

# 2020 Annual Parochial Church Meeting



## RECTOR'S REPORT

2020 will go down in church history as a significant and difficult time for many reasons. We will all remember it vividly and as the years roll on, and I wonder what changes the church across the world will see as a result of the Covid-19 pandemic.

As the 2019 report highlighted, we had “turned some corners and strengthened our structures and foundation.” Praise the Lord this was the case as it gave us a place of strength to minister from – even when we were forced to close our churches and adopt online worship as “the new norm.”

As usual, I will begin this report by saying thank you to all the volunteers, Church Wardens, Side's people, washer uppers, cleaners, decorators, children's leaders, youth group leaders, musicians, singers, servers, prayers, readers, intercessors and, of course, the PCC and Leadership Team. This year we can add over 160 new volunteers to our list of thankyou's. Those who have organised emergency food collections, driven to supermarkets, loaded up cars and vans, delivered food and medicine to households around the town, welcomed people to the church doors in search of food, stacked, packed, laughed, cried, and then done it all over again week after week – I cannot express how grateful I am for the work you have done in the name of Jesus.

2019 saw the development of a parish vision which we planned to launch in 2020. Little did we know that we would do more than just write it on a letterhead or website – we were given the chance to live it out in very challenging circumstances.

“Be with Jesus. Be like Jesus. Do what Jesus Did.”

I still believe these strap lines will give us direction in this next year and beyond and so I hope that we continue to develop and grow in each of them for the sake of the Gospel here in Hutton.

I also noted in last year's report that, “the PCC highlighted key strategies and values that would help us achieve these aims.” These were:

Be with Jesus (UP):	Devotional prayer, Bible study, praise and worship, the presence of the Holy Spirit.
Be like Jesus (IN):	Loving/serving one another, sharing faith stories, generosity to all, welcoming all.
Do what Jesus did (OUT):	Hospitality, compassion, stepping out with courage, prayer and healing.

It's fair to say our mission and outreach capabilities (Do what Jesus did) were really tested with the sudden need for a Food Hub in the area. As we already had The Daily Bread Café, we were best placed locally to respond.

We were also able to adopt new ways to access worship through livestreaming, pre-recorded videos and then later on in the year a hybrid of livestreamed and in-person worship. We quickly went from a laptop in St Peter's chapel and then my office in the Rectory, to a dual camera setup with editing software and new sound equipment. We were able to invest

heavily in new equipment and I think this has really paid off as we have not just maintained, but grown, an online community of worshippers from all over the country. The use of Zoom has also allowed us to hold Bible Study courses, PCC meetings, quizzes and school assemblies throughout the year. Our Facebook page can often accrue thousands of views in a single week as people join Alice and I for Morning Prayer. We often have between 20 and 30 people joining us “live” with many others catching up during the day.

We also introduced a weekly parish letter to be delivered to those without computer access as well as the relaunched parish magazine, “Hutton Parish Link” as a bi-monthly publication full of excellent content and visuals.

There were many sad times too - as is always the case but especially so in this exceptional year. There were some difficult and tragic deaths with devastated families to minister to and some funerals that lacked the power and dignity you often get in a full church setting. Helping couples cancel and rebook weddings was also difficult, and Baptisms were sadly not permitted throughout the year. I have hated not being able to share Holy Communion with so many of you for so long and I keep praying for the day when the chalice will be brought back to our Eucharistic fellowship.

The lack of singing has also been hard to deal with on occasions and I am so grateful to Adrian Thompson, Derek Bevan, Tracey Jenkins, David Morton, Henry Whittaker, Eve Byles, Kevin Lim, Stephen Alderdice, Alice Smith and Teresa Moore for their dedication and talents in keeping our sung worship fresh and uplifting throughout the year.

I must also thank the new “Tech Team” – especially Neil Dyson who is the talent behind the Sunday livestreams many of you now watch each week.

My personal low point of 2020 came when we had to cancel the Christmas services at such short notice. We had made so many plans around cleaning, ticketing, and distancing and were ready to welcome the community through the doors at the end of a difficult year.

My high point came in the summer when I was appointed as the new Area Dean of Brentwood – a role I never expected to hold and a responsibility I am privileged to have, again, for such a time as this. Please pray for me in the coming years! I am also delighted to announce that I have now been appointed as Rector of the parish and not just the “Priest in Charge.” I look forward to celebrating that with you in 2021.

Finally, I must thank the brilliant Leadership Team and PCC – what an unbelievable effort has gone into 2020! I feel I need to take you all away on holiday for the hard work that’s been done! I can’t name everyone, but I want you to know that without Fr Tony, Tino To, Lisa Whymark, John Patterson, Chris Thomas, Dawn Shaxon, Terry Hayden, Michelle Yarwood, Dawn White, Carole Bradford, Jason Manning, Alex Underwood and Alice Smith, Hutton Parish would not be half the place it is today. Deo gratias for you all.

With every blessing,

**Fr Andy Smith**  
**Priest-in-Charge**

## **PCC SUMMARY**

The full PCC has met (virtually, via Zoom) three times since the last APCM with an average level of attendance of 97%. Committees also met, when possible, between meetings and reports of their deliberations were received by the full PCC and discussed where necessary. The PCC has welcomed several new members since the last APCM and together we have begun to revisit our discussions around our vision and about new and creative ways to embed the parish's "UP, IN and OUT" values, both within the culture of the church and in the wider community. Most recently, the PCC was delighted to pass a formal resolution to present the Reverend Andrew Smith as Incumbent (Rector) of Hutton and we look forward to the future of the parish and its ministry under his leadership.

**Alex Underwood**  
**PCC Secretary**

## **ALL SAINTS' CHURCH**

Due to the Coronavirus lockdowns 2020 has been a very quiet year at All Saints, with weddings cancelled and Baptisms not possible. We were able to hold Services for a few weeks in the Autumn, but none of our usual special Services.

We are grateful to all the people who have kept the church and churchyard clean and tidy. Sadly, the verges outside have suffered considerable damage with wet weather and many people parking before going for their daily walks.

The regular maintenance checks have been done and a dehumidifier fitted to the organ to try lessening the impact of damp on the instrument. New time switches have been fitted to the heating system.

The main work this year has been the painting of the metal 'ferramenta' on the outside of some of the stained-glass windows and the repair of the small windows in the priest's vestry and organ room.

We look forward to All Saints being fully used in the coming year.

**Dawn White and Carole Bradford**  
**Churchwardens**

## **ST PETER'S CHURCH**

The pandemic and the resultant lock-downs and restrictions of the last year meant that St. Peter's was not able to provide a venue for social and community events. Discipleship courses, Bible Study, Daily Bread Café and church services were all affected as we could no longer meet together in person although we were able to share a service every Sunday via Zoom.

The premises were therefore available and were put to use as a food collection, storage and distribution centre serving members of the local community suffering hardship as a result of the pandemic. Grants and donations provided us with or enabled us to purchase more efficient refrigeration, storage and kitchen equipment.

Plans for the on-going re-decoration programme were largely put on hold, but we were able to complete the external redecoration of the wooden window frames of the church and will resume the maintenance and decoration programme as soon as possible.

The hall and lounge chairs were starting to wear and have been replaced with lighter and more stackable chairs which are easier to move and provide more flexible seating.

We were very grateful to receive the gift of an Allen digital computer organ as a donation in memory of the late Ken Emberton.

The Churchwardens sincerely thank all those volunteers who have worked so hard to enable St. Peter's to continue to operate, although somewhat differently, throughout the last year.

**Dawn Shaxon and Terry Hayden**  
**Churchwardens**

## **TREASURER'S REPORT**

As Parish Treasurer it's my pleasure to commend the accounts and financials to the Parish for the year ending 2020. The synopsis for 2020 is that, faced with unprecedented need, the Lord has provided, and for that we are truly thankful.

