card reader at St John's has been welcomed by some. Part of the cost was born by the diocese. We are encouraged that monthly giving to St John's by standing order and bank transfers has been the most popular method of giving to St John's, plus the use of giving agency charities (eg Charities Aid Foundation and Stewardship) and has accounted for most of the income received. Many of the donations in 2021 were made tax effectively which enabled the PCC to make tax repayment claims totalling £27,971 in relation to donations received from members who have a valid Gift Aid declaration in place. The PCC encourages tax-effective giving and recommends all those who pay income and/or capital gains tax, to review their method of giving, to ensure their donations are as tax efficient as possible. If any reader is currently not giving by tax-efficient methods and wishes to consider tax-efficient options, then please contact a member of the finance team.

Expenditure:

Total expenditure for the year was £195,864 (2020 £169,635), being an increase compared to 2020 due primarily to adjustments in activities and full staffing. The sum of £67,932 was paid to the Diocesan Parish Support Fund (PSF) in 2021 (2020 £67,932). This contribution to the diocese covers the housing, stipend and pension costs of clergy, plus amounts for diocesan central costs, clergy training and a contribution to national church funds. The PSF requires the PCC to offer a pledged contribution to the diocese by 30th June each year, for payment during the following year. The pledge is made by the PCC as they apply the three main principles of the PSF, being proportionality, informed generosity and an encouragement to be self-financing. The PCC submits the annual pledge to the Archdeacon, who has accepted the pledge of £68,600 for 2022. In addition to the pledge, the diocese receives wedding and funeral fees from the PCC, and income from the Margary Trust, as explained on page 17, note 14 of the financial statements.

Funds:

As stated above, the funds totalled £191,437 at the end of 2021 (2020 £215,435). The funds include a designated Quinquennial fund, for use in attending to church repairs, following the 2019 Quinquennial Inspection Report. Details of the funds at 31 December 2021 are shown in note nine of the accounts. The funds together with the ongoing financial support of church members, will help the parish achieve its mission and ministry objectives for 2022.

The Future:

In November 2021 the PCC agreed 2022 budget commitments totalling £217,250 (2021 £210,000) to progress the work and mission of the church, noting our current commitments, our vision and desire to reach out to the parish and beyond with the Gospel of the Lord Jesus Christ. The PCC trust that the members of St John's will continue to support the work of the church, and the significant challenges that lie ahead by their prayers and financial gifts.

ANNUAL REPORT OF THE PAROCHIAL CHURCH COUNCIL, ST JOHN'S FELBRIDGE, FOR THE YEAR ENDING DECEMBER 2021

Reserves Policy:

The PCC review their reserves at their meetings, as the aim is to hold a minimum of three months of the previous year's regular operating expenditure as unrestricted reserves. This level is to enable the PCC to be a responsible employer and to manage its commitments, including its annual pledge to the Diocesan Parish Support Fund. In addition, a transfer of £5,000 is made each year from the General Fund to the Quinquennial Fund. The Quinquennial fund is used primarily to achieve work required, as specified in Inspecting Architect's reports following Quinquennial inspections. A Quinquennial Survey was carried out in September 2019, and the next one is due to be completed in 2024.

Investment Policy:

The PCC invest funds with CCLA via a Church of England Investment Fund and a Deposit Account. The main PCC bank account is with CAF Bank Ltd. The PCC seeks to keep any surplus liquid funds in short-term deposits, which can be readily available, but interest rates remain very low.

The PCC are grateful for the work of the Finance Team, who themselves appreciate the engagement of the PCC in finance matters, and the support of others with particular roles relating to the finances of the church. These include the Sidespersons/Welcomers, task teams, the church Bookstall, and all who contribute to St John's, and its stewardship of resources entrusted to the PCC.

