

**REPORT OF THE TRUSTEES AND**  
**UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2021**  
**FOR**  
**THE PAROCHIAL CHURCH COUNCIL OF THE**  
**ECCLESIASTICAL PARISH OF HITCHIN**

**THE PAROCHIAL CHURCH COUNCIL OF THE**  
**ECCLESIASTICAL PARISH OF HITCHIN**

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**FOR THE YEAR ENDED 31 DECEMBER 2021**

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**THE PAROCHIAL CHURCH COUNCIL OF THE  
ECCLESIASTICAL PARISH OF HITCHIN**

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 DECEMBER 2021**

The trustees present their report with the financial statements of the charity for the year ended 31 December 2021. The trustees have adopted the provisions of Accounting and Reporting by Charities: 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) (effective 1 January 2019).

**OBJECTIVES AND ACTIVITIES**

**Objectives and aims**

**Charitable Objects**

The PCC has the responsibility of co-operating with the Team Rector and the other Team clergy in promoting in the ecclesiastical parish of Hitchin the whole mission of the Church pastoral, evangelical, social and ecumenical.

Each of the five churches in the parish - Holy Saviour, St Faith's, St Mark's, St Mary's and the Hub Church - set their own objectives for the year. Written reports of their activities and achievements are provided for the annual church meetings.

**Objectives for 2022**

These include:

- To continue to grow as a Team Ministry under our Team Rector and support each other across our five churches;
- Safeguarding: Everyone of us needs to do all that we can to make our churches as safe as humanly possible. Training is one of the key elements for good safeguarding so we must all make ourselves aware of the training courses available and complete the one that is relevant to our role in the church.

**Charitable activities**

The Trustees confirm that they have referred to the guidance contained in Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities.

**Church Membership**

All Churches have equal voting rights regarding members. At the 2021 Annual Parish Meeting there were 611 people on the electoral rolls of the four churches in the Parish of Hitchin.

**ACHIEVEMENT AND PERFORMANCE**

**Review of the Year**

This could well be the penultimate PCC Annual Report from the Team Rector as the Parish reorganisation consultation is well underway!

At present, the Hitchin Team Ministry, which operates in the area of the benefice of Hitchin and St Paul's Walden, comprises the separate parishes of St Paul's Walden and Hitchin, which includes two PCCs, several DCCs and a Joint Church Council (JCC). It is now felt locally that it is appropriate for the four districts in the parish of Hitchin – St Mary, St Mark, St Faith and Holy Saviour – to achieve a degree of independence within the team and benefice, and for a more balanced structure to be created within the team. This includes management of, and responsibility for, finances and parish share. By remaining as a Team, there would be a commitment to continue to work together for the good of the communities the churches serve. The proposals have emerged from discussions in meetings of the DCCs/JCC and Hitchin PCC to make governance of the area more successful. Each of the parish churches within the parish of Hitchin will be the parish church within their respective new parish.

It has been good to see our churches emerge from the pandemic with a renewed zeal to proclaim the Gospel of Jesus Christ afresh in various ways. How marvellous it has been for each of us to worship as we once did and also to change things that we have had time to change.

The Rev'd Chris Bunce  
Team Rector of Hitchin

**THE PAROCHIAL CHURCH COUNCIL OF THE  
ECCLESIASTICAL PARISH OF HITCHIN**

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 DECEMBER 2021**

**FINANCIAL REVIEW**

**Financial position**

This year's financial results show that the Parish made a surplus of £20,391 in unrestricted funds. The restricted and endowment funds had a net increase in funds of £75,208.

The Treasurer is Mr Barry Smith. The 2020 accounts were prepared, independently examined by Bradshaw Johnson Chartered Accountants and filed with the Charity Commission in November 2021.

The 2021 consolidated accounts of the PCC and the four churches should be ready for approval at the Annual Parish Meeting on 25 May 2022.

**Reserves and risk policy**

Determining the level of reserves that the Parish needs to hold is an important part of the PCC financial management and forward financial planning. Reserves levels that are higher than necessary may tie up money unnecessarily and limit the amount spent on charitable activities, reducing the potential benefit the parish can provide. If reserves levels are too low, then not only could the Parish solvency and its future activities be put at risk, but also the Parish could face difficulty in meeting its day-to-day expenditure commitments.

The policy of the Parish is to build its funds to levels sufficient to address the parish long-term needs and perpetual need to maintain and preserve the heritage and fabric of four churches. This means retaining readily accessible reserves sufficient to meet the financial liabilities inherent in running and maintaining churches, as well as the 67 Whitehall Road property, alongside establishing sufficient funds to develop and grow the Parish of the future. The Parish reserves therefore also act as a funding source for specific projects or development activity that is considered likely to generate long-term strategic and financial benefit.

