

Registered Charity no. 1132865

Cove Parochial Church Council

Year Ended 31st December 2021

Contents Page

Cove Parochial Church Council **Previously known as The Parochial Church** **Council Of Ecclesiastical Parish Of St John** **Cove**

Trustees' Annual Report and Accounts

Year Ended 31st December 2021



PARISH OF COVE

	Page
Legal and Administrative Information	1
Trustees Annual Report	3
Independent Examiners Report	8
Statement of Financial Activities	9
Statement of Financial Position	10
Notes to the Financial Statements	11

Cove Parochial Church Council

Year Ended 31st December 2021

Legal and Administrative Information

Reference

The Charity is called Cove Parochial Church Council. The Parochial Church Council is known as the PCC for short. Other names which are used for the charity are "The Parochial Church Council Of Ecclesiastical Parish Of St John Cove" and the "PCC of Cove Parish". The Church is registered with the Charity Commission for England and Wales and was registered on the 21 November 2009. Before this the church was excepted registration.

Registered Charity Number	1132865
Registered Office	Christ Church Cove Road Farnborough Hampshire GU14 0EX

Website <https://www.parishofcove.org.uk/>

Parochial Church Council (PCC) Members and Trustees'

The council members and trustees' who have served during the year until the date this report was approved are:

Member	Appointment dates
Andrew Jonathan Hyde	11th May 2020
Catherine Beadle	12th October 2020
Tony Beadle	1st May 2017
Anthony Andrews	12th October 2020
Rev Gemma Michelle Foster	14th March 2019
Clare Ferguson	26th April 2021 to October 2021
Julia Mary Lodge	12th October 2020
Jacque Snuggs	1st May 2012
Penelope Jane Pidd	12th October 2020
Elaine Mary Bateman	12th October 2020
Jeffery Pyatt	13th May 2019
Simon Charles Taylor	11th May 2020
Kirsty Louise Paddon	1st May 2017
Sheena Kenton	15th May 2013
John Henry Marsh	1st May 2013
Rev Anne Richardson	23rd May 2021
Rev Philip Richardson	23rd May 2021
Susan Elizabeth Brown	11th May 2020
Nicholas Young	9th August 2013

Cove Parochial Church Council

Year Ended 31st December 2021

Legal and Administrative Information

Primary Bankers

Natwest
250 Bishopsgate
London
EC2M 4AA

Independent Examiner:

Nigel Wyatt BSC FCA
Wyatt & Co Chartered Accountants
125 Main Street
Garforth
Leeds
LS25 1AF

Cove Parochial Church Council

Year Ended 31st December 2021

Trustees' Annual Report

Public Benefit Statement

In setting our objectives and planning our activities our Trustees have given consideration to the Charity Commission's general guidance on public benefit and in particular the advancement of the Christian faith through the provision of worship and teaching services and the relief of sickness, financial hardship and promoting good health. This has been achieved by the provision of funds and services.

Organisational Structure; Recruitment, Appointment and Induction of New Trustees

Cove Parochial Church Council (PCC) is a charity registered with the Charities Commission (registration number 1132865). The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure.

The method of appointment of PCC members is set out in the Church Representation Rules. The membership of the PCC consists of the incumbent (our Rector), churchwardens and members elected by those members of the congregation who are on the electoral roll of the church. All those who attend our services/members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are to be spent.

Financial Review

This year we saw a change to our accounting system to real-time accounting using a software system called Expense Plus. This has allowed us to report monthly on our income and expenditure but also allows us to reduce administration time by individuals reporting their Expenses. It allows us to dig deeper into individual transactions giving us a good forecast on expenses and budgets, along with other administrative benefits.

The Designated Funds are selected for particular purposes but could be changed with the agreement of the Parochial Church Council (PCC). The Restricted Funds incorporate donations for specific purposes and cannot be used elsewhere except in accordance with the "Managing Restricted Funds" document published by Parish Resources.

Most of the General Fund income is from church members in the form of planned giving, church collections, and donations (all with associated Gift Aid), but also wedding and funeral fees and hire of facilities.

Our expenditure includes the Parish Share, Stipends, and LMSP paid to the diocese for clergy costs, housing rental to clergy, and other central diocesan provisions, as well as church running costs, administration, and other expenses.

