

# The Parish of Alveston



## Annual Report 2021

## **Preface from the Lay Chairman of the Parochial Church Council**

This past year has been a challenging one for our church and our community as we have continued to grapple the impact of the pandemic and the effects this has had on our lives. We have adapted our way of life and our worship and have been able to find new ways to connect with those within the parish.

As a church we have been through a time of change, with the departure of Richard and Alex Williams and their family. The PCC would like to thank them for the huge contribution they made to our church and community during over two decades serving our parish. It was fantastic to be able to celebrate Richard's last service in September and show our appreciation for all they have done over the years.

2021 has largely seen us in interregnum and we have had to come together as a congregation and community to steer our church through this period. I would like to thank the churchwardens – Julie Bellamy and Simon Richardson – and the wider PCC for all they have done during this period. Thanks also to Claire Grimes for her continued dedication to our children and families and for the links she is building and sustaining in our community.

We have been lucky enough to benefit from a number of excellent visiting clergy during the interregnum and our thanks go to Rev. Barry Coleman, Rev. Diane Patterson, Rev. Heather Turner, The Ven. Brian Russell, Rev. Kay Dyer, Rev. Patrick Taylor and Rev David Jesset, for supporting us over this period.

As we look towards 2022, we are very much looking forward to welcoming the Rev Linda MacDermott as our new priest-in-charge and we hope that she and her husband Paul will be with us by the summer. This will mark a new chapter for our churches and our parish and hopefully one where, with fewer restrictions on our lives, we can return to some form of normality.

I have been very reassured during my time as Lay Chairman by the support I have received both from the PCC and the congregation and I do believe that we will go forward under the leadership of our new priest-in-charge Linda to an exciting future.

**Trevor Lloyd-Adams**  
**Lay Chairman of the Parochial Church Council**

**Alveston Parochial Church Council**  
**Annual Parochial Church Council Meeting**

Sunday 8<sup>th</sup> May 2022 at 10.30am

**Agenda**

**Meeting to elect churchwardens**

1. Minutes of the last meeting  
To approve the minutes of the meeting on 18<sup>th</sup> April 2021
2. Churchwardens' report  
To receive a report on the last year from the Churchwardens
3. Election of Churchwardens  
To elect one churchwarden.

**Annual Parochial Church Meeting**

1. Minutes of the last meeting  
To approve the minutes of the meeting on 18<sup>th</sup> April 2021
2. Reports  
The person giving the report will either present it, or simply take questions if appropriate.
  - a. PCC Secretary's Report
  - b. Electoral Roll Officers report
  - c. Fabric Report
  - d. Deanery Synod in 2021
  - e. Finance report
3. Elections and appointments
  - a. Election of up to 11 PCC members for a three-year term
  - b. Appointment of sidespersons
  - c. Appointment of Independent Examiner of Accounts
4. Reports from Parish Groups

**Kiri Harbottle**  
**PCC Secretary**  
**April 2022**

**PARISH OF ALVESTON ST. JAMES' with ST. PETER'S**  
**MINUTES OF THE ANNUAL PAROCHIAL CHURCH MEETING**  
**18<sup>th</sup> April 2021 held via Zoom.**

*Before the meeting the copies of the Annual Report for 2020, including the Examined Financial Accounts, had been made available and were also accessible via the parish website.*

## **1. The Vicar's Address**

In the course of the preceding Eucharist, the Vicar had given his address.

The address focussed on a number of achievements over the past year:

- The work of St Peters and St James had continued during the pandemic including:
  - Pastoral work with older people led by Erica Johnston.
  - Youth work including ongoing Zoom meetings of the Youth Choir and the development of Muddy Church led by Claire Grimes.
  - The ongoing support of the choir and regular hymns by video led by Matthew Smallwood and supported by Simon Richardson.
- The Friends of St James' fundraising activities were curtailed by COVID, but a substantial legacy from a former organist enabled planning to commence for the restoration of the organ.
- The Quinquennial Inspection has raised the prospect of a number of additional work for which planning is underway including the repair of stonework at St James; the conservation of the painted chancel

## **2. Vestry meeting (for the Election of Churchwardens and Pro-Wardens for 2021/22)**

<b>Item</b>	<b>Minute</b>	<b>Action</b>
<b>1.</b>	Nominations in writing had been received for those named below, and in the absence of any further nominations, these named were unanimously elected to serve as <b>CHURCHWARDENS</b> for 2021/22.  <b>Julie Bellamy</b>  <b>Simon Richardson</b>  <b>Pro-Wardens: St. Peter's</b> Mrs Juliette Dale  Thanks were expressed to those who serve in the above offices.	

### 3. ANNUAL PAROCHIAL CHURCH MEETING

**Present:** The Vicar and 16 parishioners.

Item	Minute	Action
1.	<b>Minutes of the meeting 27<sup>th</sup> September 2020 (for approval)</b> The minutes were approved as true and accurate record. The minutes will be published on the parish website.	
2.	<b>Matters arising from those minutes</b> There were no matters arising.	
3.	<b>Statutory reports</b>	
3a.	<b>Electoral Roll</b> The Electoral Roll Officer, Alan Iles, had provided a report. After a very quiet year there has been a small movement as a result of 4 persons who have died, 5 leavers and 1 new person joining. The Electoral Roll currently stands at 160 parishioners.	
3b.	<b>Report on the proceedings of the PCC</b>  During 2020/21 the PCC met six times and focussed on the following matters:  <b>Keeping our parish safe during the pandemic</b> A focus of the PCC this year has been ensuring the work of the parish has been able to keep going in a safe environment. From broadcasting live services, to PCC meetings on Zoom, outdoor children's activities, social distancing and the use of masks in church, the way we worship and meet together has changed dramatically over the past year.  <b>Supporting our older and younger parishioners</b> A programme of activity to support both our older and our younger parishioners has been fully supported by the PCC. Many thanks go to Claire Grimes, our Children and Families Worker, and Erica Johnston, leader of our Caring Leaf for their efforts in reaching out to families and keeping in touch with our older parishioners during the pandemic.  <b>Development of the PCC Strategy</b> Following the Strategy Day held in January 2020, a sub-group of the PCC was asked to develop the feedback drawn together into a refreshed strategy document. A new vision and a set of strategic priorities were subsequently developed and agreed by the PCC. Leaf leaders were recruited for each of the strategy's leaves and each leaf leader was tasked with developing a set of priorities which will be the focus of their work over 2021/22.  <b>Buildings and maintenance</b> The PCC continued a programme of ongoing maintenance for both St Peters and St James. This has included the installation of wifi which has proved particularly useful during the coronavirus pandemic.	