The Parish uses the following principles in managing the reserves and in determining target reserves levels:

- the need for, and level of, the Parish reserves will vary depending on the annual financial position, including the relative size of any restricted funds, and PCC assessment of the many risks and opportunities the Parish faces at any one particular time;
- in determining the use of parish income, the PCC considers the needs of both current and future beneficiaries;
- the reserves exist either to provide short-term protection against downward fluctuations in annual income, or to provide long-term strategic financial support.

**Risk management**

The PCC is mindful that it has a long established moral responsibility to pay the 'parish share' or 'quota' to the Diocese of St Alban's. If the Parish has a shortfall in its fundraising and cannot pay the diocesan quota in any one year it is not legally obliged to do so. However, the Covid pandemic has led to shortfalls in both 2020 and 2021.

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing document**

The PCC is a body corporate which operates under the Parochial Church Council (Powers) Measure 1956 and the Church Representation Rules.

**Recruitment of trustees**

Members of the PCC are ex officio, elected (at the Annual Meeting of Parishioners or Annual Parochial Church Meeting) or co-opted.

**Election of Trustees**

Candidates must be proposed and seconded by Members of the Electoral Roll and are voted on at the AGM in the usual way.

**THE PAROCHIAL CHURCH COUNCIL OF THE  
ECCLESIASTICAL PARISH OF HITCHIN**

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 DECEMBER 2021**

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Organisational structure**

The Parochial Church Council of the Ecclesiastical Parish of Hitchin consists of members from the churches listed on page

1. The PCC operates in accordance with the Constitution of the Parish of Hitchin.

During the year the PCC met five times. It has two committees:

(1) the Standing Committee, which meets prior to the full PCC to plan PCC meetings; and

(2) the Finance Committee, which met three times.

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Charity number**

1132874

**Principal address**

Church House  
Churchyard  
Hitchin  
Hertfordshire  
SG5 1HP

**Trustees**

Clergy

The Rev Christopher Bunce, Team Rector, Revs Melanie Crowley, Nick Smith (from November), Ian Todd.

Churchwardens

St. Faith's: Miss Joan Worboys, Mrs Brenda Gardner.

St. Mark's: Mrs Louise Wills (Vice Chair), Mrs Joy Bennett.

St. Mary's: Miss Elizabeth Cranfield, Mrs Anne Senechal, Mr Warwick Wigger (until April). Terry Brazier (from April).

Holy Saviour: Mr David Parsons, Mrs Deborah Stalkart.

Elected representatives to the Deanery Synod

Miss Elizabeth Cranfield, Mrs Rachel Drury, Mr Michael Kershaw, Mr Robin Sternberg, Mr Michael Taylor, Miss Joan Worboys, Mrs Gail Young.

Elected Lay Representatives

Mrs Gwen Allen, Mrs Sue Bathmaker, Colin Davies, Mrs Mary Goose, Mrs Sandra Stokes.

**Independent Examiner**

Bradshaw Johnson

Chartered Accountants

Croft Chambers

11 Bancroft

Hitchin

Hertfordshire

SG5 1JQ

**THE PAROCHIAL CHURCH COUNCIL OF THE  
ECCLESIASTICAL PARISH OF HITCHIN**

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 DECEMBER 2021**

**PARISH SAFEGUARDING REPORT FROM THE TEAM SAFEGUARDING CO-ORDINATOR**

To ensure we meet our legal requirements that as a Parish we have complied with our duty under section 5 of the Safeguarding and Clergy Discipline Measures 2016 (duty to have regard to House of Bishop's guidance on safeguarding children and vulnerable adults), we have adopted the following policies & procedures which are reviewed on an annual basis.

