

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST GEORGE, GRAVESEND

England & Wales · Charity number 1132757

## Details

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**Other names** GRAVESEND ST GEORGE'S PCC

**Status** Registered

**Legal form** Previously excepted

**Registered** 2009-11-17

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** St. George's Church  
Church Street  
Gravesend  
Kent  
DA11 0DJ

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**Website** [www.stgeorgesgravesend.org](http://www.stgeorgesgravesend.org)

## Activities

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**Objects:** Promoting in the ecclesiastical parish the whole mission of the Church.

**Activities:** Sunday services, midweek meetings, outreach and social events to appeal to all ages are organised. Pastoral care is offered. The hall welcomes groups from outside and inside the church. St George's hosts many visitors. The church engages with the community, and is represented on the local Regeneration Delivery Board. Church members are involved in voluntary bodies, and as school governors.

## Classification

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- **How:** Makes Grants To Organisations, Provides Buildings/facilities/open Space, Provides Services, Other Charitable Activities
- **What:** Religious Activities
- **Who:** The General Public/mankind

## Geography

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- **Area of benefit:** UNDEFINED. IN PRACTICE, LOCAL.
- Kent

## Finances

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Period end	Income	Expenditure	Assets	Employees
2024-12-31	£140,663	£140,533	-	-
2023-12-31	£142,092	£131,312	-	-
2022-12-31	£132,523	£118,496	-	-
2021-12-31	£110,598	£119,328	-	-
2020-12-31	£106,639	£111,905	-	-

## Trustees

Name	Role	Appointed
Ann Delia Lantsbury		2024-05-12
COLIN JOHN NICE		
Denise Birch		2026-05-10
Denise Excell		2024-05-12
EUNICE DAPHNE GOODING		2011-06-27
Esther-Maud Jacquet		2024-05-12
Frederick Arthur Palmer		2023-05-14
GERALD RICHARD PAYNE		
Karrenah Zulu Bergin		2021-05-23
Laure Paulette Helissey		2025-05-11
Mark David Hitchcock		2026-05-10
Melvin Carlton-Hanciles		2024-05-12
NEEGE GEOFFREY ALLEN		2011-06-27
NEIL FISHER		
Rev James Arthur Fletcher		2019-04-29
Shirley Janet Elliott		2025-05-11
Simon Clark		2021-05-23

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# Accounts

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# St George's, Gravesend

ANNUAL REPORT OF THE

ST GEORGE'S, GRAVESEND PCC

For the Year Ended 31<sup>st</sup> December 2024

**Incumbent:**

The Revd Jim Fletcher  
of 54 The Avenue, Gravesend, DA11 0LX

**Honorary Treasurer:**

Gerald Payne

**Independent Examiner:**

Martyn Burt

**Bankers**

HSBC - 84 New Rd, Gravesend DA11 0AS

# **ANNUAL REPORT 2024-2025**

## **Background**

St. George's Parochial Church Council (PCC) has had the responsibility of co-operating with the incumbent, Revd Jim Fletcher and the Church Wardens, in promoting in the ecclesiastical parish the whole mission of the church; pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the church complex of St George, Gravesend.

The PCC has complied with the duty to have due regard to the House of Bishops' guidance on safeguarding children and vulnerable adults, and a safeguarding update is provided to PCC at each meeting. The PCC has also had regard to the Charity Commission public benefit guidance, where relevant.

## **Administrative Information**

The St George's Parochial Church Council is part of the Diocese of Rochester within the Church of England.

The correspondence address is: 54 The Avenue, Gravesend, DA11 0LX.

The PCC is a registered charity with the Charity Commission under registration number 1132757.

## **Structure, Governance and Management**

The function and purpose of the PCC is outlined in the Parochial Church Council (Powers) Measure 1956

## **Membership**

Members of the PCC are either ex officio or elected at the Annual Parochial Church Meeting (APCM), in accordance with the Church Representation Rules. Up to two co-opted members may also be appointed to serve on the PCC for a year at a time. There is also provision for an ex officio post of Reader Representative. Treasurer and PCC Secretary are ex officio posts.

During the year, the following have served as members of the PCC.

### **Ex Officio:**

<b>Incumbent</b>	Revd Jim Fletcher	Chairman
<b>Curate</b>	Fr Mark Edwards (till May 2024)	
<b>Children and Families worker</b>	Emma Oliver	
<b>Wardens</b>	Neil Fisher Denise Birch	
<b>Deanery Synod</b>	Jean Ault	2023 - 2026
	Neege Allen	2023 - 2026
<b>Treasurer</b>	Gerald Payne	
<b>PCC Secretary</b>	Vacant (Paulette Helissey co-opted as temporary secretary)	

<u>Elected:</u>		Co-opted
	Colin Nice	2023 – 2026
	Eunice Gooding	2021 – 2024
	Darren Shilling	2023 – 2026
	Frederick Palmer	2023 – 2026
	Angela Driscoll-Hicks	2023 – 2026
	Harry Ofori (resigned Feb 2024)	2023 – 2026
	Simon Clark	2024 – 2026
	Karrenah Bergin	2024 – 2026
	Paul Relf	2024 – 2025
	Melvin Carlton Hanciles	2024 – 2027
	Esther Jacquet	2024 – 2027
	Denise Excell	2024 – 2027
	Ann Lantsbury	2024 – 2027

### Committees

The PCC operates through a number of committees that meet between full meetings of the PCC.

#### **Ministry Team:**

Meets to discuss services, liturgy, courses, pastoral issues and to pray.

#### **Finance and Standing Committee:**

The Standing Committee is the only committee required by law and the only group that needs to be composed exclusively of PCC members. It has the power to transact the business of the PCC between its meetings, subject to any directions given by the Council. Our PCC have also delegated the overview of the finance function to this group to create a combined Finance and Standing Committee. This group also makes recommendations to the PCC on matters of finance, buildings and employees of the church. And effective stewardship of Church funds and addressing projected financial shortfalls.

#### **Fundraising and Events Committee:**

Seeks to encourage fellowship in the life of our church and to organise events to which we can invite family and friends.

#### **Buildings Committee:**

Concerned with the upkeep and maintenance of the Church, Hall and gardens.

#### **Mission and Outreach Committee:**

Seeks to improve links with partners and mission and recommends to the PCC how the away giving should be allocated for the year.

#### **Development Committee:**

Acting as a link between the church and interested parties in the proposed re-development of the town centre.

#### **Eco Committee:**

Helping the Church and wider community understand more about the care needed for God's world and to engage with becoming an Eco Church.

## **Church Attendance**

St George's Electoral Roll numbers are 108 people. And the average weekly attendance at Church was 67 adults and 14 children.

## **Review of the Year**

It has been another busy year in the life of St George's especially as sadly our staff team has decreased. Fr Mark Edwards moved in May and has begun his first incumbency in St Albans' Diocese. A group of us travelled to Harlington for Fr Mark's licensing service. Lay ministers Don Hicks and Guy Morfett have both moved and left the area. We all wish Mark, Don and Guy well. Emma Oliver will be on maternity leave for the majority of 2025, so we hold her, Jack and James in our prayers as they await their new arrival. However, lots has still happened and I am sure we can rise to the challenge of attracting more Lay leaders. Our regular groups of 'Noah's Ark', 'Cool Tots', 'Who Let the Dad's Out', 'Places of Welcome', Youth Group and our 'Eco Group' have continued to be stable and are a great resource to the community. 'Places of Welcome' has a regular group of people attend and a dedicated team of helpers. Thank you to Emma and her teams for all they do. Emma and her team of helpers were able to run an excellent Holiday Club for children during August.

Special mention to Andy Hicks and the Youth Group team who are now getting 20+ children at the twice monthly sessions. It's been wonderful we can offer this regularly and has created a greater connection with the children and our family services. The 'Eco Group' have connected with our congregation to increase awareness of environmental issues and how we can all do more to look after God's creation. We had a Prayer Day in Church during September with special Eco prayer stations. We are still working on trying to gain the Bronze Eco award. A big thank you to Sarah Cadwallader and the team for this.

Our children and families have a dedicated following on two Sunday's a month in the Hall, and we join together twice a month in Church. Emma and Rev Jim are very involved with local schools work especially offering Family Services and Messy Church to Holy Trinity School. More schools regularly visit the Church too. And Emma also has good links with Waterside. Bronte school use the Church for their Christingle and Spring Recital.

Revd Jim (on the Churches Together Exec) helped organise four joint events around the Week of Prayer for Christian Unity, Good Friday Walk of Witness, the Summer Party in the Park and the Christmas Treasure Hunt. Monthly Churches Together Prayer meetings happen too and Churches Together hosted a Hustings for local candidates as the nation voted in the General Election. Gravesham now has a Labour MP.

Special events at St George's this year included our Patronal Festival, Kay's Garden Quiz, APCM and Churchwarden's Visitation, special services for Ascension, Pentecost, Pocahontas' anniversary and Summer Rectory gathering. The Summer and Christmas Fayres were successful and also a great outreach as well as raising valuable funds for the Church. We had a successful confirmation course and many from St George's were confirmed at a service held in the deanery. Emma led a fun-filled 'Light Party' for children and families. Melvin Carlton Hanciles completed the 'Hearing and Speaking God's Word' course gaining his certificates and preaching for the first time at an Evening service. We still have a couple of Housegroups and Lent/Advent courses are well attended.

We also held a three-week 'Living in Love and Faith course' to provide more discussion around the Church of England's decision to allow same-sex blessings. Earlier in the year, the PCC had voted in favour for St George's to host these.

In November we had our annual 'Departed Loved Ones' service and continued the link formed with Stephen Gay Funeral Directors with organising the service together. Christmas is always busy at St George's with the number of schools and choral groups using the Church and is a fantastic way to build links with the community. One new group this year was hosting Ellenor Hospice with a Carol service. We also continued our fundraising tours thanks to the help of Christoph Bull. The summer one in particular was well attended and included a meal at the '3 Daws'.

We continue to support Christian Aid (successful Psalmathon and Carol singing fundraisers occurred this year) the local Foodbank for those who are in need and have good links with 'Sanctuary' homeless shelter. We have also been able to reinstate some monies to support local charities. However, we continue to feel the effects financially from the Covid-years, although it has been pleasing to see the Hall being well used and hired out to many community groups.

A big thank you to our Churchwardens and to Neil Fisher for his work as Hall Manager. The plans to receive a new Church Hall are still 'up in the air', and very little news has been shared from the Council about this during the year. As the Civic Church in Gravesend, we have good links with our councillors (and host the Civic Service and School's Carol service each year) and it will be interesting to see if plans for the Civic Centre to move nearer the Church will materialise.

We do all we can to link in with the Diocesan Vision and support the life of Rochester Diocese, who also very much support us. Much of this support occurs through Deanery Synod and Clergy Chapter meetings. A big thank you to our Area Dean, Revd Nigel Bourne (Vicar of Chalk) who provides great support.

There are so many 'thank you's' that could be mentioned here but we are restricted. However, a big thank you to Martin and Chris Beech. Martin (and choir) for the music life of our Church and Chris who provides much needed admin support. Careful and efficient stewardship of finances has again been characteristic of decision-making in the PCC, and issues of finance and fundraising have been discussed at all meetings. Thanks to Gerald Payne and Colin Nice for their expertise in this field. Thank you also to Pat Broad and Alison Webzell with doing such an efficient job with Safeguarding procedures especially as this year has been a very difficult one for safeguarding issues in the national Church (resulting in the resignation of the Archbishop of Canterbury). And a big thank you to the Ministry Team and PCC who help make the important decisions within the Church and have had ongoing discussions about 'vision and strategy' for these next few years at St George's. An Away Day is planned for later in 2025 to further many of these issues.

All in all, a very active, prayerful and successful year. Please do pray for more people to join our team of lay leaders who can help with Church services.

## **Finance Report For Year Ended 31<sup>st</sup> Dec 2024**

### **General**

The church finances have remained virtually static during 2024 with a surplus of income over expenditure of just £130. This is an improvement on the original budget, which was for a deficit of approx. £4.4K.

### **Gross Funds**

Our gross funds (including the value of our property) have increased by just £727, to £860,867 (from £860,141 in 2023). We were pleased to be able to increase our Diocesan Offer from the 2023 figure of £55.1K to £59K, within the requested range by the diocese. (The Diocesan Offer includes, for example, the cost of stipend and on-costs of our rector, many of the rectory costs, curate training, and diocesan support costs).

## **Income**

The overall income was £140.7K (£142.1K in 2023). General giving (including card machine giving) fell by £600 from 2023 with approx. 80% of voluntary giving being made by standing order. Use of the card machine is steadily increasing, but this does not enable us to collect all of the gift aid on this giving. Indeed, Gift Aid overall fell by £1,000. The money generated by groups wishing to use our church building for concerts, talks, etc, doubled from £2.9K to £5.9K and is a very useful incomes stream.

A record-breaking Christmas Fair generated £2.6K and the summer fair generated a record £1.2K.

The annual church Gift Day, again to cover the costs of employing our Children and Families Worker, raised £25.2K compared to the 2023 total of £27.4K.

## **Expenditure**

Expenditure for the year totalled £140.5K (£131.3K). The increase was largely due to our Children & Family worker completing her maternity leave in mid 2023. Virtually all budget areas were reasonably in line with the budget figures. An unbudgeted for battery operated cleaning machine for the hall floor was purchased to aid and simplify those volunteer congregation members who carry out this essential task. While expensive at £2.5K, it has proved to be invaluable.

## **Investments**

Following the rise of £1.9K in the value of our investments 2023, their value rose again in 2024 by £2.5K to £25.1K

## **Church Hall**

Hall revenue increased slightly during the year to £14.7K (£14.3K). Running costs were £12.6K (£11.3K) resulting in an overall profit of £1.7K. The running costs included the aforementioned £2.5K floor cleaner cost.

There has been no word from the developers regarding the town centre redevelopment plan around the church, and a new church hall is part of that plan. This is phase 2 of the town centre redevelopment and now that work on Phase 1 has restarted at full speed on an adjacent site, we are hopeful that there will be positive news within the coming months. Because of the prospect of a new hall only essential maintenance work has been carried out and this has included some roof repairs.

## **Curate's House, 105 Wrotham Road**

A quinquennial inspection was due in 2024 but has not taken place. Our letting agents however, have inspected the property recently, and reported that our long-term tenants are maintaining it in good condition. During the course of the year, a new sitting room carpet and a new cloakroom basin were fitted. Significant repairs to the boiler were also necessary. The property was valued at £350K in December, unchanged from the 2023 value. The church owns an 80.72% share of the property, resulting in a value to the church of £282,520.

## **PCC**

One week prior to each of the six PCC meetings during the year, the year-to-date accounts are sent to each PCC member in order to allow sufficient time for them to be read and to enable points for clarification to be identified for raising at the subsequent PCC meeting.

During 2024 voluntary giving by PCC members totalled £15,939.

## **Financial Viability**

At the end of 2024 the 'cash at bank and in hand' totalled £86,987. This total is in excess of the minimum

desired threshold in our reserves policy (below) in which, if possible, sufficient money to cover at least three months' unrestricted payments should be held.

**Reserves Policy**

It is PCC policy to maintain a balance on unrestricted funds (if possible), holding at least three months' unrestricted payments, to cover emergency situations.

**Future Plans and Concerns:**

Future plans and concerns will be shared at our APCM on May 11th. The PCC and Ministry Team will review how our current Vision and Action plan is developing, and whether any major changes need to occur (an Away Day is planned for November 2025). We have ongoing questions/challenges with more resources (finance and volunteers) needed and looking at areas where we are vulnerable. We will particularly need to discuss this with how we continue to fund and support our children and families/youth work.

Due to lay ministers and curate moving, and Emma Oliver on maternity leave we have big concerns with the small number of people who can lead services (only Revd Jim and Lynda Sawell). How can we resolve this? With a lack of staff presently it is difficult to begin any new ideas/plans.

Awaiting news on how to get a grant for creating a servery in the side chapel which would improve facilities for Church and community groups using the Church.

The longer-term vision of how the potential town centre regeneration will affect us, and plans to get a new hall.

**Risk Management:**

Risk assessments and inventories of fixtures, fittings, property and belongings have been completed at the Church and Hall. The Safeguarding Policy is in operation, implemented by our Safeguarding representative and monitored by the PCC.

Quinquennial repair work continues under the management of the PCC's Buildings Committee in order to ensure the safety of the buildings and maintain these in good order.

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Approved by the PCC on 17<sup>th</sup> March 2025 and signed on its behalf by the Revd Jim Fletcher (Rector)

**STATEMENT OF FINANCIAL ACTIVITIES  
PAROCHIAL CHURCH COUNCIL OF ST GEORGE, GRAVESEND**

**STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 DECEMBER 2024**

	Notes	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2024 £	TOTAL FUNDS 2023 £
<b>Incoming and endowments</b>						
<i>Voluntary income</i>	2a	93,332	230		<b>93,562</b>	95,700
<i>Activities for generating funds</i>	2b	27,428			<b>27,428</b>	25,452
<i>Income from investments</i>	2c	14,812	313		<b>15,125</b>	15,029
<i>Church activities</i>	2d	4,548			<b>4,548</b>	5,911
<i>Other income</i>	2e					
		<b>140,120</b>	<b>543</b>		<b>140,663</b>	<b>142,092</b>
<b>Expenditure</b>						
<i>Church activities</i>	3a	137,094	84		<b>137,178</b>	126,033
<i>Raising funds</i>	3b	3,355			<b>3,355</b>	5,279
<b>Total resources expended</b>		<b>140,450</b>	<b>84</b>		<b>140,533</b>	<b>131,312</b>
<b>Net incoming/(outgoing) resources</b>						
		(330)	459		<b>130</b>	10,781
Transfers between funds (in)		9,316			<b>9,316</b>	6,689
Transfers between funds (out)		(9,316)			<b>(9,316)</b>	(6,689)
<b>Net incoming/(outgoing) resources</b>						
		(330)	459		<b>130</b>	10,781
<i>Gains/(losses) on revaluation of fixed assets</i>	5		226	371	<b>597</b>	
<i>Gains/(losses) on investment assets</i>	6					1,910
Other recognised gains/losses						
<b>Net movement in funds</b>		<b>(330)</b>	<b>685</b>	<b>371</b>	<b>726</b>	<b>12,691</b>
Total funds brought forward at 1 January 2024		828,857	16,667	14,617	<b>860,140</b>	847,449
<b>Total funds carried forward at 31 December 2024</b>		<b>828,528</b>	<b>17,351</b>	<b>14,988</b>	<b>860,867</b>	<b>860,140</b>

PAROCHIAL CHURCH COUNCIL OF ST GEORGE, GRAVESEND

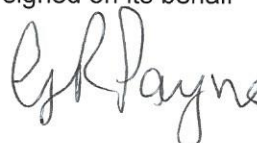
BALANCE SHEET AT 31 DECEMBER 2024

	Notes	2024	2023
		£	£
<b>Fixed assets</b>			
Tangible fixed assets	5	740,520	740,520
Investments	6	25,078	24,481
<b>Total fixed assets</b>		<u>765,598</u>	<u>765,001</u>
Debtors	7	11,203	1,078
Short term deposits		86,987	
Cash at bank and in hand			95,807
		<u>98,190</u>	<u>96,884</u>
Creditors: amounts falling due within one year	8	<u>(2,921)</u>	<u>(1,745)</u>
<b>Net current assets</b>		<b>95,269</b>	95,139
<b>Total assets less current liabilities</b>		<u>860,867</u>	<u>860,140</u>
Creditors: amounts falling due after one year	8		
<b>NET ASSETS</b>		<u><u>860,867</u></u>	<u><u>860,140</u></u>
<b>Funds</b>	9		
<b>Endowment funds</b>	10	14,988	14,617
<b>Restricted funds</b>	10	17,351	16,859
<b>Designated Funds</b>	10	797,259	799,215
<b>Unrestricted funds</b>	10	31,269	29,449
		<u><u>860,867</u></u>	<u><u>860,140</u></u>

Approved by the Parochial Church Council on 11th May 2024 and signed on its behalf



The Revd Jim Fletcher  
Chairman



Gerald Payne  
Treasurer

The accompanying notes form a part of these financial statements.