The income/expenditure across the parish can be summarised as follows:

Our general Unrestricted Fund shows a surplus of £18,751 for 2021 which includes a £13,573 gain on investment during the year. This is higher than budgeted because of the way accounting has changed to show all our church running costs within the General Fund aligning them with our budget more accurately. Also, cost savings were realised due to reduced activities to meet Covid-19 restrictions.

The overall balance on general funds at the end of 2021 is £46,854. The total unrestricted designed fund balances amounted to £118,446, including the parish reserve, which is set to cover three months running costs of the parish.

The general fund includes a parish reserve which aims to cover three months' running costs of the parish.

The Covid-19 shutdown partially closed our churches and hall. Nevertheless, our regular income has held up well, but plate giving, hall fees, and church hire fees ceased for this period. The parish hall was able to open and host the pre-school group at the beginning of the year and later we were able to open up to other hall users.

Stripe and Go-cardless were utilised as an online giving medium through ChurchSuite and social media this has proved very helpful as a different source of income.

Over the year some weddings and funerals have taken place at the two churches. We have continued with service streaming online; we were able to receive a grant and collections for £11,662 to meet the costs of the streaming installation.

Both churches re-opened under appropriate Covid-19 rules with distancing and cleaning being a priority. We have been supported by the diocese with the parish share being reduced.

Cove Parochial Church Council

Year Ended 31st December 2021

Trustees' Annual Report

Financial commitments

The PCC is responsible for maintaining the church buildings and is aware from the last Quinquennial report that the buildings have some issues to be addressed. There is also the need to provide accessible toilets and kitchen improvements at Christ Church.

The Marshall Trust

This is a permanent endowment made in 1976. The income is used to upkeep the Marshall family grave and the upkeep of St John's churchyard this meets the wages of the ground's person contractor. We receive investment income of for this trust is managed by the Guildford diocese

The Bateman Grave Trust

This trust looks after the Bateman grave memorial and the churchyard.

The Parish Hall

The Parish Hall is managed by the PCC who appoint a representative management group. A restricted fund is set up to keep income and expenditure separate to monitor the growing cost of the hall. This allows us to manage the running cost separately. The hall is used for public meetings, keep fit classes, dance groups, pre-school, Girl Guides, Rainbows, and private hires such as parties and wedding receptions. It is well used.

To support the ongoing maintenance, we required building assessments to be carried out keeping in line with governance. Redecoration of the meeting room took place during lockdown and repairs to the ceiling.

CCLA Charities Investment Fund

This is an investment fund that was originally set up in support of the Church Hall Charity. This was formally incorporated into the parish in 2011, with the parish taking on full responsibility for parish hall expenses. The fund total at the end of 2021 was £55,436, with £24,475 of this restricted to expenditure pertaining to parish hall costs. The remaining is used towards our parish reserve.

CCLA CBF St John's Church Annexe Fund

This is a fund that held £5,000 of Gift Aid returned to us following the building of the Annexe; this will be released into a restricted fund in 2022 to allow for church repairs.

Fundraising

Fundraising at the Parish of Cove is mainly in the form of receiving free-will offerings and donations, some of which are gift-aided, from members of our congregations and local organisations. We have not contracted the service of any professional fundraisers as defined by section 58 of the Charities Act 1992. Collection boxes are available at all services, the contents of which are brought forward at the end of the service.

All congregations are given a summary of the financial needs of the parish as part of the annual Vision and Giving presentations. We do not engage in persistent or intrusive fundraising practices with any of our donors, including vulnerable people, and we do not have private or coercive discussions with individuals about their giving. Our fundraising practices are ethical and in accordance with biblical principles. No complaints were received about our fundraising practices.

Reserves Policy

The reserves policy held by the PCC is to hold in the general unrestricted funds up to three months of running costs at any one time.

Going Concern

The Trustees are satisfied that the Charity is a going concern and do not know of any uncertainties regarding the organization's ability to continue operating as a going concern.

Objectives and Activities

Promoting the whole mission of the Church in the ecclesiastical parish of Cove.

Cove Parochial Church Council

Year Ended 31st December 2021

Trustees' Annual Report

Achievements and Performance

We are very satisfied when we look back at 2021 despite the restrictions that we worked around from the Covid-19 pandemic.