**Safeguarding Actions & Policies in Place**

1. We have policies for keeping children and vulnerable adults safe which have been discussed and approved by the PCC within this year.
2. All those who work with children, young people and vulnerable adults on a regular basis have been checked via the DBS process. Records are kept by the individual churches Safeguarding Officers to ensure that individual's DBS checks do not become out of date.
3. The parents or carers of all children and young people who access our activities are required to complete a form with emergency details and to give permission (or not) for photos and videos to be taken of their child for social media, church website etc. Separate permission is requested for each form of media.
4. All Safeguarding Officers, those who work with children, young people or vulnerable adults, church wardens and PCC/DCC/JCC members are required to undertake the diocesan safeguarding training every three years. PCC/DCC/JCC members are only required to complete the on-line training, whereas those who work directly with young people or vulnerable adults, plus church wardens, are required to also do a face to face 3 hour training session. During the last twelve months, many of those requiring training have completed it. There are still some people who need to complete the training, plus any new PCC/DCC/JCC reps who are elected at this year's AGMs and APCM. The individual Safeguarding Officers are keeping a record of who has attended the training and the date that they will need to be re-trained.
5. All clergy and readers undertake separate training every three years.
6. Posters highlighting the need for people to be vigilant regarding safeguarding, along with details of the safeguarding officer, are displayed in the churches and the church halls.
7. The Safeguarding Officers and clergy across the parish meet together, along with the Safeguarding Officers and clergy of St Paul's Walden and Preston, twice a year, to ensure that actions needed with regard to safeguarding are taking place and to support those who take on this important role within our churches.
8. Risk Assessments are required for all church related activities and whilst the topic appears under the Safeguarding banner on the diocesan website the ultimate responsibility remains with the Church Wardens, potentially delegated to the Health & Safety Officer. However, Safeguarding Officers will be consulted when there is a Safeguarding risk element involved.

Following the National introduction, and our adoption within the parish, of the on-line Parish Safeguarding Dashboard system, the system has provided greater visibility & prompts in relation to our work on "Promoting a Safer Church." The Safeguarding Dashboard works at three different levels:

Safer Foundations  
Safer Activities  
Safer Practices

ALL churches in the parish have now adopted this system and are working towards achieving Level 3 status. An action plan detailing the current status is easily produced and should be circulated to all members of the DCC/JCC ahead of their meetings, allowing time for general discussion and questions.

Actions which need to be taken or check have been taken

1. That the DCCs and JCC have considered the policy documents and have safeguarding as an item on the council's agenda at least once a year and that the Safeguarding Officer, if not a member of the DCC/JCC, be invited.
2. Those for whom training is still outstanding complete the appropriate level.
3. Those who are newly elected to the PCC/DCC/JCC at the AGMs and APCM complete the online training.

**THE PAROCHIAL CHURCH COUNCIL OF THE**  
**ECCLESIASTICAL PARISH OF HITCHIN**

**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31 DECEMBER 2021**

ADOPTION OF A SAFEGUARDING OBJECTIVE FOR 2022

"Everyone of us needs to do all that we can to make our churches as safe as humanly possible. Training is one of the key elements for good safeguarding. Our 2022 objective must be to ensure that we all make ourselves aware of the training courses available & ensure we complete the one that is relevant to our role in the church."

Bob Robinson, PCC Safeguarding Officer

Approved by order of the board of trustees on ..... and signed on its behalf by:

.....  
Reverend C Bunce - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF**  
**THE PAROCHIAL CHURCH COUNCIL OF THE**  
**ECCLESIASTICAL PARISH OF HITCHIN**

**Independent examiner's report to the trustees of The Parochial Church Council of the Ecclesiastical Parish of Hitchin**

I report to the charity trustees on my examination of the accounts of The Parochial Church Council of the Ecclesiastical Parish of Hitchin (the Trust) for the year ended 31 December 2021.

**Responsibilities and basis of report**

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

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

**Independent examiner's statement**

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of Institute of Chartered Accountants in England and Wales 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 Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of 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.

Neil Harding FCA  
Institute of Chartered Accountants in England and Wales  
Bradshaw Johnson  
Chartered Accountants  
Croft Chambers  
11 Bancroft  
Hitchin  
Hertfordshire  
SG5 1JQ

Date: .....

**THE PAROCHIAL CHURCH COUNCIL OF THE  
ECCLESIASTICAL PARISH OF HITCHIN**

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

	Notes	Unrestricted funds £	Restricted funds £	Endowment funds £	31.12.21 Total funds £	31.12.20 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>						
Donations and legacies		355,815	2,988	-	358,803	330,583
Other trading activities	2	17,982	-	-	17,982	12,618
Investment income	3	22,117	15,103	-	37,220	28,021
Other income		50,416	9,550	-	59,966	56,612
<b>Total</b>		<b>446,330</b>	<b>27,641</b>	<b>-</b>	<b>473,971</b>	<b>427,834</b>
<b>EXPENDITURE ON</b>						
Raising funds		4,722	-	-	4,722	3,590
<b>Charitable activities</b>						
Promoting the mission of the Church of England		420,317	26,416	-	446,733	374,688
<b>Total</b>		<b>425,039</b>	<b>26,416</b>	<b>-</b>	<b>451,455</b>	<b>378,278</b>
Net gains on investments		-	-	73,083	73,083	32,830
<b>NET INCOME</b>		<b>21,291</b>	<b>1,225</b>	<b>73,083</b>	<b>95,599</b>	<b>82,386</b>
<b>Transfers between funds</b>	11	<b>(900)</b>	<b>900</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net movement in funds</b>		<b>20,391</b>	<b>2,125</b>	<b>73,083</b>	<b>95,599</b>	<b>82,386</b>
<b>RECONCILIATION OF FUNDS</b>						
<b>Total funds brought forward</b>		<b>437,608</b>	<b>322,683</b>	<b>665,265</b>	<b>1,425,556</b>	<b>1,343,170</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>457,999</b>	<b>324,808</b>	<b>738,348</b>	<b>1,521,155</b>	<b>1,425,556</b>