From March 2020 we have been unable to open our buildings for their normal usage, resulting in a drop in 'plate' income, wedding income, lettings and social events.

In response to the emerging threat to our normal activities from the pandemic, we took advantage of the government furlough scheme in regards to the Parish Administrator salary, whilst continuing to pay Dawn her full wage throughout. We also temporarily suspended the services of a caretaker for a few months during the first lockdown.

Operating the Food Hub from St. Peter's Church has resulted in unplanned expenditure, including the early replacement of kitchen equipment with new industrial appliances (fridges, freezers, cookers etc.), the purchase of tables, and trolleys, new locks and the provision of PPE and COVID health and safety. However, we have been able to meet all these costs from grants and support payments. The total cost of operating a food hub has been £10.5k in a year. Further expenditure is forecast for 2021 in relation to funds received in 2020.

The operation of church services via digital media (Digital Church) came at a cost of £6.1k to purchase licences, software and equipment.

Our income for the period has been significantly boosted in the period through the following:

- Grants applied for by Daily Bread in relation to the Food Hub;
- Generous donations from public and private organisations including Brentwood Borough Council for both the hub specifically and also for the church in general;
- An overwhelming show of support from individuals who have donated to the Church and Daily Bread;
- A superb effort by our donations co-ordinator to recover unclaimed gift aid over a multiyear period.

As such we have been able to supplement our lost income and meet our financial obligations for 2020, including payment of our Parish Quota of £75.2k.

The outlook for 2021 looks positive with surplus net income from 2020 carried forward plus healthy reserves and bank balance. We have seen a significant migration from cash to electronic payments with PayPal, just giving and contactless payments being put in place. We have also moved most of our payment to electronic bank payments meaning recipients get paid quicker and without the need to handle paper and cheques. I expect this trend to continue into 2021. As mentioned previously we expect further expenditure in 2021 in using designated Daily Bread funds (£27.5k) to continue to meet our mission objectives. This will include the creation of employment opportunities as well as setting up the structure (operational and physical) of the

Daily Bread project to become more sustainable. We expect further funding in 2021 to be given and requested in relation to this project too.

Investment in Digital Church is expected to continue in 2021 at least at the level incurred in 2020 and possibly more to ensure that our ministry remains accessible to all.

Payment of our Parish Quota in 2020 in full has been acknowledged by the Diocese and we have benefited immensely from the presence of our Parish Priest, Ordinand and ministry team which has helped us through these difficult times. We therefore remain committed to paying our full Parish quota in 2021.

We can expect to invest in our premises which have been such an important asset, especially given the 'wear and tear' experienced at St. Peters.

Whilst our outlook is positive, we need to guard against being over complacent or falling into a false sense of security from our bank balance and instead seize the opportunity to review how we use our assets, which has to be a learning from 2020.

**Jason Manning**  
**Treasurer**

### **ELECTORAL ROLL**

There are 140 people on the roll. 25 of these live outside the Parish.

**Christine Bennett**

### **DEANERY SYNOD**

The synod wrapped up its 3-year cycle in the summer of 2020 with a new synod being formed in the Autumn. The Synod met in January at St Peter's Church in South Weald where the financial difficulties of the diocese were discussed as around 60 full time stipendiary posts were being earmarked for redundancy.

Tino To, John Patterson and Dawn Shaxon have all joined the new synod, with Dawn becoming the new Deanery Secretary.

Due to the lockdowns, the synod did not meet again in 2020, although I was appointed as the new Area Dean of Brentwood in July replacing Canon Paul Hamilton who stepped down after five years in the role.

The Deanery Chapter met throughout the year on Zoom, with increasingly fraught and difficult meetings seeking to address the issues coming to us from the diocese. The Deanery has been told it must move from 9 to 7 full time posts by the end of 2021 and that paying parish share must become a priority if we are to avoid further cuts. Parishes have been allocated a "traffic light" rating depending on their viability for future ministry and ability to pay for their missional costs.

The Deanery Synod is now looking at a new Deanery plan for 2021 and will form 2 new Mission and Ministry Units to support the parishes in their work over the coming years.

**Fr Andy Smith**  
**Area Dean of Brentwood**

## **MOTHERS' UNION**

Unfortunately, due to the Pandemic, we have not been able to meet for our meetings. Pam and I have kept in touch with all our 18 members with phone calls every couple of weeks, and Christmas cards and Easter cards, information to those with computers, and anything from Mary Sumner House.

We are celebrating our 80th Anniversary for the Hutton Mothers Union, in October 2021, so we hope we will be able to get together and celebrate this wonderful event.

**Sylvia Clark**

## **WEDDINGS**

The year started well with 19 weddings and renewals of vows booked, and we held a wedding preparation session for our couples in January 2020. However, it hasn't quite worked out the way we planned with many weddings being postponed, some once, twice or even thrice and put back to 2021 and 2022. We were delighted to be able to support our couples and despite lockdown, held four weddings with licenses, under strict government rules and limitations. We are hopeful to be able to call church banns and ring the church bells in the near future.

**Annie Bayley**

**Weddings Coordinator**

## **DAILY BREAD CAFÉ**

The last year has been an incredible one for Daily Bread. We sadly had to close the cafe at the end of March 2020 but the decision was made to continue to distribute food from St Peters, at first twice weekly. It became apparent very quickly that there was great need, not only due to people finding themselves suddenly out of work or on furlough, but also because of the difficulty in getting to shops or finding delivery slots, and shortages of basic products like pasta, flour and toilet roll. Thanks to an army of willing volunteers, supermarket collections were increased to enable us to open 6 days a week to distribute to those struggling financially, and vulnerable and shielding members of our community.

In the period between March 2020 and the end of the year we gave out food to over 1200 households. Generous donations of food and money from the public and successful funding applications helped bolster supermarket supplies to make this possible. We now have over 160 volunteers registered with us who are collecting food from supermarkets, unpacking food when it arrives at church, distributing food from the hub, making local deliveries, returning crates to stores, cleaning and tidying and taking cardboard to the recycling centre. None of this would have been possible without every one of them.

Later in the summer of 2020 we were able to reopen the cafe to the public. We opened twice a week (Tuesday and Friday) from 9am-1pm, serving teas, coffees, pastries and a hot lunch at 12pm. We were blessed to have a professional chef (one of our volunteer collectors) who produced some amazing meals using food from the hub. It was a great opportunity to get to talk to the people who were using the food hub, getting to know them and their situations that



led them to us. Unfortunately, it was short-lived as we went into lockdown again and returned to focusing on the food hub again.

At Christmas we ran a Christmas Hamper campaign, inviting our community to make up hampers to be distributed through us, which we added to with anything we had been donated, We gave out around 300 hampers along with everything needed for Christmas dinner (meat, veg and trimmings)

The relationships built with Brentwood and Essex County Council and other local organisations during the pandemic have been and will continue to be invaluable, particularly when we hopefully reopen the cafe in May this year (assuming the allowance of hospitality opening at this time). We plan to serve a light lunch in the cafe Tuesday-Thursday and a hot meal on a Friday, and look forward to inviting other organisations in to help support those who use our service (e.g. Peabody, CAP, Barclays, Futures in Mind, Vitamins) We are also hoping to be able to host a Job Club through the DWP, creative classes and mental health support groups. A “satellite” food hub centre has also opened, initially at Sawyers Hall church and now at St George’s in Brentwood to facilitate food collection for those who were unable to or finding it difficult to travel to Hutton to collect.

We are awaiting the arrival of a shipping container which will reside at the rear of the church and give us much needed storage space for the food hub for our cupboard staples, toiletries and cleaning products, especially now the food hub has moved back into the back room.

So far this year we have assisted 600 families/individuals with food, we serve on average 350 households per month. We are very much looking forward to the prospect of having the cafe open again so that we can provide more holistic support to those who visit us. We have had many successful funding applications, with more pending, and we are one of three charities who will benefit from the Co-op community fund through their membership card scheme.