	<p>In addition, a Quinquennial Inspection has taken place at both churches which highlights the work required on the buildings over the next few years.</p> <p><b>Financial matters and stewardship</b> The PCC continued to undertake its responsibilities with regard to financial matters and stewardship as outlined in the Honorary Treasurer's report.</p> <p><b>Safeguarding</b> Safeguarding matters have remained an important focus, ensuring that the PCC complies with its duty of "due regard" to the House of Bishops guidance in relation to safeguarding.</p> <p><b>Thanks</b> The PCC would like to thank the many volunteers from both congregations that contribute so much to the ongoing work of both St James and St Peters.</p>	
3c.	<p><b>Hon. Treasurer's Report and Presentation of Annual Accounts:</b> David Johnston provided the Treasurer's Report. The accounts were independently audited by Simon McClean FCA/Alfred Green Partnership.</p> <p>David Johnston's financial report covered the following key areas:</p> <ul style="list-style-type: none"> <li>• Income from all sources up 21%</li> <li>• Three legacies totalling £56,000.</li> <li>• Income down 9% - mostly due to income from St Peter's being reduced.</li> <li>• Fees income reduced by 47% due to the reduction in the number of wedding and some wedding and funeral fees being waived or reduced by the Church of England.</li> <li>• £60,000 has initially been put into investments which is envisaged won't be used this year.</li> <li>• Funding of Youth and Families Worker continues via funding from the Diocese and a substantial donor.</li> <li>• Parish Share remained the same and paid over the year.</li> <li>• St Peters expenditure down over the year.</li> <li>• Average weekly giving per person attending church is £10.45 which is a reduction of 1%. 25% of people on the electoral roll are on the Parish Giving Scheme.</li> <li>• 59 people on the electoral roll are either regular giving via the Standing Orders or the Parish Giving Scheme.</li> </ul> <p><b>Future plans and projects:</b> A number of future plans were being considered and would be explored over the coming months:</p> <ul style="list-style-type: none"> <li>• Improving the heating system and moving away from gas.</li> <li>• Installation of heated pew seats – testing of this would be happening within the next few weeks.</li> <li>• The installation of solar panels – possibly at ground level. A request has been made for land to support this including the creation of a wild flower meadow, the planting of trees and the extension of the area used for burying ashes. It was felt that installing solar panels on the church roof would get less support locally including from the local planning committee.</li> </ul>	

	<ul style="list-style-type: none"> <li>Solar panels on the roof at St Peters were also being explored.</li> </ul> <p>David Johnston thanked Julie Bellamy for her ongoing support.</p>	
<b>3d.</b>	<p><b>Churchwarden's report on Goods and Chattels</b></p> <p>In the year to 31 December 2020, the Churchwardens updated the inventory of the plate, ornaments, and other movable goods at St James, the Old Church and St Peters. During the year, a new Altar frontal in liturgical green was added to the inventory. This was a gift from Rosemary Lockie.</p> <p>During the year a number of old kneelers were disposed of, as they were no longer fit for use.</p> <p>The inventory is available on request from the Churchwardens.</p>	
<b>3e.</b>	<p><b>Parish Safeguarding Officer</b></p> <p>Erica Johnston, Parish Safeguarding Officer, provided the following report:</p> <p>During 2020-21, COVID support has been offered to 30 elderly parishioners by 10 of our safer recruited volunteers. This includes weekly telephone contact, door step visits when possible and shopping as required. Pastoral home visits have also been available to support some unwell parishioners.</p> <p>The PCC has reviewed and authorised all the activities in the names of St James' and St Peters. This ensures that we as a church are aware of who is using our premises and ensuring that they are all fully recruited, trained and insured.</p> <p><b>Recruitment and Training</b></p> <ul style="list-style-type: none"> <li>We have safely recruited &amp; DBS checked 3 new people</li> <li>We have renewed DBS checks on 3 volunteers</li> <li>We have 2 people waiting recruitment replies.</li> <li>We have 2 DBS checks in the system.</li> <li>We have people awaiting updated training as soon as it becomes available again.</li> </ul> <p>We have had 0 safeguarding incidents reported this year.</p> <p>We would like to thank all our volunteers for all the work they have done during COVID, juggling working from home, home schooling and volunteering is no easy task but you give your time so willingly to help ensure that we all have a safe, caring environment in which to worship.</p> <p>Finally I confirm that the PCC has complied with the duty to have "due regard" to the House of Bishops guidance in relation to safeguarding.</p> <p>Thanks to Erica for her work on safeguarding and her efforts on the pastoral care within the parish.</p>	
<b>3f.</b>	<p><b>Report on the meeting of Fosse Deanery Synod</b></p> <p>The Deanery Synod has been renamed 'Faith in Fosse' and only met once during the year due to the pandemic.</p>	
<b>4</b>	<b>Election of PCC members and Deanery Synod</b>	

	<ul style="list-style-type: none"> <li>• Sarah Coton was unanimously elected to the PCC for three years.</li> <li>• There remains two vacancies on the PCC – the PCC will consider whether to co-opt additional members.</li> <li>• There remains one vacancy on the Deanery Synod</li> </ul>	
<b>5.</b>	<b>Appointments of sidespersons</b> The meeting intended to elect the following team of people as sidespersons: <ul style="list-style-type: none"> <li>• Peter and Margaret Woodhams</li> <li>• John and Rosemary Livingston</li> <li>• David Oram</li> <li>• Jenny Cobley</li> <li>• Daphne Cook</li> <li>• Jennifer Sharp</li> <li>• Arvid Nielson</li> <li>• Anna Turnell</li> <li>• Ann Harris</li> <li>• David Derbyshire</li> <li>• Jacqui Scrimshire</li> </ul>	
<b>6.</b>	<b>Appointment of Independent Examiner of Accounts</b> It was agreed that this appointment was delegated to the Alfred Green Partnership.	
<b>7.</b>	<b>Reports from Parish Groups</b> As there had been limited activity from parish groups this year, formal reports had not been requested for the Annual Report, but the following overview was provided at the meeting: <ul style="list-style-type: none"> <li>• St Peters – services recommenced in November. Plans are underway for a St Peterstide afternoon tea in July.</li> <li>• Churchyard and Eco Project – continued to be supported by a team of volunteers. Two new very exciting plants were found in the flower meadow - Meadow saxifrage (<i>Saxifraga granulata</i>) and Pyramidal orchid (<i>Anacamptis pyramidalis</i>).</li> <li>• Senior Choir – had recorded a number of hymns via video during the year and were planning to come back together for choir rehearsals as soon as the guidance allowed.</li> <li>• Friends of St James – Richard Lane reported that the Friends were close to being able to make a recommendation on the organ to be built in early 2022. A virtual quiz was also being planned.</li> </ul>	
<b>8.</b>	<b>Any other business</b> There was no other business	

The meeting then closed with prayer and blessing at 12.30pm.



# Reports from our Parish

## 1. Electoral roll report for the year ending 31st December 2021

Since the previous APCM, the electoral roll stands at **162 members**.

Interestingly it breaks down to 14 in Alveston, 47 in Tiddington, 87 up to the Town boundary (excluding Alveston & Tiddington), and 14 outside of Stratford.

**Alan J. Iles**  
**Electoral Roll Officer**

## 2. Churchwarden's report

April 2021 was a momentous month, with Richard suddenly unavailable for services due to ill-health. The retired local clergy particularly Rev Richard Smith, Rev Diane Patterson, Rev. Heather Turner, The Ven Brian Russell, Rev Kay Dyer, Rev Patrick Taylor, Rev David Jesset, with great care and kindness carefully navigated the parish through the following four months, providing services at both St James and St Peters. Richard recovered from his surgery to return for his final service as incumbent in September 2021, with his retirement on 31 October 2021.

Richard's final service was a great celebration, with a packed church, and many old and new congregants wishing both Alex and Richard well as they went on to a new life in Cheshire. The parish became interregnum in November 2021 and with the suspension of the parish boundaries, the Area Dean, Patrick Taylor and the churchwardens became and remain the sequestrators for the parish. The suspension may last up to five years, and is one of many in Fosse Deanery currently, which is allowing the Deanery Mission and Pastoral Committee to plan clergy cover across the deanery in consultation with parishes.

Whilst undergirding prayers and work on the parish profile began searching for a new Priest in Charge, the Rev Barry Coleman joined the parish to provide support through the final months of the year and into Christmas. The parish successfully managed to continue to offer services at both churches, and baptisms, funerals and interments of ashes continued during this time.