# PAROCHIAL CHURCH COUNCIL OF ST GEORGE, GRAVESEND

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024

### 1. Accounting policies

#### a Basis of preparation

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the Charities SORP (2005).

The financial statements have been prepared under the historical cost convention, except for the valuation of investment assets which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body, nor those which are informal

#### b Funds

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 and 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 accrue.

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

All other income is recognised when it is receivable.

##### ***Gains and losses on investments***

Realised gains are recognised when the investments are sold.

Unrealised gains and losses are accounted for on revaluation on 31 December.

**PAROCHIAL CHURCH COUNCIL OF ST GEORGE, GRAVESEND**

**NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2024**

**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. 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 s.10(2) of the Charities Act 2011.

Movable church furnishing held by the Rector and Churchwardens on special trust for the PCC and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected. For inalienable property acquired prior to 1 January 2006 there is insufficient cost information available and therefore such assets are not valued in the accounts. Individual items acquired since 1 January 2006 have been capitalised in the accounts and depreciated over their useful economic life (see below).

All expenditure on consecrated or beneficed buildings and individual items costing under £1000 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 equipment	25% straight line

No depreciation is provided on freehold property as it is the PCC's policy to maintain these assets in a continual state of sound repair. The useful economic life of these assets is so long and residual values so high that any depreciation would not be material. These assets will be subject to annual impairment reviews. Provision will be made if there has been any permanent diminution in value.

**Investments**

Investments are stated at market value at the balance sheet date.

**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 CBF Church of England Funds, or at the bank.

PAROCHIAL CHURCH COUNCIL OF ST GEORGE, GRAVESEND

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2024

2 Incoming resources

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2024 £	TOTAL FUNDS 2023 £
<b>a</b> <i>Voluntary income</i>					
Planned giving - gift aid	53,048	180		<b>53,228</b>	54,445
Other planned giving	3,511			<b>3,511</b>	3,405
Collections	6,779			<b>6,779</b>	6,626
Donations and appeals	12,244			<b>12,244</b>	13,086
Gift Aid - income tax recoverable	14,811	50		<b>14,861</b>	15,812
Grants	2,423			<b>2,423</b>	2,325
Legacies	516			<b>516</b>	
	<b>93,332</b>	<b>230</b>		<b>93,562</b>	<b>95,700</b>
<b>b</b> <i>Activities for generating funds</i>					
Church hall lettings to non church organisations	20,534			<b>20,534</b>	17,271
Fetes, bazaars and other fund-raising events	6,844			<b>6,844</b>	8,064
Magazine advertising	50			<b>50</b>	116
Use of photocopier					1
	<b>27,428</b>			<b>27,428</b>	<b>25,452</b>
<b>c</b> <i>Investment income</i>					
Rental of investment property	11,947			<b>11,947</b>	12,418
Dividends and interest	2,866	313		<b>3,179</b>	2,611
	<b>14,812</b>	<b>313</b>		<b>15,125</b>	<b>15,029</b>
<b>d</b> <i>Income from Church Activities</i>					
Chaplaincy / Baptisms					
Fees from weddings, funerals etc	4,548			<b>4,548</b>	5,911
Church lettings to church organisations					
Bookstall, magazine sales - linked to church					
	<b>4,548</b>			<b>4,548</b>	<b>5,911</b>
<b>e</b> <i>Other incoming resources</i>					
Insurance claims					
<b>Total incoming resources</b>	<b>140,120</b>	<b>543</b>		<b>140,663</b>	<b>142,092</b>

PAROCHIAL CHURCH COUNCIL OF ST GEORGE, GRAVESEND

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2024

3 Resources expended

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2024 £	TOTAL FUNDS 2023 £
<b>a Church Activities</b>					
Missionary and charitable giving:					
Overseas:					905
Home:	846			846	75
Ministry costs:					
Diocesan Parish Contribution	59,000			59,000	55,147
Working expenses	2,434			2,434	2,803
Rectory expenses	5,123			5,123	5,133
Assistant Staff	28,760			28,760	21,890
Church running expenses	14,000			14,000	14,349
Church maintenance	1,675			1,675	2,409
Upkeep of services	2,768			2,768	1,704
Upkeep of churchyard	327			327	472
Parish magazine	-			-	335
Training costs	380			380	588
Church hall running costs	12,845	84		12,928	11,990
Salary costs	6,947			6,947	6,152
Development of new hall	-			-	
Administration (incl IE fee)	1,989			1,989	2,081
Depreciation	-			-	
Property costs	-			-	
	137,094	84	-	137,178	126,033
<b>b Raising Funds</b>					
105 Wrotham Road running costs	1,682			1,682	3,172
105 Wrotham Road management fees	1,643			1,643	1,952
Stewardship costs	-			-	
Fund raising costs	30			30	154
	3,355	-	-	3,355	5,279
<b>Total resources expended</b>	140,450	84	-	140,533	131,312

**PAROCHIAL CHURCH COUNCIL OF ST GEORGE, GRAVESEND**

**NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2024**

<b>4 Staff costs</b>	<b>2024</b>	<b>2023</b>
	£	£
<b>a Wages and salaries</b>	<b>34,267</b>	<b>27,073</b>

During the year the PCC employed a full time Children & Family Worker (CFW) (£27,400), a part-time organist (£3,959) and an administrator (£2,908). PAYE deductions were managed by an external company. Our CFW salary rose from £27,037 to £28,119 in Sept.

**b Payments to PCC members**

No payments were made to any PCC member, persons connected to them or related parties. The total 2024 donations made to the PCC by PCC members and related parties, inc Gift Aid was £16,189 (£15,939 in 2023)

<b>5 Tangible fixed assets</b>	Freehold land and buildings	Church equipment	Hall Boiler	<b>TOTAL</b>
<b>Cost or valuation</b>	£	£	£	£
At 1 January 2024	740,520			<b>740,520</b>
Additions				
Disposals				
Revaluation				
At 31 December 2024	<u>740,520</u>			<u><b>740,520</b></u>
<b>Depreciation</b>				
At 1 January 2024				
Provided in the year				
Disposals				
Revaluation				
At 31 December 2024				
<b>Net book amounts</b>				
<b>At 31 December 2024</b>	<u><b>740,520</b></u>			<u><b>740,520</b></u>
At 31 December 2023	<u>740,520</u>			<u>740,520</u>

The freehold land and buildings comprise the curate's house at 105 Wrotham Road, Gravesend, and the Church Hall.

105 Wrotham Road has been valued for the PCC at £350,000 (31 December 2023 £350,000). The PCC owns 80.72% of this property with 19.28% owned by the Diocese. The declaration of trust in relation to this property between the PCC and the Diocese allows for the PCC's share of the net proceeds arising on sale of the property to be applied to the general income of the PCC. The asset is therefore shown as unrestricted.

The church hall is difficult to value as a result of the Thameside redevelopment and therefore for the purposes of these accounts the insurance value of £458,000 has been used at both the beginning and end of the accounting period.

**6 Investments**

	Units	Valuation (p)	£
At 1 January 2024			22,571
Disposals at carrying value			
Purchases at cost			
Net gains and revaluation			2,507
<b>At 31 December 2024</b>			<u><b>25,078</b></u>

The following investments are held:

	Units	Valuation p	Value £
CBF CoE Fixed Interest Short Duration Bond	3,709	149.12	5,531
CBF CoE Investment Fund	436	2,312.27	10,090
COIF Charities Investment Fund	466	2,029.33	9,457
			<u><b>25,078</b></u>

All the investments are held in restricted or endowment funds as analysed in Note 10.

PAROCHIAL CHURCH COUNCIL OF ST GEORGE, GRAVESEND

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2024

7 Debtors

	2024 £	2023 £
Income tax recoverable	7,903	
Prepayments and accrued income		78
Other debtors	3,300	1,000
	<u>11,203</u>	<u>1,078</u>

8 Creditors: amounts falling due in one year

	2024 £	2023 £
Accruals for utilities and other costs	1,698	
Diocese share of rental income		
Other creditors	1,223	1,745
	<u>2,921</u>	<u>1,745</u>

Creditors: amounts falling due after more than one year

2024 £	2023 £

Analysis of Net assets by fund

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2024 £	Total Funds 2023 £
<b>9a</b> Fixed assets for church use	740,520			740,520	740,520
Investment fixed assets		10,090	14,988	25,078	24,481
Current assets	90,909	7,281		98,190	96,884
Current liabilities	(2,901)	(20)		(2,921)	(1,745)
Long term liabilities					
	<u>828,528</u>	<u>17,351</u>	<u>14,988</u>	<u>860,867</u>	<u>860,140</u>

Analysis of Net assets by fund- previous year 2023

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2023 £	Total Funds 2022 £
<b>9b</b> Fixed assets for church use	740,520			740,520	740,520
Investment fixed assets		9,865	14,617	24,481	22,571
Current assets	90,592	6,293		96,884	85,393
Current liabilities	(1,745)			(1,745)	(1,035)
Long term liabilities					
	<u>829,367</u>	<u>16,157</u>	<u>14,617</u>	<u>860,140</u>	<u>847,449</u>

PAROCHIAL CHURCH COUNCIL OF ST GEORGE, GRAVESEND

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2024

10 Statement of funds

	At 1 Jan 2024 £	Income £	Expenditure £	Transfers, other gains and losses £	At 31 Dec 2024 £
<b>Unrestricted Funds - undesignated</b>	29,642	113,854	(112,002)	(226)	31,269
<b>Unrestricted Funds - designated</b>					
Church Repair Fund	25,459	930		2,155	28,544
Church Hall Repair Fund	15,970	526		(2,481)	14,015
Church Hall Fixed Asset	458,000				458,000
Bellringing	274				274
105 Wrotham Road Repair Fund	1,034	46		552	1,631
105 Wrotham Road Fixed Asset	282,520				282,520
Children's Worker	15,958	24,764	(28,448)		12,274
	<u>799,215</u>	<u>26,266</u>	<u>(28,448)</u>	<u>0</u>	<u>797,259</u>
<b>Restricted Funds</b>					
Charities Account	2,677	312			2,989
Barbara Tyman Memorial Income	0	0			0
Gravgeo Ascot (COIF)	9,865			226	10,090
Pathfinders	899				899
Tower Restoration Fund	1,905	1			1,906
Who Let The Dads Out	1,321	230	(84)		1,467
	<u>16,667</u>	<u>543</u>	<u>(84)</u>	<u>226</u>	<u>17,351</u>
<b>Endowment Funds</b>					
C H Bowen Legacy (C of E SDBF)	688			21	708
J Russell for poor (COIF)	9,248			209	9,457
Legacies (C of E SDBF)	1,183			36	1,218
Miss Mabel McLaren (C of E SDBF)	2,315			70	2,384
St James School Fund (C of E SDBF)	1,184			36	1,220
	<u>14,617</u>	<u>0</u>	<u>0</u>	<u>371</u>	<u>14,988</u>
<b>Total funds</b>	<u>860,140</u>	<u>140,663</u>	<u>(140,533)</u>	<u>371</u>	<u>860,867</u>

The Church Repair Fund, Church Hall Repair Fund, 105 Wrotham Road Repair Fund are deposit accounts held with Rochester Diocese Board of Finance and have been designated by the PCC for the repair of the respective buildings.

**PAROCHIAL CHURCH COUNCIL OF ST GEORGE, GRAVESEND**

**NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2024**

**10 Statement of funds (continued)**

**The restricted funds comprise:**

The Gravgeo Ascot Fund which is restricted for use towards the house at 105 Wrotham Road. The Fund was invested in 380 units in the CBF CoE Investment Fund but proceeds from the Doris Law fund have been added to the holding

The Charities Account which is restricted to charitable giving. The account is funded from the interest on the J Russell for poor fund.

The Church Tower Restoration fund which was commenced in 2008 to raise funds for the restoration of the church tower.

'Who Let The Dads Out' is a holding account for an activity group for children and their fathers/male carers

**The endowment funds comprise:**

The C H Bowen legacy fund which is invested in 475 units in the CBF CoE Fixed Income Securities Fund. Income is used for general purposes.

The Miss Mabel McLaren fund which is invested in 1599 units in the CBF CoE Fixed Income Securities Fund. Income is used for general purposes.

The St James School fund which is invested in 818 units in the CBF CoE Fixed Income Securities Fund. Income is used for general purposes.

The Legacies fund which is invested in 817 units in the CBF CoE Fixed Income Securities Fund. Income is used for general purposes.

The J Russell for poor fund which is invested in 466 units in the COIF Charities Investment Fund. Income is restricted to charitable giving.

The Pathfinders Fund is a holding account for the church youth club into which weekly subs are paid and from the proceeds new equipment is purchased. This club is not currently active.

**The Unrestricted Funds comprise:**

The Bellringing Fund, established to support the cost of repairs to the bells, ropes and ancillary equipment

The Church Repair Fund, used to support the cost of repairs to the church

The Hall Repair Fund, used to support the cost of repairs to the hall

The 105WR Repair Fund, used to support the cost of repairs to the curate's house, 105, Wrotham Road

The Staff Fund, used to hold monies raised in support of our Children and Families Worker and the salary costs

PAROCHIAL CHURCH COUNCIL OF ST GEORGE, GRAVESEND

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2024

10b Statement of funds - Previous Year 2023

	At 01-Jan-23 £	Income £	Expenditure £	Transfers, other gains and losses £	At 31 Dec 2023 £
<b>Unrestricted Funds - undesignated</b>	28,178	115,524	(110,190)	(3,871)	<b>29,642</b>
<b>Unrestricted Funds - designated</b>					
Church Repair Fund	21,582	677		3,200	<b>25,459</b>
Church Hall Repair Fund	14,512	440		1,019	<b>15,970</b>
Church Hall Fixed Asset	458,000				<b>458,000</b>
Bellringing	174	100			<b>274</b>
105 Wrotham Road Repair Fund	1,340	42		348	<b>1,034</b>
105 Wrotham Road Fixed Asset	282,520				<b>282,520</b>
Children's Worker	12,148	24,716	(20,905)		<b>15,958</b>
	<u>790,275</u>	<u>25,975</u>	<u>(20,905)</u>	<u>-</u>	<u><b>799,215</b></u>
<b>Restricted Funds</b>					
Charities Account	2,384	293			<b>2,677</b>
Gravgeo Ascot	9,016			848	<b>9,865</b>
Pathfinders	899				<b>899</b>
Tower Restoration Fund	1,905	1			<b>1,905</b>
Who Let The Dads Out	1,238	300	217		<b>1,321</b>
	<u>15,441</u>	<u>594</u>	<u>(217)</u>	<u>848</u>	<u><b>16,666</b></u>
<b>Endowment Funds</b>					
C H Bowen Legacy	651			36	<b>688</b>
J Russell for poor	8,470			778	<b>9,248</b>
Legacies	1,120			63	<b>1,183</b>
Miss Mabel McLaren	2,192			122	<b>2,315</b>
St James School Fund	1,121			63	<b>1,184</b>
	<u>13,555</u>	<u>-</u>	<u>-</u>	<u>1,062</u>	<u><b>14,617</b></u>
<b>Total funds</b>	<u>847,449</u>	<u>142,092</u>	<u>- 131,312</u>	<u>- 1,960</u>	<u><b>860,140</b></u>

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Supporting Charitable Organisations

11 February 2025

## **Independent Examiner's report to the Member/Trustees of Gravesend St George PCC**

I report on the accounts for the year ended 31 December 2024 which are set out on the pages following.

### **Respective responsibilities of the Trustees and Independent Examiner**

The church's trustees are responsible for the preparation of the accounts. The church'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 the 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 consideration of 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 an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

## **Independent Examiner's statement**

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

- (1) which gives me reasonable cause to believe that in any material respect the requirements
  - to keep accounting records in accordance with section 130 of the 2011 Act; or
  - to prepare accounts which accord with these accounting records have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Yours sincerely



Martyn Burt

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# Accounts

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# St George's, Gravesend

ANNUAL REPORT OF THE

ST GEORGE'S, GRAVESEND PCC

For the Year Ended 31<sup>st</sup> December 2023

**Incumbent:**

The Revd Jim Fletcher  
of 54 The Avenue, Gravesend, DA11 0LX

**Honorary Treasurer:**

Gerald Payne

**Honorary Independent Examiner:**

Martyn Burt

**Bankers**

HSBC - 84 New Rd, Gravesend DA11 0AS

# **ANNUAL REPORT 2023-24**

## **Background**

St. George's Parochial Church Council (PCC) has had the responsibility of co-operating with the incumbent, Revd Jim Fletcher and the Church Wardens, in promoting in the ecclesiastical parish the whole mission of the church; pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the church complex of St George, Gravesend.

The PCC has complied with the duty to have due regard to the House of Bishops' guidance on safeguarding children and vulnerable adults, and a safeguarding update is provided to PCC at each meeting. The PCC has also had regard to the Charity Commission public benefit guidance, where relevant.

## **Administrative Information**

The St George's Parochial Church Council is part of the Diocese of Rochester within the Church of England.

The correspondence address is: 54 The Avenue, Gravesend, DA11 0LX.

The PCC is a registered charity with the Charity Commission under registration number 1132757.

## **Structure, Governance and Management**

The function and purpose of the PCC is outlined in the Parochial Church Council (Powers) Measure 1956

## **Membership**

Members of the PCC are either ex officio or elected at the Annual Parochial Church Meeting (APCM), in accordance with the Church Representation Rules. Up to two co-opted members may also be appointed to serve on the PCC for a year at a time. There is also provision for an ex officio post of Reader Representative. Treasurer and PCC Secretary are ex officio posts.

During the year, the following have served as members of the PCC.

### **Ex Officio:**

<b>Incumbent</b>	Revd Jim Fletcher	Chairman
<b>Curate</b>	Fr Mark Edwards	
<b>Children and Families worker</b>	Emma Oliver	
<b>Wardens</b>	Neil Fisher Denise Birch	
<b>Deanery Synod</b>	Jean Ault	2023 - 2026
	Neege Allen	2023 - 2026
<b>Treasurer</b>	Gerald Payne	
<b>PCC Secretary</b>	Maryam Olatunde-Kehinde (resigned Sept. 2023)	

<b><u>Elected:</u></b>	Colin Nice	Co-opted
	Eunice Gooding	2023 - 2026
	Darren Shilling	2021 – 2024
	Jeannie Baldwin (deceased October 2023)	2021 – 2024
	Simon Clark	2021 – 2024
	Karrenah Bergin	2021 - 2024
	Kerry Longshaw (resigned October 2023)	2022 – 2025
	Dean Brown (resigned December 2023)	2023 – 2026
	Frederick Palmer	2023 – 2026
	Angela Driscoll-Hicks	2023 – 2026
	Harry Ofori	2023 - 2026
	Gretel Ikediashi	Co-opted (from Jan '24)

### **Committees**

The PCC operates through a number of committees that meet between full meetings of the PCC.

#### **Ministry Team:**

Meets to discuss services, liturgy, courses, pastoral issues and to pray.

#### **Finance and Standing Committee:**

This is the only committee required by law and the only group that needs to be composed exclusively of PCC members. It has the power to transact the business of the PCC between its meetings, subject to any directions given by the Council. It also makes recommendations to the PCC on matters of finance, buildings and employees of the church. And effective stewardship of Church funds and addressing projected financial shortfalls.

#### **Fundraising and Events Committee:**

Seeks to encourage fellowship in the life of our church and to organise events to which we can invite family and friends.

#### **Buildings Committee:**

Concerned with the upkeep and maintenance of the Church, Hall and gardens.

#### **Mission and Outreach Committee:**

Seeks to improve links with partners and mission and recommends to the PCC how the away giving should be allocated for the year.

#### **Development Committee:**

Acting as a link between the church and interested parties in the proposed re-development of the town centre.

#### **Eco Committee:**

Helping the Church and wider community understand more about the care needed for God's world and to engage with becoming an Eco Church.

### **Church Attendance**

St George's Electoral Roll numbers are 107 people. And the average weekly attendance at Church was 70

adults and 15 children.