**Lisa Whymark**  
**Ordinand**

### **LITTLE FISHES**

Little Fishes is part of the Children's Church for babies and pre-schoolers run by a group of Diocese Child safeguarding trained volunteers. We operate in a safe and informal space for families to enjoy singing, storytelling and playing in a relaxed environment, plus the chance to have a cup of tea and a chat. I am delighted to be able to donate £500 from our pennies collection to the Daily Bread Cafe to feed families through this difficult period. We look forward to welcoming families back at St Peters in the near future.

**Annie Bayley**  
**Little Fishes Team Leader**



## CHILDREN'S CHURCH

As we began 2020, it was encouraging to see a continuing growth in numbers for our Children's Church (primary school age) and Creche. A wonderful and committed team have led on this and we are grateful to them for their time and their care.

Our register before lockdown included around 20 regular families and a usual Sunday morning would see around 12-15 children in the Hall and anything from 2-5 babes and toddlers in the Chapel. One of the sessions I remember well, back in early February, was about "letting Christ's light shine" which included a song shared with the congregation, which Sharon had taught them in sign language.

Lent was fast approaching, and a team meeting was held after the March Church Parade service so we could finalise planning for the 6 weeks leading to our Easter celebrations. But of course, everything had to close, and we needed to reimagine what Children's Church might look like in each family's home and alongside the online services.

Packs were quickly put together by the team to cover the weeks during Lent, and these were also given out to those families receiving food parcels via Daily Bread. These contained elements that all ages in families could do together – a short story to be read aloud, an outdoor activity and colouring sheets and craft materials, accompanied with little gifts of pencils, rubbers and stickers.

Summer came and went with packs continuing to be delivered via Daily Bread and straight to front doors, which also gave the opportunity for a chat and a check in. As our activity packs had proved to be so successful, in September a more formal *Faith@Home* project was launched. Activity, crafts and colouring sheets continued but through a new mailing list we were able to provide on-line resources for all ages to explore Bible stories and faith questions, videos and challenges and links for children's worship songs. A notice board in the Church has now been reclaimed ready for the children to post their Faith@Home creations to share with everyone.

It was lovely to accompany Father Andy when he visited all our Church families and presented them with a special Advent Candle and our year came to an end with the organising and sharing of a live streamed Christingle service.

Now we are beginning to look forward to physically welcoming children and families back into the building again and we hope and pray that, through the various initiatives and school connections, we have been able to remind them of the love of Jesus throughout this past year. Things will never be the same so we may ask how do we do this?

The wonderful Facebook resource group *Together@Home* encourages us in this way: "The truth is that the only thing we need to take with us into the future is God, follow His leading and everything else will fall into place" That is certainly a good place to start!

**Maggs Perham**

## **SCHOOLS WORK**

The parish continues to remain actively involved with the local schools, especially Hutton All Saints.

Lockdown may have stopped me going into the school to lead weekly worship, but it did not stop the pattern the children have grown used to. 2020 saw the development of the parish YouTube Channel, producing content for assemblies and alternative forms of worship throughout the year. In the first lockdown, I would produce and edit an assembly, complete with worship music, each week for the children and parents to use at home. As the year went on and children returned to school, we switched to an “live” online assembly using Zoom. I was also able to go into a single class each week to chat with the children, pray and help them with the RE curriculum.

I am also proud of the role the PCC continues to play in the leadership of the school, with many of the school’s trustees coming from within our congregations to help serve and advise the school in its day-to-day operations. We have members who help with curriculum, finance, HR and health and safety as well as observing lessons, and supporting the staff and pupils.

We also continue to work with the Brentwood Schools Christian Worker Trust, who provide Christian teaching to pupils all over the town each week and especially during the Christmas and Easter seasons.

I have also been part of the pastoral support team at Becket Keys Secondary School, although the pandemic has limited my involvement.

**Fr Andy Smith**

## **YOUTH WORK**

Our Sunday night youth group began meeting in January and managed to continue through to early March. We average between 15-20 young people each week. Once the pandemic shut everything down we were unable to continue meeting safely. We plan on restarting the youth work with a different focus in 2021, using the new evening service as a catalyst to gather our young people.

**Fr Andy Smith**

## ROOTED COMMUNITY

*Values: Shared Life (IN), Inclusive Welcome (OUT), Deeper Purpose (UP)*

Rooted Community is a missional community of Hutton Parish, seeking to support women through friendship, faith and connection, thereby supporting families and our wider community. Beginning as Friday Mums in 2012, Rooted has been meeting in some capacity each week, usually on Fridays for a simple lunch, conversation and prayer and since 2019, also meeting weekly on Wednesdays for Deeper Rooted, providing space for engaging in discussions of faith, scripture and prayer for those who choose to go deeper in their faith.

Our Facebook group currently has 165 members (86 in March 2020), and our weekly email newsletter goes out to 90 people. Our network of *Pods* which launched in July 2020 currently has 8 small groups of between 8-15 women who connect and support each other online and in person through the week. Each Pod is hosted by two Rooted members who are accountable to and supported by the Core Team – Alice Smith, Lisa Whymark, Tracey Jenkins, Linda Haslam and Heidi Alderdice.

2020 began with high hopes as we formally relaunched and renamed ‘Friday Mums’ and became **Rooted Community**. As the pandemic restrictions set in, we evolved our gatherings to take place online through a Daily Hello on our Facebook group, mid-week evening Zoom calls for prayer, bible study, reflection and discussion and towards the end of 2020 when restrictions allowed, meeting again in person in the church building/Daily Bread café.

The growth of the community in Lockdown #1 and the way in which we were able, through God’s grace and amazing technology, to support and strengthen each other through the challenges of shielding, home-schooling, illness and anxiety has been a great encouragement. This led directly to the formation of *Pods* which have allowed new and existing members to integrate more closely and personally and for established members to step into leadership roles.

Looking ahead to 2021, we anticipate the ending of lockdown restrictions and are preparing prayerfully for God’s leading. We hope to celebrate our 1<sup>st</sup> anniversary as Rooted in as creative way as possible and to begin our main weekly gatherings again. These will provide important touch points for people to meet and reconnect, some meeting for the first time. We will also be exploring more permanent online opportunities to be part of the community for those who have come to us from further afield through online Morning Prayer and Sunday services.

Our prayer is that the UP, IN and OUT dynamics of the wider parish vision will be seen within Rooted’s shared life together, offering welcome and a chance to encounter a new type of Christian community, meeting with Jesus and growing in faith.

**Alice Smith on behalf of the Core Team**

## **MISSION SUPPORT**

In 2020 Lent boxes were distributed as usual, but could not be returned to Church during 'lockdown'. However, money was sent to C.M.S. directly by 'box holders'.

The monthly collections of goods for the Brentwood Food Bank ceased, but donations of food and money were made to the Daily Bread Food Hub by members of the congregation.

We were able to distribute Christian Aid envelopes at our Harvest Services and £415 was collected. Gifts of food were shared between the Brentwood Food Bank and the Daily Bread Food Hub.

**Dawn White**

## **PASTORAL REPORT**

When I looked at the report for the APCM for last year I realized what a sad and meagre one it would be for 2021.

Most of our pastoral activities, although not of course our concern and prayer, have been like much else in life during this year of corona-virus sadly curtailed.

Apart from the first Thursday of January and February when the team conducted the monthly service at Hutton Village Nursing Home all our services and visits, including communions had to be cancelled for this year. This was true also of Leonard Lodge Nursing Home, and there it meant that we had to cancel the visits by Year 3 from All Saints School too.

Contact has been maintained by telephone but it is a sadness that we have not been able to visit with those who are often lonely at the best of times.

Likewise, there have been no visits to take people communion in their own homes.

It has not been possible to hold Baptism services this year. Even when the churches were open for the weeks between lock downs social distancing and numbers allowed made it impossible. Therefore of course there has been no visits to families.