RISK ASSESSMENT

St John's Church has established a Risk Management Process to identify and manage the risks to which the Church is exposed. The PCC supports a four-stage Risk Management Process which involves (1) identifying the potential risks to which St John's is exposed and logging them in a Risk Register; (2) an assessment of the potential impact and probability of those risks crystallising; (3) an agreement that the high-level risks will have appropriate controls or action plans to mitigate them; and (4) an ongoing Monitoring Process to review the existing/new risks as well as the progress with respect to completing the high-level risk action plans. The key risk groups to which St John's is potentially exposed are: Financial, Health & Safety, Reputation, Operational, Security, Legal (Statutory Requirements) and Safeguarding people

STATEMENT OF THE PCC'S RESPONSIBILITIES

Law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the Charity's financial activities during the year and of its financial position at the end of the year. In preparing those financial statements, the Trustees are required to:

- a) select suitable accounting policies and then apply them consistently;
- b) make judgements and estimates that are reasonable and prudent;
- c) state whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements; and
- d) prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

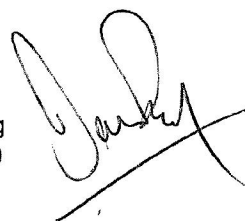
The Trustees are responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Signed on behalf of the PCC:



Mark Francis
(Chairman)

David Legg
(Secretary)



22nd March 2022

INDEPENDENT EXAMINER'S REPORT
TO THE PAROCHIAL CHURCH COUNCIL OF ST JOHN'S FELBRIDGE

I report on the accounts of the Parochial Church Council (the PCC) of St John's, Felbridge for the year ended 31 December 2021, which are set out on pages 7 to 17.

Respective Responsibilities of the PCC and the examiner

The members of the PCC are responsible for the preparation of the accounts. The members of the PCC 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 of the PCC under section 145 of the 2011 Act,
- follow the procedures laid down in the general directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act, and
- state whether particular matters have come to my attention.

Basis of Independent Examiner's Report

My examination was carried out in accordance with general directions given by the Charity Commission and to be found in the Church guidance, 2001 edition, issued by the Finance Division of the Archbishops' Council. An examination includes a review of the accounting records kept by the PCC and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, seeking explanations from the members of the PCC 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.

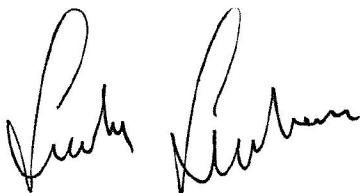
Independent Examiner's Statement

In connection with my examination, no matter has come to my attention 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 comply with the accounting requirements of the 2011 Act and with the methods and principles of the Statement of Recommended Practice (SORP): Accounting and Reporting by Charities.

have not been met; or

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



Mrs Sundry Sundaran ACA, FCCA

For and on behalf of Brooks & Co

Dated: 28 April 2022

Hampton House
High Street
East Grinstead
West Sussex
RH19 3AW

FINANCIAL STATEMENTS OF THE PAROCHIAL CHURCH COUNCIL
For the year ended 31st December 2021

PAROCHIAL CHURCH COUNCIL OF ST JOHN'S, FELBRIDGE

STATEMENT OF FINANCIAL ACTIVITIES for the year ended 31st December 2021

	Notes	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS 2021 £	TOTAL FUNDS 2020 £
Incoming resources					
Donations and legacies	2a	123,950	40,799	164,749	164,453
Charitable activities	2b	3,483	-	3,483	3,105
Investments	2c	642	-	642	42
Other	2d	-	-	-	6,500
Total incoming resources		128,075	40,799	168,874	174,100
Outgoing resources:					
Raising funds	3a	2,099	-	2,099	2,082
Charitable Activities	3b	135,753	58,012	193,765	167,553
Total outgoing resources		137,852	58,012	195,864	169,635
Net incoming/(outgoing) resources		(9,777)	(17,213)	(26,990)	4,465
Transfers between funds		(21,094)	21,094	-	-
Gain/(loss) on investments		2,992	-	2,992	807
Net movement in funds		(27,879)	3,881	(23,998)	5,272
Reconciliation of funds:					
Total funds brought forward		211,948	3,487	215,435	210,163
Total funds carried forward		184,069	7,368	191,437	215,435

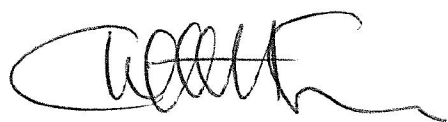
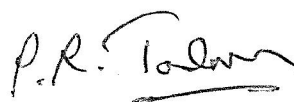
The accompanying notes on pages 9 to 17 form part of the financial statements. (The Statement of Financial Activities for the year ended 31 December 2020 is stated at Note 11.)