## **Review of the Year**

It has been another busy year in the life of St George's. Lots of special events and it is wonderful that the regular projects have been sustained and able to function. Last year's launch of 'Places of Welcome', Youth Group and 'Eco Group' have been growing and are a great resource to the community. 'Places of Welcome' has a regular group of people attend and a dedicated team of helpers. We are still looking at ways of making this a bigger community resource but we are blessed to have 'Rethink' attend each week, and they also now provide an Art Group after 'PoW' on a Tuesday. Special mention to Andy Hicks and the Youth Group team who are now getting 20+ children at the twice monthly sessions. It's been wonderful we can offer this regularly and has created a greater connection with the children and our family services. The 'Eco Group' have connected with our congregation to increase awareness of environmental issues and how we can all do more to look after God's creation. We have had talks in Church and special events during Lent and Advent. A big thank you to Sarah Cadwallader and the team for this.

Our children and families have a dedicated following on two Sunday's a month in the Hall, and we join together twice a month in Church. It was wonderful to welcome back Emma Oliver after her maternity leave, and a big thank you to the Jam Family, Noah's Ark, Cool Tots and 'Who Let the Dad's Out' teams for coping so well in her absence. These groups run efficiently and serve the community in a fantastic way. Emma's role has also increased with more schools work (alongside Revd Jim and Fr Mark) especially offering Family Services and Messy Church to Holy Trinity School. More schools regularly visit the Church too. And Emma also has good links with Waterside.

Revd Jim joined the Churches Together Exec who organised three good events around the Week of Prayer for Christian Unity, Good Friday Walk of Witness and the Summer Party in the Park. Monthly Churches Together Prayer meetings happen too.

Special events at St George's this year included our Patronal Festival, Kay's Garden Quiz, our new Kings Coronation (including a special peal from the bellringers), APCM and Churchwarden's Visitation, special services for Ascension, Pentecost, Pocahontas' anniversary and Summer Rectory gathering. Martin Beech did a fantastic Hymnathon fundraiser which was well supported. A group of us went to London for a tour of St Paul's Cathedral and the National Gallery thanks to money donated from the late Ray Holt's family. The Summer and Christmas Fayres were successful and also a great outreach as well as raising valuable funds for the Church. We had a successful confirmation course and many from St George's were confirmed at a service in the deanery. The autumn saw a Parish Quiet Day and PCC/Ministry Team Away Day at Huggens College. Emma led a fun-filled 'Light Party' for children and families. Thanks to Paul and Sue Relf for organising a wonderful Flower and Art Festival in the Church to link with our Harvest celebrations. Denise Birch, Tom Brown, Natalie Edwards and Taliesin Edwards completed the 'Hearing and Speaking God's Word' course and gained their certificates. This enabled Natalie and Taliesin to preach occasionally and Denise has formed a new House group in the Church.

In November we had our annual 'Departed Loved Ones' service and continued the link formed with Stephen Gay Undertakers with organising the service together. Christmas is always busy at St George's with the amount of schools and choral groups using the Church and is a fantastic way to build links with the community. We also continued our fundraising tours thanks to the help of Christoph Bull. The summer one in particular was well attended and included a meal at the '3 Daws'.

We continue to support Christian Aid (successful fundraisers occurred this year) the local Foodbank for those who are in need and have good links with 'Sanctuary' homeless shelter. We have also been able to reinstate some monies to support local charities. However, we continue to feel the effects financially from the Covid-years, although it has been pleasing to see the Hall being well used and hired out to many community groups.

A big thank you to our Churchwardens and to Neil Fisher for his work as Hall Manager. The plans to receive a new Church Hall are still 'up in the air', however we do now know Gravesham Council were successful with a 2<sup>nd</sup> bid for the £20 million 'levelling-up' fund money for town centre regeneration, so there is hope! We await news from the Council and what the plans will involve. As the Civic Church in Gravesend, we have good links with our Councilors (and host the Civic Service and Mayor's Carol service each year) and it will be interesting to see if plans for the Civic Centre to move nearer the Church will materialise. Revd Jim also attended a National Prayer Breakfast at the Houses of Parliament so clergy could meet with their MP's.

We also do all we can to link in with the Diocesan Vision and support the life of Rochester Diocese, who also very much support us. Bishop Jonathan led a day conference for clergy. The big Church of England debate this year has centred on General Synod's decision to allow same-sex blessings within a Church service. Revd Jim led a talk and debate on this subject and the PCC voted in favour of allowing these blessings to happen at St George's.

Revd Jim was granted a month's study-leave/mini-sabbatical which he took during Lent '24. A big thank you to Fr Mark and the Ministry Team for covering so well in his absence. Fr Mark announced during this time that his curacy will come to an end in May as he will take up his first incumbency in St Albans' Diocese.

There are so many 'thank you's' that could be mentioned here but we are restricted. However, a big thank you to Martin and Chris Beech. Martin for the music life of our Church and Chris who provides much needed admin support. Careful and efficient stewardship of finances has again been characteristic of decision-making in the PCC, and issues of finance and fundraising have been discussed at all meetings. Thanks to Gerald Payne and Colin Nice for their expertise in this field. Thank you also to Pat Broad and Alison Webzell with doing such an efficient job with Safeguarding procedures. And a big thank you to the Ministry Team and PCC who help make the important decisions within the Church and have had ongoing discussions about 'vision and strategy' for these next few years at St George's (see later in the report for some of these points)

All in all, a very active, prayerful and successful year.

## **Finance Report 2023**

### **General**

The church finances have improved during 2023, with voluntary giving having increased by 10%. We have only been partly affected in 2023 by the significant fuel cost increases in gas and electricity as our 3 year gas contracts in the church and hall expired at the end of Sept 23 and end of Oct 23 resp. New three year contracts have been commenced, but at slightly more than double the cost. The three year electricity contracts expire at the end of Feb 2024

### **Gross Funds**

Our gross funds (including the value of our property) have increased by approx. £12.7K, to £860,141 (from £847.4 in 2022), with an excess on the year of income over expenditure of £10.8K. This excess has been distorted favourably by reduced salary costs due to our Children and Families Worker's maternity leave

(approx. £8K). We were able to increase our Diocesan Offer from the 2022 figure of £48K to £55.1K, restoring it to a level within the requested range by the diocese. (The Diocesan Offer includes, for example, the cost of stipend and on-costs of our rector, many of the rectory costs, curate training, and diocesan support costs). Previously our affordability had been affected by Covid, hence the lower offer.

### **Income**

The overall income was £142.1K (£132.5K in 2022). General giving (including card machine giving) rose by £6.3K from 2022 with 75% of voluntary giving being made by standing order (78% in 2022). Despite the increased giving, Gift Aid remained at the same level. The money generated (£3K) by groups wishing to use our church building for concerts, talks, etc, is very useful.

A record-breaking Christmas Fair generated £1.8K and the summer fair generated a record equalling £1.1K.

The annual church Gift Day, again to cover the costs of employing our Children and Families Worker, continued to be very well supported, the £27.4K raised largely covering the annual employment cost.

### **Expenditure**

Expenditure for the year totalled £131.3K (£118.5K). Despite having clearly under-budgeted on several areas, expenditure within many categories was, broadly speaking, in line with the budgeted figures. Those areas that significantly exceeded the budgeted areas were:

Repairs/maintenance to our rental curate's house £2.3K (quinquennial work and new large window); DBF Fees £3.25K (recorded as an expenditure but actually the diocesan share of the income received from weddings and funerals - so offsets the income); Church maintenance £2.2K (new men's WC, elec testing and lightning conductor servicing); Hall Maintenance £1.5K (Elec testing, repairs to car park wall); Hall Furnishings (tables purchased); Children's Worker £3.7K (underestimated costs during maternity).

### **Investments**

Following a decrease in value of £3.1K in 2022, the investments rose by £1.9K during 2023 giving a value of £24,481

### **Church Hall**

Hall revenue increased slightly during the year to £14.3K (£14K). Running costs were £11.3K (£11.4K) resulting in an overall profit of £3K. 'Use of Church' charges for events such as concerts and talks generated £2.9K.

The council has received £20m levelling up funds from the government, which should enable work on the town centre redevelopment plan to recommence. A new church hall is part of that plan. As yet there is no word from the developers about the possible timescale.

### **Curate's House, 105 Wrotham Road**

With a quinquennial inspection due in 2024, necessary work took place (held up by a lack of funds during Covid). In addition, a new large picture window was installed in the living room and other routine repairs took place (eg new electric shower). The property was valued at £350K in December, unchanged from the 2022 value. The church owns an 80.72% share of the property, resulting in a value to the church of £282,520.

### **PCC**

One week prior to each of the six PCC meetings during the year, the year-to-date accounts are sent to each PCC member in order to allow sufficient time for them to be read and to enable points for clarification to be identified for raising at the subsequent PCC meeting.

During 2023 voluntary giving by PCC members totalled £16,189.

### **Financial Viability**

At the end of 2023 the 'cash at bank and in hand' totalled £95,807. This total is in excess of the minimum desired threshold in our reserves policy (below) in which, if possible, sufficient money to cover at least three months' unrestricted payments should be held.

### **Reserves Policy**

It is PCC policy to maintain a balance on unrestricted funds (if possible), holding at least three months' unrestricted payments, to cover emergency situations.

### **Future Plans and Concerns:**

Future plans and concerns will be shared at our APCM on May 12th. The PCC and Ministry Team will review how our current Vision and Action plan is developing, and whether any major changes need to occur. Recent discussions have identified where we may need more **resilience** (increasing teams of people and shared knowledge)

Looking at areas where we are **vulnerable** – how do we discover all of the skills and abilities of all of our Church members? We could have plenty of hidden and unfulfilled talent

Who are we serving? Pioneering idea. Town Centre ministry to shops and businesses – can we start this?

Developing resources – needing more volunteers for current activities or 'do we prune' activities we currently have?

Ideas to get to know our newcomers more. New discipleship course? Newcomers event, afternoon tea.

Re-visit idea to get a grant for creating a servery in the side chapel which would increase better facilities for Church and community groups using the Church.

**Parish Survey** – what do people want from our Church services and courses?

Having more volunteers to keep our Church open especially when worldwide events lead to people wanting to pray more in Church.

The longer-term vision of how the potential town centre regeneration will affect us, and plans to get a new hall.

### **Risk Management:**

Risk assessments and inventories of fixtures, fittings, property and belongings have been completed at the Church and Hall. The Safeguarding Policy is in operation, implemented by our Safeguarding representative and monitored by the PCC.

Quinquennial repair work continues under the management of the PCC's Buildings Committee in order to ensure the safety of the buildings and maintain these in good order.

.....  
Finance part approved by the PCC on 18<sup>th</sup> March 2024, other parts of the report approved by circulation of email 8<sup>th</sup> April 2024 and signed on its behalf by the Revd Jim Fletcher (Rector)

STATEMENT OF FINANCIAL ACTIVITIES  
PAROCHIAL CHURCH COUNCIL OF ST GEORGE, GRAVESEND

STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 DECEMBER 2023

	Notes	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2023 £	TOTAL FUNDS 2022 £
<b>Incoming and endowments</b>						
<i>Voluntary income</i>	2a	95,400	300		<b>95,700</b>	84,624
<i>Activities for generating funds</i>	2b	25,452			<b>25,452</b>	11,456
<i>Income from investments</i>	2c	14,735	294		<b>15,029</b>	11,193
<i>Church activities</i>	2d	5,911			<b>5,911</b>	3,325
<i>Other income</i>	2e					
		<b>141,499</b>	<b>594</b>		<b>142,092</b>	<b>132,523</b>
<b>Expenditure</b>						
<i>Church activities</i>	3a	126,009	24		<b>126,033</b>	115,375
<i>Raising funds</i>	3b	5,279			<b>5,279</b>	3,120
<b>Total resources expended</b>		<b>131,287</b>	<b>24</b>		<b>131,312</b>	<b>118,496</b>
<b>Net incoming/(outgoing) resources</b>						
		10,211	570		<b>10,781</b>	14,028
Transfers between funds (in)		6,180	509		<b>6,689</b>	4,771
Transfers between funds (out)		(6,180)	(509)		<b>(6,689)</b>	(4,771)
<b>Net incoming/(outgoing) resources</b>						
		10,211	570		<b>10,781</b>	14,028
<i>Gains/(losses) on revaluation of fixed assets</i>	5					16,294
<i>Gains/(losses) on investment assets</i>	6		848.28	1062	<b>1,910</b>	(3,106)
Other recognised gains/losses						
<b>Net movement in funds</b>		<b>10,211</b>	<b>1,418</b>	<b>1,062</b>	<b>12,691</b>	<b>27,216</b>
Total funds brought forward at 1 January 2023		818,454	15,441	13,555	<b>847,449</b>	820,233
<b>Total funds carried forward at 31 December 2023</b>		<b>828,665</b>	<b>16,859</b>	<b>14,617</b>	<b>860,141</b>	<b>847,449</b>

PAROCHIAL CHURCH COUNCIL OF ST GEORGE, GRAVESEND

BALANCE SHEET AT 31 DECEMBER 2023

	Notes	2023	2022
		£	£
<b>Fixed assets</b>			
Tangible fixed assets	5	740,520	740,520
Investments	6	24,481	22,571
<b>Total fixed assets</b>		<u>765,001</u>	<u>763,091</u>
Debtors	7	1,078	8,117
Short term deposits			
Cash at bank and in hand		<u>95,807</u>	<u>77,277</u>
		<u>96,884</u>	<u>85,393</u>
Creditors: amounts falling due within one year	8	<u>-1,745</u>	<u>(1,035)</u>
<b>Net current assets</b>		<u>95,139</u>	<u>84,358</u>
<b>Total assets less current liabilities</b>		<u>860,140</u>	<u>847,449</u>
Creditors: amounts falling due after one year	8		
<b>NET ASSETS</b>		<u><u>860,140</u></u>	<u><u>847,449</u></u>
<b>Funds</b>	9		
Endowment funds	10	14,617	13,555
Restricted funds	10	16,859	15,441
Designated Funds	10	799,215	790,275
Unrestricted funds	10	29,449	28,178
		<u><u>860,140</u></u>	<u><u>847,449</u></u>

Approved by the Parochial Church Council on 19th May 2024 and signed on its behalf



The Revd Jim Fletcher  
Chairman



Gerald Payne  
Treasurer

The accompanying notes form a part of these financial statements.

# PAROCHIAL CHURCH COUNCIL OF ST GEORGE, GRAVESEND

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

### 1. Accounting policies

#### a Basis of preparation

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the Charities SORP (2005).

The financial statements have been prepared under the historical cost convention, except for the valuation of investment assets which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body, nor those which are informal

#### b Funds

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 and 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 accrue.

##### *All other income*

All other income is recognised when it is receivable.

##### *Gains and losses on investments*

Realised gains are recognised when the investments are sold.

Unrealised gains and losses are accounted for on revaluation on 31 December.

**PAROCHIAL CHURCH COUNCIL OF ST GEORGE, GRAVESEND**

**NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2023**

**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. 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 s.10(2) of the Charities Act 2011.

Movable church furnishing held by the Rector and Churchwardens on special trust for the PCC and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected. For inalienable property acquired prior to 1 January 2006 there is insufficient cost information available and therefore such assets are not valued in the accounts. Individual items acquired since 1 January 2006 have been capitalised in the accounts and depreciated over their useful economic life (see below).

All expenditure on consecrated or beneficed buildings and individual items costing under £1000 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 equipment	25% straight line

No depreciation is provided on freehold property as it is the PCC's policy to maintain these assets in a continual state of sound repair. The useful economic life of these assets is so long and residual values so high that any depreciation would not be material. These assets will be subject to annual impairment reviews. Provision will be made if there has been any permanent diminution in value.

**Investments**

Investments are stated at market value at the balance sheet date.

**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 CBF Church of England Funds, or at the bank.

PAROCHIAL CHURCH COUNCIL OF ST GEORGE, GRAVESEND

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2023

2 Incoming resources

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2023 £	TOTAL FUNDS 2022 £
<b>a</b> <i>Voluntary income</i>					
Planned giving - gift aid	54,205	240		<b>54,445</b>	50,048
Other planned giving	3,405			<b>3,405</b>	3,225
Collections	6,626			<b>6,626</b>	5,274
Donations and appeals	13,086			<b>13,086</b>	10,537
Gift Aid - income tax recoverable	15,752	60		<b>15,812</b>	15,856
Grants	2,325			<b>2,325</b>	8,335
Legacies					
	<b>95,400</b>	<b>300</b>		<b>95,700</b>	<b>93,274</b>
<b>b</b> <i>Activities for generating funds</i>					
Church hall lettings to non church organisations	17,271			<b>17,271</b>	16,852
Fetes, bazaars and other fund-raising events	8,064			<b>8,064</b>	10,078
Magazine advertising	116			<b>116</b>	110
Use of photocopier	1			<b>1</b>	
	<b>25,452</b>			<b>25,452</b>	<b>27,040</b>
<b>c</b> <i>Investment income</i>					
Rental of investment property	12,418			<b>12,418</b>	8,015
Dividends and interest	2,317	294		<b>2,611</b>	943
	<b>14,735</b>	<b>294</b>		<b>15,029</b>	<b>8,958</b>
<b>d</b> <i>Income from Church Activities</i>					
Chaplaincy / Baptisms					
Fees from weddings, funerals etc	5,911			<b>5,911</b>	3,251
Church lettings to church organisations					
Bookstall, magazine sales - linked to church					
	<b>5,911</b>			<b>5,911</b>	<b>3,251</b>
<b>e</b> <i>Other incoming resources</i>					
Insurance claims					
<b>Total incoming resources</b>	<b>141,499</b>	<b>594</b>		<b>142,092</b>	<b>132,523</b>

PAROCHIAL CHURCH COUNCIL OF ST GEORGE, GRAVESEND

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2023

3 Resources expended

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2023 £	TOTAL FUNDS 2022 £
<b>a Church Activities</b>					
Missionary and charitable giving:					
Overseas:	905			<b>905</b>	
Home:	75			<b>75</b>	75
Ministry costs:					
Diocesan Parish Contribution	55,147			<b>55,147</b>	48,000
Working expenses	2,803			<b>2,803</b>	2,111
Rectory expenses	5,133			<b>5,133</b>	5,281
Assistant Staff	21,890			<b>21,890</b>	20,012
Church running expenses	14,349			<b>14,349</b>	14,364
Church maintenance	2,409			<b>2,409</b>	694
Upkeep of services	1,704.02			<b>1,704</b>	2,387
Upkeep of churchyard	471.65			<b>472</b>	1,462
Parish magazine	335.19			<b>335</b>	874
Training costs	587.75			<b>588</b>	511
Church hall running costs	11,966.35	24		<b>11,990</b>	11,896
Salary costs	6,151.84			<b>6,152</b>	5,724
Development of new hall	-				
Administration (incl IE fee)	2,080.71			<b>2,081</b>	1,984
Depreciation	-				
Property costs	-				
	<u>126,009</u>	<u>24</u>		<u><b>126,033</b></u>	<u>115,375</u>
<b>b Raising Funds</b>					
105 Wrotham Road running costs	3,172.31			<b>3,172</b>	1,730
105 Wrotham Road management fees	1,952.00			<b>1,952</b>	1,324
Stewardship costs	-				
Fund raising costs	154.41			<b>154</b>	66
	<u>5,279</u>			<u><b>5,279</b></u>	<u>3,120</u>
<b>Total resources expended</b>	<u><u>131,287</u></u>	<u><u>24</u></u>		<u><u><b>131,312</b></u></u>	<u><u>118,496</u></u>

PAROCHIAL CHURCH COUNCIL OF ST GEORGE, GRAVESEND

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2023

<b>4 Staff costs</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
a <i>Wages and salaries</i>	<b>27,073</b>	<b>24,737</b>

During the year the PCC employed a full time Children & Family Worker (CFW), a part-time organist and an administrator. PAYE deductions were managed by an external company. Our CFW salary rose from £25,750 to £27,037 in Sept. She was on maternity leave until June, resulting in reduced costs.

