

**ST JAMES' CHURCH – HEMINGFORD GREY**

**CHARITY No. 1132817**

**STATEMENT OF ACCOUNTS  
FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2021**

## **ST JAMES' CHURCH - HEMINGFORD GREY**

### **Index**

#### **Page No.**

<b>1 - 3</b>	<b>Annual Report</b>
<b>4</b>	<b>Independent Examiners Report</b>
<b>5</b>	<b>Statement of Financial Activities</b>
<b>6</b>	<b>Balance Sheet</b>
<b>7 - 11</b>	<b>Notes to the Financial Statements</b>

**ST JAMES' CHURCH – HEMINGFORD GREY**  
**ANNUAL REPORT OF THE PAROCHIAL CHURCH COUNCIL**  
**FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2021**

**Administration Information**

St James' Church is situated in the Parish of Hemingford Grey, in the Deanery of Huntingdon, part of the Diocese of Ely within the Church of England. The Parochial Church Council (PCC) is a registered charity, Number 1132817.

**Ex Officio Members**

Rev Peter Cunliffe  
Ben Pearson  
Rev Jan Smith

**Membership of St James' PCC 2021**

Allen Foster  
Stanley Trencher  
Liz Pinnock  
Mark Enzer  
Tim Wetherfield  
Ranjini Mathew  
Steve Moller  
Mike Pinnock (Churchwarden)  
Ian Sinkinson (Churchwarden)  
Stephen Terrell

**Honorary Treasurer**

Ed Nevill

**Appointment of Trustees**

PCC members were appointed at our Annual Parochial Church meeting, which was held in April and are the trustees of St James' Church.

**Objectives and Activities**

**St James' PCC Values**

- God first; Individually and together
- Listening to others with open hearts and minds
- Love and acceptance for each other
- Shared ownership of the leadership

**The Charities Activities**

St James' Church is committed to offer the opportunity of Christian worship to all in our local community. We aim to enable our members, and others, to live out their faith in the world and make a valuable and enriching contribution in the communities where we live and worship. We do this through worship, prayer, and learning about the Gospel, outreach, community involvement and pastoral care.

**Public Benefit**

During 2021 St James' Church role in the community was different due to the COVID 19 pandemic. The in-person services resumed in a limited format. The Parish Centre reopened to the public in the spring, with a Coffee Hub serving drinks and cake opening in the latter half of the year. Some of the events and groups organised and run by the church have gradually resumed.

## **Church attendance**

As at December 2021 there were 164 church members on the electoral roll. There were 3 weddings, 3 baptisms and 9 funeral services in the parish during 2021.

## **Year in Review 2021**

St James' Church currently employs three part time members of staff and a full time Children and Youth Minister. The full PCC met 10 times during the year, a mixture of in person and on Zoom. The Standing Committee also met during the year. The following sub-committees also continued to meet at various times during 2021: Personnel, Property, Finance, Children and Youth, World Mission and the Strategy Implementation Working Group.

Services continued to be held on Zoom at the beginning of the year including the Annual Parochial Church Meeting on the 21<sup>st</sup> April and some Easter Services. By Christmas services were in person but the church did not hold its usual, popular, Carol Service, only the family nativity service was in person. A service of Night Prayer was started during the first lockdown and has continued every night on Zoom during 2021 with an average of 15 attendees each night. Families from the village took part in an Easter Trail, Light Trail and Christmas Nativity Trail around the village, which proved very popular and allowed St James' to connect with families who have previously not engaged with the church. During 2021 St James' partnered with Hope Into Action to house a family at Wren Close. It was necessary to carry out some work on the church property in order to bring it up to the required standard for Hope into Action tenants. The Parish Centre opened a drop in café in the summer, open to the public for coffee and cake on Wednesday and Thursday mornings (donations only), this is operated by volunteers, and has continued throughout the year.