In May 2021, three existing members of St James' - Phil, Pauline and Michelle - were confirmed at Holy Trinity Church in Stratford by the Bishop of Warwick. Whilst they were sad not to have Richard with them to celebrate this joyous moment, they were supported by their families and friends.

In November, a service to give thanks and remember those who had died during the previous two years, both during and just before the start of the pandemic was held. It was a moving service, where the names of those who had passed away were read and remembered.

In the year to 31 December 2021, the inventory of the plate, ornaments, and other movable goods at St James, the Old Church and St Peters was updated. During the year, a new silver Pyx dated c1800, was gifted to the parish, in celebration of the 40<sup>th</sup> Wedding Anniversary of David and Erica Johnston. Our thanks and congratulations go to David and Erica.

All three churches in the Parish had their quinquennial inspections in 2020. At St James, the work to the Chancel wall which formed part of this was completed with minimal impact on the internal decorative plaster on the ceiling and walls at the altar. However, the plaster in the

Lady Chapel began to fall and the surveyor was asked for advice on how to fix the plaster in the Lady Chapel. Quotes have been sought for this work, but at this time works have not been progressed and the Lady Chapel is no longer in use.

A small working group including David Johnston, Richard Lane, Trevor Lloyd-Adams, and chaired by Simon Richardson, have been delegated responsibility to manage and plan the long-term maintenance of the parish on behalf of the PCC. The PCC is very keen to ensure that funds are available to ensure the long-term care and needs of each of the churches in the parish are planned for. They have requested that this group creates a plan for the maintenance of the churches over the next three to five years in 2021, unfortunately this work is not yet fully completed. The PCC is hopeful that this will happen in 2022.

***Julie Bellamy***  
***Churchwarden***

### **3. Pro-warden, St Peter's report**

At St Peters, the friendly 9.15am service is attended by about 12. On a Monday morning Twiglets and Saplings meet. In the afternoon, the older generation enjoy a cup of tea, cake and a chat.

The church is also used by WI, drama groups, AA, Kumon Maths, Lent and Advent groups. We would like to thank the ladies who do the flowers, provide the coffee after the service and the Pecksons for mowing the grass.

***Juliette Dale***  
***Pro-Warden, St Peter's***

### **4. Deanery Synod report**

Deanery Synod brings together representatives from the parishes in one part of the Diocese. We are part of the Fosse Deanery which covers a triangular patch with Kington, Stratford and Long Compton at its edges. It meets every three months to consider issues that are likely to impact on all local churches, and to share experiences. It has a Lay Chair and a Clergy Chair (the Area Dean). Alongside our Vicar we have four lay representatives on Synod: Neil Johnson, Julia Lucas, David Johnston and Trevor Lloyd-Adams.

Synod has continued to meet over the last year, with our first in-person meeting in November. Key issues we have discussed include: future plans for clergy cover in our area (the Deanery Plan) on which views will be sought from PCCs during 2022; the Parish Share (the contribution Parishes make to the running of the Diocese and churches across the Diocese); and lessons from our experiences during the pandemic that we might want to incorporate into our ways of worshipping and working on a regular basis.

***Neil Johnson***  
***Deanery Synod representative***

## **5. PCC Secretary's report**

The PCC has met six times during 2021 and focussed on the following matters:

### **Interregnum**

Much of the focus of this year has been on keeping the work of our churches going during the interregnum. The churchwardens, wider PCC and other members of the congregation have all taken on additional responsibilities in order to ensure the smooth running of our churches. Our thanks go to everyone that has played their part in this period.

### **Recruitment of a new priest-in-charge**

This has been an important responsibility of the PCC, in partnership with the Diocese, during 2021. We spent time working with the congregation and wider community to develop the person specification for the priest-in-charge role. We then developed a Parish profile and accompanying video to showcase our parish and attracted a number of high-quality applicants to the role. We look forward to working with our new priest-in-charge, Linda MacDermott, when she starts with us in summer 2022.

### **Building work and renovation of the organ**

The PCC has been working closely with the Friends of St James on the building work to repair the east wall and renovation of the organ which will be completed in 2022. This has been a huge undertaking and thanks go to Richard Lane, Matthew Smallwood and Ed Goldsmith for their work on this matter.

We recognise the considerable investment that has been made to the current phase of works and that further fundraising will be required before any future works in the Lady Chapel may commence.

### **Strengthening links between our churches**

We have recognised the importance of strengthening the links between the churches of St James' and St Peters. This has commenced with a very useful discussion between PCC members and the St Peters congregation in November 2021 and will be developed further during 2022.

### **Financial matters and stewardship**

The PCC continued to undertake its responsibilities with regard to financial matters and stewardship as outlined in the Honorary Treasurer's report.

### **Safeguarding**

Safeguarding matters have remained an important focus, ensuring that the PCC complies with its duty of "due regard" to the House of Bishops guidance in relation to safeguarding.

### **Thanks**

The PCC would like to thank the many volunteers from both congregations that contribute so much to the ongoing work of both St James and St Peters.

***Kiri Harbottle***  
***PCC Secretary***

## 6. Financial review

Total incoming resources this year were £102,751 (2020: £153,639).

Congregational giving just met the cost of the Parish Share for St Peters and St James. The major difference is a legacy received in 2020 of £50,000 our income, excluding this legacy, fell in 2021. Regular giving Gift Aid envelopes and gift aid rebates, amounted to £71,159 (2020: £73,437). Reduced giving in the "plate" reflects the Church being closed for long periods and attendance affected by Covid. The number of members enrolling into the Parish Giving Scheme (one) or starting new standing order contributions (one) was disappointingly small and failed to make up any shortfall.

During 2021 we lost one of our more generous long-term benefactors and our largest single financial supporter who moved from the Parish. The forecasted loss of these two donations amounts to around £6,000 pa.

Revenues from the hire of St Peter's have recovered and continue to do so. We have new hire clients and this, coupled with increased hourly rates saw income recover to £8,131 (2020 £2,897). However income in 2018 was in excess of £12,000 and it is difficult to see how and when we can return revenues to those levels. The improvement must also be seen in the light of increased costs, especially utilities, and the Heating boiler needed replacement in 2020 at a cost of £3,000.

Investment income received during the year amounted to £4,289 (2020: £3,326) helped by the increase in our investment portfolio last year. The valuation of investments held during the year has increased by £19,976 (2019: £6,837) as a result of positive stock market movements. We were able to add a further £7,367 to our investments early in 2021 however, given the forecast deficit for 2022 and beyond, it is likely that these funds will need to be drawn back down.

Expenditure in the year was £118,998 (2020: £111,289). The main expenditure during the year was the Parish share of £67,746 (2020: £66,418). Fees paid to the Diocese fell again reflecting less activity and the waiving of some fees during the pandemic. Staff costs increased due to extra workload for the Youth and Families worker, who also picked up some of the administration tasks formerly performed by the Vicar. Our Utility costs will increase and electricity has already been increased with our daily charge more than doubled (paid whether used or not). Fortunately the Gas contract was fixed until May 2023 which should get us through the next winter. However parishioners should be aware that the current gas heating system is in urgent need of (costly) replacement.

The principal risk associated with charity activities is the sustainability of giving from the congregations at St Peter's and St James'. This is uppermost in the minds of the PCC who had set up a Sustainability Group with a remit to consider how to maximise the assets of the charity, to access grants and funding to support charity activities particularly our outreach work, and to encourage sustainable giving from the congregation. This work is now even more urgently needed.