We increased our number of regular people attending our various services. We started a new mid-week communion service on a Thursday morning and re-started our occasional evangelical "Ignite" service.

Our technology base expanded with live-streaming becoming a natural part of certain services. This has only been achievable by a committed and enthusiastic team of people mastering the various equipment.

In May 2021, we welcomed our new Associate Rectors to our parish to fill a vacancy from the end of 2020. This is a wife and husband team who are job-sharing. Prior to their arrival, the Vicarage property in Southwood was fully redecorated and certain parts refitted in conjunction with the property team from the Diocese of Guildford and parishioner volunteers.

During 2021 we identified the need to revamp our administrative processes and tools. We engaged a member of our parish on a contract basis to undertake a 16-week project to analyse, reorganise and recommend new ways for our future. This was done with great diligence and with sensitivity to our Parish Administrator who has been serving us faithfully for many years. The changes have been welcomed and adopted. This has resulted with us clearing a lot of paper records and securing our documentation and records electronically on Microsoft Teams. Implementation of the agreed actions will continue in 2022.

A further result of the administration project was to confirm the need for a new role as Parish Coordinator to oversee our practical activities across the parish and coordinate our administration. Recruitment for this started in January 2022.

Our finance team and tools went through a significant change as we migrated to the Expense Plus on-line tool to replace an off-line package that had limited functionality. This change was driven and implemented very successfully by our Treasurer who was 1 of 3 new appointees to our Finance Team. As part of this change to reporting, we also changed our appointed examiner/ accountant to Wyatt & Co who have also been a great help with our transition.

Our Parish Hall is a vital asset to our community and to our church. We upgraded the heating controls and fully redecorated the smaller meeting room including a new ceiling with boarded storage above. The boiler was reported as needing replacement due to high emissions and this is booked to be changed in February 2022.

Amidst all of the changes and challenges of the pandemic, we managed to gather socially in safety at a parish barbecue, a Christmas meal and outdoor refreshments after services. We look forward to more occasions in 2022.

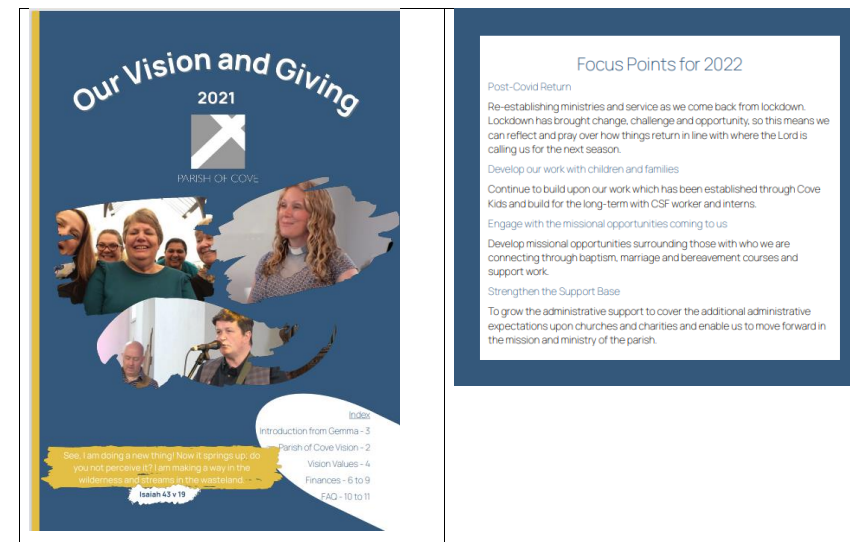
Cove Parochial Church Council

Year Ended 31st December 2021

Trustees' Annual Report

Plans for the future

In October 2021 we launched our new Vision for the parish. Here are the extracts highlighting our focus points for 2022.



In 2023, we hope to have a Children, Schools & Family Worker on a full-time basis; we have a funding plan for that including grants from the Diocese of Guildford and Cove Educational Trust. We have a Restricted Fund to support this including from donations from parishioners.

Looking further ahead, we have plans within the next 5 years to extend our church building at Christ Church to include community rooms and a fully equipped kitchen. We have an existing Restricted Fund that was started before the Covid-19 restrictions for this project.