In June of this year repointing work to the exterior church walls was completed; there is still work to be carried out to repair the boundary walls. A new font was made for the church to replace the existing one, and there are plans to move the original stone font at the back of church — this has not been used in 20 years and is in a poor state of repair causing health and safety issues. Swift boxes were installed in the church tower during the year. Routine maintenance of the roof alarm was carried out. We continue to be linked to overseas mission partners and organisations, supporting them financially and in prayer.

## **Financial Review**

During the year voluntary giving to the General Fund decreased slightly to £181,945 but overall income into the General Fund increased to £203,698. Overall expenditure in the General Fund remained relatively static at £201,333 resulting in a surplus of £2,366.

The PCC maintained its policy of donating 15% of income to our mission partners, totalling £30,649 in 2021. In addition, £25,766 was collected in donations for the Anbesan Hoole Mission Fund.

## **Unrestricted Funds**

Development £2,866, General £860,762.

## **Restricted Funds**

Bells £1,023, Don Brown £15,866, Garden Room £15,887, Mission £362

## **Investment Policy**

St James' investment policy is delivered in accordance with the Diocese of Ely and PCC approval.

## **Reserves Policy**

It is the policy of the PCC to maintain a balance in the General Fund to cover at least 3 months costs in case of unavoidable redundancies and emergency situations.

## Risk Policy

St James' Church Charity assesses all substantial risks and implements appropriate measures to manage them. At the year end, the church believes that it is not subject to any substantial risks beyond the liabilities disclosed in its financial statements.

The church holds appropriate insurance policies to safeguard the public and users of our facilities, its members, employees and assets. We have a Health and Safety Policy and a Child Protection Policy updated in accordance with the Diocese of Ely.

## Trustees' Responsibilities Statement


The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will not continue in operation.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charities (Accounts and Reports) Regulations 2008, the provisions of the trust deed and current church accounting regulations. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the PCC on 17<sup>th</sup> May 2022

Signed on their behalf by  .....

Rev Peter Cunliffe

**INDEPENDENT EXAMINER'S REPORT TO THE PCC OF  
ST JAMES' CHURCH - HEMINGFORD GREY**

I report to the charity trustees and members of the PCC on my examination of the accounts of the PCC for the year ended 31st December 2021 which are set out on pages 5 to 11.

**Respective responsibilities of the PCC and the examiner**

As the charity's trustees and members of the PCC you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act') and current Church Accounting Regulations.


I report in respect of my examination of the PCC's accounts carried out under section 145 of the Act and current Church Accounting Regulations and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act and current Church Regulations.

**Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of the accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



H Tacconi (FCA)  
32a East Street  
St. Ives  
Cambridgeshire  
PE27 5PD

Date: 18-5-2022

**ST JAMES' CHURCH - HEMINGFORD GREY**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31ST DECEMBER 2021**

	<u>Note</u>	<u>Unrestricted</u> <u>Funds</u>	<u>Restricted</u> <u>Funds</u>	<u>2021</u> <u>Total</u>	<u>2020</u> <u>Total</u>
<b>INCOMING RESOURCES</b>					
Voluntary giving	2a	185,238	27,501	212,739	221,426
Activities for generating funds	2b	2,242	-	2,242	1,787
Income from investments	2c	10,960	49	11,009	9,203
Church activities income	2d	5,259	-	5,259	3,366
<b>TOTAL INCOMING RESOURCES</b>		<u>203,699</u>	<u>27,550</u>	<u>231,249</u>	<u>235,782</u>
<b>RESOURCES EXPENDED</b>					
Church activities	3a	138,478	29,504	167,982	179,641
Governance costs	3b	62,855	-	62,855	62,869
<b>TOTAL RESOURCES EXPENDED</b>		<u>201,333</u>	<u>29,504</u>	<u>230,837</u>	<u>242,510</u>
<b>NET INCOMING RESOURCES BEFORE OTHER RECOGNIZED GAINS AND LOSSES</b>		2,366	-1,954	412	-6,728
<b>Transfer between funds</b>		2,031	-2,031	-	-
<b>Other recognized gains and losses</b>					
Gain on investment	6	481	-	481	216
<b>NET MOVEMENT IN FUNDS</b>		<u>4,878</u>	<u>-3,985</u>	<u>893</u>	<u>-6,512</u>
<b>BALANCES B/FWD 1ST JANUARY</b>		858,750	37,123	895,873	902,385
<b>BALANCES C/FWD 31ST DECEMBER</b>		<u>863,628</u>	<u>33,138</u>	<u>896,766</u>	<u>895,873</u>

The notes on pages 7 to 11 form part of these accounts.