Funerals have continued to be conducted both in church and at the crematoriums within the guidelines. However, the lack of face-to-face visits has made the pastoral care of the dying and bereaved so much more difficult and painful for all.

The bereavement visiting team has not been able to take the time and care which we usually give. It may be that in the future we shall be able to remedy this in some way.

We were able to send invitations (and prayer sheets and a candle) to those families whose funerals or interment of ashes we had conducted in the previous 12 months. This was for a streamed Memorial Service at All Saints Church put out on Sunday 1<sup>st</sup> November at 6pm. This was a shortened version of our usual service which was recorded by Fr. Andy, Chris Thomas and Tino To. Those who saw it said how moved they were by it and how much comfort it had given them.

At the beginning of the first lockdown the pastoral team and the churchwardens put together a list of all those from both our churches who we felt might be especially vulnerable or lonely and in need of any help- even if it only meant a friendly voice on the phone from time to time. In so doing we managed I think to keep in contact with most people, to chat or to try and

address any problems which cropped up. Not an ideal of pastoral work but the best we have been able to do in the circumstances.

In February this year, the team at Daily Bread are offering a weekly cooked meal delivery for church family members. They invite the pastoral team to help with the delivery and provide an opportunity for a “doorstep chat”.

Encouraging news to announce: that Frances Annobil and Sheryl Dyson are our new recruits who commenced their training last year on zoom.

**Chris Thomas, Licensed Lay Minister**

### **BIBLE STUDY GROUP**

Unfortunately, we have been unable to hold our regular Bible study groups since the pandemic in February 2020.

During the lockdown last year, we're thankful to Fr Andy for having hosted an eight-week course on Biblical Foundation on Zoom which was a blessing for many participants. Thanks be to God.

In the current circumstances, our Bible study has been temporarily “moved” to our parish magazine. Even though it is not the same as being physically present in group fellowship, it provides some commentaries and questions for us to reflect upon.

Hopefully the Bible study groups will resume by this summer. Changes and improvements could be made following discussions with Fr Andy and Fr Tony.

**Tino To, Licensed Lay Minister**

### **BELL RINGERS' REPORT**

We started the year with only a small band of 4 ringers on Tuesday Practice nights. In order to gain more experience, we had been attending ringing at others Towers as much as possible.

We rang for one Wedding in February 2020 which had been brought forward from the Autumn date. Due to our lack of ringers we managed to get support from other local towers and had a successful ring much to the delight of the Wedding couple and their guests.

Then in March the Covid 19 Pandemic brought all ringing to a halt. With advice on social distancing and Church services also unable to take place, all ringing was cancelled until further notice.

Zoom meetings and Ringing Room set up for us by Beth Johnson of St. Mary's Church, Shenfield became the new way to practice ringing. It has been of great help to all of us trying to learn method ringing. District meetings for bell ringers have also continued throughout the year on Zoom.

There was some hope of being able to ring at Christmas but the new 'lockdown measures' brought into place in December meant that we had to cancel the ringing we had planned.

On Saturday 27th February 2021 Peter Martin tolled the Tenor Bell at 12 noon 100 times to celebrate the life of Captain Sir Tom Moore who had raised an incredible amount of money for the NHS by doing 100 laps of his garden.

It looks as though there will be no ringing at All Saints until at least mid-May, when will be allowed to meet inside. Until then, we will sit tight, and wait for the day we can all be together ringing again.

**Sylvia Martin**  
**Tower Captain**

# **Parish of All Saints with Saint Peter, Hutton**

## **End of Year Financial Statements**

**Year ending 31 December 2020**



## Statement of Financial Activities

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
<b>Incoming resources</b>					
Incoming resources from charitable activities	78,722.99	24,379.00	0.00	103,101.99	37,505.86
Incoming resources from generated funds	0.00	0.00	0.00	0.00	0.00
Voluntary income	84,200.70	7,750.00	0.00	91,950.70	82,908.45
Activities for generating funds	14,008.57	0.00	0.00	14,008.57	10,452.50
Investment income	0.00	0.00	0.00	0.00	150.00
<b>Total income</b>	<b>176,932.26</b>	<b>32,129.00</b>	<b>0.00</b>	<b>209,061.26</b>	<b>131,016.81</b>
<b>Resources used</b>					
Charitable activities	127,153.55	14,314.96	0.00	141,468.51	125,344.63
Cost of generating funds	0.00	0.00	0.00	0.00	0.00
Cost of generating voluntary income	157.46	0.00	0.00	157.46	145.80
Fundraising trading cost of goods sold and other costs	1,925.14	0.00	0.00	1,925.14	4,196.48
<b>Total expenditure</b>	<b>129,236.15</b>	<b>14,314.96</b>	<b>0.00</b>	<b>143,551.11</b>	<b>129,686.91</b>
<b>Net income / (expenditure) resources before transfer</b>	<b>47,696.11</b>	<b>17,814.04</b>	<b>0.00</b>	<b>65,510.15</b>	<b>1,329.90</b>
<b>Transfers:</b>					
Gross transfers between funds - in	22,932.76	4,608.74	0.00	27,541.50	15,446.80
Gross transfers between funds - out	(27,541.50)	0.00	0.00	(27,541.50)	(15,446.80)
<b>Other recognised gains / losses</b>					
Gains/losses on investment assets	0.00	0.00	0.00	0.00	0.00
Gains on revaluation, fixed assets, charity's own use	0.00	0.00	0.00	0.00	0.00
<b>Net movement in funds</b>	<b>43,087.37</b>	<b>22,422.78</b>	<b>0.00</b>	<b>65,510.15</b>	<b>1,329.90</b>
<b>Reconciliation of funds</b>					
<b>Total funds brought forward</b>	<b>22,383.24</b>	<b>8,952.76</b>	<b>0.00</b>	<b>31,336.00</b>	<b>30,006.10</b>
<b>Total funds carried forward</b>	<b>65,470.61</b>	<b>31,375.54</b>	<b>0.00</b>	<b>96,846.15</b>	<b>31,336.00</b>
<b>Represented by</b>					
Unrestricted					
General fund	45,907.77	0.00	0.00	45,907.77	31,041.58
Designated					
Daily Bread Food Hub	17,784.24	0.00	0.00	17,784.24	0.00
Education	43.03	0.00	0.00	43.03	43.03
Social Enterprise Donations	10,436.94	0.00	0.00	10,436.94	0.00
Restricted					
Daily Bread Food Hub	0.00	27,512.94	0.00	27,512.94	0.00
Fabric Fund	0.00	(6,988.77)	0.00	(6,988.77)	(1,898.61)
Harries Windows Fund	0.00	0.00	0.00	0.00	0.00
Organ Fund	0.00	2,150.00	0.00	2,150.00	2,150.00
Patricia Harries Fund	0.00	0.00	0.00	0.00	0.00
Social Enterprise Donations	0.00	0.00	0.00	0.00	0.00

## Balance sheet

		As at 31/12/2020	As at 31/12/2019
<b>Current assets</b>			
6501: Bank A/c		108,131.92	28,116.21
6540: Cash A/c		0.00	520.95
6550: Income Tax Recoverable		0.00	0.00
6560: Stock		0.00	0.00
6570: Funeral Directors' Control		(245.00)	2,270.00
Z05: Accounts Receivable		471.25	3,962.95
<b>Total Current assets</b>		<b>108,358.17</b>	<b>34,870.11</b>
<b>Liabilities</b>			
6610: Diocese fees due		400.00	782.35
6620: Little Fishes Charities		201.49	688.54
6650: Wedding Deposits		0.00	0.00
6660: Rector's Expense Control		1,415.11	89.22
6670: Charity Collections		1,420.72	1,146.48
6680: Petty Cash		(8.30)	(8.38)
6681: Funeral Disbursements		(110.00)	(30.00)
Z04: Accounts Payable		8,193.00	865.90
<b>Total Liabilities</b>		<b>11,512.02</b>	<b>3,534.11</b>
<b>Net Asset surplus (deficit)</b>		<b>96,846.15</b>	<b>31,336.00</b>
<b>Reserves</b>			
Excess/(deficit) to date		65,510.15	1,329.90
Z01: Starting balances		31,336.00	30,006.10
<b>Total Reserves</b>		<b>96,846.15</b>	<b>31,336.00</b>
<b>Represented by funds</b>			
General (Unrestricted)	37,206.40	22,340.21	
Designated	28,264.21	43.03	
Restricted	31,375.54	8,952.76	
<b>Total</b>	<b>96,846.15</b>	<b>31,336.00</b>	