Cove Parochial Church Council

Year Ended 31st December 2021

Trustees' Annual Report

Trustees' Responsibilities

The 2011 Charities Act require the Board of Trustees to prepare financial statements for each financial year which give a true and fair view of the state of the charity as at the end of the financial year and of the surplus or deficit of the charity. In preparing those financial statements the Board is required to:-

- Select suitable accounting policies and apply them consistently.
- Make judgments and estimates that are reasonable and prudent.
- Prepare financial statements on the ongoing concern basis unless it is inappropriate to presume that the trust will continue in existence.
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements;

The trustees are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the trust. They are also responsible for safeguarding the assets of the trust and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Signed on behalf of the Trustees.....

Name of Trustee

Date:.....

Cove Parochial Church Council

Year Ended 31st December 2021

Independent Examiners Report

I report to the trustees on my examination of the financial statements of Cove Parochial Church Council ('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 confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales (ICAEW), which is one of the listed bodies.

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.

Nigel Wyatt BSC FCA
Independent Examiner
125 Main Street
Garforth
Leeds
LS25 1AF

Date:

Cove Parochial Church Council

Year Ended 31st December 2021

Statement of Financial Activities

		2021	2020	
		Unrestricted Funds	Restricted Funds	Total Funds
	Note	£	£	£
Income				
Donations and legacies		162,762	29,971	192,733
Charitable activities		11,141	-	11,141
Activities for generating income	2	12,634	-	12,634
Investment Income		-	10,836	10,836
Other		-	-	-
Total Income		186,537	40,807	227,344
Expenditure				
Expenditure on charitable activities	3	181,359	18,574	199,933
Total Expenditure		181,359	18,574	199,933
Net income / (expenditure) before gains/(loses)		5,178	22,232	27,410
Gain/(loss) on investment Portfolio	9	13,573	-	13,573
Net income / (expenditure) before gains/(loses)		18,751	22,232	40,983
Net income and net movement in funds				
Total funds brought forward	12	95,136	111,735	206,871
Transfers	12	4,579	(4,579)	-
Total funds carried forward	12	118,466	129,388	247,854

All income and expenditure derive from continuing activities.

Cove Parochial Church Council

Year Ended 31st December 2021

Statement of Financial Position

	Note	2021 £	2020 £
Fixed assets			
Tangible Fixed Assets	8	5,631	-
Investments	9	60,657	47,225
		<u>66,288</u>	<u>47,225</u>
Current assets			
Debtors	10	1,331	13,392
Cash at bank and in hand		186,323	146,404
Short term deposit account		5,000	5,000
		<u>192,654</u>	<u>164,796</u>
Creditors: amounts falling due within one year	11	11,088	5,151
Net current assets		<u>181,566</u>	<u>159,645</u>
Total assets less current liabilities		<u>247,854</u>	<u>206,871</u>
Net assets	13	<u>247,854</u>	<u>206,871</u>
Funds of the charity			
Restricted funds	12	129,388	111,735
Unrestricted funds			
Unrestricted General	12	46,845	33,687
Designated Funds		71,621	61,449
Total charity funds		<u>247,854</u>	<u>206,871</u>

Directors Responsibilities

These financial statements were approved by the board of trustees and authorised for issue :

Name of Trustee:

Signed on behalf of the Trustees:

Date of approval:

Cove Parochial Church Council

Year Ended 31st December 2021

Notes to the Financial Statements

Basis of Preparation

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities Financial Reporting Standards applicable in the UK and Republic of Ireland (Charities SORP 2019 FRS 102) and the Charities Act 2011.

Assessment of Going Concern

Preparation of the accounts is on a going concern basis. The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

Fund Accounting

Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the trustees, at their discretion, have set aside resources for a specific purpose.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor or the term of specific appeal, often known as a 'special offering' in the church.

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

Incoming Resources

All incoming resources are recognised once the charity has entitlement to the resources, it is probable that the resources will be received, and the monetary value of incoming resources can be measured with sufficient reliability.