**ST JAMES' CHURCH - HEMINGFORD GREY**  
**BALANCE SHEET AS AT 31ST DECEMBER 2021**

	<u>Notes</u>	<u>Unrestricted Funds</u>	<u>Restricted Funds</u>	<u>2021 Total</u>	<u>2020 Total</u>
<b>FIXED ASSETS</b>					
Tangible	5	754,244	14,087	768,331	770,815
		<u>754,244</u>	<u>14,087</u>	<u>768,331</u>	<u>770,815</u>
<b>CURRENT ASSETS</b>					
Short term investment	6	3,841	-	3,841	3,360
Debtors	7	4,772	2,100	6,872	10,257
Cash at bank and in hand		107,459	18,700	126,159	124,020
		<u>116,072</u>	<u>20,800</u>	<u>136,872</u>	<u>137,637</u>
<b>CURRENT LIABILITIES</b>					
Creditors - amounts falling due in one year	8	6,688	1,749	8,437	12,579
<b>NET CURRENT ASSETS / (LIABILITIES)</b>		<u>109,384</u>	<u>19,051</u>	<u>128,435</u>	<u>125,058</u>
<b>Total assets less current liabilities</b>		863,628	33,138	896,766	895,873
Creditors - amounts falling due after one year		-	-	-	-
<b>TOTAL NET ASSETS</b>		<u><u>863,628</u></u>	<u><u>33,138</u></u>	<u><u>896,766</u></u>	<u><u>895,873</u></u>
<b>Represented By:</b>					
<b>Unrestricted Income Funds</b>	9	863,628	-	863,628	858,750
<b>Restricted Income Funds:</b>	9	-	33,138	33,138	37,123
		<u><u>863,628</u></u>	<u><u>33,138</u></u>	<u><u>896,766</u></u>	<u><u>895,873</u></u>

These accounts were approved by the management committee and signed on their behalf by:

Signed:  
Rev Peter Cunliffe



Date:

17<sup>th</sup> May 2022



**ST JAMES' CHURCH - HEMINGFORD GREY**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31ST DECEMBER 2021**

**1 ACCOUNTING POLICIES**

**Basis of Accounting**

The financial statements have been prepared under the Charities Act 2011 and comply with the Statement of Recommended Practice SORP (FRS 102) and with FRS 102 on the basis that the Church is a public benefit entity; and also guidance issued by the Charity Commission and the PCC in accordance with current Church Accounting Regulations.

The accruals basis of accounting had been adopted, and the principle accounting policies set out below are applied consistently and are also consistent with the 'going concern' concept adopted.

There are no material uncertainties about the Church's ability to continue as a going concern. Neither do the financial statements contain any management judgements - significant or otherwise, nor are there any changes in the accounting policies adopted or material errors in prior year's accounts.

**Funds**

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

Restricted funds represent (a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and (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 must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

**Incoming resources**

Planned giving, collections and donations are recognized when received. Tax refunds are recognized when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. Dividends are accounted for when receivable, interest is accrued. All other income is recognized when it is receivable. All incoming resources are accounted for gross.

**Resources expended**

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The diocesan parish share is accounted for when due. Amounts received specifically for mission are dealt with as restricted funds. All other expenditure is generally recognized when it is incurred and is accounted for gross.

**Fixed assets**

Consecrated and beneficed property is not included in the accounts in accordance with S.96(2)(a) of the Charities Act 1993.