## Statement of assets and liabilities

Class and nominal code year	General (Unrestricted)	Designated	Restricted	Endowment	Total	Last
<b>Current Asset - Cash At Bank And In Hand</b>						
6501: Bank A/c	51,120.76	31,787.15	25,224.01	0.00	108,131.92	28,116.21
6540: Cash A/c	(810.83)	(215.33)	1,026.16	0.00	0.00	520.95
<b>Total</b>	<b>50,309.93</b>	<b>31,571.82</b>	<b>26,250.17</b>	<b>0.00</b>	<b>108,131.92</b>	<b>28,637.16</b>
<b>Current Asset - Debtors</b>						
6570: Funeral Directors' Control	(245.00)	0.00	0.00	0.00	(245.00)	2,270.00
Z05: Accounts Receivable	471.25	0.00	0.00	0.00	471.25	3,962.95
<b>Total</b>	<b>226.25</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>226.25</b>	<b>6,232.95</b>
<b>Liability - Creditors: Amounts Falling Due In One Year</b>						
6610: Diocese fees due	400.00	0.00	0.00	0.00	400.00	782.35
6620: Little Fishes Charities	701.49	(500.00)	0.00	0.00	201.49	688.54
6660: Rector's Expense Control	1,194.57	220.54	0.00	0.00	1,415.11	89.22
6670: Charity Collections	1,420.72	0.00	0.00	0.00	1,420.72	1,146.48
Z04: Accounts Payable	1,029.93	3,587.07	3,576.00	0.00	8,193.00	865.90
<b>Total</b>	<b>4,746.71</b>	<b>3,307.61</b>	<b>3,576.00</b>	<b>0.00</b>	<b>11,630.32</b>	<b>3,572.49</b>
<b>Liability - Provision For Liabilities And Charges Due Within One Year</b>						
6680: Petty Cash	(8.30)	0.00	0.00	0.00	(8.30)	(8.38)
6681: Funeral Disbursements	(110.00)	0.00	0.00	0.00	(110.00)	(30.00)
<b>Total</b>	<b>(118.30)</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>(118.30)</b>	<b>(38.38)</b>
<b>Net total assets</b>	<b>45,907.77</b>	<b>28,264.21</b>	<b>22,674.17</b>	<b>0.00</b>	<b>96,846.15</b>	<b>31,336.00</b>

## Fund movement by type

Fund	Opening	Incoming	Outgoing	Transfers	Gains/ Losses	Closing
Daily Bread - Social Enterprise Donations	0.00	6,557.02	4,531.53	8,411.45	0.00	10,436.94
Education - Education	43.03	0.00	0.00	0.00	0.00	43.03
Food Hub - Daily Bread Food Hub	0.00	31,229.00	5,061.87	19,130.05	0.00	45,297.18
Organ - Organ Fund	2,150.00	0.00	0.00	0.00	0.00	2,150.00
General - General fund	22,340.21	163,525.24	121,117.55	(27,541.50)	0.00	37,206.40
Fabric - Fabric Fund	6,802.76	7,750.00	12,840.16	0.00	0.00	1,712.60
<b>Totals</b>	<b>31,336.00</b>	<b>209,061.26</b>	<b>143,551.11</b>	<b>0.00</b>	<b>0.00</b>	<b>96,846.15</b>

## Analysis of income and expenditure

### INCOME

	General	Designated	Restricted	Endowment	This year	Total Last
	year					
Incoming resources from generated funds						
1010 - Planned Giving	51,101.00	0.00	0.00	0.00	51,101.00	45,187.65
1020 - Income Tax Recovered	25,062.61	0.00	0.00	0.00	25,062.61	6,123.98
1030 - Collections	2,105.14	0.00	0.00	0.00	2,105.14	9,926.81
1050 - Donations	5,931.95	0.00	0.00	0.00	5,931.95	5,051.44
1051 - Donations - Flowers	0.00	0.00	0.00	0.00	0.00	0.00
1052 - Donations - Boiler	0.00	0.00	0.00	0.00	0.00	0.00
3010 - White's Charity	0.00	0.00	7,750.00	0.00	7,750.00	10,000.00
3020 - Fabric Fund Donations	0.00	0.00	0.00	0.00	0.00	6,618.57
3110 - Patricia Harries Fund income	0.00	0.00	0.00	0.00	0.00	0.00
3210 - Harries Window Fund income	0.00	0.00	0.00	0.00	0.00	0.00
1040 - Social Events	1,137.50	0.00	0.00	0.00	1,137.50	3,473.45
1100 - Sale of Goods	49.00	0.00	0.00	0.00	49.00	132.22
1150 - Social Enterprise	12,822.07	0.00	0.00	0.00	12,822.07	6,846.83
1060 - Bank Interest	0.00	0.00	0.00	0.00	0.00	150.00
Incoming resources from generated funds Totals	98,209.27	0.00	7,750.00	0.00	105,959.27	93,510.95
Incoming resources from charitable activities						
1055 - COVID Community Response Funding	35,173.26	11,907.02	24,379.00	0.00	71,459.28	0.00
1056 - Pandemic Donations	17,863.05	1,500.00	0.00	0.00	19,363.05	0.00
1070 - PCC Fees (Funerals, Weddings etc)	4,781.00	0.00	0.00	0.00	4,781.00	11,116.00
1080 - Lettings	5,920.25	0.00	0.00	0.00	5,920.25	21,907.54
1090 - Magazine Sales & Adverts	0.00	0.00	0.00	0.00	0.00	0.00
1110 - Refreshments	190.55	0.00	0.00	0.00	190.55	740.50
1120 - Memorial Plaques	903.00	0.00	0.00	0.00	903.00	2,685.00
1125 - Memorial Book Entries	25.00	0.00	0.00	0.00	25.00	36.00
1130 - Other Wedding Income (flowers, music, et	48.46	0.00	0.00	0.00	48.46	510.00
1135 - Heating Charges	70.00	0.00	0.00	0.00	70.00	0.00
1140 - Bible Reading Fellowship	59.10	0.00	0.00	0.00	59.10	86.55
1142 - Discipleship Income	95.00	0.00	0.00	0.00	95.00	210.00
1143 - Youth Work Income	187.30	0.00	0.00	0.00	187.30	214.27
Incoming resources from charitable activities Totals	65315.97	13407.02	24,379.00	0.00	103,101.99	37,505.86
Income Total	163,525.24	13,407.32	32,129.00	0.00	209,061.26	131,016.81