- All voluntary income from members of the church are recognised as donations and are included in full, with associated Gift Aid receivable in the Statement of Financial Activities.
- Grants where entitlement is not conditional on the delivery of specific performance by the charity are recognised when the charity becomes unconditionally entitled to the grant.
- Income resources from charitable trading activities such as the letting of the building are accounted for when invoices are drawn up (as the point of entitlement).
- Donated services and facilities are included at the value to the charity where this can be quantified.
- Gifts in Kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised.
- Volunteer time, the value of voluntary support for the work of the church is not included in the accounts but is described in the Trustees Annual Report.
- Investment Income is included in the accounts when receivable.

Cove Parochial Church Council

Year Ended 31st December 2021

Notes to the Financial Statements

Resources expended

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out the resources and the amount of the obligation can be measured with reasonable certainty.

Governance Costs

Include costs of the preparation and examination of statutory accounts, the costs of the trustees' meetings and cost of any legal advice to trustees on governance or constitutional matters.

Liability Recognition

Abilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

Tangible fixed assets

All assets costing more than £750 are capitalised and at historic cost. Fixed assets are stated at cost less accumulated depreciation. Depreciation is charged on furniture and equipment which is written off on a straight-line basis over time estimated useful life of the asset. Land and buildings are not depreciated.

Equipment

4 years straight line

Pensions

The charity operates a defined contribution pension scheme. Contributions are charged to the Statement of Financial Activities as they become payable in accordance with the rules of the scheme.

Operating Leases

Rental charges payable under operating leases are charged on a straight line basis over the terms of the lease.

Taxation

The charity is exempt from tax on its charitable activities.

Cove Parochial Church Council

Year Ended 31st December 2021

Notes to the Financial Statements

2 Analysis of Income

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Donations and legacies			
Donations	140,621	11,943	152,564
Gift Aid	22,141	1,528	23,669
Donated Goods and Services	-	-	-
Legacies	-	-	-
Grants	-	16,500	16,500
	<u>162,762</u>	<u>29,971</u>	<u>192,733</u>
Charitable activities			
Wedding and Funeral Fees	11,141	-	11,141
	<u>11,141</u>	<u>-</u>	<u>11,141</u>
Activities for generating income			
Lettings and Room Hire	12,634	-	12,634
	<u>12,634</u>	<u>-</u>	<u>12,634</u>
Investment Income			
Bank and investment Interest and Dividend Income	-	10,836	10,836
Rental Income from Investment Property	-	-	-
	<u>-</u>	<u>10,836</u>	<u>10,836</u>
Other			
Other Income	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>
Total Income	<u>186,537</u>	<u>40,807</u>	<u>227,344</u>

Cove Parochial Church Council

Year Ended 31st December 2021

Notes to the Financial Statements

2 Analysis of Income (Continued)

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
Donations and legacies			
Donations	148,212	2,642	150,854
Gift Aid	38,358	6,575	44,933
Donated Goods and Services	-	-	-
Legacies	-	-	-
Grants	4,956	-	4,956
	<u>191,526</u>	<u>9,217</u>	<u>200,743</u>
Charitable activities			
Wedding and Funeral Fees	1,087	-	1,087
	<u>1,087</u>	<u>-</u>	<u>1,087</u>
Activities for generating income			
Lettings and Room Hire	5,531	4,915	10,446
	<u>5,531</u>	<u>4,915</u>	<u>10,446</u>
Investment Income			
Bank and investment Interest and Dividend Income	14,126	-	14,126
	<u>14,126</u>	<u>-</u>	<u>14,126</u>
Other			
Other Income	13,367	-	13,367
	<u>13,367</u>	<u>-</u>	<u>13,367</u>
Total Income	<u>225,637</u>	<u>14,132</u>	<u>239,769</u>

Cove Parochial Church Council

Year Ended 31st December 2021

Notes to the Financial Statements

3 Expenditure on charitable activities by fund type

	Unrestricted Funds	Restricted Funds	Total Funds 2021
	£	£	£
Administration and Office Costs	16,993	-	16,993
Building & Facilities Costs	19,727	11,497	31,224
Church Services Costs	6,104	-	6,104
Mission and Events Costs	374	66	440
Gifts and Giving	804	1,953	2,756
Parish Share	88,475	-	88,475
Staff and Clergy Related Costs	22,564	-	22,564
Staff Salaries	25,671	5,023	30,694
Youth and Children's Work	648	35	683
	<u>181,359</u>	<u>18,574</u>	<u>199,933</u>