PAROCHIAL CHURCH COUNCIL OF ST JOHN'S, FELBRIDGE

BALANCE SHEET AT 31ST DECEMBER 2021

	Notes	2021 £	2020 £
Fixed Assets			
Tangible fixed assets	5	5,499	2,156
Investments	6	23,799	20,807
Total fixed assets		29,298	22,963
Current assets			
Debtors	7	4,343	3,971
Deposit accounts		131,558	155,985
Cash at bank and in hand		34,257	40,679
		170,158	200,635
Liabilities:			
Creditors: amounts falling due within one year	8	8,019	8,163
Net current assets		162,139	192,472
Total current assets less liabilities		191,437	192,472
NET ASSETS		£191,437	£215,435
The Funds of the Charity:			
Restricted funds	9	7,368	3,487
General Fund		144,633	175,240
Designated Fund – Quinquennial		39,436	36,708
Designated Fund – Church Building		-	-
Unrestricted funds	9	184,069	211,948
TOTAL CHARITY FUNDS		£191,437	£215,435

Approved by the Parochial Church Council on 22nd March 2022 and signed on its behalf:

The accompanying notes on pages 9 to 17 form part of the financial statements

PAROCHIAL CHURCH COUNCIL OF ST JOHN'S, FELBRIDGE

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31st December 2021

1. Accounting Policies

a Accounting convention

The Financial Statements have been prepared in accordance with the Church Accounting Regulations 2006, together with applicable accounting standards, SORP (FRS 102) and the Charities Act 2011.

The Financial Statements have been prepared under the historical cost convention as modified by the inclusion of investments at market value and by the revaluation of fixed assets. 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 affiliation to another body, nor those which are informal gatherings of church members.

b Fund accounting

Funds held by the PCC are:

Unrestricted funds - general funds which can be used for PCC ordinary purposes.

Designated Funds - monies set aside by the PCC out of unrestricted funds for specific future purposes or projects.

Restricted Funds - a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest; 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 is carried forward as a balance on that fund.

Endowment funds - funds the capital of which must be maintained; only income arising from the investment of the endowment may be used, either as restricted or unrestricted funds, depending on the purpose set out in the terms of the original endowment.

c Incoming resources

All incoming resources are accounted for gross.

Voluntary Income

Collections are recognised when received.

Planned giving receivable is recognised only when received.

Income tax recoverable on Gift Aid donations is recognised when the income is recognised.

Grants & legacies are recognised when the PCC is legally entitled to the amount due.

Income from investments

Dividends are accounted for when due and payable. Interest entitlements are accounted for as they are received.

All other income

All other income is recognised when it is receivable.

Gains & losses on investments

Realised gains are recognised when investments are sold.

Unrealised gains and losses would be accounted for on a revaluation at 31 December in the year of revaluation.

PAROCHIAL CHURCH COUNCIL OF ST JOHN'S, FELBRIDGE

NOTES TO THE FINANCIAL STATEMENTS (continued)

For the year ended 31st December 2021

d Outgoing resources

Resources expended are accounted for on an accruals basis and are accounted for gross.

Grants

Grants and donations are accounted for when paid over, or when awarded where the award creates a binding obligation on the PCC.

Church Activities

The parish contribution to the Diocesan Parish Support Fund is accounted for when paid. Any parish contribution unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the balance sheet.

e Fixed Assets

Tangible fixed assets

Consecrated and beneficed property of any kind is excluded from the accounts by Section 10 of the Charities Act 2011.

Movable church furnishings held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal are accounted for as inalienable property unless consecrated. They are listed in the church's inventory, which can be inspected. For inalienable property acquired prior to 1995 there is insufficient cost information available and therefore such assets are not valued in the accounts. Individual items acquired since 1995 have been capitalised in the accounts at cost and depreciated over their useful economic life.

All expenditure on consecrated or beneficed buildings and individual items costing under £500 are written off in the year they were incurred.