- b *Payments to PCC members*  
No payments were made to any PCC member, persons connected to them or related parties. The total 2023 donations made to the PCC by PCC members and related parties, inc Gift Aid was £16,189 (£22,850 in 2022)

<b>5 Tangible fixed assets</b>	Freehold land and buildings	Church equipment	Hall Boiler	<b>TOTAL</b>
<b>Cost or valuation</b>	£	£	£	£
At 1 January 2023	740,520			<b>740,520</b>
Additions				
Disposals				
Revaluation				
At 31 December 2023	<u>740,520</u>			<u><b>740,520</b></u>
<b>Depreciation</b>				
At 1 January 2023				
Provided in the year				
Disposals				
Revaluation				
At 31 December 2023				
<b>Net book amounts</b>				
<b>At 31 December 2023</b>	<u><b>740,520</b></u>			<u><b>740,520</b></u>
At 31 December 2022	<u>740,520</u>			<u>740,520</u>

The freehold land and buildings comprise the curate's house at 105 Wrotham Road, Gravesend, and the Church Hall.

105 Wrotham Road has been valued for the PCC at £350,000 (31 December 2022 £350,000). The PCC owns 80.72% of this property with 19.28% owned by the Diocese. The declaration of trust in relation to this property between the PCC and the Diocese allows for the PCC's share of the net proceeds arising on sale of the property to be applied to the general income of the PCC. The asset is therefore shown as unrestricted.

The church hall is difficult to value as a result of the Thameside redevelopment and therefore for the purposes of these accounts the insurance value of £458,000 has been used at both the beginning and end of the accounting period.

<b>6 Investments</b>	Units	Valuation (p)	£
At 1 January 2023			22,571
Disposals at carrying value			
Purchases at cost			
Net gains and revaluation			1,910
<b>At 31 December 2023</b>			<u><b>24,481</b></u>
The following investments are held:	Units	Valuation	Value
		p	£
CBF CoE Fixed Interest Short Duration Bond	3,709	144.75	5,369
CBF CoE Investment Fund	436	2,260.53	9,865
COIF Charities Investment Fund	466	1,984.50	9,248
			<u><b>24,481</b></u>

All the investments are held in restricted or endowment funds as analysed in Note 10.

PAROCHIAL CHURCH COUNCIL OF ST GEORGE, GRAVESEND

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2023

7 Debtors

	2023 £	2022 £
Income tax recoverable		6,867
Prepayments and accrued income	78	
Other debtors	1,000	1,250
	<u>1,078</u>	<u>8,117</u>

8 Creditors: amounts falling due in one year

	2023 £	2022 £
Accruals for utilities and other costs		
Diocese share of rental income		
Other creditors	1,745	1,035
	<u>1,745</u>	<u>1,035</u>

Creditors: amounts falling due after more than one year

	2023 £	2022 £

Analysis of Net assets by fund

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2023 £	Total Funds 2022 £
9a Fixed assets for church use	740,520			740,520	740,520
Investment fixed assets		9,865	14,617	24,481	22,571
Current assets	90,592	6,293		96,884	85,393
Current liabilities	(1,745)			(1,745)	(1,035)
Long term liabilities					
	<u>829,367</u>	<u>16,157</u>	<u>14,617</u>	<u>860,140</u>	<u>847,449</u>

Analysis of Net assets by fund- previous year 2022

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2022 £	Total Funds 2021 £
9b Fixed assets for church use	740,520			740,520	724,376
Investment fixed assets		9,016	13,555	22,571	23,625
Current assets	78,969	6,425		85,393	79,726
Current liabilities	- 1,035			- 1,035	816
Long term liabilities					
	<u>818,454</u>	<u>15,441</u>	<u>13,555</u>	<u>847,449</u>	<u>826,911</u>

PAROCHIAL CHURCH COUNCIL OF ST GEORGE, GRAVESEND

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2023

10 Statement of funds

	At 1 Jan 2023 £	Income £	Expenditure £	Transfers, other gains and losses £	At 31 Dec 2023 £
<b>Unrestricted Funds - undesignated</b>	28,178	115,524	(110,190)	(3,871)	<b>29,642</b>
<b>Unrestricted Funds - designated</b>					
Church Repair Fund	21,582	677		3,200	<b>25,459</b>
Church Hall Repair Fund	14,512	440		1,019	<b>15,970</b>
Church Hall Fixed Asset	458,000				<b>458,000</b>
Bellringing	174	100			<b>274</b>
105 Wrotham Road Repair Fund	1,340	42		(348)	<b>1,034</b>
105 Wrotham Road Fixed Asset	282,520				<b>282,520</b>
Children's Worker	12,148	24,716	(20,905)		<b>15,958</b>
	<u>790,275</u>	<u>25,975</u>	<u>(20,905)</u>	<u>0</u>	<u><b>799,215</b></u>
<b>Restricted Funds</b>					
Charities Account	2,384	293			<b>2,677</b>
Gravgeo Ascot (COIF)	9,016			848	<b>9,865</b>
Pathfinders	899				<b>899</b>
Tower Restoration Fund	1,905	1			<b>1,905</b>
Who Let The Dads Out	1,238	300	(217)		<b>1,321</b>
	<u>15,441</u>	<u>594</u>	<u>(217)</u>	<u>848</u>	<u><b>16,666</b></u>
<b>Endowment Funds</b>					
C H Bowen Legacy (C of E SDBF)	651			36	<b>688</b>
J Russell for poor (COIF)	8,470			778	<b>9,248</b>
Legacies (C of E SDBF)	1,120			63	<b>1,183</b>
Miss Mabel McLaren (C of E SDBF)	2,192			122	<b>2,315</b>
St James School Fund (C of E SDBF)	1,121			63	<b>1,184</b>
	<u>13,555</u>	<u>0</u>	<u>0</u>	<u>1,062</u>	<u><b>14,617</b></u>
<b>Total funds</b>	<u>847,449</u>	<u>142,092</u>	<u>(131,312)</u>	<u>(1,960)</u>	<u><b>860,140</b></u>

The Church Repair Fund, Church Hall Repair Fund, 105 Wrotham Road Repair Fund are deposit accounts held with Rochester Diocese Board of Finance and have been designated by the PCC for the repair of the respective buildings.

PAROCHIAL CHURCH COUNCIL OF ST GEORGE, GRAVESEND

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2023

10b Statement of funds - Previous Year 2022

	At 1 Jan 2022 £	Income £	Expenditure £	Transfers, other gains and losses £	At 31 Dec 2022 £
<b>Unrestricted Funds - undesignated</b>	26,188	106,228	(99,618)	(4,771)	28,178
<b>Unrestricted Funds - designated</b>					
Church Repair Fund	18,279	103		3,200	21,582
Church Hall Repair Fund	13,423	70		1,019	14,512
Church Hall Fixed Asset	458,000				458,000
Bellringing	174				174
105 Wrotham Road Repair Fund	783	6		552	1,340
105 Wrotham Road Fixed Asset	266,376			16,144	282,520
Children's Worker	5,443	25,558	(18,854)		12,148
	<u>762,477</u>	<u>25,737</u>	<u>(18,854)</u>	<u>16,144</u>	<u>790,275</u>
<b>Restricted Funds</b>					
Barbara Tyman Memorial Fund	0				0
Charities Account	2,126	258			2,384
Gravgeo Ascot	10,219			(1,203)	9,016
Pathfinders	899				899
Tower Restoration Fund	1,905	0			1,905
Who Let The Dads Out	962	300	(24)		1,238
	<u>16,110</u>	<u>558</u>	<u>(24)</u>	<u>(1,203)</u>	<u>15,441</u>
<b>Endowment Funds</b>					
C H Bowen Legacy	752			(101)	651
J Russell for poor	9,584			(1,114)	8,470
Legacies	1,294			(174)	1,120
Miss Mabel McLaren	2,532			(340)	2,192
St James School Fund	1,295			(174)	1,121
	<u>15,457</u>	<u>0</u>	<u>0</u>	<u>(1,903)</u>	<u>13,555</u>
<b>Total funds</b>	<u>820,233</u>	<u>132,523</u>	<u>(118,496)</u>	<u>8,268</u>	<u>847,449</u>

## PAROCHIAL CHURCH COUNCIL OF ST GEORGE, GRAVESEND

### NOTES TO THE FINANCIAL STATEMENTS (continued) FOR THE YEAR ENDED 31 DECEMBER 2023

#### 10 Statement of funds (continued)

##### **The restricted funds comprise:**

The Gravgeo Ascot Fund which is restricted for use towards the house at 105 Wrotham Road. The Fund was invested in 380 units in the CBF CoE Investment Fund but proceeds from the Doris Law fund have been added to the holding

The Charities Account which is restricted to charitable giving. The account is funded from the interest on the J Russell for poor fund.

The Church Tower Restoration fund which was commenced in 2008 to raise funds for the restoration of the church tower.

'Who Let The Dads Out' is a holding account for an activity group for children and their fathers/male carers

##### **The endowment funds comprise:**

The C H Bowen legacy fund which is invested in 475 units in the CBF CoE Fixed Income Securities Fund. Income is used for general purposes.

The Miss Mabel McLaren fund which is invested in 1599 units in the CBF CoE Fixed Income Securities Fund. Income is used for general purposes.

The St James School fund which is invested in 818 units in the CBF CoE Fixed Income Securities Fund. Income is used for general purposes.

The Legacies fund which is invested in 817 units in the CBF CoE Fixed Income Securities Fund. Income is used for general purposes.

The J Russell for poor fund which is invested in 466 units in the COIF Charities Investment Fund. Income is restricted to charitable giving.

The Pathfinders Fund is a holding account for the church youth club into which weekly subs are paid and from the proceeds new equipment is purchased. This club is not currently active.

##### **The Unrestricted Funds comprise:**

The Bellringing Fund, established to support the cost of repairs to the bells, ropes and ancillary equipment

The Church Repair Fund, used to support the cost of repairs to the church

The Hall Repair Fund, used to support the cost of repairs to the hall

The 105WR Repair Fund, used to support the cost of repairs to the curate's house, 105, Wrotham Road

The Staff Fund, used to hold monies raised in support of our Children and Families Worker and the salary costs

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Supporting Charitable Organisations

13 April 2024

## **Independent Examiner's report to the Member/Trustees of Gravesend St George PCC**

I report on the accounts for the year ended 31 December 2023 which are set out on the pages following.

### **Respective responsibilities of the Trustees and Independent Examiner**

The church's trustees are responsible for the preparation of the accounts. The church'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 the 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 consideration of 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 an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

## **Independent Examiner's statement**

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

- (1) which gives me reasonable cause to believe that in any material respect the requirements
  - to keep accounting records in accordance with section 130 of the 2011 Act; or
  - to prepare accounts which accord with these accounting records have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Yours sincerely



Martyn Burt

B.Sc.(Hons), ACMA, CGMA

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Telephone: 07523 6229679

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# Accounts

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# St George's, Gravesend

ANNUAL REPORT OF THE

ST GEORGE'S, GRAVESEND PCC

For the Year Ended 31<sup>st</sup> December 2022

**Incumbent:**

The Revd Jim Fletcher  
of 54 The Avenue, Gravesend, DA11 0LX

**Honorary Treasurer:**

Gerald Payne

**Honorary Independent Examiner:**

Martyn Burt

**Bankers**

HSBC - 84 New Rd, Gravesend DA11 0AS

# **ANNUAL REPORT 2022-23**

## **Background**

St. George's Parochial Church Council (PCC) has had the responsibility of co-operating with the incumbent, Revd Jim Fletcher and the Church Wardens, in promoting in the ecclesiastical parish the whole mission of the church; pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the church complex of St George, Gravesend.

The PCC has complied with the duty to have due regard to the House of Bishops' guidance on safeguarding children and vulnerable adults, and a safeguarding update is provided to PCC at each meeting. The PCC has also had regard to the Charity Commission public benefit guidance, where relevant.

## **Administrative Information**

The St George's Parochial Church Council is part of the Diocese of Rochester within the Church of England.

The correspondence address is: 54 The Avenue, Gravesend, DA11 0LX.

The PCC is a registered charity with the Charity Commission under registration number 1132757.

## **Structure, Governance and Management**

The function and purpose of the PCC is outlined in the Parochial Church Council (Powers) Measure 1956

## **Membership**

Members of the PCC are either ex officio or elected at the Annual Parochial Church Meeting (APCM), in accordance with the Church Representation Rules. Up to two co-opted members may also be appointed to serve on the PCC for a year at a time. There is also provision for an ex officio post of Reader Representative. Treasurer and PCC Secretary are ex officio posts.

During the year, the following have served as members of the PCC.

### **Ex Officio:**

<b>Incumbent</b>	Revd Jim Fletcher	Chairman
<b>Curate</b>	Fr Mark Edwards	
<b>Children and Families worker</b>	Emma Oliver	
<b>Wardens</b>	Neil Fisher Denise Birch	
<b>Deanery Synod</b>	Jean Ault Neege Allen	2020 - 2023 2020 – 2023
<b>Treasurer</b>	Gerald Payne	
<b>PCC Secretary</b>	Maryam Olatunde-Kehinde	

<b><u>Elected:</u></b>	Colin Nice	Co-opted
	Neege Allen	2020 - 2023
	Eunice Gooding	2020 - 2023
	Andy Hicks	2020 - 2023
	Charles Byrom	2020 – 2023
	Darren Shilling	2021 – 2024
	Jeannie Baldwin	2021 – 2024
	Simon Clark	2021 – 2024
	Karrenah Bergin	2021 - 2024
	Kerry Longshaw	2022 - 2025

### **Committees**

The PCC operates through a number of committees that meet between full meetings of the PCC.

#### **Ministry Team:**

Meets to discuss services, liturgy, courses, pastoral issues and to pray.

#### **Finance and Standing Committee:**

This is the only committee required by law and the only group that needs to be composed exclusively of PCC members. It has the power to transact the business of the PCC between its meetings, subject to any directions given by the Council. It also makes recommendations to the PCC on matters of finance, buildings and employees of the church. And effective stewardship of Church funds and addressing projected financial shortfalls.

#### **Fundraising and Events Committee:**

Seeks to encourage fellowship in the life of our church and to organise events to which we can invite family and friends.

#### **Buildings Committee:**

Concerned with the upkeep and maintenance of the Church, Hall and gardens.

#### **Mission and Outreach Committee:**

Seeks to improve links with partners and mission and recommends to the PCC how the away giving should be allocated for the year.

#### **Development Committee:**

Acting as a link between the church and interested parties in the proposed re-development of the town centre.

#### **Eco Committee:**

A newly formed group to help the Church and wider community understand more about the care needed for God's world and to engage with becoming an Eco Church.

### **Church Attendance**

St George's Electoral Roll numbers are 101 people

The average Sunday attendance during 2022 was 74 adults and 12 children.

## Review of the Year

After two very strange years of lockdowns, Church closures and restrictions, a return to some sort of normality has been very welcome. Not all of our regular groups have been back to full attendance pre-pandemic but we are very aware how life has changed for so many people since Covid began and now with the huge increase in the cost of living, life is difficult for huge proportions of our parish. It has been pleasing to see our regular numbers for Sunday Worship return, and we have been able to keep the livestreaming and pre-records going (thank you to Darren Shilling for this).

To help those struggling, we were very pleased to open 'Places of Welcome' in September and received funding to make this an official 'Warm Space' for people to attend. 'Places of Welcome' is every Tuesday 10 – 12pm, and we are open 2/3 lunchtimes per week. We continue to support the local Foodbank for those who are in need.

It was also wonderful to begin our new Youth Group which had been 'on hold' due to the pandemic. The group meets twice a month on Saturday evenings and is open to 10 – 16 year olds. Big thank you to Andy Hicks and team for getting this going.

The nation went into a time of mourning during September as our longest serving Monarch, Queen Elizabeth II, died. Our Church was open for people to sign the condolence book, pray and give thanks for her life. We had a special service the night before the Queen's funeral. Thanks to KCC funding we have a new bench in memory of the Queen in our Church grounds. Earlier in the year we had a lovely occasion to mark the Queen's Platinum Jubilee including a BBQ and lunch.

Another time of celebration for us was the Ordination of Priests service at Rochester Cathedral where our Curate, Fr Mark Edwards was Priested. The whole weekend was special as Fr Mark then celebrated his first Eucharist the following morning. Emma Oliver went on maternity leave during September, and we all rejoiced when we heard the good news that baby James had been born. Emma, Jack and James all doing well. A huge thank you to all the volunteers who have very ably kept our children and families groups open during this time. And to Sarah Cadwallader for co-ordinating the Jam Family Services in the Hall. Emma is due to return in June.

A big thank you to our Churchwardens and to Neil Fisher for his work as Hall Manager. Many Hall bookings have returned again after Covid hit, and it is great to have our facilities well used as a community resource as well as much needed income. Sadly, the plans to receive a new Church Hall are still in doubt and have progressed no further. Gravesham did not receive the planned funding they were hoping for, so the town centre regeneration is now in doubt. We will have to review what money may now need spending on our current Hall. Thank you to our Development Committee who have helped with designs for what a new hall could look like.

Thank you too to Martin and Chris Beech. Martin for the music life of our Church and Chris who provides much needed admin support. We have also set-up a new Eco-Committee as we look at ways we can help the environment more, and become an Eco Church. Thank you to Sarah Cadwallader for inspiring us with this.

Careful and efficient stewardship of finances has again been characteristic of decision-making in the PCC, and issues of finance and fundraising have been discussed at all meetings. Thanks to Gerald Payne and Colin Nice for their expertise in this field. Thank you also to Pat Broad and Alison Webzell with doing such an efficient job

with Safeguarding procedures. And a big thank you to the Ministry Team and PCC who help make the important decisions within the Church and have had ongoing discussions about 'vision and strategy' for these next few years at St George's.

It was great to hold our Summer and Christmas Fair's without any Covid restrictions and we also held a very successful Lent walking fundraiser. The after-effect of the pandemic has still hit our away-giving to Mission Links, however, various events were held to support the work of Christian Aid.

We thank Emma Oliver for her time on the Churches Together Exec, and Revd Jim has recently been voted on to the Exec to replace her. We continue to support our work with our brothers and sisters in Christ across Gravesham. Last year saw a very impressive witness in our town on Good Friday. Churches Together meet regularly for prayer.

Our Diocese welcomed our new Bishop, Rt Revd Jonathan Gibbs and we look forward to seeing what future strategic and visionary plans will be asked of each parish and deanery. Our deanery held a new course to help train future lay leaders and it was pleasing that 5 people from St George's attended. We also had a successful deanery confirmation service with a number from St George's confirmed.

All in all, a very active, prayerful and successful year.

## **Finance**

### **General**

The church finances have stabilised and improved during 2022. Giving has increased a little, partly through increased attendance, which has returned in recent months to pre-Covid levels. We have not yet been affected by the huge cost increases in gas and electricity, with our four three-year contracts expiring in Sept 23, Nov 23, and two in Feb 24

### **Gross Funds**

Our gross funds (including the value of our property) have increased by approx. £27.2K, to £847,449 (from £820.2 in 2020). £16.1K of this is due to the increased valuation of our Curate's property, 105 Wrotham Road. There was also an excess on the year of income over expenditure of £14K (a deficit of £8.7K in 2021). This has been distorted favourably by reduced salary costs due to our Children and Families Worker's maternity leave (£7.3K) and a diocesan grant of £4K to help with fuel bills, which hasn't been needed to be used yet.

### **Income**

Overall income was £132.5K (£110.6K in 2021). General giving (including card machine giving) rose by £4.3K from 2021 with 78% of voluntary giving being made by standing order (81% in 2021).

A Successful Christmas Fair was held later in the year and the summer fair returned after a covid absence of two years making a record sum of £1.1K.

The annual church Gift Day, again to cover the costs of employing our Children and Families Worker, was held in June and continued to be very well supported, the £25.4K largely covering the annual employment cost.

## **Expenditure**

Expenditure for the year totalled £118.5K (£119.3K in 2021). Expenditure within each budget category was, broadly speaking, in line with the budgeted figures, other than the previously mentioned expenditure on our Children and Families Worker salary. In planning the budget for the year we reluctantly again decided to cancel our annual 'Outward Giving' budget.

A parish offer of £48K was made in response to the requested figure of £57.6K. The requested figure could not be committed to owing to uncertainty caused by the pandemic.

There were no 'surprises' during the year requiring significant unplanned expenditure.