	Unrestricted Funds	Restricted Funds	Total Funds 2020
	£	£	£
Administration and Office Costs	8,024	-	8,024
Building and Maintenance Costs	70,615	8,620	79,235
Church Services Costs	1,186	263	1,449
Mission and Events Costs	-	-	-
Gifts and Giving	6,600	-	6,600
Parish Share	133,521	-	133,521
Staff and Clergy Related Costs	8,136	-	8,136
Staff Salaries	11,477	-	11,477
Youth and Children's Work	633	-	633
	<u>240,192</u>	<u>8,883</u>	<u>249,075</u>

During 2021 the church started using a new finance system which categorised expenditure slightly differently. As this is the case it is likely that some items of expenditure items are allocated differently between categories between 2020 and 2021.

Parish Share

Cove Parochial Church Council is a parish church of the Church of England in the Diocese of Guildford. By means of Parish Share the Diocese helps the funding of ministers, particularly parochial clergy, the work of various Diocesan bodies and work of the Church of England as a whole. The Diocese is a community resourcing a common task, and not a charity trying to raise funds to meet a need. In 2021, the amount paid by the PCC under the parish share was £88,475 (2020: £133,521).

Cove Parochial Church Council

Year Ended 31st December 2021

Notes to the Financial Statements

4 Volunteers

The church benefits greatly from the voluntary contributions of time and money by its formal members and regular attendees. Please refer to the trustees report for further detail about volunteer contributions in the organisation.

5 Independent examination fees

Fees payable to the independent examiner for:

	2021	2020
	£	£
Independent examination and preparation of the financial statements	1,380	960

6 Staff costs

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

	2021	2020
	£	£
Wages and salaries	13,550	11,356
Social security costs	-	-
Employer contributions to pension plans	1,903	-
	<u>15,454</u>	<u>11,356</u>

The average head count of employees during the year was as follows:

	2021	2020
Average Head Count	3	2

No employee received employee benefits of more than £60,000 during the year was as follows:

	2021	2020
More than £60,000	-	-

Key Management Personnel

The charity considers its key management personnel to be the Clergy and Wardens. The Stipend costs are recharged by the diocese to the PCC. The total stipend costs recharged to the church during the year was £15,240.

Cove Parochial Church Council

Year Ended 31st December 2021

Notes to the Financial Statements

7 Trustee remuneration, expenses and donations

During the year, 11 trustees incurred out of pocket expenses totalling £14,363 which were all incurred for the day to day running of the charity's activities. The types of expenditure include travel costs, ministry costs, building expenses and other charitable activity expenditure.

8 Tangible Fixed Assets

	Land and Buildings	Equipment	Total
	£	£	£
Cost as at 1st January 2021	-	-	-
Additions	-	7,508	7,508
Cost as at 31st December 2021	-	7,508	7,508
Depreciation as at 1st January 2021	-	-	-
Depreciation Charge	-	1,877	1,877
Depreciation as at 31st December 2021	-	1,877	1,877
Net Book Value as at 31st December 2021	-	5,631	5,631
Net Book Value as at 31st December 2020	-	-	-

9 Investments held as fixed assets

	2021 £
Investment portfolio valuation	60,799
	60,799
	2021 £
Market value brought forward	47,225
Sales	-
Unrealised gain / (loss)	13,573
Market value carried forward	60,799

Cove Parochial Church Council

Year Ended 31st December 2021

Notes to the Financial Statements

10 Debtors

	2021 £	2020 £
Accounts Receivable	40	-
Accrued Income	1,291	13,392
	1,331	13,392

11 Creditors: amounts falling due within one year

	2021 £	2020 £
Accruals	4,013	-
Trade Creditors	1,924	-
Agency Collections	5,151	5,151
	11,088	5,151