Depreciation

Depreciation is calculated to write down the cost of tangible fixed assets, excluding freehold properties, over their expected useful lives. The rates generally applicable are:

Fixtures and fittings	25% straight line
Computer and AV equipment	33.3% straight line

f Current Assets

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectible.

Short-term deposits include cash held on deposit either with the CCLA, CBF Church of England Funds, CAF Bank Ltd, or at NatWest Bank PLC. The PCC opened accounts with CAF Bank Ltd in 2016, due to the charges now applied by NatWest Bank PLC on charities with a turnover of more than £100,000.

g Going Concern

The Charity is grateful for the financial support from members of St John's. There are no material uncertainties about the charity's ability to continue as a going concern. We are grateful that to date we have not suffered a more substantial reduction in income due to the pandemic, but the PCC remain alert to this possibility.

PAROCHIAL CHURCH COUNCIL OF ST JOHN'S, FELBRIDGE

NOTES TO THE FINANCIAL STATEMENTS (continued)

For the year ended 31st December 2021

2. Incoming resources

	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS 2021 £	TOTAL FUNDS 2020 £
2a Donations and Legacies				
Regular giving	93,277	16,405	109,682	111,021
Collections at all services	2,122	343	2,465	1,552
Gift days	-	20,391	20,391	20,060
Sundry donations & appeals	580	3,660	4,240	4,084
Legacies	-	-	-	-
Income tax recoverable	27,971	-	27,971	27,736
	123,950	40,799	164,749	164,453
2b Charitable activities				
Church hall lettings	728	-	728	445
Fees from weddings, funerals	2,755	-	2,755	2,660
Other activity	-	-	-	-
Fundraising events	-	-	-	-
	3,483	-	3,483	3,105
2c Investment income				
Interest	642	-	642	42
	642	-	642	42
2d Other income				
Archdeacon's Grant	-	-	-	-
Fresh Expressions Grants	-	-	-	6,500
	-	-	-	6,500
Total incoming resources	128,075	40,799	168,874	174,100

PAROCHIAL CHURCH COUNCIL OF ST JOHN'S, FELBRIDGE

NOTES TO THE FINANCIAL STATEMENTS (continued) **For the year ended 31st December 2021**

3. Outgoing resources

	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS 2021 £	TOTAL FUNDS 2020 £
3a Raising funds				
Communications and publicity	2,099	-	2,099	2,082
	<u>2,099</u>	<u>-</u>	<u>2,099</u>	<u>2,082</u>
3b Charitable activities				
Mission & charitable giving:				
Mission gift day	-	20,000	20,000	20,000
Other mission	-	673	673	2,600
	<u>-</u>	<u>20,673</u>	<u>20,673</u>	<u>22,600</u>
Ministry costs:				
Diocesan parish contribution	67,932	-	67,932	67,932
Employees - payroll, expenses reimbursed, training	42,297	36,394	78,691	52,047
Clergy costs/expenses	1,881	-	1,881	1,165
Church operating costs	4,760	-	4,760	5,507
Church hall operating costs	2,065	-	2,065	3,519
Church centre project costs	-	945	945	2,882
Office running costs	2,492	-	2,492	2,499
Fees: Wedding/Funeral/CTEG/SGP	2,945	-	2,945	3,412
Mission team/courses/events	-	-	-	200
Meeting Together/Worship team	2,141	-	2,141	1,507
Youth & Children team costs	3,170	-	3,170	1,748
Evangelism & pastoral	727	-	727	116
Quinquennial work	2,273	-	2,273	-
Catering and Social Teams	1,792	-	1,792	941
Ministry of Flowers	208	-	208	428
Independent examination fee	1,070	-	1,070	1,050
	<u>135,753</u>	<u>37,339</u>	<u>173,092</u>	<u>144,953</u>
 Total resources expended	 <u>137,852</u>	 <u>58,012</u>	 <u>195,864</u>	 <u>169,635</u>

Restricted Church Centre Project Costs above are costs relating to the alterations to the interior of the church building, which took place in 2016. These costs include Architect's fees in connection with the lighting design and submission of proposals to the Diocesan Advisory committee during 2015. A Faculty for the work was received in October 2015, and the work was completed in 2016. However, the costs of the fixed assets purchased during the project, are charged to the accounts over a period of four years so were fully depreciated by 31 December 2021.