The notes form part of these financial statements

**THE PAROCHIAL CHURCH COUNCIL OF THE  
ECCLESIASTICAL PARISH OF HITCHIN**

**STATEMENT OF FINANCIAL POSITION  
31 DECEMBER 2021**

	Notes	Unrestricted funds £	Restricted funds £	Endowment funds £	31.12.21 Total funds £	31.12.20 Total funds £
<b>FIXED ASSETS</b>						
Tangible assets	7	-	-	157,000	157,000	157,000
Investments	8	253,655	289,614	581,348	1,124,617	1,020,093
		<u>253,655</u>	<u>289,614</u>	<u>738,348</u>	<u>1,281,617</u>	<u>1,177,093</u>
<b>CURRENT ASSETS</b>						
Debtors	9	13,968	-	-	13,968	20,001
Cash at bank		276,130	35,194	-	311,324	257,507
		<u>290,098</u>	<u>35,194</u>	<u>-</u>	<u>325,292</u>	<u>277,508</u>
<b>CREDITORS</b>						
Amounts falling due within one year	10	(85,754)	-	-	(85,754)	(29,045)
<b>NET CURRENT ASSETS</b>		<u>204,344</u>	<u>35,194</u>	<u>-</u>	<u>239,538</u>	<u>248,463</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>457,999</u>	<u>324,808</u>	<u>738,348</u>	<u>1,521,155</u>	<u>1,425,556</u>
<b>NET ASSETS</b>		<u>457,999</u>	<u>324,808</u>	<u>738,348</u>	<u>1,521,155</u>	<u>1,425,556</u>
<b>FUNDS</b>	11					
Unrestricted funds					457,999	437,608
Restricted funds					324,808	322,683
Endowment funds					738,348	665,265
<b>TOTAL FUNDS</b>					<u>1,521,155</u>	<u>1,425,556</u>

The financial statements were approved by the Board of Trustees and authorised for issue on .....  
and were signed on its behalf by:

.....  
C Bunce - Trustee

**THE PAROCHIAL CHURCH COUNCIL OF THE  
ECCLESIASTICAL PARISH OF HITCHIN**

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

**1. ACCOUNTING POLICIES**

**Basis of preparing the financial statements**

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: 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) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, as modified by the revaluation of certain assets.

The Parochial Church Council of the Ecclesiastical Parish of Hitchin meets the definition of a public entity under FRS 102.

**Income**

Donations and legacies

Collections are recognised when received on behalf of the PCC. Planned giving receivable under covenant is recognised only when received.

Income tax recoverable on covenants or gift aid donations is recognised when the income is recognised.

Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement and the amount due.

Other trading activities

Funds raised by the fete, garden party and similar events are accounted for gross.

Rental income from the letting of church and church hall premises is recognised when the rental is due.

Sales of books and magazines from the church bookstall are accounted for gross.

Investment income

Gains or losses are recognised upon sale of the investments.

Interest is accounted for when receivable.

**Expenditure**

Expenditure on charitable activities

Grants and donations are accounted for when paid over, or when awarded if that award creates a binding obligation on the PCC.

The diocesan quota or parish share is accounted for when payable. Any quota unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the Balance Sheet.

**Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Office equipment                      -    33% on cost

**Taxation**

The charity is exempt from tax on its charitable activities.

**THE PAROCHIAL CHURCH COUNCIL OF THE**  
**ECCLESIASTICAL PARISH OF HITCHIN**

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

**1. ACCOUNTING POLICIES - continued**

**Fund accounting**

General funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted.

The accounts include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body nor those that are informal gatherings of Church members.

**2. OTHER TRADING ACTIVITIES**

	31.12.21	31.12.20
	£	£
Trading activities	17,982	12,618
	<u>          </u>	<u>          </u>

**3. INVESTMENT INCOME**

	31.12.21	31.12.20
	£	£
Interest receivable	22,158	12,543
Dividend income	15,062	15,478
	<u>          </u>	<u>          </u>
	<u>37,220</u>	<u>28,021</u>

**4. TRUSTEES' REMUNERATION AND BENEFITS**

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

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 December 2021 nor for the year ended 31 December 2020.