## **Investments**

Our investments decreased in value by £3.1K to £22.6K during the year

## **Church Hall**

Hall revenue increased significantly during the year to £14K (£3.8K in 2021 due to Covid closure). A number of hall users have been lost following the closure but some others have been gained. The income is still £3K to £4K down on pre-pandemic levels, however, with running costs of £11.4K the hall made an overall profit of £2.6K. 'Use of Church' charges for events such as concerts and talks generated a very encouraging £2.9K.

Work on a new hall as part of the town centre redevelopment plan has very recently been delayed because the plans for the overall development were dependent on a significant contribution from the government's 'levelling up' fund. Ultimately this funding was not forthcoming. As of January 2023 we await any changes that may or may not be required to the overall scheme.

## **Curate's House, 105 Wrotham Road**

The property was valued at £350K in December, up from £330K in Dec 21. The church owns an 80.72% share of the property, resulting in a value to the church of £282,520.

## **PCC**

One week prior to each of the six PCC meetings during the year, the year-to-date accounts are sent to each PCC member in order to allow sufficient time for them to be read and to enable points for clarification to be identified for raising at the subsequent PCC meeting.

During 2022 voluntary giving by PCC members totalled £22,850.

## **Financial Viability**

At the end of 2022 the 'cash at bank and in hand' totalled £83,993. This total is in excess of the minimum desired threshold in our reserves policy (below) in which, if possible, sufficient money to cover at least three months' unrestricted payments should be held.

## **Reserves Policy**

It is PCC policy to maintain a balance on unrestricted funds (if possible), holding at least three months' unrestricted payments, to cover emergency situations.

## **Future Plans and Concerns:**

Future plans and concerns will be shared at our APCM on May 14th. The PCC will review how our current Vision and Action plan is developing, and whether any major changes need to occur. 1) Reaching out to the teenagers of our community and supporting our Youth Group. 2) Showing more consistency with our community outreach and hospitality, with new possibilities of having the Church building open more 3) To promote being a safe and inclusive Church which encourages the gifts and skills of all.

How we increase our resources of voluntary help and finances will be a major challenge.

With recent news that Gravesham has not been awarded national funding for the Town Centre redevelopment, there is now much uncertainty what will happen in the town and the plans for our proposed new Church Hall. This continues to be a huge part of our future plans and we will continue to work closely with the Council on this.

## **Risk Management:**

Risk assessments and inventories of fixtures, fittings, property and belongings have been completed at the Church and Hall. The Safeguarding Policy is in operation, implemented by our Safeguarding representative and monitored by the PCC.

Quinquennial repair work continues under the management of the PCC's Buildings Committee in order to ensure the safety of the buildings and maintain these in good order.

.....  
Approved by the PCC on 20<sup>th</sup> March 2023 and signed on its behalf by the Revd Jim Fletcher (Rector)

**STATEMENT OF FINANCIAL ACTIVITIES  
PAROCHIAL CHURCH COUNCIL OF ST GEORGE, GRAVESEND**

**STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 DECEMBER 2022**

	Notes	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2022 £	TOTAL FUNDS 2021 £
<b>Incoming and endowments</b>						
<i>Voluntary income</i>	2a	92,974	300		<b>93,274</b>	84,624
<i>Activities for generating funds</i>	2b	27,040			<b>27,040</b>	11,456
<i>Income from investments</i>	2c	8,700	258		<b>8,958</b>	11,193
<i>Church activities</i>	2d	3,251			<b>3,251</b>	3,325
<i>Other income</i>	2e					
		<b>131,965</b>	<b>558</b>		<b>132,523</b>	<b>110,598</b>
<b>Expenditure</b>						
<i>Church activities</i>	3a	115,351	24		<b>115,375</b>	117,169
<i>Raising funds</i>	3b	3,120			<b>3,120</b>	2,158
<b>Total resources expended</b>		<b>118,471</b>	<b>24</b>		<b>118,496</b>	<b>119,328</b>
<b>Net incoming/(outgoing) resources</b>						
Transfers between funds (in)		13,494	534		<b>14,028</b>	(8,729)
Transfers between funds (out)		4,771			<b>4,771</b>	9,531
		(4,771)			<b>(4,771)</b>	(9,531)
<b>Net incoming/(outgoing) resources</b>						
		13,494	534		<b>14,028</b>	(8,729)
<i>Gains/(losses) on revaluation of fixed assets</i>	5	16,294			<b>16,294</b>	
<i>Gains/(losses) on investment assets</i>	6		(1,203)	(1,903)	<b>(3,106)</b>	2,052
Other recognised gains/losses						
<b>Net movement in funds</b>		<b>29,788</b>	<b>(669)</b>	<b>(1,903)</b>	<b>27,216</b>	<b>(6,678)</b>
Total funds brought forward at 1 January 2022		788,666	16,110	15,457	<b>820,233</b>	826,911
<b>Total funds carried forward at 31 December 2022</b>		<b>818,454</b>	<b>15,441</b>	<b>13,555</b>	<b>847,449</b>	<b>820,233</b>

PAROCHIAL CHURCH COUNCIL OF ST GEORGE, GRAVESEND

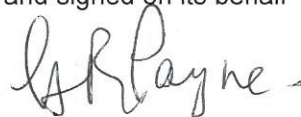
BALANCE SHEET AT 31 DECEMBER 2022

	Notes	2022	2021
		£	£
<b>Fixed assets</b>			
Tangible fixed assets	5	740,520	724,376
Investments	6	22,571	25,676
<b>Total fixed assets</b>		<u>763,091</u>	<u>750,052</u>
Debtors	7	8,117	2,241
Short term deposits			
Cash at bank and in hand		<u>77,277</u>	<u>73,792</u>
		<b>85,393</b>	<b>76,033</b>
Creditors: amounts falling due within one year	8	<u>(1,035)</u>	<u>(5,852)</u>
<b>Net current assets</b>		<b>84,358</b>	<b>70,181</b>
<b>Total assets less current liabilities</b>		<u>847,449</u>	<u>820,233</u>
Creditors: amounts falling due after one year	8		
<b>NET ASSETS</b>		<u><u>847,449</u></u>	<u><u>820,233</u></u>
<b>Funds</b>	9		
<b>Endowment funds</b>	10	13,555	15,457
<b>Restricted funds</b>	10	15,441	15,864
<b>Designated Funds</b>	10	790,275	762,477
<b>Unrestricted funds</b>	10	28,178	26,435
		<u>847,449</u>	<u>820,233</u>

Approved by the Parochial Church Council on 14th May 2023 and signed on its behalf



The Revd Jim Fletcher  
Chairman



Gerald Payne  
Treasurer

The accompanying notes form a part of these financial statements.

## PAROCHIAL CHURCH COUNCIL OF ST GEORGE, GRAVESEND

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022

#### 1. Accounting policies

##### a Basis of preparation

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the Charities SORP (2005).

The financial statements have been prepared under the historical cost convention, except for the valuation of investment assets which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body, nor those which are informal

##### b Funds

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 and 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 accrue.

##### *All other income*

All other income is recognised when it is receivable.

##### *Gains and losses on investments*

Realised gains are recognised when the investments are sold.

Unrealised gains and losses are accounted for on revaluation on 31 December.

**PAROCHIAL CHURCH COUNCIL OF ST GEORGE, GRAVESEND**

**NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2022**

**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. 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 s.10(2) of the Charities Act 2011.

Movable church furnishing held by the Rector and Churchwardens on special trust for the PCC and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected. For inalienable property acquired prior to 1 January 2006 there is insufficient cost information available and therefore such assets are not valued in the accounts. Individual items acquired since 1 January 2006 have been capitalised in the accounts and depreciated over their useful economic life (see below).

All expenditure on consecrated or beneficed buildings and individual items costing under £1000 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 equipment	25% straight line

No depreciation is provided on freehold property as it is the PCC's policy to maintain these assets in a continual state of sound repair. The useful economic life of these assets is so long and residual values so high that any depreciation would not be material. These assets will be subject to annual impairment reviews. Provision will be made if there has been any permanent diminution in value.

**Investments**

Investments are stated at market value at the balance sheet date.

**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 CBF Church of England Funds, or at the bank.

PAROCHIAL CHURCH COUNCIL OF ST GEORGE, GRAVESEND

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2022

2 Incoming resources

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2022 £	TOTAL FUNDS 2021 £
<b>a</b> <i>Voluntary income</i>					
Planned giving - gift aid	49,808	240		<b>50,048</b>	48,062
Other planned giving	3,225			<b>3,225</b>	3,698
Collections	5,274			<b>5,274</b>	3,024
Donations and appeals	10,537			<b>10,537</b>	5,470
Gift Aid - income tax recoverable	15,796	60		<b>15,856</b>	13,633
Grants	8,335			<b>8,335</b>	9,737
Legacies					1,000
	<b>92,974</b>	<b>300</b>		<b>93,274</b>	<b>84,624</b>
<b>b</b> <i>Activities for generating funds</i>					
Church hall lettings to non church organisations	16,852			<b>16,852</b>	4,133
Fetes, bazaars and other fund-raising events	10,078			<b>10,078</b>	7,323
Magazine advertising	110			<b>110</b>	
Use of photocopier					
	<b>27,040</b>			<b>27,040</b>	<b>11,456</b>
<b>c</b> <i>Investment income</i>					
Rental of investment property	8,015			<b>8,015</b>	10,417
Dividends and interest	685	258		<b>943</b>	776
	<b>8,700</b>	<b>258</b>		<b>8,958</b>	<b>11,193</b>
<b>d</b> <i>Income from Church Activities</i>					
Chaplaincy / Baptisms					
Fees from weddings, funerals etc	3,251			<b>3,251</b>	3,215
Church lettings to church organisations					110
Bookstall, magazine sales - linked to church					
	<b>3,251</b>			<b>3,251</b>	<b>3,325</b>
<b>e</b> <i>Other incoming resources</i>					
Insurance claims					
<b>Total incoming resources</b>	<b>131,965</b>	<b>558</b>		<b>132,523</b>	<b>110,598</b>

PAROCHIAL CHURCH COUNCIL OF ST GEORGE, GRAVESEND

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2022

3 Resources expended

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2022 £	TOTAL FUNDS 2021 £
<b>a Church Activities</b>					
Missionary and charitable giving:					
Overseas:					
Home:	75			75	75
Ministry costs:					
Diocesan Parish Contribution	48,000			48,000	48,000
Working expenses	2,111			2,111	1,355
Rectory expenses	5,281			5,281	5,076
Assistant Staff	20,012			20,012	26,214
Church running expenses	14,364			14,364	12,344
Church maintenance	694			694	
Upkeep of services	2,387			2,387	4,237
Upkeep of churchyard	1,462			1,462	5,017
Parish magazine	874			874	
Training costs	511			511	99
Church hall running costs	11,872	24		11,896	7,646
Salary costs	5,724			5,724	5,534
Development of new hall					
Administration (incl IE fee)	1,984			1,984	1,574
Depreciation					
Property costs					
	115,351	24		115,375	117,169
<b>b Raising Funds</b>					
105 Wrotham Road running costs	1,730			1,730	473
105 Wrotham Road management fees	1,324			1,324	1,685
Stewardship costs					
Fund raising costs	66			66	
	3,120			3,120	2,158
<b>Total resources expended</b>	118,471	24		118,496	119,328

PAROCHIAL CHURCH COUNCIL OF ST GEORGE, GRAVESEND

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2022

<b>4 Staff costs</b>	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
a <i>Wages and salaries</i>	<b>24,737</b>	<b>30,200</b>

During the year the PCC employed a full time Children & Family Worker (CFW), a part-time organist and an administrator. PAYE deductions were managed by an external company. Our CFW salary rose from £25,000 to £25,750 in Sept. She was on maternity leave from mid-September resulting in reduced costs

b *Payments to PCC members*

No payments were made to any PCC member, persons connected to them or related parties. The total 2022 donations made to the PCC by PCC members and related parties, inc Gift Aid was £22,850 (£21,556 in 2021)

<b>5 Tangible fixed assets</b>	Freehold land and buildings	Church equipment	Hall Boiler	<b>TOTAL</b>
<b>Cost or valuation</b>	£	£	£	£
At 1 January 2022	724,376			<b>724,376</b>
Additions				
Disposals				
Revaluation	16,144			<b>16,144</b>
At 31 December 2022	<u>740,520</u>			<u><b>740,520</b></u>
<b>Depreciation</b>				
At 1 January 2022				
Provided in the year				
Disposals				
Revaluation				
At 31 December 2022				
<b>Net book amounts</b>				
<b>At 31 December 2022</b>	<u><b>740,520</b></u>			<u><b>740,520</b></u>
At 31 December 2021	<u>724,376</u>			<u>724,376</u>

The freehold land and buildings comprise the curate's house at 105 Wrotham Road, Gravesend, and the Church Hall.

105 Wrotham Road has been valued for the PCC at £350,000 (31 December 2021 £330,000). The PCC owns 80.72% of this property with 19.28% owned by the Diocese. The declaration of trust in relation to this property between the PCC and the Diocese allows for the PCC's share of the net proceeds arising on sale of the property to be applied to the general income of the PCC. The asset is therefore shown as unrestricted.

The church hall is difficult to value as a result of the Thameside redevelopment and therefore for the purposes of these accounts the insurance value of £458,000 has been used at both the beginning and end of the accounting period.

**6 Investments**

	Units	Valuation (p)	£
At 1 January 2022			25,676
Disposals at carrying value			
Purchases at cost			
Net gains and revaluation			-3,106
<b>At 31 December 2022</b>			<u><b>22,571</b></u>

The following investments are held:

	Units	Valuation p	Value £
CBF CoE Fixed Interest Securities Fund (income units)	3,709	137.10	5,085
CBF CoE Investment Fund	436	2,066.14	9,016
COIF Charities Investment Fund	466	1,817.49	8,470
			<u><b>22,571</b></u>

All the investments are held in restricted or endowment funds as analysed in Note 10.

PAROCHIAL CHURCH COUNCIL OF ST GEORGE, GRAVESEND

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2022

**7 Debtors**

	2022 £	2021 £
Income tax recoverable	6,867	1,925
Prepayments and accrued income		181
Other debtors	1,250	135
	<u>8,117</u>	<u>2,241</u>

**8 Creditors: amounts falling due in one year**

	2022 £	2021 £
Accruals for utilities and other costs		837
Diocese share of rental income		1,973
Other creditors	1,035	3,043
	<u>1,035</u>	<u>5,852</u>

**Creditors: amounts falling due after more than one year**

2022 £	2021 £

**Analysis of Net assets by fund**

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2022 £	Total Funds 2021 £
<b>9</b> Fixed assets for church use	740,520			<b>740,520</b>	724,376
Investment fixed assets		9,016	13,555	<b>22,571</b>	23,625
Current assets	78,969	6,425		<b>85,393</b>	79,726
Current liabilities	(1,035)			<b>(1,035)</b>	(816)
Long term liabilities					
	<u>818,454</u>	<u>15,441</u>	<u>13,555</u>	<u>847,449</u>	<u>826,911</u>

PAROCHIAL CHURCH COUNCIL OF ST GEORGE, GRAVESEND

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2022

10 Statement of funds

	At 1 Jan 2022 £	Income £	Expenditure £	Transfers, other gains and losses £	At 31 Dec 2022 £
<b>Unrestricted Funds - undesignated</b>	26,188	106,228	(99,618)	(4,771)	<b>28,178</b>
<b>Unrestricted Funds - designated</b>					
Church Repair Fund	18,279	103		3,200	<b>21,582</b>
Church Hall Repair Fund	13,423	70		1,019	<b>14,512</b>
Church Hall Fixed Asset	458,000				<b>458,000</b>
Bellringing	174				<b>174</b>
105 Wrotham Road Repair Fund	783	6		552	<b>1,340</b>
105 Wrotham Road Fixed Asset	266,376			16,144	<b>282,520</b>
Children's Worker	5,443	25,558	(18,854)		<b>12,148</b>
	<u>762,477</u>	<u>25,737</u>	<u>(18,854)</u>	<u>16,144</u>	<u><b>790,275</b></u>
<b>Restricted Funds</b>					
Barbara Tyman Memorial Fund	0				<b>0</b>
Charities Account	2,126	258			<b>2,384</b>
Gravgeo Ascot	10,219			(1,203)	<b>9,016</b>
Pathfinders	899				<b>899</b>
Tower Restoration Fund	1,905	0			<b>1,905</b>
Who Let The Dads Out	962	300	(24)		<b>1,238</b>
	<u>16,110</u>	<u>558</u>	<u>(24)</u>	<u>(1,203)</u>	<u><b>15,441</b></u>
<b>Endowment Funds</b>					
C H Bowen Legacy	752			(101)	<b>651</b>
J Russell for poor	9,584			(1,114)	<b>8,470</b>
Legacies	1,294			(174)	<b>1,120</b>
Miss Mabel McLaren	2,532			(340)	<b>2,192</b>
St James School Fund	1,295			(174)	<b>1,121</b>
	<u>15,457</u>	<u>0</u>	<u>0</u>	<u>(1,903)</u>	<u><b>13,555</b></u>
<b>Total funds</b>	<u>820,233</u>	<u>132,523</u>	<u>(118,496)</u>	<u>8,268</u>	<u><b>847,449</b></u>

The Church Repair Fund, Church Hall Repair Fund, 105 Wrotham Road Repair Fund are deposit accounts held with Rochester Diocese Board of Finance and have been designated by the PCC for the repair of the respective buildings.

## PAROCHIAL CHURCH COUNCIL OF ST GEORGE, GRAVESEND

### NOTES TO THE FINANCIAL STATEMENTS (continued) FOR THE YEAR ENDED 31 DECEMBER 2022

#### 10 Statement of funds (continued)

##### **The restricted funds comprise:**

The Gravgeo Ascot Fund which is restricted for use towards the house at 105 Wrotham Road. The Fund was invested in 380 units in the CBF CoE Investment Fund but proceeds from the Doris Law fund have been added to the holding

The Charities Account which is restricted to charitable giving. The account is funded from the interest on the J Russell for poor fund.

The Church Tower Restoration fund which was commenced in 2008 to raise funds for the restoration of the church tower.

The Barbara Tyman Memorial fund, with funds available to be used for a project approved by the PCC.

'Who Let The Dads Out' is a holding account for an activity group for children and their fathers/male carers

##### **The endowment funds comprise:**

The C H Bowen legacy fund which is invested in 475 units in the CBF CoE Fixed Income Securities Fund. Income is used for general purposes.

The Miss Mabel McLaren fund which is invested in 1599 units in the CBF CoE Fixed Income Securities Fund. Income is used for general purposes.

The St James School fund which is invested in 818 units in the CBF CoE Fixed Income Securities Fund. Income is used for general purposes.

The Legacies fund which is invested in 817 units in the CBF CoE Fixed Income Securities Fund. Income is used for general purposes.

The J Russell for poor fund which is invested in 466 units in the COIF Charities Investment Fund. Income is restricted to charitable giving.

The Pathfinders Fund is a holding account for the church youth club into which weekly subs are paid and from the proceeds new equipment is purchased. This club is not currently active.

##### **The Unrestricted Funds comprise:**

The Bellringing Fund, established to support the cost of repairs to the bells, ropes and ancillary equipment

The Church Repair Fund, used to support the cost of repairs to the church

The Hall Repair Fund, used to support the cost of repairs to the hall

The 105WR Repair Fund, used to support the cost of repairs to the curate's house, 105, Wrotham Road

The Staff Fund, used to hold monies raised in support of our Children and Families Worker and the salary costs

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Supporting Charitable Organisations

16 February 2023

## **Independent Examiner's report to the Member/Trustees of Gravesend St George PCC**

I report on the accounts for the year ended 31 December 2022 which are set out on the pages following.