The PCC are managing the risk of diminishing reserves. A budget is set at the beginning of the financial year, to encourage groups to bring forward requests for funding and to ensure costs are agreed in principle at the beginning of a year. This budget is referred to during the year to ensure costs are controlled. The resulting surplus of £3,726 was solely due to improvement in the valuation of our investments.

### Reserves policy

It is the policy of the Trustees to hold no less than six months expenditure in cash reserves, currently the reserves exceed this. This policy is regularly reviewed and is thought to be sufficient, with the PCC having carried out its policy of seeking to spend some of these

supporting a family worker to bring more young families into Church. The reserves currently total £376,761 (2020 £373,032) with £12,641 (2020; £18,921) of restricted reserves. These are held currently in Barclays Bank and in the CCLA Church of England Deposit Fund.

### **Risk management**

The PCC keep under regular review the risks to which the charity is exposed and seek to limit their impact by adopting appropriate measures and controls and monitoring their implementation.

### **Plans for future periods**

The trustees do not foresee any changes to the charitable activities.

The trustees' annual report was approved on .....and signed on behalf of the board of trustees by:

*David Johnston*  
*Trustee*  
*Hon. Treasurer*

**The Unaudited Financial Statements can be found at page 19.**

# Reports from Parish Groups

## 1. Parish Safeguarding Officer's report

The Church of England have introduced a new Safer Recruitment and People Management process. This means that EVERY volunteer in church now must attend at least Basic Safeguarding training every three years. If you volunteer and have not yet been approached by our Parish Safeguarding Officer retraining, please be assured that you have not been forgotten and we will get to you as soon as possible. This has meant a great deal of ongoing work behind the scenes to ensure our churches are a safe place in which to worship.

The PCC has reviewed and authorised all the activities in the names of St James' and St Peters. This ensures that we as a church are aware of who is using our premises and ensuring that they are all fully recruited, trained, and insured.

With regard to recruitment and training:

- We have safely recruited & DBS checked 7 new people
- We have renewed DBS checks on 6 volunteers
- We have 0 people waiting recruitment replies.
- We have 2 DBS checks in the system.
- We have people waiting to attend the new SRPM updated training.

We have had 0 direct safeguarding incidents reported this year.

We would like to thank our volunteers for all the work they have done over the past twelve months. Volunteers are the backbone of our church; without them we would not be able to provide many of the things we do.

Finally, I confirm that the PCC has complied with the duty to have "due regard" to the House of Bishops guidance in relation to safeguarding.

***Erica Johnston***  
***Parish Safeguarding Officer***

## 2. Our communities

### Children and families

This has been a complicated year for the children and the community work. Not quite out of the pandemic and with COVID-19 rates consistently high in the schools we work with, the parents are still not quite back in full force. The families also have a lot of catching up to do - visiting friends and family and going on holiday - but we are keeping in contact and supporting where necessary.

There are some families with complex needs that attend our groups, all of which rely on us as a church and as a community as a safe, consistent place. We support families who have experienced domestic violence, those that are going through the breakdown of relationships and those that are bereaved, or a family member is critically ill. We may be a small community, but we deal with very real issues, supporting and accepting all who need us.

After another year of restrictions, we very much enjoyed the build up to Christmas. The community effort towards Christmas and the engagement of both St Peters and St James' for advent was a successful, with our Tea and Chat group happily preparing the 'Jesse' tree decorations one Monday afternoon. Juliette Dale from St Peters is now a consistent face at

our Monday morning parent and baby/toddler groups and a real help to both Lucy and myself.

None of this would be possible without the efforts of the volunteers that support us at every opportunity, including Lucy, Catherine, Anne, Caitlin, Sarah and Juliette. In addition, we have a fabulous group of supportive parents/grown-ups that come along and give their time and their skills when we ask. And that includes mending the kitchen tap!

***Claire Grimes***  
***Children and Families Worker***

### **Pastoral care**

During 2021-22 we were thankfully able to start lifting most of our COVID support network from our elderly parishioners as restrictions eased. Pastoral home visits continued as we supported some parishioners who were still unable to attend services. Live stream services continued, when possible, to ensure people had access to our services. All this will be ongoing as we feel it is important for people to engage with us as best, they can.

Once again, we were able, with the support of Stratford Food Bank to deliver 21 Christmas hampers to some of our parishioners. We also delivered appx 30 Christmas cakes thanks to our team of brilliant volunteers who spent their time making some beautiful cakes. They were gratefully received by all.

***Erica Johnston***  
***Caring Leaf Leader***

## **3. Our music**

### **St James' Senior Choir**

One thing that the last two years has taught us to do, is to adapt! The start of 2021 meant rehearsals on Zoom once again for the choir each Tuesday. Singing in a choir is about singing together, listening to each other and adapting to the acoustic. It's not about singing on your own in your living room with your cat as your audience!

Despite that, in the long run it has helped the choir to develop with sight reading and learning music very quickly. We worked towards a programme of music for Holy Week and Easter Day hoping that we would be allowed to perform in the church. As the weeks passed by it became apparent that this wasn't going to happen and we decided to take a well-earned break. Frustrations continued as gradually the country began to open up in mid-June except if you were a singer.

Finally, with everything in place, risk assessments, chair team, cleaning team, a newly purchased Perspex screen, and a letter written by myself to Nadeem Zahawi, the Government allowed us to sing. Well sort of! Just small groups - which actually proved a useful experience for the choir. Each week a group of 6 were chosen by me to sing for the Sunday service. It wasn't until mid-July when we had our first rehearsal, spread out around the church all together. It was such a wonderful and quite emotional experience to sing together again. It was clear how much we had missed it. We had to work fast as we had Richard's final service to prepare for with a new commission by David Ogden to learn.

It was lovely to bring together both the Youth Choir and Senior Choir to sing for Richard for the last time on 12 September 2021. Shortly afterwards, on 7 November, we had a Memorial service with another commission from David Ogden; a lovely piece which has been

welcomed into our repertoire. The following week we were all set for Remembrance Sunday and we welcomed Rev. Barry Coleman and Pat (who sang with us).

Before we knew it, we were back preparing for Christmas. We decided this year to reduce the amount of music sung by the choir in the service with more congregational carols. As COVID cases began to rise again, it was becoming doubtful that the Carol Service would go ahead but thankfully we managed to make it happen despite lots of other local churches cancelling their events. It has become a bit of a tradition to sing at Carols on The Green and this year we even went carol singing around Tiddington village!

Behind the scenes there were lots of discussions, proposals, meetings to discuss the renovation of the organ. I'm delighted that this is now moving forward and we hope to welcome the organ back in late Summer 2022. Watch this space!

**Matthew Smallwood**  
**Choirmaster and Organist**

### **St James' Youth Choir**

Our Youth Choir continues to be an important way of bringing children and families into our church, Youth Choir fluctuates between 12-20 children and our younger group has 8 members. They work tremendously hard on music to celebrate Christian festivals and family services through the year, with their enthusiasm to learn and contribute evident for all to see

Being able to engage younger children in our groups and activities provides a good solid base to the groups. We have children at Saplings whose older sibling now attends junior choir and in turn the family attend occasional services.

A highlight of the year must be the Christingle performance at St James', with a new play and score written by Anne. The children and families enjoyed every minute of the preparation and performance, and it was lovely to see so many families returning back to church during this period.

We would very much welcome any new members wishing to join our keen group of singers.