PAROCHIAL CHURCH COUNCIL OF ST JOHN'S, FELBRIDGE

NOTES TO THE FINANCIAL STATEMENTS (continued)

For the year ended 31st December 2021

4 Other financial activity

a Wages and salaries

During the year the PCC employed two Associate Pastors, a part-time Church Administrator and from 1st March 2021 a part-time Discipleship Leader. No employee received emoluments of more than £60,000. Pension contributions (8%) paid by the PCC, are included in the amounts below:

	<u>2021</u>	<u>2020</u>
Associate Minister (6pm Service)	£31,397	£29,658
Associate Minister (Youth & Children)	£31,397	£15,591
Administrator	£6,644	£6,798
Discipleship Leader	£5,063	-

b Payments to PCC members

None of the PCC members (trustees) have been paid remuneration for being trustees. The total amount of expenses reimbursed to four (2020: three) PCC members or paid directly to third parties was £5,824 (2020: £5,325). The expenses related mainly to travel and resources for the church. An Associate Minister, who was employed by the PCC from July 2017, was a member of the Deanery Synod until May 2021.

c Independent Examination Fees

The amount paid in respect of the independent examination of the financial statements was £1,070 including VAT (2020: £1,050).

d St John's Bookstall

For the financial year ended 31 December 2021, sales totalled £537 (2020: £580) with net income of £81 (2020: £58). Bookstall net current assets at 31st December 2021 were £431 (2020: £470). During the year gifts/appropriations were made totalling £121 (2020: £118), to pay for some church resources and for some resources for visitors to the church.

5 Tangible fixed assets	2021 Church Equipment £	2020 Church Equipment £
Cost or valuation		
At 1 st January 2021	66,461	66,461
Additions	6,334	-
Disposals	-	-
At 31 st December 2021	72,795	66,461
Depreciation		
At 1 st January 2020	64,305	60,773
Provided in the year	2,991	3,532
Disposals	-	-
At 31 st December 2020	67,296	64,305
Net Book amounts		
At 31 st December 2021	5,499	2,156
At 31 st December 2020	2,156	5,688

PAROCHIAL CHURCH COUNCIL OF ST JOHN'S, FELBRIDGE

NOTES TO THE FINANCIAL STATEMENTS (continued)

For the year ended 31st December 2021

6 Investments. The PCC purchased £20,000 worth of units in the CCLA Church of England Investment Fund on 27th October 2020. The bid value of those units was £23,799 on 31st December 2021.

7 Debtors

	2021 £	2020 £
Income tax recoverable	4,343	3,971
Other debtors/prepayments	-	-
	<u>4,343</u>	<u>3,971</u>

8 Creditors: amounts falling due within a year

	2021 £	2020 £
Accruals for Ind. Exam fee and other costs	1,100	1,050
Other creditors	6,919	7,113
	<u>8,019</u>	<u>8,163</u>

9 Statement of Funds. (Comparison figures for 2020 are shown at Note 13.)

	Balance b/fwd 1 Jan 2021 £	Income £	Expenditure £	Transfers, other gains and losses £	Balance c/fwd 31 Dec 2021 £
Unrestricted Funds					
General fund	175,240	128,075	130,892	(27,790)	144,633
Mission/Youth/Quinquennial	36,708	-	6,960	9,688	39,436
Church centre project fund	-	-	-	-	-
	<u>211,948</u>	<u>128,075</u>	<u>137,852</u>	<u>(18,102)</u>	<u>184,069</u>
Restricted Funds					
Mission fund	2,116	21,314	20,673	525	3,282
Church centre project fund	734	3,660	945	-	3,449
Restricted (various small projects)	-	525	-	(525)	-
Staff fund	-	15,300	36,394	21,094	-
Stephen Bowen Memorial	637	-	-	-	637
	<u>3,487</u>	<u>40,799</u>	<u>58,012</u>	<u>21,094</u>	<u>7,368</u>
Total Funds	<u>215,435</u>	<u>168,874</u>	<u>195,864</u>	<u>2,992</u>	<u>191,437</u>

9a Analysis of Net assets by fund. (Comparison figures for 2020 are shown at Note 12.)