**5. STAFF COSTS**

The average monthly number of employees during the year was as follows:

	31.12.21	31.12.20
Office	2	2
Organist	1	1
	<u>          </u>	<u>          </u>
	<u>3</u>	<u>3</u>

No employees received emoluments in excess of £60,000.

**THE PAROCHIAL CHURCH COUNCIL OF THE  
ECCLESIASTICAL PARISH OF HITCHIN**

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

**6. 2020 COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted funds £	Restricted funds £	Endowment funds £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>				
Donations and legacies	323,041	7,542	-	330,583
Other trading activities	12,618	-	-	12,618
Investment income	12,261	15,760	-	28,021
Other income	52,445	4,167	-	56,612
<b>Total</b>	<b>400,365</b>	<b>27,469</b>	<b>-</b>	<b>427,834</b>
 <b>EXPENDITURE ON</b>				
Raising funds	3,590	-	-	3,590
 <b>Charitable activities</b>				
Promoting the mission of the Church of England	347,005	27,683	-	374,688
<b>Total</b>	<b>350,595</b>	<b>27,683</b>	<b>-</b>	<b>378,278</b>
Net gains on investments	-	-	32,830	32,830
<b>NET INCOME/(EXPENDITURE)</b>	<b>49,770</b>	<b>(214)</b>	<b>32,830</b>	<b>82,386</b>
 <b>Transfers between funds</b>	<b>(1,054)</b>	<b>1,054</b>	<b>-</b>	<b>-</b>
<b>Net movement in funds</b>	<b>48,716</b>	<b>840</b>	<b>32,830</b>	<b>82,386</b>
 <b>RECONCILIATION OF FUNDS</b>				
<b>Total funds brought forward</b>	<b>388,892</b>	<b>321,843</b>	<b>632,435</b>	<b>1,343,170</b>
 <b>TOTAL FUNDS CARRIED FORWARD</b>	<b>437,608</b>	<b>322,683</b>	<b>665,265</b>	<b>1,425,556</b>

The PCC 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 their settlement value.

**THE PAROCHIAL CHURCH COUNCIL OF THE  
ECCLESIASTICAL PARISH OF HITCHIN**

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

**7. TANGIBLE FIXED ASSETS**

	Freehold property £	Office equipment £	Totals £
<b>COST</b>			
At 1 January 2021 and 31 December 2021	158,000	8,380	166,380
<b>DEPRECIATION</b>			
At 1 January 2021 and 31 December 2021	1,000	8,380	9,380
<b>NET BOOK VALUE</b>			
At 31 December 2021	157,000	-	157,000
At 31 December 2020	157,000	-	157,000

**8. FIXED ASSET INVESTMENTS**

	Investments £
<b>MARKET VALUE</b>	
At 1 January 2021	1,020,093
Additions	15,075
Disposals	(2,000)
Revaluations	91,449
At 31 December 2021	1,124,617
<b>NET BOOK VALUE</b>	
At 31 December 2021	1,124,617
At 31 December 2020	1,020,093

There were no investment assets outside the UK.

**9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31.12.21 £	31.12.20 £
Other debtors	13,968	20,001

**THE PAROCHIAL CHURCH COUNCIL OF THE**  
**ECCLESIASTICAL PARISH OF HITCHIN**

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

<b>10.</b>	<b>CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>	<b>31.12.21</b>	<b>31.12.20</b>
		£	£
	Other creditors	85,754	29,045
		<u>          </u>	<u>          </u>