**Claire Grimes**  
**Children and Families Worker**

### **Bellringing**

During the pandemic, the bellringers continued to meet online via Ringing Room - a virtual belltower which enabled us to practise each week when we were unable to meet in person. As restrictions gradually lifted, we started to ring in person and by the end of 2021 we were able to ring all six bells.

We have a dedicated core of ringers and also welcome those from other towers in Stratford to ring with us regularly. We are pleased to be back to ringing for celebrations and special occasions as well as regularly on a Sunday. This year those special occasions have included: marking the funeral of Captain Sir Tom Moore with 100 tolls of a bell; ringing half-muffled for Remembrance Day; the celebration of two weddings; and calling worshippers to church over Christmas.

We would welcome either experienced or new ringers to join us at any time. We are a sociable bunch and practise on a Wednesday evening often ends in a pint or a glass of wine in the pub.

**John Harbottle**  
**Tower Captain**



## 4. Churchyard Conservation Project

As lockdown has gradually been relaxed, we have slowly returned to normal routine in the churchyard. Last summer's mow and barbecue went ahead with suitable social distancing, and by the November working party we felt things were getting a lot more relaxed. Throughout the pandemic, the wildflower areas have offered a haven for quiet peace and reflection and the wildlife has continued to flourish regardless of Covid 19.

To celebrate "Cherishing Churchyards" in June we were able to participate in Caring for God's Acre's Churches Count on Nature initiative, hosting a bug hunting event for children, during which participants collected a variety of bugs and creatures, bringing them to "base camp" for identification and recording before releasing them again. The children also enjoyed nature themed craft activities including making bats out of loo rolls, painted mini nest boxes and birdseed "pizzas" to feed the churchyard birds. At the end of the day participating ecologists got down to the serious job of counting and classifying the plants growing in the churchyard, identifying a total of 115 plant species which, added to the children's efforts with the wildlife, meant we recorded around 163 plants and animals that day. All the positively identified species were then uploaded to the online recording site as our official participation in the event.

We were also pleased to invite an entire year group from Alveston School to come along and use the churchyard for a field trip. They were able to learn about the animals that live here and how we care for them, while having fun with various organised activities around the outdoor areas. We hope to make this a regular activity.

We have recently discovered that we are apparently on a B-Line and are very proud to be officially listed on the Buglife website as a wildflower meadow on one of a series of "insect pathways" linking wildflower rich habitats along which bees and other pollinators can travel. You can find information about B-Lines and see our listing on their site:

<https://www.buglife.org.uk/our-work/b-lines/b-lines-east-and-midlands-of-england/> It has also been reported on the DEG news page: <https://www.coventry.anglican.org/info-for-parishes/deg/news-from-the-deg.php>

In this, the eighth year of the project, the wildflower meadow is becoming well established. Work is now concentrated on keeping the graves weeded and tidy and controlling the brambles in the North East corner. With the flexibility afforded to us by the purchase last year of "Jaws" the power scythe, we will be revisiting our management plan and perhaps look at developing a structured schedule of mowing at different times in order to encourage more, perhaps later flowering, plant species to grow.



As always, our great thanks and appreciation go to our amazing army of volunteers who continue to turn out in all weathers, and we have welcomed several new faces at our working parties during the year. The project is so dependent on their continued support for its success – it's a big commitment and couldn't work without such an enthusiastic community of supporters!

**Sarah Coton**

## **5. Friends of St James'**

This has been another unusual year for us all. John Fox has retired as our Treasurer. He has held that position since the Friends began, seen us through some very busy times and kept our finances in apple pie order. We are extremely grateful for all he has done and very pleased that he is going to remain on the committee. James Lucas has very kindly agreed to take over.

Our fundraising has been non-existent due to COVID, but we are intending to organise some more social events in the coming year, beginning with a quiz.

We are pleased to say that we are now well on with the organ renovation. The old organ has been removed and the builder is well on the way with the renovation. We are hoping that the new organ will be ready in about July 2022. We need to build a mezzanine floor in the choir vestry for the organ and plans are in hand for that. Doug Eburah is doing the design work for that. The organ will be raised up and turned round so that more sound comes into the nave. The pipework facing the chancel will remain and there will be a detached console.

As can be seen, we have purchased a small organ to use whilst the organ is being re-built and we will have to decide what we might do with that in due course.

As ever we are very interested in recruiting some new committee members so if you would like to join us please do let one of the committee know.

**Richard Lane**  
**Chairman, Friends of St James'**

The Parochial Church Council of the Ecclesiastical Parish of Alveston

## **Unaudited Financial Statements**

**31 December 2021**

**AGP**

Chartered accountants  
Sycamore House  
Sutton Quays Business Park  
Sutton Weaver  
Runcorn  
Cheshire  
WA7 3EH

# The Parochial Church Council of the Ecclesiastical Parish of Alveston

## Trustees' Annual Report

Year ended 31 December 2021

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The trustees present their report and the unaudited financial statements of the charity for the year ended 31 December 2021.

### Reference and administrative details

<b>Registered charity name</b>	The Parochial Church Council of the Ecclesiastical Parish of Alveston
<b>Charity registration number</b>	1132864
<b>Principal office</b>	26 Kineton Road Wellesbourne Warwick Warwickshire CV35 9LQ

### The trustees

Rev'd Canon R Williams (retired September 2021)  
D Johnston  
J Dale  
S Coton  
J Bellamy  
J Scrimshire (resigned May 2021)  
S Richardson  
A Richardson  
T Lloyd-Adams  
N Johnson  
R Lane  
P Kemp (resigned June 2021)  
J Lucas  
K Harbottle

### Ministry Team

Vicar	Rev'd Canon Richard Williams
Treasurer	David Johnston
Clerk to the PCC	Kiri Harbottle
Parish Administrator	
Parish Safeguarding Officer	Erica Johnston

### Music

Organist & Choirmaster	Matthew Smallwood
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### Independent examiner

Simon McLean FCA  
Sycamore House  
Sutton Quays Business Park  
Sutton Weaver  
Runcorn  
Cheshire  
WA7 3EH

# **The Parochial Church Council of the Ecclesiastical Parish of Alveston**

## **Trustees' Annual Report *(continued)***

**Year ended 31 December 2021**

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### **Structure, governance and management**

#### **Governing document**

The charity is controlled by its governing document, Parochial Church Council Powers Measure (1956) as amended, church representation rules and constitutes an unincorporated charity.

#### **Charity constitution**

Members of the PCC are either ex officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules. All regular Church attendees are encouraged to register to be on the Electoral Roll and stand for election to the PCC.

Under the terms of Section 3 of the Parochial Church Council (Powers) Measure 1956 the PCC is a body corporate and is a charity registered with the Charity Commission as required by the Charities Act 2011.

### **Objectives and activities**

#### **Objectives and aims**

Alveston PCC has responsibility for co-operating with the Vicar, for promoting in the parish, the whole mission of the church, evangelistic, pastoral, social and ecumenical. The PCC has met six times during the year.

#### **Public benefit**

The PCC has complied with the requirement of the Charities Act 2011 to have due regard to public benefit guidance published by the Charities Commission; the PCC considers that the charity meets the public benefit requirements of the Act by carrying out its normal activities some of which are outlined in this report.

### **Achievements and performance**

#### **Charitable activities**

The primary purpose of the charity is the promotion of the whole mission of the church in the Parish of Alveston. In the diocese of Coventry our mission focuses us on Worshipping God, making new disciples and transforming communities.