### **Respective responsibilities of the Trustees and Independent Examiner**

The church's trustees are responsible for the preparation of the accounts. The church'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 the 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 consideration of 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 an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

## **Independent Examiner's statement**

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

- (1) which gives me reasonable cause to believe that in any material respect the requirements
  - to keep accounting records in accordance with section 130 of the 2011 Act; or
  - to prepare accounts which accord with these accounting records have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Yours sincerely



Martyn Burt

B.Sc.(Hons), ACMA, CGMA

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# Accounts

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# St George's, Gravesend

ANNUAL REPORT OF THE

ST GEORGE'S, GRAVESEND PCC

For the Year Ended 31<sup>st</sup> December 2021

**Incumbent:**

The Revd Jim Fletcher  
of 54 The Avenue, Gravesend, DA11 0LX

**Honorary Treasurer:**

Gerald Payne

Honorary Independent Examiner:

Martyn Burt

Bankers

HSBC - 84 New Rd, Gravesend DA11 0AS

# **ANNUAL REPORT 2021-22**

## **Background**

St. George's Parochial Church Council (PCC) has had the responsibility of co-operating with the incumbent, Revd Jim Fletcher and the Church Wardens, in promoting in the ecclesiastical parish the whole mission of the church; pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the church complex of St George, Gravesend.

The PCC has complied with the duty to have due regard to the House of Bishops' guidance on safeguarding children and vulnerable adults, and a safeguarding update is provided to PCC at each meeting. The PCC has also had regard to the Charity Commission public benefit guidance, where relevant.

## **Administrative Information**

The St George's Parochial Church Council is part of the Diocese of Rochester within the Church of England.

The correspondence address is: 54 The Avenue, Gravesend, DA11 0LX.

The PCC is a registered charity with the Charity Commission under registration number 1132757.

## **Structure, Governance and Management**

The function and purpose of the PCC is outlined in the Parochial Church Council (Powers) Measure 1956

## **Membership**

Members of the PCC are either ex officio or elected at the Annual Parochial Church Meeting (APCM), in accordance with the Church Representation Rules. Up to two co-opted members may also be appointed to serve on the PCC for a year at a time. There is also provision for an ex officio post of Reader Representative. Treasurer and PCC Secretary are ex officio posts.

During the year, the following have served as members of the PCC.

### **Ex Officio:**

<b>Incumbent</b>	Revd Jim Fletcher	Chairman
<b>Curate</b>	Revd Mark Edwards (from September 2021)	
<b>Children and Families worker</b>	Emma Oliver	
<b>Wardens</b>	Neil Fisher Denise Birch	
<b>Deanery Synod</b>	Jean Ault	2020 - 2023
	Neege Allen	2020 – 2023
<b>Treasurer</b>	Gerald Payne	
<b>PCC Secretary</b>	Emmie Iferi	

<b><u>Elected:</u></b>	Colin Nice	Co-opted
	Neege Allen	2020 - 2023
	Eunice Gooding	2020 - 2023
	Andy Hicks	2020 - 2023
	Charles Byrom	2020 – 2023
	Darren Shilling	2021 – 2024
	Jeannie Baldwin	2021 – 2024
	Simon Clark	2021 – 2024
	Karrenah Bergin	2021 - 2024

## **Committees**

The PCC operates through a number of committees that meet between full meetings of the PCC.

### **Ministry Team:**

Meets to discuss services, liturgy, courses, pastoral issues and to pray.

### **Finance and Standing Committee:**

This is the only committee required by law and the only group that needs to be composed exclusively of PCC members. It has the power to transact the business of the PCC between its meetings, subject to any directions given by the Council. It also makes recommendations to the PCC on matters of finance, buildings and employees of the church. And effective stewardship of Church funds and addressing projected financial shortfalls.

### **Fundraising and Events Committee:**

Seeks to encourage fellowship in the life of our church and to organise events to which we can invite family and friends.

### **Buildings Committee:**

Concerned with the upkeep and maintenance of the Church, Hall and gardens.

### **Mission and Outreach Committee:**

Seeks to improve links with partners and mission and recommends to the PCC how the away giving should be allocated for the year.

### **Development Committee:**

Acting as a link between the church and interested parties in the proposed re-development of the town centre.

## **Church Attendance**

St George's Electoral Roll numbers are 83 people

Due to the pandemic we are unable to calculate average Sunday numbers, as the Church has been closed at various occasions this year, and many people have watched the services online via our Website and Facebook page.

## **Review of the Year**

It has been another strange year as St George's (like all Parishes) has continued to try and work alongside the changing face of Covid 19. Times during the last year the Church had to close, other times were with strict national restrictions and then from September, many of these could be released (until the December when a new Covid variant arrived). Church life has therefore suffered a lot because of this, with not all people returning to our main Worship Services. The regular groups, committees and activities of Church life have all had a 'stop/start' (in-person/'Zoom') approach as national guidelines changed. The last year was not the time to start new projects which have now been on hold for two years, although one major success was the forming of 'Rainbow Tots', a children and families group especially for parents with children who were born during the pandemic. However, there have still been plenty of opportunities to be creative and reaching out to people in our community. The continuation of our livestreaming Sunday Services and online spiritual courses have kept many people connected, and we have also gained many new people online. A big thank you to Darren Shilling for his time, knowledge and commitment to making this possible, and we are really keen to develop a team that can work alongside Darren. We were pleased to be successful in receiving some grant funds so we could purchase some camera recording equipment for these purposes.

It has been wonderful to welcome Revd Mark Edwards to the team. Mark was ordained Deacon in September and is here for his 3 year curacy, including being Priested in 2022. His wife, Natalie and Son, Taliesin have slotted in well to being part of our Church family, and it is a privilege that St George's is considered an excellent training parish. Thank you to our Diocesan Training team for giving us this opportunity.

A big thank you to our Churchwardens for continuing to adapt to changing Covid restrictions throughout the year. Special thanks to Neil Fisher for his work as Hall Manager too. Although many hall hirers were able to return during this last year (after the hall was closed for many months due to Covid), we have lost many of our regular bookings and sadly, the revenue from our Hall has dropped. However, we are still very hopeful that our promised new hall will bring back much of this lost revenue and will become an excellent new community venue in Gravesend. 'Zoom' meetings with 'Reef' have continued over the last year about the Town Centre Regeneration and work is well under way in the Heritage Quarter (which provides us all with a lot of hope that things are really moving forward this time). At present, plans for completion of our new Hall would be in the latter half of 2023 (various planning permissions are still required). A big thank you to our committee that have worked hard looking at various Hall designs, and to Colin Nice for being our point of contact with 'Reef' and Diocesan Surveyor.

A big thank you too, to others members of the team. Our Children and Families Worker, Emma Oliver thrives in her role and our community outreach in this field, is a real blessing in the town. Emma has also worked hard in redeveloping our Family Worship in the Church and Hall. As this work expands, it is crucial Emma has enough voluntary help, which at times in the last year has been a struggle. Gaining more voluntary help is something we will be targeting this year in all walks of Church life. Thank you too to Martin and Chris Beech. Martin for the music life of our Church and Chris who provides much needed admin support.

Careful and efficient stewardship of finances has again been characteristic of decision-making in the PCC, and issues of finance and fundraising have been discussed at all meetings. Thanks to Gerald Payne and Colin Nice for their expertise in this field. Thank you also to Pat Broad and Alison Webzell with doing such an efficient job with Safeguarding procedures. And a big thank you to the Ministry Team and PCC who help make the important decisions within the Church and have had ongoing discussions about 'vision and strategy' for these next few years at St George's. Although it has been a difficult two years due to the pandemic, it has also been exciting as we have had to think more creatively and 'out of the box' with much of our decision making.

Fundraising is one such example of this. It was great to welcome back the Christmas Fair, which was a success, but we have also done some fundraising online too, and supported especially the work of Christian Aid. The finance report shows major worries with our current financial situation but we are very hopeful growth and development will occur as the nation begins to move through the worst of Covid 19. If not, then clearly many aspects of Church life will need to be reviewed in light of what the finances can afford. We are also aware our Diocese should be gaining a new Bishop soon, so it will be interesting to see how Parish Churches will be expected to support any new Diocesan Vision. Plus, we are always very keen to support the Churches Together work and vision in Gravesend, and Emma Oliver is part of their Exec.

## **Finance**

### **General**

In common with other churches Covid 19 continued to affect St George's greatly this year and it has been a difficult and challenging year financially, with expenditure being pared as much as possible to mitigate the situation. With the need to severely limit numbers attending during the early part of the year, by the end of the year attendance at church was approx. 70% of normal.

All Sunday morning services have continued to be livestreamed throughout the year on Facebook, with each service subsequently being available on the church website. As a consequence, electronic giving through Just Giving contributed a welcome £340 to funds.

### **Gross Funds**

Our gross funds (including the value of our property) have again reduced, by approx. £7K, to £820,233 (from £826.9K in 2019). There was also a deficit on the year of income over expenditure of £8.7K (£5.3K in 2020) with many bills for utilities, insurance, etc, still needing to be paid, regardless of congregation size.

### **Income**

Overall income was £110.6K (£106,639 in 2020) but £19K down on the 2019 pre-pandemic level. General giving rose by £3K from 2020 with 77.5% of voluntary giving being made by standing order.

Hall revenue was reduced to £3.8K from the 2019 pre-pandemic level of £17K+ and approximately half of our hirers have not returned to the hall for a variety of reasons. Two key fundraising activities were lost, though a successful Christmas Fair was held later in the year. Over the last two years income from funerals has been significantly reduced with the majority of the revenue now being passed to the diocese.

The annual church Gift Day, again to cover the costs of employing our Children and Families Worker, was held in February and continued to be very well supported, the £24.6K raised virtually covering the annual employment cost.

### **Expenditure**

Expenditure for the year totalled £119.3K (£111.9K in 2020). This included £4.9K being spent on the planned improvement to the Garden of Remembrance, with the cost being funded by the Barbara Tyman Fund, as previously agreed with the trustees. This fund is now exhausted. A significant £9K saving was made by reluctantly again deciding to cancel our annual 'Outward Giving' budget.

A parish offer of £48K was made in response to the requested figure of £69K (up from £64.9K in 2020). The requested figure could not be met during the pandemic.

Fortunately there were no 'surprises' in the annual expenditure

### **Investments**

Our investments increased in value by £2.1K to £25.7K during the year

## **Church Hall**

With the hall continuing to be closed for the early part of the year and many hirers not returning once it did reopen, the hall made a loss of £3.7K, with an income of £3.8K and exp of £7.5K. In pre-pandemic times the hall typically made an annual surplus of £5K+.

Work on a new hall as part of the town centre redevelopment plan is currently scheduled to begin in Jan 2023 with completion in Aug 2023. It is hoped that this will both reduce our costs and significantly increase our income.

## **Curate's House, 105 Wrotham Road**

Despite its continued very good condition, the property was valued in December at £330,000, surprisingly at the same figure as that of the previous year. The church owns an 80.72% share of the property, resulting in a value to the church of £266,376.

## **PCC**

One week prior to each of the six PCC meetings during the year, the year-to-date accounts are sent to each PCC member in order to allow sufficient time for them to be read and to enable points for clarification to be identified for raising at the subsequent PCC meeting.

During 2021 voluntary giving by PCC members totalled £21,656.

## **2022**

The budget for 2022 has been drawn up with an assumption of some degree of 'normality' as the year progresses, though allowing for significantly reduced hall income to reflect the current situation. It shows a resulting annual deficit of £4.2K but should be manageable with the current level of bank account balance and the savings account (£19.2K) that the church has.

## **Financial Viability**

At the end of 2021 the 'cash at bank and in hand' totalled £73,446. This total is in excess of the minimum desired threshold in our reserves policy (below) in which, if possible, sufficient money to cover at least three months' unrestricted payments should be held.

## **Reserves Policy**

It is PCC policy to maintain a balance on unrestricted funds (if possible), holding at least three months' unrestricted payments, to cover emergency situations.

## **Future Plans and Concerns:**

Future plans and concerns will be shared at our APCM on May 15th. At a recent PCC/Ministry Away Day, we decided on three areas in which to focus our vision. 1) Reaching out to the teenagers of our community and starting a new Youth Group (in May 2022). 2) Showing more consistency with our community outreach and hospitality, with new possibilities of having the Church building open more (we still wish to start the 'Places of Welcome' project). 3) To promote being a safe and inclusive Church which encourages the gifts and skills of all.

As mentioned earlier, how we increase our resources of voluntary help and finances will be a major challenge. We very much hope to see the beginning of the work on the new Hall in the next year, and how this will begin to change much of the surrounding area. With the potential of 2000 new people moving in to the Parish (with new accommodation promised) over the next 2 – 3 years, how we develop welcome packs and hospitality will be key.

## **Risk Management:**

Risk assessments and inventories of fixtures, fittings, property and belongings have been completed at the Church and Hall. The Safeguarding Policy is in operation, implemented by our Safeguarding representative and monitored by the PCC.

Quinquennial repair work continues under the management of the PCC's Buildings Committee in order to ensure the safety of the buildings and maintain these in good order.

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Approved by the PCC on 14th March 2022 and signed on its behalf by the Revd Jim Fletcher (Rector)

**STATEMENT OF FINANCIAL ACTIVITIES  
PAROCHIAL CHURCH COUNCIL OF ST GEORGE, GRAVESEND**

**STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 DECEMBER 2021**

	Notes	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2021 £	TOTAL FUNDS 2020 £
<b>Incoming and endowments</b>						
<i>Voluntary income</i>	2a	84,324	300		<b>84,624</b>	74,097
<i>Activities for generating funds</i>	2b	11,456			<b>11,456</b>	16,307
<i>Income from investments</i>	2c	11,188	5		<b>11,193</b>	11,716
<i>Church activities</i>	2d	3,325			<b>3,325</b>	4,519
<i>Other income</i>	2e					
		<b>110,293</b>	<b>305</b>		<b>110,598</b>	106,639
<b>Expenditure</b>						
<i>Church activities</i>	3a	117,169			<b>117,169</b>	108,980
<i>Raising funds</i>	3b	2,158			<b>2,158</b>	2,925
<b>Total resources expended</b>		<b>119,328</b>			<b>119,328</b>	111,905
<b>Net incoming/(outgoing) resources</b>						
		(9,035)	305		<b>(8,729)</b>	(5,265)
Transfers between funds (in)		5,706	3,825		<b>9,531</b>	40,446
Transfers between funds (out)		(1,769)	(3,937)	(3,825)	<b>(9,531)</b>	(40,446)
<b>Net incoming/(outgoing) resources</b>		<b>(5,098)</b>	<b>193</b>	<b>(3,825)</b>	<b>(8,729)</b>	(5,265)
<i>Gains/(losses) on revaluation of fixed assets</i>	5					(4,036)
<i>Gains/(losses) on investment assets</i>	6		1279	773	<b>2,052</b>	1,920
Other recognised gains/losses						
<b>Net movement in funds</b>		<b>(5,098)</b>	<b>1,472</b>	<b>(3,052)</b>	<b>(6,678)</b>	(7,381)
Total funds brought forward at 1 January 2021		794,010	14,391	18,510	<b>826,911</b>	834,292
<b>Total funds carried forward at 31 December 2021</b>		<b>788,912</b>	<b>15,864</b>	<b>15,457</b>	<b>820,233</b>	826,911

PAROCHIAL CHURCH COUNCIL OF ST GEORGE, GRAVESEND

BALANCE SHEET AT 31 DECEMBER 2021

	Notes	2021	2020
		£	£
<b>Fixed assets</b>			
Tangible fixed assets	5	724,376	724,376
Investments	6	25,676	23,625
<b>Total fixed assets</b>		<u>750,052</u>	<u>748,001</u>
Debtors	7	2,241	3,515
Short term deposits		73,792	77,061
Cash at bank and in hand		<u>76,033</u>	<u>80,576</u>
Creditors: amounts falling due within one year	8	<u>(5,852)</u>	<u>(1,666)</u>
<b>Net current assets</b>		<b>70,181</b>	<b>78,910</b>
<b>Total assets less current liabilities</b>		<u>820,233</u>	<u>826,911</u>
Creditors: amounts falling due after one year	8		
<b>NET ASSETS</b>		<u><u>820,233</u></u>	<u><u>826,911</u></u>
<b>Funds</b>	9		
<b>Endowment funds</b>	10	15,457	18,510
<b>Restricted funds</b>	10	15,864	14,391
<b>Designated Funds</b>	10	762,477	761,149
<b>Unrestricted funds</b>	10	26,435	32,861
		<u><u>820,233</u></u>	<u><u>826,910</u></u>

Approved by the Parochial Church Council on 15th May 2022 and signed on its behalf

The Revd Jim Fletcher  
Chairman



Gerald Payne  
Treasurer



The accompanying notes form a part of these financial statements.

## PAROCHIAL CHURCH COUNCIL OF ST GEORGE, GRAVESEND

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

#### 1. Accounting policies

##### a Basis of preparation

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the Charities SORP (2005).

The financial statements have been prepared under the historical cost convention, except for the valuation of investment assets which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body, nor those which are informal

##### b Funds

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 and 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 accrue.

##### *All other income*

All other income is recognised when it is receivable.

##### *Gains and losses on investments*

Realised gains are recognised when the investments are sold.

Unrealised gains and losses are accounted for on revaluation on 31 December.

**PAROCHIAL CHURCH COUNCIL OF ST GEORGE, GRAVESEND**

**NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2021**

**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. 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 s.10(2) of the Charities Act 2011.

Movable church furnishing held by the Rector and Churchwardens on special trust for the PCC and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected. For inalienable property acquired prior to 1 January 2006 there is insufficient cost information available and therefore such assets are not valued in the accounts. Individual items acquired since 1 January 2006 have been capitalised in the accounts and depreciated over their useful economic life (see below).

All expenditure on consecrated or beneficed buildings and individual items costing under £1000 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 equipment	25% straight line

No depreciation is provided on freehold property as it is the PCC's policy to maintain these assets in a continual state of sound repair. The useful economic life of these assets is so long and residual values so high that any depreciation would not be material. These assets will be subject to annual impairment reviews. Provision will be made if there has been any permanent diminution in value.

**Investments**

Investments are stated at market value at the balance sheet date.

**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 CBF Church of England Funds, or at the bank.

PAROCHIAL CHURCH COUNCIL OF ST GEORGE, GRAVESEND

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2021

2 Incoming resources

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2021 £	TOTAL FUNDS 2020 £
<b>a</b> <i>Voluntary income</i>					
Planned giving - gift aid	47,822	240		<b>48,062</b>	44,670
Other planned giving	3,698			<b>3,698</b>	5,481
Collections	3,024			<b>3,024</b>	1,553
Donations and appeals	5,470			<b>5,470</b>	6,375
Gift Aid - income tax recoverable	13,573	60		<b>13,633</b>	12,092
Grants	9,737			<b>9,737</b>	2,175
Legacies	1,000			<b>1,000</b>	1,750
	<b>84,324</b>	<b>300</b>		<b>84,624</b>	<b>74,097</b>
<b>b</b> <i>Activities for generating funds</i>					
Church hall lettings to non church organisations	4,133			<b>4,133</b>	6,890
Fetes, bazaars and other fund-raising events	7,323			<b>7,323</b>	9,405
Magazine advertising					
Use of photocopier					12
	<b>11,456</b>			<b>11,456</b>	<b>16,307</b>
<b>c</b> <i>Investment income</i>					
Rental of investment property	10,417			<b>10,417</b>	10,420
Dividends and interest	771	5		<b>776</b>	1,296
	<b>11,188</b>	<b>5</b>		<b>11,193</b>	<b>11,716</b>
<b>d</b> <i>Income from Church Activities</i>					
Chaplaincy / Baptisms					
Fees from weddings, funerals etc	3,215			<b>3,215</b>	4,464
Church lettings to church organisations	110			<b>110</b>	
Bookstall, magazine sales - linked to church					55
	<b>3,325</b>			<b>3,325</b>	<b>4,519</b>
<b>e</b> <i>Other incoming resources</i>					
Insurance claims					
<b>Total incoming resources</b>	<b>110,293</b>	<b>305</b>		<b>110,598</b>	<b>106,639</b>

PAROCHIAL CHURCH COUNCIL OF ST GEORGE, GRAVESEND

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2021

3 Resources expended

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2021 £	TOTAL FUNDS 2020 £
<b>a Church Activities</b>					
Missionary and charitable giving:					
Overseas:					
Home:	75			75	20
Ministry costs:					
Diocesan Parish Contribution	48,000			48,000	56,800
Working expenses	1,355			1,355	2,304
Rectory expenses	5,076			5,076	4,187
Assistant Staff	26,214			26,214	18,291
Church running expenses	12,344			12,344	10,974
Church maintenance					1,037
Upkeep of services	4,237			4,237	1,129
Upkeep of churchyard	5,017			5,017	1,175
Parish magazine					155
Training costs	99			99	18
Church hall running costs	7,646			7,646	6,499
Salary costs	5,534			5,534	4,507
Development of new hall					
Administration (incl IE fee)	1,574			1,574	1,881
Depreciation					
Property costs					
	117,169			117,169	108,980
<b>b Raising Funds</b>					
105 Wrotham Road running costs	473			473	1,150
105 Wrotham Road management fees	1,685			1,685	1,775
Stewardship costs					
Fund raising costs					
	2,158			2,158	2,925
<b>Total resources expended</b>	119,328			119,328	111,905

PAROCHIAL CHURCH COUNCIL OF ST GEORGE, GRAVESEND

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2021

<b>4 Staff costs</b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
<b>a Wages and salaries</b>	<b>30,200</b>	<b>22,763</b>

During the year the PCC employed a full time Children & Family Worker (CFW), a part-time organist and an administrator. PAYE deductions were managed by an external company. Our CFW salary rose from £24,500 to £25,000 in Sept.