**THE PAROCHIAL CHURCH COUNCIL OF THE  
ECCLESIASTICAL PARISH OF HITCHIN**

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

**11. MOVEMENT IN FUNDS**

	At 1.1.21 £	Net movement in funds £	Transfers between funds £	At 31.12.21 £
<b>Unrestricted funds</b>				
General fund	192,702	(8,060)	(900)	183,742
Designated Office equipment fund - Hitchin PCC	4,713	-	-	4,713
Designated Conference and training fund - Hitchin PCC	850	-	-	850
Designated St Mary's vicarage - Hitchin PCC	911	-	-	911
Designated St Mark's vicarage - Hitchin PCC	950	-	-	950
Designated Holy Saviour vicarage - Hitchin PCC	1,742	-	-	1,742
Designated St Faith's vicarage - St Faith's	1,554	-	-	1,554
Designated Curate's House repairs fund - Hitchin PCC	1,102	-	-	1,102
Designated investment fund - Hitchin PCC	126,381	18,366	-	144,747
Designated St Faith's Vicar and Church Warden fund - St Faith's	34,974	(1,370)	-	33,604
Designated Youth fund - St Mary's	2,672	(2,672)	-	-
Designated Homeless - St Mary's	4,611	(1,000)	-	3,611
Designated donations and legacies fund - St Mary's	64,446	16,027	-	80,473
	<hr/> 437,608	<hr/> 21,291	<hr/> (900)	<hr/> 457,999
<b>Restricted funds</b>				
Fabric fund - St Mary's	210,316	(104)	-	210,212
Organ fund - St Mary's	-	(900)	900	-
Hitchin conservation - St Mary's	531	-	-	531
Vicars fund - St Mary's	1,969	-	-	1,969
Discretionary fund - St Mark's	844	-	-	844
Centenary fund - St Mark's	748	-	-	748
Memorial gardens - St Mark's	562	(21)	-	541
Flower fund - St Mark's	209	-	-	209
General restricted fund - St Faith's	4,958	108	-	5,066
Building repair fund - Holy Saviour	52,800	41	-	52,841
Robes - Holy Saviour	108	-	-	108
Choir - Holy Saviour	6,144	-	-	6,144
Youth - Holy Saviour	607	-	-	607
Youth & Trinity - Hitchin PCC	1,745	-	-	1,745
Capital reserve fund - Hitchin PCC	25,000	-	-	25,000
Houses reserve fund - Hitchin PCC	10,538	-	-	10,538
Legacy fund - St Mark's	-	1,000	-	1,000
Outreach fund - St Mark's	1,746	-	-	1,746
M Gibbs - St Mark's	500	-	-	500
Messy Church - St Mark's	64	-	-	64
Rent-Holy Saviour	636	-	-	636
Donations and legacies fund - St Mark's	2,283	-	-	2,283
Churchsuite - St Mark's	375	68	-	443
Asylum fund - St Mark's	-	1,033	-	1,033
	<hr/>	<hr/>	<hr/>	<hr/>

**THE PAROCHIAL CHURCH COUNCIL OF THE  
ECCLESIASTICAL PARISH OF HITCHIN**

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

**11. MOVEMENT IN FUNDS - continued**

	322,683	1,225	900	324,808
<b>Endowment funds</b>				
St Mary's - endowment	508,265	73,083	-	581,348
PCC - property endowment	157,000	-	-	157,000
	<u>665,265</u>	<u>73,083</u>	<u>-</u>	<u>738,348</u>
<b>TOTAL FUNDS</b>	<u>1,425,556</u>	<u>95,599</u>	<u>-</u>	<u>1,521,155</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
<b>Unrestricted funds</b>				
General fund	377,231	(385,291)	-	(8,060)
Designated investment fund - Hitchin PCC	18,366	-	-	18,366
Designated St Faith's Vicar and Church				
Warden fund - St Faith's	-	(1,370)	-	(1,370)
Designated Youth fund - St Mary's	-	(2,672)	-	(2,672)
Designated Homeless - St Mary's	-	(1,000)	-	(1,000)
Designated donations and legacies fund - St Mary's	50,733	(34,706)	-	16,027
	<u>446,330</u>	<u>(425,039)</u>	<u>-</u>	<u>21,291</u>
<b>Restricted funds</b>				
Fabric fund - St Mary's	16,262	(16,366)	-	(104)
Organ fund - St Mary's	-	(900)	-	(900)
Memorial gardens - St Mark's	285	(306)	-	(21)
Mission fund - St Mark's	2,227	(2,227)	-	-
Fees - St Mark's	638	(638)	-	-
General restricted fund - St Faith's	338	(230)	-	108
Building repair fund - Holy Saviour	41	-	-	41
Giving - Holy Saviour	900	(900)	-	-
Legacy fund - St Mark's	1,000	-	-	1,000
Donations and legacies fund - St Mark's	500	(500)	-	-
Churchsuite - St Mark's	998	(930)	-	68
Asylum fund - St Mark's	4,452	(3,419)	-	1,033
	<u>27,641</u>	<u>(26,416)</u>	<u>-</u>	<u>1,225</u>
<b>Endowment funds</b>				
St Mary's - endowment	-	-	73,083	73,083
	<u>473,971</u>	<u>(451,455)</u>	<u>73,083</u>	<u>95,599</u>