## EXPENDITURE

					Total	
	General	Designated	Restricted	Endowment	This year	Last
	year					
<b>Cost of generating funds</b>						
2280 – Stewardship Expenses	157.46	0.00	0.00	0.00	157.46	145.80
2190 - Social Event costs	237.75	0.00	0.00	0.00	237.75	1,888.87
2210 - Goods for sale	0.00	0.00	0.00	0.00	0.00	0.00
2215 - Social Enterprise Costs	1,687.39	0.00	0.00	0.00	1,687.39	2,307.61
<b>Cost of generating funds Totals</b>	<b>2,082.60</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,082.60</b>	<b>4,342.28</b>
<b>Charitable activities</b>						
2010 - Quota	75,081.60	0.00	0.00	0.00	75,081.60	50,000.00
2020 - Sacristy	843.55	0.00	0.00	0.00	843.55	846.96
2030 - Books & Other Service Support	335.76	0.00	0.00	0.00	335.76	642.76
2040 - Music Costs	455.40	0.00	0.00	0.00	455.40	521.96
2050 - Upkeep of Churchyard	0.00	0.00	0.00	0.00	0.00	411.50
2060 - Clergy Travel Expenses	606.90	0.00	0.00	0.00	606.90	1,741.62
2070 - Organist's Fees	1,635.00	0.00	0.00	0.00	1,635.00	6,285.44
2080 - Premises Costs	12,718.34	0.00	7,809.04	0.00	20,527.38	15,471.98
2090 - Light & Heat	4,341.05	0.00	0.00	0.00	4,341.05	5,849.65
2100 - Water Charges	245.82	0.00	0.00	0.00	245.82	156.96
2110 - Insurance	3,393.75	0.00	0.00	0.00	3,393.75	3,643.41
2120 - Telephones	1,250.02	0.00	0.00	0.00	1,250.02	1,139.05
2130 - Marketing and Promotion Costs	109.27	0.00	0.00	0.00	109.27	0.00
2131 - Bible Reading Fellowship costs	102.45	0.00	0.00	0.00	102.45	100.35
2132 - Discipleship Costs	209.20	0.00	0.00	0.00	209.20	1,370.76
2140 - Education costs	0.00	0.00	0.00	0.00	0.00	308.15
2145 - Clergy Development	1,630.00	0.00	0.00	0.00	1,630.00	650.00
2150 - Young Church & Youth	143.12	0.00	0.00	0.00	143.12	433.08
2170 - Flowers	71.95	0.00	0.00	0.00	71.95	165.50
2180 - Memorial Plaques costs	362.50	0.00	0.00	0.00	362.50	945.00
2191 - Entertainment and Hospitality	895.57	0.00	0.00	0.00	895.57	0.00
2200 - Refreshments	125.89	0.00	0.00	0.00	125.89	451.93
2216 - Food Distribution Hub Costs	995.37	8,118.60	1,474.80	0.00	10,588.77	0.00
2230 - Parish Administrator Salary	3,939.67	0.00	0.00	0.00	3,939.67	7,313.16
2240 - Equipment, Stationary, Postage	2,435.52	0.00	0.00	0.00	2,435.52	2,319.60
2241 - Church Website	0.00	0.00	0.00	0.00	0.00	441.36
2242 - Digital Church	6,138.28	0.00	0.00	0.00	6,138.28	0.00
2250 - "Churches Together"	400.00	0.00	0.00	0.00	400.00	256.40
2260 - Christian Copyright Licence	484.97	0.00	0.00	0.00	484.97	455.71
2270 - Professional Fees	84.00	0.00	0.00	0.00	84.00	5,470.80
2290 - CCS Course Expenses	0.00	0.00	0.00	0.00	0.00	0.00
2900 - Expense Suspense Account	0.00	0.00	0.00	0.00	0.00	0.00
3030 - Fabric Expenses	0.00	0.00	5,031.12	0.00	5,031.12	17,951.54
<b>Charitable activities Totals</b>	<b>119,034.95</b>	<b>8,118.60</b>	<b>14,314.96</b>	<b>0.00</b>	<b>141,468.51</b>	<b>125,344.63</b>
<b>Expenditure Total</b>	<b>121,117.55</b>	<b>8,118.60</b>	<b>14,314.96</b>	<b>0.00</b>	<b>143,351.11</b>	<b>129,686.91</b>

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

### 1. Accounting policies

#### a. Accounting Convention

The financial statements have been prepared in accordance with the Church Accounting Regulations together with the current Statement of Recommended Practice, Accounting and Reporting by Charities and applicable accounting standard FRS102.

The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at market value and 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. Funds 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.

#### 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 Gift Aid claim is made

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

##### **Income from investments**

Interest entitlements are accounted for as they accrue.

##### **All other income**

All other income is recognised when it is receivable.

#### d. Resources used

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 diocesan parish contribution is accounted for when paid and provided for in these accounts.

#### e. Current Assets

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

Short-term deposits include cash held on deposit at the bank

### 2. Staff costs

#### a. Wages and salaries

During the year the PCC employed a part-time parish administrator, however the administrator was furloughed under government provision as a result of pandemic restrictions. The parish Administrator received full wages during furlough

#### b. Payments to PCC members

As the parish administrator, D Shaxon, who is member of the PCC, was paid £7,313 (2019, £7,313) during the year. T Hayden who is a member of the PCC, was paid £240 in respect of verger duties

There were no other disclosable transactions in respect of PCC members, nor persons closely connected to them, nor other related parties.

## **INDEPENDENT EXAMINER'S REPORT TO THE PARISH OF HUTTON PCC**

I report on the accounts of the PCC for the year ended 31 December 2020

### **Respective responsibilities of trustees and examiner**

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;
- Follow procedures laid down in the general directions given by the Charity Commissioners section 145(5)(b) of the 2011 Act; and
- State whether particular matters have come to my attention.

### **Basis of Independent Examiner's Statement**

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 considering any unusual items or disclosures in the accounts and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit and consequently I do not express an opinion on 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 respect the requirements:
  - a. to keep accounting records in accordance with section 130 of the 2011 Act; or
  - b. to prepare accounts which accord with these accounting records have not been met; or
- (2) to which, in my opinion, attention should be drawn to in order to enable a proper understanding of the accounts to be reached.



Mrs Carole Payne,  
5 Coleridge Walk,  
Brentwood,  
Essex,  
CM13 2RT

Dated: 5/4/21



# **Parish of All Saints with Saint Peter, Hutton**

## **End of Year Financial Statements**

**Year ending 31 December 2020**

## Statement of Financial Activities

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
<b>Incoming resources</b>					
Incoming resources from charitable activities	78,722.99	24,379.00	0.00	103,101.99	37,505.86
Incoming resources from generated funds	0.00	0.00	0.00	0.00	0.00
Voluntary income	84,200.70	7,750.00	0.00	91,950.70	82,908.45
Activities for generating funds	14,008.57	0.00	0.00	14,008.57	10,452.50
Investment income	0.00	0.00	0.00	0.00	150.00
<b>Total income</b>	<b>176,932.26</b>	<b>32,129.00</b>	<b>0.00</b>	<b>209,061.26</b>	<b>131,016.81</b>
<b>Resources used</b>					
Charitable activities	127,153.55	14,314.96	0.00	141,468.51	125,344.63
Cost of generating funds	0.00	0.00	0.00	0.00	0.00
Cost of generating voluntary income	157.46	0.00	0.00	157.46	145.80
Fundraising trading cost of goods sold and other costs	1,925.14	0.00	0.00	1,925.14	4,196.48
<b>Total expenditure</b>	<b>129,236.15</b>	<b>14,314.96</b>	<b>0.00</b>	<b>143,551.11</b>	<b>129,686.91</b>
<b>Net income / (expenditure) resources before transfer</b>	<b>47,696.11</b>	<b>17,814.04</b>	<b>0.00</b>	<b>65,510.15</b>	<b>1,329.90</b>
<b>Transfers:</b>					
Gross transfers between funds - in	22,932.76	4,608.74	0.00	27,541.50	15,446.80
Gross transfers between funds - out	(27,541.50)	0.00	0.00	(27,541.50)	(15,446.80)
<b>Other recognised gains / losses</b>					
Gains/losses on investment assets	0.00	0.00	0.00	0.00	0.00
Gains on revaluation, fixed assets, charity's own use	0.00	0.00	0.00	0.00	0.00
<b>Net movement in funds</b>	<b>43,087.37</b>	<b>22,422.78</b>	<b>0.00</b>	<b>65,510.15</b>	<b>1,329.90</b>
<b>Reconciliation of funds</b>					
<b>Total funds brought forward</b>	<b>22,383.24</b>	<b>8,952.76</b>	<b>0.00</b>	<b>31,336.00</b>	<b>30,006.10</b>
<b>Total funds carried forward</b>	<b>65,470.61</b>	<b>31,375.54</b>	<b>0.00</b>	<b>96,846.15</b>	<b>31,336.00</b>
<b>Represented by</b>					
Unrestricted					
General fund	45,907.77	0.00	0.00	45,907.77	31,041.58
Designated					
Daily Bread Food Hub	17,784.24	0.00	0.00	17,784.24	0.00
Education	43.03	0.00	0.00	43.03	43.03
Social Enterprise Donations	10,436.94	0.00	0.00	10,436.94	0.00
Restricted					
Daily Bread Food Hub	0.00	27,512.94	0.00	27,512.94	0.00
Fabric Fund	0.00	(6,988.77)	0.00	(6,988.77)	(1,898.61)
Harries Windows Fund	0.00	0.00	0.00	0.00	0.00
Organ Fund	0.00	2,150.00	0.00	2,150.00	2,150.00
Patricia Harries Fund	0.00	0.00	0.00	0.00	0.00
Social Enterprise Donations	0.00	0.00	0.00	0.00	0.00