#### **Financial review**

Total Incoming resources this year were £102,751 (2020: £153,639).

Congregational giving just met the cost of the Parish Share for St Peters and St James. The major difference is a legacy received in 2020 of £50,000 our income, excluding this legacy, fell in 2021. Regular giving Gift Aid envelopes and gift aid rebates, amounted to £71,159 (2020: £73,437). Reduced giving in the "plate" reflects the Church being closed for long periods and attendance affected by Covid. The number of members enrolling into the Parish Giving Scheme (one) or starting new standing order contributions (one) was disappointingly small and failed to make up any shortfall.

During 2021 we lost one of our more generous long-term benefactors and our largest single financial supporter who moved from the Parish. The forecasted loss of these two donations amounts to around £6,000 pa.

Revenues from the hire of St Peter's have recovered and continue to do so. We have new hire clients and this, coupled with increased hourly rates saw income recover to £8,131 (2020 £2,897). However income in 2018 was in excess of £12,000 and it is difficult to see how and when we can return revenues to those levels. The improvement must also be seen in the light of increased costs, especially utilities, and the Heating boiler needed replacement in 2020 at a cost of £3,000.

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# **The Parochial Church Council of the Ecclesiastical Parish of Alveston**

## **Trustees' Annual Report** *(continued)*

### **Year ended 31 December 2021**

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Investment income received during the year amounted to £4,289 (2020: £3,326) helped by the increase in our investment portfolio last year. The valuation of investments held during the year has increased by £19,976 (2019: £6,837) as a result of positive stock market movements. We were able to add a further £7,367 to our investments early in 2021 however, given the forecast deficit for 2022 and beyond, it is likely that these funds will need to be drawn back down.

Expenditure in the year was £118,998 (2020: £111,288). The main expenditure during the year was the Parish share of £67,746 (2020: £66,418). Fees paid to the Diocese fell again reflecting less activity and the waiving of some fees during the pandemic. Staff costs increased due to extra workload for the Youth and Families worker, who also picked up some of the administration tasks formerly performed by the Vicar. Our Utility costs will increase and electricity has already been increased with our daily charge more than doubled (paid whether used or not). Fortunately the Gas contract was fixed until May 2023 which should get us through the next winter. However parishioners should be aware that the current gas heating system is in urgent need of (costly) replacement.

The principal risk associated with charity activities is the sustainability of giving from the congregations at St Peter's and St James'. This is uppermost in the minds of the PCC who had set up a Sustainability Group with a remit to consider how to maximise the assets of the charity, to access grants and funding to support charity activities particularly our outreach work, and to encourage sustainable giving from the congregation. This work is now even more urgently needed.

The PCC are managing the risk of diminishing reserves. A budget is set at the beginning of the financial year, to encourage groups to bring forward requests for funding and to ensure costs are agreed in principle at the beginning of a year. This budget is referred to during the year to ensure costs are controlled. The resulting surplus of £3,729 was solely due to improvement in the valuation of our investments.

#### **Reserves policy**

It is the policy of the Trustees to hold no less than six months expenditure in cash reserves, currently the reserves exceed this. This policy is regularly reviewed and is thought to be sufficient, with the PCC having carried out its policy of seeking to spend some of these supporting a family worker to bring more young families into Church. The reserves currently total £376,761 (2020 £373,032) with £12,641 (2020; £18,921) of restricted reserves. These are held currently in Barclays Bank and in the CCLA Church of England Deposit Fund.

#### **Risk management**

The PCC keep under regular review the risks to which the charity is exposed and seek to limit their impact by adopting appropriate measures and controls and monitoring their implementation.

#### **Plans for future periods**

The trustees do not foresee any changes to the charitable activities.

The trustees' annual report was approved on ..... and signed on behalf of the board of trustees by:

D Johnston  
Trustee

# **The Parochial Church Council of the Ecclesiastical Parish of Alveston**

## **Independent Examiner's Report to the Trustees of The Parochial Church Council of the Ecclesiastical Parish of Alveston**

**Year ended 31 December 2021**

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I report to the trustees on my examination of the financial statements of The Parochial Church Council of the Ecclesiastical Parish of Alveston ('the charity') for the year ended 31 December 2021.

### **Responsibilities and basis of report**

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act 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.

### **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 financial statements do not accord with those records; or
3. the financial statements do not comply with the applicable requirements concerning the form and content of 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.

Simon McLean FCA  
Independent Examiner

Sycamore House  
Sutton Quays Business Park  
Sutton Weaver  
Runcorn  
Cheshire  
WA7 3EH

# The Parochial Church Council of the Ecclesiastical Parish of Alveston

## Statement of Financial Activities

Year ended 31 December 2021

			2021		2020
	Note	Unrestricted funds £	Restricted funds £	Total funds £	Total funds £
<b>Income and endowments</b>					
Donations and legacies	4	74,379	9,552	83,931	141,843
Charitable activities	5	14,531	–	14,531	8,560
Investment income	6	4,289	–	4,289	3,236
<b>Total income</b>		<u>93,199</u>	<u>9,552</u>	<u>102,751</u>	<u>153,639</u>
<b>Expenditure</b>					
Expenditure on charitable activities	7,8	98,074	15,832	113,906	106,032
Other expenditure	9	5,092	–	5,092	5,256
<b>Total expenditure</b>		<u>103,166</u>	<u>15,832</u>	<u>118,998</u>	<u>111,288</u>
Net gains on investments	10	19,976	–	19,976	6,837
<b>Net income and net movement in funds</b>		<u>10,009</u>	<u>(6,280)</u>	<u>3,729</u>	<u>49,188</u>
<b>Reconciliation of funds</b>					
Total funds brought forward		354,111	18,921	373,032	323,844
<b>Total funds carried forward</b>		<u>364,120</u>	<u>12,641</u>	<u>376,761</u>	<u>373,032</u>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

The notes on pages 26 to 36 form part of these financial statements.



# The Parochial Church Council of the Ecclesiastical Parish of Alveston

## Statement of Financial Position

31 December 2021

	Note	2021 £	2020 £
<b>Fixed assets</b>			
Tangible fixed assets	15	144,775	145,131
Investments	16	174,215	146,872
		<u>318,990</u>	<u>292,003</u>
<b>Current assets</b>			
Debtors	17	10,326	10,272
Cash at bank and in hand		53,373	77,330
		<u>63,699</u>	<u>87,602</u>
<b>Creditors: amounts falling due within one year</b>	18	5,928	6,573
<b>Net current assets</b>		<u>57,771</u>	<u>81,029</u>
<b>Total assets less current liabilities</b>		<u>376,761</u>	<u>373,032</u>
<b>Net assets</b>		<u>376,761</u>	<u>373,032</u>
<b>Funds of the charity</b>			
Restricted funds		12,641	18,921
Unrestricted funds		364,120	354,111
<b>Total charity funds</b>	20	<u>376,761</u>	<u>373,032</u>

These financial statements were approved by the board of trustees and authorised for issue on ....., and are signed on behalf of the board by:

D Johnston  
Trustee

The notes on pages 26 to 36 form part of these financial statements.

# **The Parochial Church Council of the Ecclesiastical Parish of Alveston**

## **Notes to the Financial Statements**

**Year ended 31 December 2021**

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### **1. General information**

The charity is a public benefit entity and a registered charity in England and Wales and is unincorporated. The address of the principal office is 26 Wellesbourne, Warwick, Warwickshire, CV35 9LQ.

### **2. Statement of compliance**

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Charities SORP (FRS 102)) and the Charities Act 2011.