**THE PAROCHIAL CHURCH COUNCIL OF THE  
ECCLESIASTICAL PARISH OF HITCHIN**

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

**11. MOVEMENT IN FUNDS - continued**

**Comparatives for movement in funds**

	At 1.1.20 £	Net movement in funds £	Transfers between funds £	At 31.12.20 £
<b>Unrestricted funds</b>				
General fund	216,201	23,922	(47,421)	192,702
Designated Office equipment fund - Hitchin PCC	4,713	-	-	4,713
Designated Conference and training fund - Hitchin PCC	850	-	-	850
Designated St Mary's vicarage - Hitchin PCC	911	-	-	911
Designated St Mark's vicarage - Hitchin PCC	950	-	-	950
Designated Holy Saviour vicarage - Hitchin PCC	1,742	-	-	1,742
Designated St Faith's vicarage - St Faith's	1,554	-	-	1,554
Designated Curate's House repairs fund - Hitchin PCC	1,102	-	-	1,102
Designated investment fund - Hitchin PCC	118,218	8,163	-	126,381
Designated St Faith's Vicar and Church Warden fund - St Faith's	34,974	-	-	34,974
Designated Youth fund - St Mary's	3,066	(394)	-	2,672
Designated Homeless - St Mary's	4,611	-	-	4,611
Designated donations and legacies fund - St Mary's	-	18,079	46,367	64,446
	<hr/>	<hr/>	<hr/>	<hr/>
	388,892	49,770	(1,054)	437,608
<b>Restricted funds</b>				
Fabric fund - St Mary's	212,302	(1,986)	-	210,316
Organ fund - St Mary's	612	(1,666)	1,054	-
Hitchin conservation - St Mary's	531	-	-	531
Vicars fund - St Mary's	1,969	-	-	1,969
Discretionary fund - St Mark's	454	390	-	844
Centenary fund - St Mark's	748	-	-	748
Memorial gardens - St Mark's	520	42	-	562
Flower fund - St Mark's	209	-	-	209
General restricted fund - St Faith's	4,845	113	-	4,958
Building repair fund - Holy Saviour	52,518	282	-	52,800
Robes - Holy Saviour	108	-	-	108
Choir - Holy Saviour	6,144	-	-	6,144
Youth - Holy Saviour	607	-	-	607
Youth & Trinity - Hitchin PCC	1,745	-	-	1,745
Capital reserve fund - Hitchin PCC	25,000	-	-	25,000
Houses reserve fund - Hitchin PCC	10,538	-	-	10,538
Outreach fund - St Mark's	1,793	(47)	-	1,746
M Gibbs - St Mark's	500	-	-	500
Messy Church - St Mark's	64	-	-	64
Rent-Holy Saviour	636	-	-	636
Donations and legacies fund - St Mark's	-	2,283	-	2,283
Churchsuite - St Mark's	-	375	-	375

**THE PAROCHIAL CHURCH COUNCIL OF THE  
ECCLESIASTICAL PARISH OF HITCHIN**

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

**11. MOVEMENT IN FUNDS - continued**

	321,843	(214)	1,054	322,683
<b>Endowment funds</b>				
St Mary's - endowment	475,435	32,830	-	508,265
PCC - property endowment	157,000	-	-	157,000
	632,435	32,830	-	665,265
<b>TOTAL FUNDS</b>	1,343,170	82,386	-	1,425,556

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
<b>Unrestricted funds</b>				
General fund	373,702	(349,780)	-	23,922
Designated investment fund - Hitchin PCC	8,163	-	-	8,163
Designated Youth fund - St Mary's	-	(394)	-	(394)
Designated donations and legacies fund - St Mary's	18,500	(421)	-	18,079
	400,365	(350,595)	-	49,770
<b>Restricted funds</b>				
Fabric fund - St Mary's	15,645	(17,631)	-	(1,986)
Organ fund - St Mary's	8	(1,674)	-	(1,666)
Discretionary fund - St Mark's	450	(60)	-	390
Memorial gardens - St Mark's	346	(304)	-	42
Mission fund - St Mark's	900	(900)	-	-
General restricted fund - St Faith's	1,319	(1,206)	-	113
Building repair fund - Holy Saviour	282	-	-	282
Giving - Holy Saviour	420	(420)	-	-
Outreach fund - St Mark's	35	(82)	-	(47)
Special Collection - St Mark's	1,329	(1,329)	-	-
Donations and legacies fund - St Mark's	5,400	(3,117)	-	2,283
Churchsuite - St Mark's	1,335	(960)	-	375
	27,469	(27,683)	-	(214)
<b>Endowment funds</b>				
St Mary's - endowment	-	-	32,830	32,830
<b>TOTAL FUNDS</b>	427,834	(378,278)	32,830	82,386