Movable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church's inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements. Subsequently no individual item has cost more than £1,000 so all such expenditure has been written off when incurred. Depreciation is provided at the following annual rates calculated to write off assets over their estimated useful lives:

Equipment	- 10% on cost
Computer equipment	- 33.33% on cost

**Investment Assets**

These are stated as mid-market values on the balance sheet date. Changes in valuation over the year are recognised in the Statement of Financial Activities.

**ST JAMES' CHURCH - HEMINGFORD GREY**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31ST DECEMBER 2021**

<b>2</b>	<b><u>INCOMING RESOURCES</u></b>	<b><u>Unrestricted Funds</u></b>	<b><u>Restricted Funds</u></b>	<b><u>2021 Total</u></b>	<b><u>2020 Total</u></b>
<b>2a</b>	<b>Voluntary income</b>				
	Planned giving:				
	Donations (Gift Aid & non-Gift Aid)	137,695	25,331	<b>163,026</b>	144,676
	Gift Aid recoverable	31,936	1,604	<b>33,540</b>	33,096
	Collections - open plate	1,277	70	<b>1,347</b>	1,314
	Donations, appeals & grants	14,330	496	<b>14,826</b>	42,340
		<u>185,238</u>	<u>27,501</u>	<u><b>212,739</b></u>	<u>221,426</u>
<b>2b</b>	<b>Activities for generating funds</b>				
	Children & youth groups	401	-	<b>401</b>	286
	Photocopying income	436	-	<b>436</b>	1,101
	Lettings income - Parish Centre	1,110	-	<b>1,110</b>	400
	Book sales income	295	-	<b>295</b>	-
		<u>2,242</u>	<u>-</u>	<u><b>2,242</b></u>	<u>1,787</u>
<b>2c</b>	<b>Investment income</b>				
	Interest received	11	-	<b>11</b>	80
	CCBA / CBF dividend	49	49	<b>98</b>	94
	Rental income	10,900	-	<b>10,900</b>	9,029
		<u>10,960</u>	<u>49</u>	<u><b>11,009</b></u>	<u>9,203</u>
<b>2d</b>	<b>Income from church activities</b>				
	Wedding and funeral fee income	5,259	-	<b>5,259</b>	3,366
		<u>5,259</u>	<u>-</u>	<u><b>5,259</b></u>	<u>3,366</u>
	<b>Total incoming resources</b>	<u><b>203,699</b></u>	<u><b>27,550</b></u>	<u><b>231,249</b></u>	<u><b>235,782</b></u>

**ST JAMES' CHURCH - HEMINGFORD GREY**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31ST DECEMBER 2021**

<b>3</b>	<b>RESOURCES EXPENDED</b>	<b><u>Unrestricted</u></b> <b><u>Funds</u></b>	<b><u>Restricted</u></b> <b><u>Funds</u></b>	<b><u>2021</u></b> <b><u>Total</u></b>	<b><u>2020</u></b> <b><u>Total</u></b>
<b>3a</b>	<b>Church activities</b>				
	Mission and charitable giving	30,649	27,169	<b>57,818</b>	68,529
	Wedding & funeral costs	2,935	-	<b>2,935</b>	1,373
	Organist	170	-	<b>170</b>	180
	Vicar's and curate's expenses	1,300	-	<b>1,300</b>	229
	Activity fees	2,553	-	<b>2,553</b>	1,370
	Salary and social security costs	58,369	-	<b>58,369</b>	57,849
	Pension costs	3,967	-	<b>3,967</b>	4,233
	Insurance	4,298	-	<b>4,298</b>	4,352
	Property costs	5,544	-	<b>5,544</b>	2,580
	Utility costs	3,796	-	<b>3,796</b>	6,128
	Training course costs	1,423	-	<b>1,423</b>	30
	Cleaning costs	1,188	-	<b>1,188</b>	1,159
	Repairs and maintenance costs	10,672	148	<b>10,820</b>	9,241
	Telephone and computer costs	3,958	-	<b>3,958</b>	4,602
	Printing and stationery costs	3,590	-	<b>3,590</b>	3,081
	Sundries costs	2,783	-	<b>2,783</b>	4,508
	Equipment purchases	469	-	<b>469</b>	497
	Hospitality hub	-	-	<b>-</b>	1,444
	Coffee hub	517	-	<b>517</b>	-
	Bad debts written off	-	-	<b>-</b>	5,210
	Depreciation	297	2,187	<b>2,484</b>	3,046
		<u>138,478</u>	<u>29,504</u>	<u><b>167,982</b></u>	<u>179,641</u>
<b>3b</b>	<b>Governance costs</b>				
	Ely diocese	62,255	-	<b>62,255</b>	62,294
	Accountancy	600	-	<b>600</b>	575
		<u>62,855</u>	<u>-</u>	<u><b>62,855</b></u>	<u>62,869</u>
	<b>Total resources expended</b>	<u><u>201,333</u></u>	<u><u>29,504</u></u>	<u><u><b>230,837</b></u></u>	<u><u>242,510</u></u>
<b>4</b>	<b>STAFF COSTS</b>				
		<u><u>58,369</u></u>	<u><u>-</u></u>	<u><u>58,369</u></u>	<u><u>57,849</u></u>