### **3. Accounting policies**

#### **Basis of preparation**

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

#### **Going concern**

The trustees consider the charity to be a going concern. Whilst congregational giving does not meet all day to day running costs, the deficit can be met by the reserves held by the charity.

#### **Judgements and key sources of estimation uncertainty**

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

#### **Fund accounting**

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

# The Parochial Church Council of the Ecclesiastical Parish of Alveston

## Notes to the Financial Statements *(continued)*

Year ended 31 December 2021

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### 3. Accounting policies *(continued)*

#### Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

#### Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

# The Parochial Church Council of the Ecclesiastical Parish of Alveston

## Notes to the Financial Statements *(continued)*

Year ended 31 December 2021

---

### 3. Accounting policies *(continued)*

#### Tangible assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

An increase in the carrying amount of an asset as a result of a revaluation, is recognised in other recognised gains and losses, unless it reverses a charge for impairment that has previously been recognised as expenditure within the statement of financial activities. A decrease in the carrying amount of an asset as a result of revaluation, is recognised in other recognised gains and losses, except to which it offsets any previous revaluation gain, in which case the loss is shown within other recognised gains and losses on the statement of financial activities.

Consecrated and benefice property is not included in the accounts in accordance with the Charities Act 2011. Movable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the PCC's inventory, which can be inspected. Assets are capitalised if they are greater than £1,000.

#### Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Fixtures and fittings                      -     20% straight line

Depreciation is not provided on the freehold property or the pieta marble statue, as in the opinion of the trustees, the assets will always have a value of at least cost, due to continual maintenance of the assets.

#### Investments

Unlisted equity investments are initially recorded at cost, and subsequently measured at fair value. If fair value cannot be reliably measured, assets are measured at cost less impairment.

Listed investments are measured at fair value with changes in fair value being recognised in income or expenditure.

#### Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

# The Parochial Church Council of the Ecclesiastical Parish of Alveston

## Notes to the Financial Statements *(continued)*

Year ended 31 December 2021

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### 3. Accounting policies *(continued)*

#### Impairment of fixed assets *(continued)*

For the purposes of impairment testing, when it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that largely independent of the cash inflows from other assets or groups of assets.

For impairment testing of goodwill, the goodwill acquired in a business combination is, from the acquisition date, allocated to each of the cash-generating units that are expected to benefit from the synergies of the combination, irrespective of whether other assets or liabilities of the charity are assigned to those units.

#### Taxation

The charity is exempt from tax on its charitable activities.

#### Debtors

Debtors (including trade debtors and loans receivable) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.

#### Creditors

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

#### Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at the carrying value.

#### Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

# The Parochial Church Council of the Ecclesiastical Parish of Alveston

## Notes to the Financial Statements *(continued)*

Year ended 31 December 2021

### 4. Donations and legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
<b>Donations</b>			
Donations and gifts	54,105	5,052	59,157
Grants and donations	1,271	4,500	5,771
Gift aid	14,003	—	14,003
<b>Legacies</b>			
Legacies	5,000	—	5,000
	<u>74,379</u>	<u>9,552</u>	<u>83,931</u>
	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
<b>Donations</b>			
Donations and gifts	53,952	5,846	59,798
Grants and donations	—	8,697	8,697
Gift aid	17,348	—	17,348
<b>Legacies</b>			
Legacies	56,000	—	56,000
	<u>127,300</u>	<u>14,543</u>	<u>141,843</u>

### 5. Charitable activities

	Unrestricted Funds £	Total Funds 2021 £	Unrestricted Funds £	Total Funds 2020 £
Hire of St. Peter's	8,131	8,131	2,897	2,897
Fees and other income	5,114	5,114	4,752	4,752
Hire of St. James	1,286	1,286	911	911
	<u>14,531</u>	<u>14,531</u>	<u>8,560</u>	<u>8,560</u>

### 6. Investment income

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Income from investments	4,289	—	4,289
Bank interest receivable	—	—	—
	<u>4,289</u>	<u>—</u>	<u>4,289</u>

# The Parochial Church Council of the Ecclesiastical Parish of Alveston

## Notes to the Financial Statements *(continued)*

Year ended 31 December 2021

### 6. Investment income *(continued)*

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
Income from investments	3,004	–	3,004
Bank interest receivable	230	2	232
	<u>3,234</u>	<u>2</u>	<u>3,236</u>

### 7. Expenditure on charitable activities by fund type

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Promotion of the Church within the Parish	97,114	15,832	112,946
Support costs	960	–	960
	<u>98,074</u>	<u>15,832</u>	<u>113,906</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
Promotion of the Church within the Parish	88,722	16,410	105,132
Support costs	900	–	900
	<u>89,622</u>	<u>16,410</u>	<u>106,032</u>

### 8. Expenditure on charitable activities by activity type

	Activities undertaken directly £	Support costs £	Total funds 2021 £	Total fund 2020 £
Promotion of the Church within the Parish	112,946	–	112,946	105,132
Governance costs	–	960	960	900
	<u>112,946</u>	<u>960</u>	<u>113,906</u>	<u>106,032</u>

### 9. Other expenditure

	Unrestricted Funds £	Total Funds 2021 £	Unrestricted Funds £	Total Funds 2020 £
Assigned fees to Diocese	1,366	1,366	2,261	2,261
Honoraria	3,726	3,726	2,995	2,995
	<u>5,092</u>	<u>5,092</u>	<u>5,256</u>	<u>5,256</u>

# The Parochial Church Council of the Ecclesiastical Parish of Alveston

## Notes to the Financial Statements *(continued)*

Year ended 31 December 2021

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### 10. Net gains on investments

	Unrestricted Funds £	Total Funds 2021 £	Unrestricted Funds £	Total Funds 2020 £
Realised gains/losses on fixed asset investment	<u>19,976</u>	<u>19,976</u>	<u>6,837</u>	<u>6,837</u>

### 11. Net income

Net income is stated after charging/(crediting):

	2021 £	2020 £
Depreciation of tangible fixed assets	<u>356</u>	<u>1,341</u>

### 12. Independent examination fees

	2021 £	2020 £
Fees payable to the independent examiner for: Independent examination of the financial statements	<u>960</u>	<u>900</u>

### 13. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2021 £	2020 £
Wages and salaries	18,310	13,792
Employer contributions to pension plans	<u>328</u>	<u>202</u>
	<u>18,638</u>	<u>13,994</u>

The average head count of employees during the year was 1 (2020: 1).

No employee received employee benefits of more than £60,000 during the year (2020: Nil).

### 14. Trustee remuneration and expenses

There were no trustees' remuneration or other benefits for the year ended 31 December 2021 nor for the year ended 31 December 2020.

The Vicar is reimbursed by the PCC for expenses incurred in the course of Ecclesiastical duties.

The expenses reimbursed for 2021 amounted to £1,305 (2020 - £2,402) - £527 (2020 - £1,211) in respect of travel and £778 (2020 - £1,191) in respect of other, including telephone, stationery, hospitality, training and service costs.

In addition 3 further trustees were reimbursed for expenses incurred on behalf of the charity amounting to £994, of which £16 was owing at the year end.