Cove Parochial Church Council

Year Ended 31st December 2021

Notes to the Financial Statements

12 Analysis of Charitable Funds

	1 Jan 2021	Income	Expenditure	Gains/Loses	Transfers	31 Dec 2021
	£	£	£	£	£	£
Unrestricted Funds						
Unrestricted						
General	33,687	173,518	(171,942)	13,573	(1,990)	46,845
Designated						
Building & Facilities - Parish Hall	2,042	-	(8,612)	-	6,570	-
Occasional services '22-23	850	11,865	-	-	-	12,715
Events & Missions	600	-	-	-	-	600
Christmas Hamper	-	1,020	(738)	-	-	282
Traffic Calming Grant	1,800	-	-	-	-	1,800
Parish Reserve	56,157	-	-	-	-	56,157
Social Events	-	134	(67)	-	-	67
Total Unrestricted	95,136	186,537	(181,359)	13,573	4,579	118,466

Cove Parochial Church Council

Year Ended 31st December 2021

Notes to the Financial Statements

Restricted Funds

	1 Jan 2021	Income	Expenditure	Gains/Loses	Transfers	31 Dec 2021
	£	£	£	£	£	£
Marshal Trust	(1,567)	10,836	(10,950)	-	1,681	-
Agency funds special collections	(1,365)	678	-	-	687	-
Parish Hall Investment	24,475	-	-	-	-	24,475
Building & Facilities - St John	133	-	(547)	-	414	-
Cove Ed Grant & C Events & Y Missions	2,054	1,820	(35)	-	-	3,839
Children's, Youth, School's & Family Worker	32,875	10,360	(3,727)	-	-	39,508
Service Streaming	-	11,662	(1)	-	(7,308)	4,353
Discretionary Fund	3,942	793	(1,953)	-	-	2,782
Church & Community Worker	(155)	1,501	(1,296)	-	-	50
Special Collection	119	35	-	-	-	154
Wooden Structure	-	1,000	-	-	-	1,000
Christ Church New Building facilities	48,279	7	-	-	-	48,286
New wine	81	-	-	-	(81)	-
Cove Village Fayre	535	-	-	-	-	535
Special Collections Music	367	-	-	-	-	367
Ignite Fund	1,449	2,115	(66)	-	-	3,498
Womens Fellowship Fund	214	-	-	-	-	214
Bateman Trust	327	-	-	-	-	327
St John Phase One	(50)	-	-	-	50	-
Messy Church	22	-	-	-	(22)	-
Total	111,735	40,807	(18,574)	-	(4,579)	129,388
Total Funds						
Total	206,871	227,344	(199,933)	13,573	-	247,854

Fund Transfers

Service Streaming

Transfer of equipment items purchased in the restricted fund with the purchased asset held as an unrestricted asset.

Cove Parochial Church Council

Year Ended 31st December 2021

Notes to the Financial Statements

Designated Funds

Building & Facilities - Parish Hall	Fund that holds the value of the freehold land and buildings
Occasional services '22-23	Designated fund for ease of admin during parochial administration for our weddings and funeral services
Events & Missions	Designated fund where donations have come in from parish members to support various events and missions
Christmas Hamper	This is a designated fund collected from parish members for the support of vulnerable members of the community who benefit from a food hamper at Christmas
Traffic Calming Grant	Restricted for use at St Johns Church grounds. Given by Hampshire County Council for a joint project with Rushmoor Borough Council. We are awaiting direction from RBC
Parish Reserve	Designated fund for the Parish long term reserves
Social Events	Designated fund for members of the parish whom pay for church social events

Restricted Funds

Marshal Trust	Interest gained from the investment fund and is used to pay for the care of the Marshal grave and the Bateman grave
Agency funds special collections	Fund to hold money collected for outside charities short term until payment are made
Parish Hall Investment	Fund to hold the CCLA investments
Cove Education Grant	Fund for children and youth provision
Children's, Youth, School's & Family Worker	Fund for paying wages and resources for a schools and family worker
Service Streaming	Fund to invest in the Church's online streaming services live to people across the parish via Youtube and other social media platforms
Discretionary Fund	Fund that supports members of the parish who may find themselves in financial need
Church & Community Worker	Fund for donations given by a member of the congregation to support our church community worker
Special collection	These funds are restricted for flower arrangements produced by our church volunteers. Money is donated from the congregation
Wooden Structure	Fund for a wooden structure to be erected at St Johns Church
Christ Church New Building facilities	This fund holds donations for new buildings and facilities for Christ Church
Cove Village Fayre	Fund for upfront costs for our Cove Village fayre supported by Rushmoor Borough Council
Special Collections Music	Fund for the purchase of music or licences
Ignite Fund	Fund for Ignite worship team and events
Women's Fellowship	Fund for Women's Fellowship within the parish
Bateman Trust	Fund to care for the Bateman grave