	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS 2021 £	TOTAL FUNDS 2020 £
Fixed assets	21,930	7,368	29,298	22,963
Current assets	170,158	-	170,158	200,635
Current liabilities	(8,019)	-	(8,019)	(8,163)
	<u>184,069</u>	<u>7,368</u>	<u>191,437</u>	<u>215,435</u>

PAROCHIAL CHURCH COUNCIL OF ST JOHN'S, FELBRIDGE

NOTES TO THE FINANCIAL STATEMENTS (continued) **For the year ended 31st December 2021**

Church Centre Project Funds

In 2004 the PCC decided to plan to provide renewed church buildings/centre at some time in the future. To prepare for this the PCC opened a restricted fund and also designated some of its unrestricted reserves for this purpose. The restricted fund is used to receive specific donations for and to pay relevant costs relating to the church buildings. These funds were used in 2012 and in 2016 for the internal alterations to the church buildings and for the depreciation of the assets acquired during the project.

Fabric/Quinquennial Fund

The PCC set aside funds to prepare for potential large costs incurred every five years as a result of Quinquennial Inspections. £5,000 is transferred from the general fund on an annual basis to cover any such expenditure. The fund has been used for significant work since the 2019 inspection, particularly in relation to removing asbestos from the churchyard shed, and the fund will be used for re-pointing and other work required following the 2019 Quinquennial Survey, particularly following the lifting of coronavirus restrictions. The fund balance on 31st December 2021 was £39,436 (2020: £36,708).

Mission Fund

The PCC offer the congregation an opportunity to make donations to a restricted fund for mission outside Felbridge Parish. Donations to this fund are encouraged on a special annual world mission gift day. The fund is used to support mission partners, projects and charities approved by the PCC.

The mission fund movements show monies received as a result of World Mission Gift Days, and payments from the fund. In 2021 (and 2020) funds were paid to support Church Army, CMS, Anglican Church in Argentina, CPAS, St Catherine's Hospice, Tearfund, WelCare, and Wycliffe Bible Translators in accordance with allocations agreed by the PCC.

Staff Fund

The PCC agreed to employ members of staff and created a restricted staff fund in 2008 to encourage financial support for staff costs. The PCC employed a part-time Church Administrator from April 2014 and a Youth Minister from July 2017 until June 2020. From July 2020 two Associate Pastors were employed rather than one Youth Minister, and since March 2021 a part-time Discipleship Leader. Transfers from the account have supported some of the funding of the staff.

10 CHURCH & HALL REFURBISHMENTS

In order to enhance our contact and service to the residents of the parish and beyond, a major upgrade was made to the church hall during 2012 which included new roofing, a high level of insulation, new heating system, entrance, and toilets plus an enlarged fully equipped kitchen at a total cost of £152,880. In 2015 a Faculty was granted to carry out works to improve access, and to update the heating, lighting, seating, audio visual facilities in the church. This work took place in 2016 at a total cost of £162,983, including the purchase of fixed assets totalling £47,673. The fixed assets are being depreciated over a period of four years, and so were fully depreciated by 31st December 2021.

PAROCHIAL CHURCH COUNCIL OF ST JOHN'S, FELBRIDGE

NOTES TO THE FINANCIAL STATEMENTS (continued)

For the year ended 31st December 2021

11 STATEMENT OF FINANCIAL ACTIVITIES for the year ended 31st December 2020:

	Notes	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS 2020 £	TOTAL FUNDS 2019 £
Incoming resources					
Donations and legacies	2a	127,635	36,818	164,453	256,402
Charitable activities	2b	3,105	-	3,105	9,074
Investments	2c	42	-	42	62
Other	2d	6,500	-	6,500	2,339
Total incoming resources		137,282	36,818	174,100	267,877
Outgoing resources:					
Raising funds	3a	2,082	-	2,082	2,418
Charitable Activities	3b	124,818	42,735	167,553	173,186
Total outgoing resources		126,900	42,735	169,635	175,604
Net incoming/(outgoing) resources		10,382	(5,917)	4,465	92,273
Transfers between funds		(5,951)	5,951	-	-
Gain/(loss) on investments		807	-	807	-
Net movement in funds		5,238	34	5,272	92,273
Reconciliation of funds:					
Total funds brought forward		206,710	3,453	210,163	117,890
Total funds carried forward		211,948	3,487	215,435	210,163