# The Parochial Church Council of the Ecclesiastical Parish of Alveston

## Notes to the Financial Statements *(continued)*

Year ended 31 December 2021

### 15. Tangible fixed assets

	Freehold property £	Fixtures and fittings £	Pieta £	Total £
<b>Cost</b>				
At 1 January 2021 and 31 December 2021	109,295	6,226	34,767	150,288
<b>Depreciation</b>				
At 1 January 2021	–	5,157	–	5,157
Charge for the year	–	356	–	356
<b>At 31 December 2021</b>	–	5,513	–	5,513
<b>Carrying amount</b>				
At 31 December 2021	109,295	713	34,767	144,775
At 31 December 2020	109,295	1,069	34,767	145,131

### 16. Investments

	Listed investments £
<b>Cost or valuation</b>	
At 1 January 2021	146,872
Additions	7,367
Fair value movements	19,976
<b>At 31 December 2021</b>	174,215
<b>Impairment</b>	
At 1 January 2021 and 31 December 2021	
<b>Carrying amount</b>	
At 31 December 2021	174,215
At 31 December 2020	146,872

All investments shown above are held at valuation.

#### Financial assets held at fair value

The fixed asset investments have been valued at their market value at the year end.

### 17. Debtors

	2021 £	2020 £
Trade debtors	4,337	4,590
Prepayments and accrued income	5,989	5,682
	10,326	10,272

# The Parochial Church Council of the Ecclesiastical Parish of Alveston

## Notes to the Financial Statements *(continued)*

Year ended 31 December 2021

### 18. Creditors: amounts falling due within one year

	2021	2020
	£	£
Trade creditors	4,895	5,180
Accruals and deferred income	1,033	1,393
	<u>5,928</u>	<u>6,573</u>

### 19. Pensions and other post retirement benefits

#### Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £328 (2020: £202).

At the year end, there was an amount of £73 due to be paid to the fund. This is included within accruals

### 20. Analysis of charitable funds

#### Unrestricted funds

	At 1 Jan 21	Income	Expenditure	Transfers	Gains and losses	At 31 Dec 21
	£	£	£	£	£	£
General funds	<u>354,111</u>	<u>93,199</u>	<u>(103,166)</u>	<u>–</u>	<u>19,976</u>	<u>364,120</u>

  

	At 1 Jan 20	Income	Expenditure	Transfers	Gains and losses	At 31 Dec 20
	£	£	£	£	£	£
General funds	<u>305,254</u>	<u>139,094</u>	<u>(94,878)</u>	<u>(2,196)</u>	<u>6,837</u>	<u>354,111</u>

# The Parochial Church Council of the Ecclesiastical Parish of Alveston

## Notes to the Financial Statements *(continued)*

Year ended 31 December 2021

### 20. Analysis of charitable funds *(continued)*

#### Restricted funds

	At 1 Jan 21	Income	Expenditure	Transfers	Gains and losses	At 31 Dec 21
	£	£	£	£	£	£
Bells fund	4,277	252	–	–	–	4,529
Charitable donations	2,567	–	(2,567)	–	–	–
Old Church fund	9,548	–	(1,436)	–	–	8,112
Youth & families worker	2,529	9,300	(11,829)	–	–	–
	<u>18,921</u>	<u>9,552</u>	<u>(15,832)</u>	<u>–</u>	<u>–</u>	<u>12,641</u>

  

	At 1 Jan 20	Income	Expenditure	Transfers	Gains and losses	At 31 Dec 20
	£	£	£	£	£	£
Bells fund	4,281	248	(252)	–	–	4,277
Charitable donations	1,636	1,200	(635)	366	–	2,567
Old Church fund	11,077	–	(1,529)	–	–	9,548
Youth & families worker	1,596	13,097	(13,994)	1,830	–	2,529
	<u>18,590</u>	<u>14,545</u>	<u>(16,410)</u>	<u>2,196</u>	<u>–</u>	<u>18,921</u>

#### Purpose and restrictions on funds

Bells fund is for the maintenance and replacement of the bells at St James.

In respect of charitable donations, the PCC and Parishioners are committed to gifting a share of their income each year to charities selected by the PCC.

The Old Church fund is to cover expenses for the upkeep of the Old Church.

The Youth and Families worker is to fund the cost over 3 years of a Youth and Families worker to try to boost the long term growth of congregation by encouraging families to come to church.

# The Parochial Church Council of the Ecclesiastical Parish of Alveston

## Notes to the Financial Statements *(continued)*

Year ended 31 December 2021

### 21. Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Tangible fixed assets	144,775	–	144,775
Investments	174,215	–	174,215
Current assets	51,058	12,641	63,699
Creditors less than 1 year	(5,928)	–	(5,928)
<b>Net assets</b>	<b>364,120</b>	<b>12,641</b>	<b>376,761</b>

  

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
Tangible fixed assets	145,131	–	145,131
Investments	146,872	–	146,872
Current assets	68,681	18,921	87,602
Creditors less than 1 year	(6,573)	–	(6,573)
<b>Net assets</b>	<b>354,111</b>	<b>18,921</b>	<b>373,032</b>

### 22. Financial instruments

The carrying amount for each category of financial instrument is as follows:

	2021 £	2020 £
<b>Financial assets measured at fair value through income and expenditure</b>		
Financial assets measured at fair value through income and expenditure	174,215	146,872

### 23. Related parties

No transactions with related parties were undertaken such as are required to be disclosed.

# **The Parochial Church Council of the Ecclesiastical Parish of Alveston**

## **Management Information**

**Year ended 31 December 2021**

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**The following pages do not form part of the financial statements.**

# The Parochial Church Council of the Ecclesiastical Parish of Alveston

## Detailed Statement of Financial Activities

Year ended 31 December 2021

	2021 £	2020 £
<b>Income and endowments</b>		
<b>Donations and legacies</b>		
Donations and gifts	59,157	59,798
Grants and donations	5,771	8,697
Gift aid	14,003	17,348
Legacies	5,000	56,000
	<u>83,931</u>	<u>141,843</u>
<b>Charitable activities</b>		
Hire of St. Peter's	8,131	2,897
Fees and other income	5,114	4,752
Hire of St. James	1,286	911
	<u>14,531</u>	<u>8,560</u>
<b>Investment income</b>		
Income from investments	4,289	3,004
Bank interest receivable	—	232
	<u>4,289</u>	<u>3,236</u>
<b>Total income</b>	<u><u>102,751</u></u>	<u><u>153,639</u></u>

**Expenditure****Expenditure on charitable activities****Promotion of the Church within the Parish*****Activities undertaken directly***

Staff costs	18,310	13,792
Pension costs	328	202
Ministry costs	1,477	2,403
Parish share	67,746	66,418
Cost of services	769	971
Charitable giving	2,103	635
St. Peter's running costs	5,421	3,926
Property maintenance	3,979	2,750
Church running expenses	1,846	2,853
Utilities	2,003	1,950
Insurance	3,940	3,905
Outreach	1,164	787
Choir and bellringers	1,438	899
Old Church	1,436	1,529
Bus	213	229
Depreciation	356	1,341
Professional fees	260	923
Sundry expenses	157	(381)
	<u>112,946</u>	<u>105,132</u>

**Governance costs**

Independent examination fee	<u>960</u>	<u>900</u>
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<b>Expenditure on charitable activities</b>	<u><u>113,906</u></u>	<u><u>106,032</u></u>
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**Other expenditure**

Assigned fees to Diocese	1,366	2,261
Honoraria	<u>3,726</u>	<u>2,995</u>
	<u>5,092</u>	<u>5,256</u>

<b>Total expenditure</b>	<u><u>118,998</u></u>	<u><u>111,288</u></u>
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**Net gains on investments**

Realised gains/losses on fixed asset investment	<u>(19,976)</u>	<u>(6,837)</u>
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<b>Net income</b>	<u><u>3,729</u></u>	<u><u>49,188</u></u>
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