Cove Parochial Church Council

Year Ended 31st December 2021

Notes to the Financial Statements

13 Analysis of net assets between funds

	Unrestricted Funds	Restricted Funds	Total Funds 2021
	£	£	£
Fixed Assets	5,631	60,657	66,288
Current Assets	123,923	68,731	192,654
Creditors less than 1 year	(11,088)	-	(11,088)
	<u>118,466</u>	<u>129,388</u>	<u>247,854</u>
	Unrestricted Funds	Restricted Funds	Total Funds 2020
	£	£	£
Fixed Assets	-	47,225	47,225
Current Assets	100,286	64,510	164,796
Creditors less than 1 year	(5,151)	-	(5,151)
	<u>95,136</u>	<u>111,735</u>	<u>206,871</u>

14 Consecrated land and buildings and other church property

The PCC has the use of the church property which is excluded from the accounts by virtue of s.10(2) of the Charities Act 2011. Movable church furnishings held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal are capitalised where appropriate and allocated to the appropriate fixed asset category. The church halls and certain clergy accommodation are held in trust by the Guildford Diocesan on behalf of the PCC. These properties are essential for the mission of the church and have been in use for many years. Accordingly, they have not been capitalised as there is insufficient cost information and their depreciated cost is unlikely to be material. All expenditure on consecrated or benefice buildings is written off in the year of expenditure.

15 Related party transactions

During the year related party transactions took place with Cove Educational Trust. Cove Educational Trust is a related party due to Kirsty Paddon, John Marsh and Jacque Snuggs being mutual trustees. During the year the church received grant income of £1,700.

Cove Parochial Church Council

Year Ended 31st December 2021

Notes to the Financial Statements

16 Pension Scheme

Cove Parochial Church Council participates in the Pension Builder Scheme section of CWPf for lay staff. CWPf is administered by the Church of England Pensions Board, which holds the CWPf assets separately from those of the Employer and other participating employers.

CWPf has two sections:

1. the Defined Benefits Scheme
2. the Pension Builder Scheme, which has two subsections;
 - a. a deferred annuity section known as Pension Builder Classic, and,
 - b. a cash balance section known as Pension Builder 2014.

Pension Builder Scheme

Both sections of the Pension Builder Scheme are classed as defined benefit schemes.

Pension Builder Classic provides a pension, accumulated from contributions paid and converted into a deferred annuity during employment based on terms set and reviewed by the Church of England Pensions Board from time to time. Discretionary increases may also be added, depending on investment returns and other factors.

Pension Builder 2014 is a cash balance scheme that provides a lump sum which members use to provide benefits at retirement. Pension contributions are recorded in an account for each member. Discretionary bonuses may be added before retirement, depending on investment returns and other factors. The account, plus any bonuses declared is payable, unreduced, from age 65.

There is no sub-division of assets between employers in each section of the Pension Builder Scheme.

The scheme is considered to be a multi-employer scheme as described in Section 28 of FRS 102. This is because it is not possible to attribute the Pension Builder Scheme's assets and liabilities to specific employers and means that contributions are accounted for as if the Scheme were a defined contribution scheme. The pensions costs charged to the SoFA in the year are the contributions payable (2021: £1,078).

A valuation of the Pension Builder Scheme is carried out once every three years. The most recent valuation was carried out as at 31 December 2019. The next valuation is due as at 31 December 2022.

For the Pension Builder Classic section, the valuation revealed a deficit of £4.8m on the ongoing assumptions used. At the most recent annual review, the Board chose to grant a discretionary bonus of 3% following improvements in the funding position over 2021. There is no requirement for deficit payments at the current time.

For the Pension Builder 2014 section, the valuation revealed a surplus of £5.5m on the ongoing assumptions used. There is no requirement for deficit payments at the current time.

The legal structure of the scheme is such that if another employer fails, Cove Parochial Church Council could become responsible for paying a share of the failed employer's pension liabilities.