## Balance sheet

		As at 31/12/2020	As at 31/12/2019
<b>Current assets</b>			
6501: Bank A/c		108,131.92	28,116.21
6540: Cash A/c		0.00	520.95
6550: Income Tax Recoverable		0.00	0.00
6560: Stock		0.00	0.00
6570: Funeral Directors' Control		(245.00)	2,270.00
Z05: Accounts Receivable		471.25	3,962.95
<b>Total Current assets</b>		<b>108,358.17</b>	<b>34,870.11</b>
<b>Liabilities</b>			
6610: Diocese fees due		400.00	782.35
6620: Little Fishes Charities		201.49	688.54
6650: Wedding Deposits		0.00	0.00
6660: Rector's Expense Control		1,415.11	89.22
6670: Charity Collections		1,420.72	1,146.48
6680: Petty Cash		(8.30)	(8.38)
6681: Funeral Disbursements		(110.00)	(30.00)
Z04: Accounts Payable		8,193.00	865.90
<b>Total Liabilities</b>		<b>11,512.02</b>	<b>3,534.11</b>
<b>Net Asset surplus (deficit)</b>		<b>96,846.15</b>	<b>31,336.00</b>
<b>Reserves</b>			
Excess/(deficit) to date		65,510.15	1,329.90
Z01: Starting balances		31,336.00	30,006.10
<b>Total Reserves</b>		<b>96,846.15</b>	<b>31,336.00</b>
<b>Represented by funds</b>			
General (Unrestricted)	37,206.40	22,340.21	
Designated	28,264.21	43.03	
Restricted	31,375.54	8,952.76	
<b>Total</b>	<b>96,846.15</b>	<b>31,336.00</b>	

## Statement of assets and liabilities

Class and nominal code year	General (Unrestricted)	Designated	Restricted	Endowment	Total	Last
<b>Current Asset - Cash At Bank And In Hand</b>						
6501: Bank A/c	51,120.76	31,787.15	25,224.01	0.00	108,131.92	28,116.21
6540: Cash A/c	(810.83)	(215.33)	1,026.16	0.00	0.00	520.95
<b>Total</b>	<b>50,309.93</b>	<b>31,571.82</b>	<b>26,250.17</b>	<b>0.00</b>	<b>108,131.92</b>	<b>28,637.16</b>
<b>Current Asset - Debtors</b>						
6570: Funeral Directors' Control	(245.00)	0.00	0.00	0.00	(245.00)	2,270.00
Z05: Accounts Receivable	471.25	0.00	0.00	0.00	471.25	3,962.95
<b>Total</b>	<b>226.25</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>226.25</b>	<b>6,232.95</b>
<b>Liability - Creditors: Amounts Falling Due In One Year</b>						
6610: Diocese fees due	400.00	0.00	0.00	0.00	400.00	782.35
6620: Little Fishes Charities	701.49	(500.00)	0.00	0.00	201.49	688.54
6660: Rector's Expense Control	1,194.57	220.54	0.00	0.00	1,415.11	89.22
6670: Charity Collections	1,420.72	0.00	0.00	0.00	1,420.72	1,146.48
Z04: Accounts Payable	1,029.93	3,587.07	3,576.00	0.00	8,193.00	865.90
<b>Total</b>	<b>4,746.71</b>	<b>3,307.61</b>	<b>3,576.00</b>	<b>0.00</b>	<b>11,630.32</b>	<b>3,572.49</b>
<b>Liability - Provision For Liabilities And Charges Due Within One Year</b>						
6680: Petty Cash	(8.30)	0.00	0.00	0.00	(8.30)	(8.38)
6681: Funeral Disbursements	(110.00)	0.00	0.00	0.00	(110.00)	(30.00)
<b>Total</b>	<b>(118.30)</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>(118.30)</b>	<b>(38.38)</b>
<b>Net total assets</b>	<b>45,907.77</b>	<b>28,264.21</b>	<b>22,674.17</b>	<b>0.00</b>	<b>96,846.15</b>	<b>31,336.00</b>

## Fund movement by type

Fund	Opening	Incoming	Outgoing	Transfers	Gains/ Losses	Closing
Daily Bread - Social Enterprise Donations	0.00	6,557.02	4,531.53	8,411.45	0.00	10,436.94
Education - Education	43.03	0.00	0.00	0.00	0.00	43.03
Food Hub - Daily Bread Food Hub	0.00	31,229.00	5,061.87	19,130.05	0.00	45,297.18
Organ - Organ Fund	2,150.00	0.00	0.00	0.00	0.00	2,150.00
General - General fund	22,340.21	163,525.24	121,117.55	(27,541.50)	0.00	37,206.40
Fabric - Fabric Fund	6,802.76	7,750.00	12,840.16	0.00	0.00	1,712.60
<b>Totals</b>	<b>31,336.00</b>	<b>209,061.26</b>	<b>143,551.11</b>	<b>0.00</b>	<b>0.00</b>	<b>96,846.15</b>