**ST JAMES' CHURCH - HEMINGFORD GREY**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31ST DECEMBER 2021**

<b>5    <u>FIXED ASSETS</u></b>	<b><u>Freehold Property</u></b>	<b><u>Equipment</u></b>	<b><u>Computer Equipment</u></b>	<b><u>Total</u></b>
<b>Cost</b>				
As at 1st January 2021	753,165	26,103	14,899	794,167
Additions	-	-	-	-
Disposals	-	-	-	-
As at 31st December 2021	<u>753,165</u>	<u>26,103</u>	<u>14,899</u>	<u>794,167</u>
<b>Depreciation</b>				
As at 1st January 2021	-	9,003	14,349	23,352
Charge for the year	-	2,301	183	2,484
Elimination on disposals	-	-	-	-
As at 31st December 2021	<u>-</u>	<u>11,304</u>	<u>14,532</u>	<u>25,836</u>
<b>Net Book Value</b>				
As at 31st December 2021	<u>753,165</u>	<u>14,799</u>	<u>367</u>	<u>768,331</u>
As at 31st December 2020	<u>753,165</u>	<u>17,100</u>	<u>550</u>	<u>770,815</u>

The freehold property comprise the Parish Centre at 33 High Street, 19 St.Ives Road and 33 Wren Close, Hemingford Grey.

Although the properties are shown on the balance sheet the deeds are held by The Ely Diocesan Board of Finance.

<b>6    <u>SHORT TERM INVESTMENT</u></b>	<b>2021 £</b>	<b>2020 £</b>
Market value b/fwd as at 1st January	3,360	3144
Gain on investment	481	216
Market value c/fwd as at 31st December	<u>3,841</u>	<u>3,360</u>

**ST JAMES' CHURCH - HEMINGFORD GREY**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31ST DECEMBER 2021**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
<b>7 DEBTORS</b>		
Loans	1,800	1,800
Recoverable Gift Aid	3,725	5,397
Other debtors	1,347	2,810
Prepayments	-	250
	<u>6,872</u>	<u>10,257</u>
<b>8 LIABILITIES</b>		
Accruals	1,909	8,356
PAYE creditor	2,090	1,880
Other creditors	4,438	2,343
	<u>8,437</u>	<u>12,579</u>
<b>9 FUNDS</b>		
<b>Unrestricted</b>		
Development	2,866	2,817
General	860,762	855,933
	<u>863,628</u>	<u>858,750</u>
<b>Restricted</b>		
Bells	1,023	793
Don Brown legacy	15,866	15,818
Garden Room	15,887	18,074
Mission	362	2,438
	<u>33,138</u>	<u>37,123</u>