- b Payments to PCC members**  
No payments were made to any PCC member, persons connected to them or related parties. The total 2021 donations made to the PCC by PCC members and related parties, inc Gift Aid was £21,656 (£21,556 in 2020)

<b>5 Tangible fixed assets</b>	Freehold land and buildings	Church equipment	<b>TOTAL</b>
<b>Cost or valuation</b>	£	£	£
At 1 January 2021	724,376		<b>724,376</b>
Additions			
Disposals			
Revaluation			
At 31 December 2021	<u>724,376</u>		<u><b>724,376</b></u>
<b>Depreciation</b>			
At 1 January 2021			
Provided in the year			
Disposals			
At 31 December 2021			
<b>Net book amounts</b>			
<b>At 31 December 2021</b>	<u><b>724,376</b></u>		<u><b>724,376</b></u>
At 31 December 2020	<u>724,376</u>		<u>724,376</u>

The freehold land and buildings comprise the curate's house at 105 Wrotham Road, Gravesend, and the Church Hall.

105 Wrotham Road has been valued for the PCC at £330,000 (31 December 2020 £330,000). The PCC owns 80.72% of this property with 19.28% owned by the Diocese. The declaration of trust in relation to this property between the PCC and the Diocese allows for the PCC's share of the net proceeds arising on sale of the property to be applied to the general income of the PCC. The asset is therefore shown as unrestricted.

The church hall is difficult to value as a result of the Thameside redevelopment and therefore for the purposes of these accounts the insurance value of £458,000 has been used at both the beginning and end of the accounting period.

The Hall boiler now has an asset value of zero

<b>6 Investments</b>	Units	Valuation (p)	£
At 1 January 2021			23,625
Disposals at carrying value			
Purchases at cost			
Net gains and revaluation			2,051
<b>At 31 December 2021</b>			<u><b>25,676</b></u>

The following investments are held:	Units	Valuation	Value
		p	£
CBF CoE Fixed Interest Securities Fund (income units)	3,709	158.35	5,873
CBF CoE Investment Fund	436	2,341.81	10,219
COIF Charities Investment Fund	466	2,056.64	9,584
			<u><b>25,676</b></u>

All the investments are held in restricted or endowment funds as analysed in Note 10.

PAROCHIAL CHURCH COUNCIL OF ST GEORGE, GRAVESEND

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2021

**7 Debtors**

	2021 £	2020 £
Income tax recoverable	1,925	3,357
Prepayments and accrued income	181	159
Other debtors	135	
	<b>2,241</b>	<b>3,515</b>

**8 Creditors: amounts falling due in one year**

	2,021 £	2020 £
Accruals for utilities and other costs	837	816
Diocese share of rental income	1,973	
Other creditors	3,043	850
	<b>5,852</b>	<b>1,666</b>

**Creditors: amounts falling due after more than one year**

2021 £	2020 £

**Analysis of Net assets by fund**

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2021 £	Total Funds 2020 £
<b>9</b> Fixed assets for church use	724,376			<b>724,376</b>	724,376
Investment fixed assets		10,219	15,457	<b>25,676</b>	23,625
Current assets	69,049	6,258		<b>75,307</b>	79,726
Current liabilities	(4,759)	-367		<b>(5,126)</b>	(816)
Long term liabilities					
	<b>788,666</b>	<b>16,110</b>	<b>15,457</b>	<b>820,233</b>	826,911

PAROCHIAL CHURCH COUNCIL OF ST GEORGE, GRAVESEND

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2021

10 Statement of funds

	At 1 Jan 2021 £	Income £	Expenditure £	Transfers, other gains and losses. £	At 31 Dec 2021 £
<b>Unrestricted Funds - undesignated</b>	32,861	84,879	(93,720)	2,168	<b>26,188.20</b>
<b>Unrestricted Funds - designated</b>					
Church Repair Fund	17,608	31		640	<b>18,279</b>
Church Hall Repair Fund	12,381	23		1,019	<b>13,423</b>
Church Hall Fixed Asset	458,000				<b>458,000</b>
Bellringing	174				<b>174</b>
105 Wrotham Road Repair Fund	671	1		110	<b>783</b>
105 Wrotham Road Fixed Asset	266,376				<b>266,376</b>
Children's Worker	5,939	25,112	(25,608)		<b>5,443</b>
	<u>761,149</u>	<u>25,167</u>	<u>(25,608)</u>	<u>3,937</u>	<u><b>762,477</b></u>
<b>Restricted Funds</b>					
Barbara Tyman Memorial Fund	107	5		(112)	<b>0</b>
Charities Account	1,879	247			<b>2,126</b>
Gravgeo Ascot	8,940			1,279	<b>10,219</b>
Pathfinders	899				<b>899</b>
Tower Restoration Fund	1,905	0			<b>1,905</b>
Who Let The Dads Out	662	300			<b>962</b>
	<u>14,391</u>	<u>552</u>	<u>0</u>	<u>1,167</u>	<u><b>16,110</b></u>
<b>Endowment Funds</b>					
Barbara Tyman Memorial Fund	3,825			(3,825)	<b>0</b>
C H Bowen Legacy	806			(54)	<b>752</b>
J Russell for poor	8,393			1,191	<b>9,584</b>
Legacies	1,386			(92)	<b>1,294</b>
Miss Mabel McLaren	2,712			(180)	<b>2,532</b>
St James School Fund	1,387			(92)	<b>1,295</b>
	<u>18,510</u>	<u>0</u>	<u>0</u>	<u>(3,052)</u>	<u><b>15,457</b></u>
<b>Total funds</b>	<u>826,911</u>	<u>110,598</u>	<u>(119,328)</u>	<u>4,219</u>	<u><b>820,233</b></u>

The Church Repair Fund, Church Hall Repair Fund, 105 Wrotham Road Repair Fund are deposit accounts held with Rochester Diocese Board of Finance and have been designated by the PCC for the repair of the respective buildings.

## PAROCHIAL CHURCH COUNCIL OF ST GEORGE, GRAVESEND

### NOTES TO THE FINANCIAL STATEMENTS (continued) FOR THE YEAR ENDED 31 DECEMBER 2021

#### 10 Statement of funds (continued)

##### **The restricted funds comprise:**

The Gravgeo Ascot Fund which is restricted for use towards the house at 105 Wrotham Road. The Fund was invested in 380 units in the CBF CoE Investment Fund but proceeds from the Doris Law fund have been added to the holding

The Charities Account which is restricted to charitable giving. The account is funded from the interest on the J Russell for poor fund.

The Church Tower Restoration fund which was commenced in 2008 to raise funds for the restoration of the church tower.

The Barbara Tyman Memorial fund, with funds available to be used for a project approved by the PCC.

'Who Let The Dads Out' is a holding account for an activity group for children and their fathers/male carers

##### **The endowment funds comprise:**

The C H Bowen legacy fund which is invested in 475 units in the CBF CoE Fixed Income Securities Fund. Income is used for general purposes.

The Miss Mabel McLaren fund which is invested in 1599 units in the CBF CoE Fixed Income Securities Fund. Income is used for general purposes.

The St James School fund which is invested in 818 units in the CBF CoE Fixed Income Securities Fund. Income is used for general purposes.

The Legacies fund which is invested in 817 units in the CBF CoE Fixed Income Securities Fund. Income is used for general purposes.

The J Russell for poor fund which is invested in 466 units in the COIF Charities Investment Fund. Income is restricted to charitable giving.

The Barbara Tyman Memorial fund which is funded from a donation received in 2008. The capital is held in a deposit account with Rochester Diocese Board of Finance and initially, the income is restricted to the training needs of members of St George's.

The Pathfinders Fund is a holding account for the church youth club into which weekly subs are paid and from the proceeds new equipment is purchased. This club is not currently active.

##### **The Unrestricted Funds comprise:**

The Bellringing Fund, established to support the cost of repairs to the bells, ropes and ancillary equipment

The Church Repair Fund, used to support the cost of repairs to the church

The Hall Repair Fund, used to support the cost of repairs to the hall

The 105WR Repair Fund, used to support the cost of repairs to the curate's house, 105, Wrotham Road

The Staff Fund, used to hold monies raised in support of our Children and Families Worker and the salary costs

# adventus accounting solutions

Supporting Charitable Organisations

24 February 2022

## **Independent Examiner's report to the Member/Trustees of Gravesend St George PCC**

I report on the accounts for the year ended 31 December 2021 which are set out on the pages following.

### **Respective responsibilities of the Trustees and Independent Examiner**

The church's trustees are responsible for the preparation of the accounts. The church'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 the 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 consideration of 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 an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

## **Independent Examiner's statement**

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

- (1) which gives me reasonable cause to believe that in any material respect the requirements
  - to keep accounting records in accordance with section 130 of the 2011 Act; or
  - to prepare accounts which accord with these accounting records have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Yours sincerely



Martyn Burt

B.Sc.(Hons), ACMA, CGMA

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Telephone: 07523 6229679

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# Accounts

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# St George's, Gravesend

ANNUAL REPORT OF THE

ST GEORGE'S, GRAVESEND PCC

For the Year Ended 31<sup>st</sup> December 2020

**Incumbent:**

The Revd Jim Fletcher  
of 54 The Avenue, Gravesend, DA11 0LX

**Honorary Treasurer:**

Gerald Payne

Honorary Independent Examiner:

Martyn Burt

Bankers

HSBC - 84 New Rd, Gravesend DA11 0AS

## ANNUAL REPORT 2020-21

### Background

St. George's Parochial Church Council (PCC) has had the responsibility of co-operating with the incumbent, Revd Jim Fletcher and the Church Wardens, in promoting in the ecclesiastical parish the whole mission of the church; pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the church complex of St George, Gravesend.

The PCC has complied with the duty to have due regard to the House of Bishops' guidance on safeguarding children and vulnerable adults, and a safeguarding update is provided to PCC at alternate meetings. The PCC has also had regard to the Charity Commission public benefit guidance, where relevant.

### Administrative Information

The St George's Parochial Church Council is part of the Diocese of Rochester within the Church of England. The correspondence address is: 54 The Avenue, Gravesend, DA11 0LX. The PCC is a registered charity with the Charity Commission under registration number 1132757.

### Structure, Governance and Management

The function and purpose of the PCC is outlined in the Parochial Church Council (Powers) Measure 1956

### Membership

Members of the PCC are either ex officio or elected at the Annual Parochial Church Meeting (APCM), in accordance with the Church Representation Rules. Up to two co-opted members may also be appointed to serve on the PCC for a year at a time. There is also provision for an ex officio post of Reader Representative. Treasurer and PCC Secretary are ex officio posts.

During the year the following have served as members of the PCC.

#### Ex Officio:

<b>Incumbent</b>	Revd Jim Fletcher	Chairman
<b>Curate</b>	Revd Mike Nelson (until October 2020)	
<b>Children and Families worker</b>	Emma Oliver	
<b>Wardens</b>	Neil Fisher Denise Birch (from October 2020)	
<b>Deanery Synod</b>	Neil Fisher	2017 - 2020
	Fiona Elford	2017 - 2020
	Neege Allen	2020 - 2023
<b>Treasurer</b>	Gerald Payne	
<b>PCC Secretary</b>	Emmie Iferi	

<b><u>Elected:</u></b>	Colin Nice	2017 – 2020 and co-opted from Oct '20
	Neege Allen	2020 - 2023
	Eunice Gooding	2020 - 2023
	Darren Shilling	2018 - 2021
	David Webzell	2018 - 2021
	Jeannie Baldwin	2018 - 2021
	David Cadwallader	2018 - 2021
	Jean Ault	2018 - 2021
	Andy Hicks	2020 - 2023
	Charles Byrom	2020 - 2023

### **Committees**

The PCC operates through a number of committees that meet between full meetings of the PCC.

#### **Ministry Team:**

Meets to discuss services, liturgy, courses, pastoral issues and to pray.

#### **Finance and Standing Committee:**

This is the only committee required by law and the only group that needs to be composed exclusively of PCC members. It has the power to transact the business of the PCC between its meetings, subject to any directions given by the Council. It also makes recommendations to the PCC on matters of finance, buildings and employees of the church. And effective stewardship of Church funds and addressing projected financial shortfalls.

#### **Fundraising and Events Committee:**

Seeks to encourage fellowship in the life of our church and to organise events to which we can invite family and friends.

#### **Buildings Committee:**

Concerned with the upkeep and maintenance of the Church, Hall and gardens.

#### **Mission and Outreach Committee:**

Seeks to improve links with partners and mission and recommends to the PCC how the away giving should be allocated for the year.

#### **Development Committee:**

Acting as a link between the church and interested parties in the proposed re-development of the town centre.

#### **Vision Team:**

Formed at the end of 2019, the Vision Team were to present a new 'Vision' to the PCC and congregation in line with the Diocesan recommendation of forming a 'Called to Grow' plan. This was hampered due to the pandemic and the APCM (where the Vision presentation was to happen) being postponed. The pandemic has got us re-evaluating our priorities.

## **Church Attendance**

St George's Electoral Roll numbers are 85 people

Due to the pandemic we are unable to calculate average Sunday numbers, as the Church has been closed at various occasions this year, and many people have watched the services online via our Website and Facebook page.

## **Review of the Year**

Where to start! It's been quite a year as St George's (like all Churches) have had to react to being caught up in a Pandemic. The regular groups, committees and activities of Church life have all been 'on hold' whilst three different lockdown periods have occurred, and the Church building has needed to be closed. However, the opportunity to be creative meant we could begin to film Church services and from August 2020 starting to livestream. This has kept many people connected, and we have also gained many new people online. A big thank you must go to Darren Shilling for his time, knowledge, commitment and equipment to making this possible. As we have been reliant on Darren's equipment, we have applied for some grant money to try and buy our own to continue livestreaming.

In between the lockdown periods, the Church was able to be open but under Covid-regulations. This meant chairs at 2m apart, mask wearing, no singing and little congregating at the end of the service. This led to a very different feel to the services in Church, and many chose to stay at home to watch online (also for safety reasons for those in the vulnerable category). A big thank you to our Churchwardens for adapting to these new procedures and doing so much of the practical work attached with this. Sadly, the Church hall has been closed throughout the pandemic, which means much of the Church's regular revenue has been lost, and so many community groups have been unable to meet safely in this space, including our own Church groups. Due to this, we had to furlough our Children and Families Worker, Emma Oliver, and our Organist, Martin Beech, for a number of weeks. Since returning though, Emma has been able to start a Zoom Sunday Service and weekly groups for Children and Families which is proving successful. We sadly had to say goodbye to our Curate, Revd Mike Nelson who moved in October to take up his first incumbency at Twydall. Mike will be missed by us all but it has been a privilege to be part of his training and development, and I am sure will be a great success in his new challenge. We received news during the year that we will receive a new Curate in Sept 2021 and look forward to welcoming Mark Edwards and his family to the Parish.

The world of 'Zoom' has been discovered this year, with all Church meetings needing to happen this way. The PCC met 6 times in this period, and with diocesan permission, the APCM was postponed until October 2020. There have also been many 'Zoom' meetings with 'Reef' as discussions about the Gravesend Town Centre regeneration, and the impact on our Church have reached a critical stage as work should be starting this year. A new Church Hall is promised and our development committee have worked very hard collaborating with 'Reef' to get the best possible design and outcome. This is currently ongoing.

Careful and efficient stewardship of finances has again been characteristic of decision-making in the PCC, and issues of finance and fundraising have been discussed at all meetings. Thanks to Gerald Payne and Colin Nice for their expertise in this field. Thanks are also extended to those who have contributed expertise in building matters, particularly in relation to the current church hall, and to Neil Fisher for all his organisation with hall bookings. Thank you also to Pat Broad and Alison Webzell with doing such an efficient job with Safeguarding procedures.

We also had to be creative with our fundraising, a successful Zoom Auction and Quiz was held in November. Revd Jim Fletcher completed a sponsored prayer Advent walk, and also raised money for 'Sanctuary' with a

sponsored sleep-out. There were also fundraisers for Christian Aid throughout the year too. Sadly our Summer and Christmas Fairs could not be held due to the pandemic. However, a successful railway exhibition fundraiser was held before the first lockdown and our annual gift day also bore much fruit.

The pandemic has also delayed the presentation of a new 'Vision' for St George's and starting 'Places of Welcome' and a new Youth Group have been postponed.

## **Finance Report**

### **General**

In common with other churches Covid 19 has affected St George's greatly this year and it has been a difficult and challenging year financially. Faced with a potential huge reduction in revenue, steps were taken to mitigate the reduction by paring expenditure much as possible. Services re-commenced in mid August with much reduced capacity. From 23<sup>rd</sup> March however, all services were transmitted live though Facebook, with each service subsequently being available on the church website.

### **Gross Funds**

Our gross funds (including the value of our property) have reduced by approx. £7.4K to £826,911 (from £834.3K in 2019). £4K of this is due to the reduction in the valuation of our curate's house. There was also a deficit on the year of income over expenditure of £5.3K, a better outcome than had been anticipated earlier in the year. Because of the uncertainty of the financial prospects, in April the church successfully applied for a potential diocesan loan of £10K. Fortunately it has so far not been necessary to call upon this money.

### **Income**

Overall income was £106,639, a reduction of the 2019 figure of £128.7K.

Fortunately, with approximately 75% of voluntary giving being made by standing order, these contributions continued throughout the year. While 'loose plate' giving was greatly reduced, a number of small sums of money were received through the 'Just Giving' platform. There was also a significant reduction in the number of envelopes received though several parishioners were able to forward their giving. Key fundraising activities were lost, though two successful activities late in the year helped offset these losses. Significant hall lettings money was also lost through the closure of the Hall and general donations were much reduced.

The annual church Gift Day, again to cover the costs of employing our Children and Families Worker, was held in June and was very well supported with the target sum being reached.

### **Expenditure**

Expenditure for the year totalled £111,905, reduced from £127.7K in 2019. A significant £9K saving was made by reluctantly deciding to cancel our annual 'Outward Giving' budget. Our Children and Families Worker was furloughed from mid-May until late September, as was our organist. Other savings were made commensurate with the church and hall largely being closed (fuel, etc).

Work finally began on the planned improvements to the Garden of Remembrance with the cost being funded by the Barbara Tyman Fund. The remaining trustee of this fund had indicated that the remaining £5K in the fund should re-designated for use for a particular identified church project. The initial payment of £1,175 was met by the transfer of funds.

### **Fund Raising**

A very successful Model Railway Exhibition was held in February raising over £1K. Gift Day raised the targeted £24.5K and in December, our rector's sponsored walking and a Zoom auction raised £4K between them.

## **Investments**

With our current account bank balance beginning to fall to a dangerously low level and with the prospect of little improvement during the first half of 2021 at least, the PCC decided to encash some of the church investments. The Endowment Fund holding of £6,053 was completely closed (these funds being intended for use towards the incumbent's income). A further £8,295 was encashed from the GravGeo Ascot Fund. These funds are intended for use towards the Curate house, 105 Wrotham Road. Since the property was refurbished in 2013, this sum of money has been spent on repairs and maintenance to the property which hitherto has not been transferred.