## Analysis of income and expenditure

### INCOME

	General	Designated	Restricted	Endowment	This year	Total Last
	year					
Incoming resources from generated funds						
1010 - Planned Giving	51,101.00	0.00	0.00	0.00	51,101.00	45,187.65
1020 - Income Tax Recovered	25,062.61	0.00	0.00	0.00	25,062.61	6,123.98
1030 - Collections	2,105.14	0.00	0.00	0.00	2,105.14	9,926.81
1050 - Donations	5,931.95	0.00	0.00	0.00	5,931.95	5,051.44
1051 - Donations - Flowers	0.00	0.00	0.00	0.00	0.00	0.00
1052 - Donations - Boiler	0.00	0.00	0.00	0.00	0.00	0.00
3010 - White's Charity	0.00	0.00	7,750.00	0.00	7,750.00	10,000.00
3020 - Fabric Fund Donations	0.00	0.00	0.00	0.00	0.00	6,618.57
3110 - Patricia Harries Fund income	0.00	0.00	0.00	0.00	0.00	0.00
3210 - Harries Window Fund income	0.00	0.00	0.00	0.00	0.00	0.00
1040 - Social Events	1,137.50	0.00	0.00	0.00	1,137.50	3,473.45
1100 - Sale of Goods	49.00	0.00	0.00	0.00	49.00	132.22
1150 - Social Enterprise	12,822.07	0.00	0.00	0.00	12,822.07	6,846.83
1060 - Bank Interest	0.00	0.00	0.00	0.00	0.00	150.00
Incoming resources from generated funds Totals	98,209.27	0.00	7,750.00	0.00	105,959.27	93,510.95
Incoming resources from charitable activities						
1055 - COVID Community Response Funding	35,173.26	11,907.02	24,379.00	0.00	71,459.28	0.00
1056 - Pandemic Donations	17,863.05	1,500.00	0.00	0.00	19,363.05	0.00
1070 - PCC Fees (Funerals, Weddings etc)	4,781.00	0.00	0.00	0.00	4,781.00	11,116.00
1080 - Lettings	5,920.25	0.00	0.00	0.00	5,920.25	21,907.54
1090 - Magazine Sales & Adverts	0.00	0.00	0.00	0.00	0.00	0.00
1110 - Refreshments	190.55	0.00	0.00	0.00	190.55	740.50
1120 - Memorial Plaques	903.00	0.00	0.00	0.00	903.00	2,685.00
1125 - Memorial Book Entries	25.00	0.00	0.00	0.00	25.00	36.00
1130 - Other Wedding Income (flowers, music, et	48.46	0.00	0.00	0.00	48.46	510.00
1135 - Heating Charges	70.00	0.00	0.00	0.00	70.00	0.00
1140 - Bible Reading Fellowship	59.10	0.00	0.00	0.00	59.10	86.55
1142 - Discipleship Income	95.00	0.00	0.00	0.00	95.00	210.00
1143 - Youth Work Income	187.30	0.00	0.00	0.00	187.30	214.27
Incoming resources from charitable activities Totals	65315.97	13407.02	24,379.00	0.00	103,101.99	37,505.86
Income Total	163,525.24	13,407.32	32,129.00	0.00	209,061.26	131,016.81

## EXPENDITURE

					Total	
	General	Designated	Restricted	Endowment	This year	Last
	year					
<b>Cost of generating funds</b>						
2280 – Stewardship Expenses	157.46	0.00	0.00	0.00	157.46	145.80
2190 - Social Event costs	237.75	0.00	0.00	0.00	237.75	1,888.87
2210 - Goods for sale	0.00	0.00	0.00	0.00	0.00	0.00
2215 - Social Enterprise Costs	1,687.39	0.00	0.00	0.00	1,687.39	2,307.61
<b>Cost of generating funds Totals</b>	<b>2,082.60</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,082.60</b>	<b>4,342.28</b>
<b>Charitable activities</b>						
2010 - Quota	75,081.60	0.00	0.00	0.00	75,081.60	50,000.00
2020 - Sacristy	843.55	0.00	0.00	0.00	843.55	846.96
2030 - Books & Other Service Support	335.76	0.00	0.00	0.00	335.76	642.76
2040 - Music Costs	455.40	0.00	0.00	0.00	455.40	521.96
2050 - Upkeep of Churchyard	0.00	0.00	0.00	0.00	0.00	411.50
2060 - Clergy Travel Expenses	606.90	0.00	0.00	0.00	606.90	1,741.62
2070 - Organist's Fees	1,635.00	0.00	0.00	0.00	1,635.00	6,285.44
2080 - Premises Costs	12,718.34	0.00	7,809.04	0.00	20,527.38	15,471.98
2090 - Light & Heat	4,341.05	0.00	0.00	0.00	4,341.05	5,849.65
2100 - Water Charges	245.82	0.00	0.00	0.00	245.82	156.96
2110 - Insurance	3,393.75	0.00	0.00	0.00	3,393.75	3,643.41
2120 - Telephones	1,250.02	0.00	0.00	0.00	1,250.02	1,139.05
2130 - Marketing and Promotion Costs	109.27	0.00	0.00	0.00	109.27	0.00
2131 - Bible Reading Fellowship costs	102.45	0.00	0.00	0.00	102.45	100.35
2132 - Discipleship Costs	209.20	0.00	0.00	0.00	209.20	1,370.76
2140 - Education costs	0.00	0.00	0.00	0.00	0.00	308.15
2145 - Clergy Development	1,630.00	0.00	0.00	0.00	1,630.00	650.00
2150 - Young Church & Youth	143.12	0.00	0.00	0.00	143.12	433.08
2170 - Flowers	71.95	0.00	0.00	0.00	71.95	165.50
2180 - Memorial Plaques costs	362.50	0.00	0.00	0.00	362.50	945.00
2191 - Entertainment and Hospitality	895.57	0.00	0.00	0.00	895.57	0.00
2200 - Refreshments	125.89	0.00	0.00	0.00	125.89	451.93
2216 - Food Distribution Hub Costs	995.37	8,118.60	1,474.80	0.00	10,588.77	0.00
2230 - Parish Administrator Salary	3,939.67	0.00	0.00	0.00	3,939.67	7,313.16
2240 - Equipment, Stationary, Postage	2,435.52	0.00	0.00	0.00	2,435.52	2,319.60
2241 - Church Website	0.00	0.00	0.00	0.00	0.00	441.36
2242 - Digital Church	6,138.28	0.00	0.00	0.00	6,138.28	0.00
2250 - "Churches Together"	400.00	0.00	0.00	0.00	400.00	256.40
2260 - Christian Copyright Licence	484.97	0.00	0.00	0.00	484.97	455.71
2270 - Professional Fees	84.00	0.00	0.00	0.00	84.00	5,470.80
2290 - CCS Course Expenses	0.00	0.00	0.00	0.00	0.00	0.00
2900 - Expense Suspense Account	0.00	0.00	0.00	0.00	0.00	0.00
3030 - Fabric Expenses	0.00	0.00	5,031.12	0.00	5,031.12	17,951.54
<b>Charitable activities Totals</b>	<b>119,034.95</b>	<b>8,118.60</b>	<b>14,314.96</b>	<b>0.00</b>	<b>141,468.51</b>	<b>125,344.63</b>
<b>Expenditure Total</b>	<b>121,117.55</b>	<b>8,118.60</b>	<b>14,314.96</b>	<b>0.00</b>	<b>143,351.11</b>	<b>129,686.91</b>

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

### 1. Accounting policies

#### a. Accounting Convention

The financial statements have been prepared in accordance with the Church Accounting Regulations together with the current Statement of Recommended Practice, Accounting and Reporting by Charities and applicable accounting standard FRS102.

The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at market value and 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. Funds 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.

#### 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 Gift Aid claim is made

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

##### **Income from investments**

Interest entitlements are accounted for as they accrue.

##### **All other income**

All other income is recognised when it is receivable.

#### d. Resources used

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 diocesan parish contribution is accounted for when paid and provided for in these accounts.

#### e. Current Assets

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

Short-term deposits include cash held on deposit at the bank

### 2. Staff costs

#### a. Wages and salaries

During the year the PCC employed a part-time parish administrator, however the administrator was furloughed under government provision as a result of pandemic restrictions. The parish Administrator received full wages during furlough

#### b. Payments to PCC members

As the parish administrator, D Shaxon, who is member of the PCC, was paid £7,313 (2019, £7,313) during the year. T Hayden who is a member of the PCC, was paid £240 in respect of verger duties

There were no other disclosable transactions in respect of PCC members, nor persons closely connected to them, nor other related parties.



## **INDEPENDENT EXAMINER'S REPORT TO THE PARISH OF HUTTON PCC**

I report on the accounts of the PCC for the year ended 31 December 2020

### **Respective responsibilities of trustees and examiner**

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;
- Follow procedures laid down in the general directions given by the Charity Commissioners section 145(5)(b) of the 2011 Act; and
- State whether particular matters have come to my attention.

### **Basis of Independent Examiner's Statement**

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 considering any unusual items or disclosures in the accounts and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit and consequently I do not express an opinion on 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 respect the requirements:

- a. to keep accounting records in accordance with section 130 of the 2011 Act; or
- b. to prepare accounts which accord with these accounting records have not been met; or

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



Mrs Carole Payne,  
5 Coleridge Walk,  
Brentwood,  
Essex,  
CM13 2RT

Dated: 5/4/21