12 Analysis of Net assets by fund at 31 December 2020:

	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS 2020 £	TOTAL FUNDS 2019 £
Fixed assets	19,476	3,487	22,963	5,688
Current assets	200,635	-	200,635	215,392
Current liabilities	(8,163)	-	(8,163)	(10,917)
	211,948	3,487	215,435	210,163

PAROCHIAL CHURCH COUNCIL OF ST JOHN'S, FELBRIDGE

NOTES TO THE FINANCIAL STATEMENTS (continued)

For the year ended 31st December 2021

13 Statement of Funds at 31 December 2020

	Balance b/fwd 1 Jan 2020	Income	Expenditure	Transfers, other gains and losses	Balance c/fwd 31 Dec 2020
	£	£	£	£	£
Unrestricted Funds					
General fund	175,002	135,657	126,557	(8,862)	175,240
Mission/Youth/Quinquennial	31,708	1,625	343	3,718	36,708
Church centre project fund	-	-	-	-	-
	206,710	137,282	126,900	(5,144)	211,948
Restricted Funds					
Mission fund	538	16,927	21,875	6,526	2,116
Church centre project fund	-	3,616	2,882	-	734
Restricted (various small projects)	-	965	725	(240)	-
Staff fund	2,278	15,310	17,253	(335)	-
Stephen Bowen Memorial	637	-	-	-	637
	3,453	36,818	42,735	5,951	3,487
Total Funds	210,163	174,100	169,635	807	215,435

14 FELBRIDGE ST JOHN'S STIPEND ACCOUNT - MARGARY TRUST - VICAR'S ENDOWMENT

The late Ivan Donald Margary, the former Patron of Felbridge Parish and a local historian and archaeologist who lived at Yew Lodge and worshipped at St. John's, Felbridge created a Trust on 2nd January 1961 between himself and the Rochester and Southwark Diocesan Church Trust (RSDCT). The Trust was created with some investments (some £6,000 to £7,000 in stocks and shares) and it was the duty of the RSDCT to manage the fund and use the income to augment the stipend of the Incumbent of Felbridge Parish.

In the late 1980's and early 1990's discussions took place involving the Diocese, Lawyers, the Parish and the Incumbent when some agreements were reached. Since 1994 the income from the Margary Trust fund has been paid to the Diocesan Stipends Fund rather than directly to the Incumbent. The income from the Margary Trust remains restricted for the support of the Incumbent of Felbridge, but little as augmentation, but mostly as part of the funding of the Incumbent's stipend. The income from the Margary Trust is therefore paid to the Incumbent of Felbridge via the Diocesan Stipends Fund, and not directly, and is shown on an Incumbent's payslips, not as augmentation, but as part of the Incumbent's stipend. It was agreed that the Incumbent of Felbridge should receive an additional £500 per annum as an attempt to reflect the wishes of the late Mr Margary. During a vacancy the income is added to the capital of the fund, after deduction of specific costs as specified in the Declaration of Trust.

For legal reasons the Margary Trust remains in the name of Felbridge, St John's as managing trustees, but the Fund (number 0359) is held by the Diocesan Board of Finance (DBF) as Custodian Trustee, as the RSDCT was dissolved on 14th August 2001. We calculate that the Margary Trust investments generated income totalling £13,432 during 2021 (2020 £12,971) and the bid price value of the investments as at 31st December 2021 was £531,724 (2020 £461,048). These figures reflect the fact that the income between 1st January 2013 and 10th April 2016 had to be added to the capital in view of the incumbency vacancy during that period. The diocese benefits from the income from the Trust, so the PCC include this income stream in their discussions and calculations as they prayerfully agree an annual pledge to the Diocesan Parish Support Fund.