While the remaining investments increased in value, the value of the holding has now reduced from £36.1K to £23.6K.

## **Church Hall**

The church hall was closed on 23<sup>rd</sup> March, reopening in October on Sunday mornings to enable a service for children and their families to be held. Lettings income totalled £6.8K while expenditure totalled £6.5K leaving a very small surplus.

## **Curate's House, 105 Wrotham Road**

Despite its continued very good condition, the property was valued in December at £330,000, a reduction of £5K from the previous year. The church owns an 80.72% share of the property, resulting in a value to the church of £266,376.

## **PCC**

One week prior to each of the six PCC meetings during the year, the year-to-date accounts are sent to each PCC member in order to allow sufficient time for them to be read and to enable points for clarification to be identified for raising at the subsequent PCC meeting.

During 2020 voluntary giving by PCC members totalled £21,556.

## **2021**

The budget for 2021 has been drawn up with an assumption of some degree of 'normality' from July 2021. Necessary savings have been included in the budget to reduce the potential deficit of income over exp. with the budget indicating an income of approx. £102.3K and expenditure of £108.2K. The resulting annual deficit of £5.9K should be manageable with the current level of bank account balance and the savings account (£19.2K) that the church has.

## **Financial Viability**

At the end of 2020 the 'cash at bank and in hand' totalled £77,061. This total is in excess of the minimum desired threshold in our reserves policy (below) in which, if possible, sufficient money to cover at least three months' unrestricted payments should be held.

## **Reserves Policy**

It is PCC policy to maintain a balance on unrestricted funds (if possible), holding at least three months' unrestricted payments, to cover emergency situations.

## **Future Plans and Concerns:**

Future plans and concerns will be shared at our APCM in May. Much of this will depend on where the nation will be at the time with the pandemic and vaccinations. Everyone has found it difficult to plan in to the future

when we do not know what we can and cannot do with government restrictions. We do know that the redevelopment of Gravesend town centre and a new hall for St George's will be a major piece of work which may well start this year. We still hope to open our 'Places of Welcome' as soon as we can. And much of our future planning and concerns will relate to how our community react to the events of the last year. Having the Church open as much as possible is going to be key to identifying people's needs more, and we wish to continue livestreaming our services to keep connected to our online community. How the pandemic has affected our finances is a huge concern, so more imaginative ways to stewardship and fundraising will be needed. We also look forward to welcoming our new Curate, Mark.

### **Risk Management:**

Risk assessments and inventories of fixtures, fittings, property and belongings have been completed at the Church and Hall. The Safeguarding Policy is in operation, implemented by our Safeguarding representative and monitored by the PCC.

Quinquennial repair work continues under the management of the PCC's Buildings Committee in order to ensure the safety of the buildings and maintain these in good order. A quinquennial for the Church is due this year.



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Approved by the PCC on 8<sup>th</sup> March 2021 and signed on its behalf by the Revd Jim Fletcher (Rector)

**STATEMENT OF FINANCIAL ACTIVITIES  
PAROCHIAL CHURCH COUNCIL OF ST GEORGE, GRAVESEND**

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

	Notes	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2020 £	TOTAL FUNDS 2019 £
<b>Incoming and endowments</b>						
<i>Voluntary income</i>	2a	73,807	290		<b>74,097</b>	86,128
<i>Activities for generating funds</i>	2b	16,307			<b>16,307</b>	27,570
<i>Income from investments</i>	2c	11,453	263		<b>11,716</b>	11,645
<i>Church activities</i>	2d	4,519			<b>4,519</b>	3,318
<i>Other income</i>	2e					
		106,086	553		<b>106,639</b>	128,661
<b>Expenditure</b>						
<i>Church activities</i>	3a	108,980			<b>108,980</b>	125,427
<i>Raising funds</i>	3b	2,925			<b>2,925</b>	2,259
<b>Total resources expended</b>		111,905			<b>111,905</b>	127,686
<b>Net incoming/(outgoing) resources</b>						
		(5,819)	553		<b>(5,265)</b>	975
Transfers between funds (in)		40,446			<b>40,446</b>	15,249
Transfers between funds (out)		(24,803)	(14,468)	(1,175)	<b>(40,446)</b>	(15,249)
<b>Net incoming/(outgoing) resources</b>		9,825	(13,915)	(1,175)	<b>(5,265)</b>	975
<i>Gains/(losses) on revaluation of fixed assets</i>	5	(4,036)			<b>(4,036)</b>	
<i>Gains/(losses) on investment assets</i>	6		1,202	719	<b>1,920</b>	4,810
Other recognised gains/losses						
<b>Net movement in funds</b>		5,789	(12,714)	(456)	<b>(7,381)</b>	5,785
Total funds brought forward at 1 January 2019		788,221	27,105	18,966	<b>834,292</b>	828,507
<b>Total funds carried forward at 31 December 2019</b>		794,010	14,391	18,510	<b>826,911</b>	834,292

PAROCHIAL CHURCH COUNCIL OF ST GEORGE, GRAVESEND

BALANCE SHEET AT 31 DECEMBER 2020

	Notes	2020	2019
		£	£
<b>Fixed assets</b>			
Tangible fixed assets	5	724,376	728,412
Investments	6	23,625	36,053
<b>Total fixed assets</b>		<u>748,001</u>	<u>764,465</u>
Debtors	7	3,515	4,918
Short term deposits			
Cash at bank and in hand		<u>77,061</u>	<u>65,885</u>
		<u>80,576</u>	<u>70,803</u>
Creditors: amounts falling due within one year	8	<u>(1,666)</u>	
<b>Net current assets</b>		<u>78,910</u>	<u>70,803</u>
<b>Total assets less current liabilities</b>		<u>826,911</u>	<u>835,267</u>
Creditors: amounts falling due after one year	8		-975
<b>NET ASSETS</b>		<u><u>826,911</u></u>	<u><u>834,292</u></u>
<b>Funds</b>	9		
<b>Endowment funds</b>	10	18,510	18,966
<b>Restricted funds</b>	10	14,391	27,106
<b>Designated Funds</b>	10	761,149	758,214
<b>Unrestricted funds</b>	10	32,861	30,007
		<u><u>826,911</u></u>	<u><u>834,292</u></u>

Approved by the Parochial Church Council on 23rd May 2021 and signed on its behalf



The Revd Jim Fletcher  
Chairman



Gerald Payne  
Treasurer

The accompanying notes form a part of these financial statements.

## PAROCHIAL CHURCH COUNCIL OF ST GEORGE, GRAVESEND

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

#### 1. Accounting policies

##### a Basis of preparation

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the Charities SORP (2005).

The financial statements have been prepared under the historical cost convention, except for the valuation of investment assets which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body, nor those which are informal

##### b Funds

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 and 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 accrue.

##### *All other income*

All other income is recognised when it is receivable.

##### *Gains and losses on investments*

Realised gains are recognised when the investments are sold.

Unrealised gains and losses are accounted for on revaluation on 31 December.

## PAROCHIAL CHURCH COUNCIL OF ST GEORGE, GRAVESEND

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

#### 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. 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 s.10(2) of the Charities Act 2011.

Movable church furnishing held by the Rector and Churchwardens on special trust for the PCC and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected. For inalienable property acquired prior to 1 January 2006 there is insufficient cost information available and therefore such assets are not valued in the accounts. Individual items acquired since 1 January 2006 have been capitalised in the accounts and depreciated over their useful economic life (see below).

All expenditure on consecrated or beneficed buildings and individual items costing under £1000 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 equipment	25% straight line

No depreciation is provided on freehold property as it is the PCC's policy to maintain these assets in a continual state of sound repair. The useful economic life of these assets is so long and residual values so high that any depreciation would not be material. These assets will be subject to annual impairment reviews. Provision will be made if there has been any permanent diminution in value.

##### *Investments*

Investments are stated at market value at the balance sheet date.

#### 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 CBF Church of England Funds, or at the bank.

PAROCHIAL CHURCH COUNCIL OF ST GEORGE, GRAVESEND

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2020

2 Incoming resources

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2020 £	TOTAL FUNDS 2019 £
<b>a</b> <i>Voluntary income</i>					
Planned giving - gift aid	44,450	220		<b>44,670</b>	42,168
Other planned giving	5,461	20		<b>5,481</b>	3,972
Collections	1,553			<b>1,553</b>	14,718
Donations and appeals	6,375			<b>6,375</b>	7,562
Gift Aid - income tax recoverable	12,042	50		<b>12,092</b>	13,032
Grants	2,175			<b>2,175</b>	4,675
Legacies	1,750			<b>1,750</b>	
	<b>73,807</b>	<b>290</b>		<b>74,097</b>	86,128
<b>b</b> <i>Activities for generating funds</i>					
Church hall lettings to non church organisations	6,890			<b>6,890</b>	19,228
Fetes, bazaars and other fund-raising events	9,405			<b>9,405</b>	8,279
Magazine advertising					
Use of photocopier	12			<b>12</b>	64
	<b>16,307</b>			<b>16,307</b>	27,570
<b>c</b> <i>Investment income</i>					
Rental of investment property	10,420			<b>10,420</b>	10,258
Dividends and interest	1,033	263		<b>1,296</b>	1,387
	<b>11,453</b>	<b>263</b>		<b>11,716</b>	11,645
<b>d</b> <i>Income from Church Activities</i>					
Chaplaincy / Baptisms					29
Fees from weddings, funerals etc	4,464			<b>4,464</b>	3,275
Church lettings to church organisations					
Bookstall, magazine sales - linked to church	55			<b>55</b>	15
	<b>4,519</b>			<b>4,519</b>	3,318
<b>e</b> <i>Other incoming resources</i>					
Insurance claims					
<b>Total incoming resources</b>	<b>106,086</b>	<b>553</b>		<b>106,639</b>	128,661

PAROCHIAL CHURCH COUNCIL OF ST GEORGE, GRAVESEND

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2020

3 Resources expended

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2020 £	TOTAL FUNDS 2019 £
<b>a Church Activities</b>					
Missionary and charitable giving:					
Overseas:					4,750
Home:	20			20	4,607
Ministry costs:					
Diocesan Parish Contribution	56,800			56,800	47,200
Working expenses	2,304			2,304	2,404
Rectory expenses	4,187			4,187	8,635
Assistant Staff	18,291			18,291	25,588
Church running expenses	10,974			10,974	10,390
Church maintenance	1,037			1,037	147
Upkeep of services	1,129			1,129	2,274
Upkeep of churchyard	1,175			1,175	
Parish magazine	155			155	135
Training costs	18			18	285
Church hall running costs	6,499			6,499	11,000
Salary costs	4,507			4,507	5,751
Development of new hall					
Administration (incl IE fee)	1,881			1,881	2,261
Depreciation					
Property costs					
	108,980			108,980	125,427
<b>b Raising Funds</b>					
105 Wrotham Road running costs	1,150			1,150	791
105 Wrotham Road management fees	1,775			1,775	1,587
Stewardship costs					-118
Fund raising costs					
	2,925			2,925	2,259
<b>Total resources expended</b>	111,905			111,905	127,686

**PAROCHIAL CHURCH COUNCIL OF ST GEORGE, GRAVESEND**

**NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2020**

<b>4 Staff costs</b>	<b>2020</b>	<b>2019</b>
	£	£
a <i>Wages and salaries</i>	<u><b>22,763</b></u>	<u><b>28,767</b></u>

During the year the PCC employed a full time Children & Family Worker (CFW), a part-time organist and an administrator. PAYE deductions were managed by an external company. Our CFW salary was £24,500 and employer's pension payments totalled £1,013. No NI contributions were payable. During furlough we received in respect of our CFW and organist government CJRS grants of £7,176 and £543 respectively.

**b Payments to PCC members**

No payments were made to any PCC member, persons connected to them or related parties. The total 2020 donations made to the PCC by PCC members and related parties, inc Gift Aid was £21,556 (£17,653 in 2019)

<b>5 Tangible fixed assets</b>	Freehold land and buildings	Church equipment	<b>TOTAL</b>
	£	£	£
<b>Cost or valuation</b>			
At 1 January 2020	728,412		<b>728,412</b>
Additions			
Disposals			
Revaluation	-4,036		<b>-4,036</b>
At 31 December 2020	<u>724,376</u>		<u><b>724,376</b></u>
<b>Depreciation</b>			
At 1 January 2020			
Provided in the year			
Disposals			
At 31 December 2020			
<b>Net book amounts</b>			
<b>At 31 December 2020</b>	<u><b>724,376</b></u>		<u><b>724,376</b></u>
At 31 December 2019	<u>728,412</u>		<u>728,412</u>

The freehold land and buildings comprise the curate's house at 105 Wrotham Road, Gravesend, and the Church Hall.

105 Wrotham Road has been valued for the PCC at £330,000 (31 December 2019 £335,000). The PCC owns 80.72% of this property with 19.28% owned by the Diocese. The declaration of trust in relation to this property between the PCC and the Diocese allows for the PCC's share of the net proceeds arising on sale of the property to be applied to the general income of the PCC. The asset is therefore shown as unrestricted.

The church hall is difficult to value as a result of the Thameside redevelopment and therefore for the purposes of these accounts the insurance value of £458,000 has been used at both the beginning and end of the accounting period.

**6 Investments**

	Units	Valuation (p)	£
At 1 January 2020			36,053
Disposals at carrying value			-14,348
Purchases at cost			
Net gains and revaluation			1,920
<b>At 31 December 2020</b>			<u><b>23,625</b></u>

The following investments are held:

	Units	Valuation p	Value £
CBF CoE Fixed Interest Securities Fund (income units)	3,709	169.62	6,291
CBF CoE Investment Fund	436	2,048.73	8,940
COIF Charities Investment Fund	466	1,801.14	8,393
			<u><b>23,625</b></u>

All the investments are held in restricted or endowment funds as analysed in Note 10.

PAROCHIAL CHURCH COUNCIL OF ST GEORGE, GRAVESEND

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2020

7 Debtors

	2020	2019
	£	£
Income tax recoverable	3,357	3,337
Prepayments and accrued income	159	537
Other debtors		1,044
	<u>3,515</u>	<u>14,772</u>

8 Creditors: amounts falling due in one year

	2020	2019
	£	
Accruals for utilities and other costs	816	975
Diocese share of rental income		
Other creditors	850	
	<u>1,666</u>	<u>975</u>

Creditors: amounts falling due after more than one year

2020	2019
£	£

Analysis of Net assets by fund

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2020 £	Total Funds 2019 £
9 Fixed assets for church use	724,376			724,376	728,412
Investment fixed assets		8,940	14,685	23,625	36,053
Current assets	70,450	5,451	3,825	79,726	70,803
Current liabilities	(816)			(816)	(975)
Long term liabilities					
	<u>794,010</u>	<u>14,391</u>	<u>18,510</u>	<u>826,911</u>	<u>834,292</u>

PAROCHIAL CHURCH COUNCIL OF ST GEORGE, GRAVESEND

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2020

10 Statement of funds

	At 1 Jan 2020 £	Income £	Expenditure £	Transfers, other gains and losses £	At 31 Dec 2020 £
<b>Unrestricted Funds - undesignated</b>	30,007	82,517	(92,798)	13,135	<b>32,861</b>
<b>Unrestricted Funds - designated</b>					
Church Repair Fund	16,276	52		1,280	<b>17,608</b>
Church Hall Repair Fund	11,326	36		1,019	<b>12,381</b>
Church Hall Fixed Asset	458,000				<b>458,000</b>
Bellringing	174				<b>174</b>
105 Wrotham Road Repair Fund	118	1		552	<b>671</b>
105 Wrotham Road Fixed Asset	270,412			(4,036)	<b>266,376</b>
Children's Worker	1,908	22,630	(18,257)	(342)	<b>5,939</b>
	<u>758,214</u>	<u>22,719</u>	<u>(18,257)</u>	<u>11,607</u>	<u><b>761,149</b></u>
<b>Restricted Funds</b>					
Barbara Tyman Memorial Fund	87	20			<b>107</b>
Charities Account	1,636	243			<b>1,879</b>
Endowment	5,789			(5,789)	<b>0</b>
Gravgeo Ascot	16,298			(7,358)	<b>8,940</b>
Pathfinders	899				<b>899</b>
Tower Restoration Fund	1,905	0			<b>1,905</b>
Who Let The Dads Out	492	290		(120)	<b>662</b>
	<u>27,105</u>	<u>553</u>	<u>0</u>	<u>(13,267)</u>	<u><b>14,391</b></u>
<b>Endowment Funds</b>					
Barbara Tyman Memorial Fund	5,000			(1,175)	<b>3,825</b>
C H Bowen Legacy	778			27	<b>806</b>
J Russell for poor	7,889			505	<b>8,393</b>
Legacies	1,339			47	<b>1,386</b>
Miss Mabel McLaren	2,620			92	<b>2,712</b>
St James School Fund	1,340			47	<b>1,387</b>
	<u>18,966</u>	<u>0</u>	<u>0</u>	<u>(456)</u>	<u><b>18,510</b></u>
<b>Total funds</b>	<u>834,292</u>	<u>105,789</u>	<u>(111,055)</u>	<u>11,019</u>	<u><b>826,911</b></u>

The Church Repair Fund, Church Hall Repair Fund, 105 Wrotham Road Repair Fund are deposit accounts held with Rochester Diocese Board of Finance and have been designated by the PCC for the repair of the respective buildings. £7,358 was withdrawn from the Gravgeo Ascot Fund to offset the cost of maintenance to the Curate's house in recent years. The Endowment Fund was closed with the money used to offset some stipend costs of our rector during the year.

**PAROCHIAL CHURCH COUNCIL OF ST GEORGE, GRAVESEND**

**NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2020**

**10 Statement of funds (continued)**

The restricted funds comprise:

The Endowment fund which is restricted for use towards the incumbent's income. The Endowment fund is invested in 302 units in the CBF CoE Investment Fund.

The Gravgeo Ascot Fund which is restricted for use towards the house at 105 Wrotham Road. The Fund was invested in 380 units in the CBF CoE Investment Fund but proceeds from the Doris Law fund have been added to the holding.

The Charities Account which is restricted to charitable giving. The account is funded from the interest on the J Russell for poor fund.

The Church Tower Restoration fund which was commenced in 2008 to raise funds for the restoration of the church tower.

The Barbara Tyman Memorial fund, with funds available to be used for a project approved by the PCC.

'Who Let The Dads Out' is a holding account for an activity group for children and their fathers/male carers

The endowment funds comprise

The C H Bowen legacy fund which is invested in 475 units in the CBF CoE Fixed Income Securities Fund. Income is used for general purposes.

The Miss Mabel McLaren fund which is invested in 1599 units in the CBF CoE Fixed Income Securities Fund. Income is used for general purposes.

The St James School fund which is invested in 818 units in the CBF CoE Fixed Income Securities Fund. Income is used for general purposes.

The Legacies fund which is invested in 817 units in the CBF CoE Fixed Income Securities Fund. Income is used for general purposes.

The J Russell for poor fund which is invested in 466 units in the COIF Charities Investment Fund. Income is restricted to charitable giving.

The Barbara Tyman Memorial fund which is funded from a donation received in 2008. The capital is held in a deposit account with Rochester Diocese Board of Finance and the income is restricted to the training needs of members of St George's.

The Pathfinders Fund is a holding account for the church youth club into which weekly subs are paid and from the proceeds new equipment is purchased. This club is not currently active.

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Supporting Charitable Organisations

6 February 2021

## **Independent Examiner's report to the Member/Trustees of Gravesend St George PCC**

I report on the accounts for the year ended 31 December 2020 which are set out on the pages following.

### **Respective responsibilities of the Trustees and Independent Examiner**

The church's trustees are responsible for the preparation of the accounts. The church'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 the 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 consideration of 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 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

Since the gross income for the year exceeds the amount provided in section 143(3) of the Act, I confirm that I am qualified to act as an Independent Examiner under the provisions of that section of the Act and that my qualifications are set out as below.

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

- (1) which gives me reasonable cause to believe that in any material respect the requirements
  - to keep accounting records in accordance with section 130 of the 2011 Act; or
  - to prepare accounts which accord with these accounting records have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Yours sincerely



Martyn Burt

B.Sc.(Hons), ACMA, CGMA

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