**THE PAROCHIAL CHURCH COUNCIL OF THE  
ECCLESIASTICAL PARISH OF HITCHIN**

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

**11. MOVEMENT IN FUNDS - continued**

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.1.20 £	Net movement in funds £	Transfers between funds £	At 31.12.21 £
<b>Unrestricted funds</b>				
General fund	216,201	15,862	(48,321)	183,742
Designated Office equipment fund - Hitchin PCC	4,713	-	-	4,713
Designated Conference and training fund - Hitchin PCC	850	-	-	850
Designated St Mary's vicarage - Hitchin PCC	911	-	-	911
Designated St Mark's vicarage - Hitchin PCC	950	-	-	950
Designated Holy Saviour vicarage - Hitchin PCC	1,742	-	-	1,742
Designated St Faith's vicarage - St Faith's	1,554	-	-	1,554
Designated Curate's House repairs fund - Hitchin PCC	1,102	-	-	1,102
Designated investment fund - Hitchin PCC	118,218	26,529	-	144,747
Designated St Faith's Vicar and Church Warden fund - St Faith's	34,974	(1,370)	-	33,604
Designated Youth fund - St Mary's	3,066	(3,066)	-	-
Designated Homeless - St Mary's	4,611	(1,000)	-	3,611
Designated donations and legacies fund - St Mary's	-	34,106	46,367	80,473
	<u>388,892</u>	<u>71,061</u>	<u>(1,954)</u>	<u>457,999</u>
<b>Restricted funds</b>				
Fabric fund - St Mary's	212,302	(2,090)	-	210,212
Organ fund - St Mary's	612	(2,566)	1,954	-
Hitchin conservation - St Mary's	531	-	-	531
Vicars fund - St Mary's	1,969	-	-	1,969
Discretionary fund - St Mark's	454	390	-	844
Centenary fund - St Mark's	748	-	-	748
Memorial gardens - St Mark's	520	21	-	541
Flower fund - St Mark's	209	-	-	209
General restricted fund - St Faith's	4,845	221	-	5,066
Building repair fund - Holy Saviour	52,518	323	-	52,841
Robes - Holy Saviour	108	-	-	108
Choir - Holy Saviour	6,144	-	-	6,144
Youth - Holy Saviour	607	-	-	607
Youth & Trinity - Hitchin PCC	1,745	-	-	1,745
Capital reserve fund - Hitchin PCC	25,000	-	-	25,000
Houses reserve fund - Hitchin PCC	10,538	-	-	10,538
Legacy fund - St Mark's	-	1,000	-	1,000
Outreach fund - St Mark's	1,793	(47)	-	1,746
M Gibbs - St Mark's	500	-	-	500
Messy Church - St Mark's	64	-	-	64
Rent-Holy Saviour	636	-	-	636
Donations and legacies fund - St Mark's	-	2,283	-	2,283

**THE PAROCHIAL CHURCH COUNCIL OF THE  
ECCLESIASTICAL PARISH OF HITCHIN**

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

**11. MOVEMENT IN FUNDS - continued**

Churchsuite - St Mark's	-	443	-	443
Asylum fund - St Mark's	-	1,033	-	1,033
	<hr/>	<hr/>	<hr/>	<hr/>
	321,843	1,011	1,954	324,808
<b>Endowment funds</b>				
St Mary's - endowment	475,435	105,913	-	581,348
PCC - property endowment	157,000	-	-	157,000
	<hr/>	<hr/>	<hr/>	<hr/>
	632,435	105,913	-	738,348
	<hr/>	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	1,343,170	177,985	-	1,521,155
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

**THE PAROCHIAL CHURCH COUNCIL OF THE  
ECCLESIASTICAL PARISH OF HITCHIN**

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

**11. MOVEMENT IN FUNDS - continued**

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
<b>Unrestricted funds</b>				
General fund	750,933	(735,071)	-	15,862
Designated investment fund - Hitchin PCC	26,529	-	-	26,529
Designated St Faith's Vicar and Church Warden fund - St Faith's	-	(1,370)	-	(1,370)
Designated Youth fund - St Mary's	-	(3,066)	-	(3,066)
Designated Homeless - St Mary's	-	(1,000)	-	(1,000)
Designated donations and legacies fund - St Mary's	69,233	(35,127)	-	34,106
	<u>846,695</u>	<u>(775,634)</u>	<u>-</u>	<u>71,061</u>
<b>Restricted funds</b>				
Fabric fund - St Mary's	31,907	(33,997)	-	(2,090)
Organ fund - St Mary's	8	(2,574)	-	(2,566)
Discretionary fund - St Mark's	450	(60)	-	390
Memorial gardens - St Mark's	631	(610)	-	21
Mission fund - St Mark's	3,127	(3,127)	-	-
Fees - St Mark's	638	(638)	-	-
General restricted fund - St Faith's	1,657	(1,436)	-	221
Building repair fund - Holy Saviour	323	-	-	323
Giving - Holy Saviour	1,320	(1,320)	-	-
Legacy fund - St Mark's	1,000	-	-	1,000
Outreach fund - St Mark's	35	(82)	-	(47)
Special Collection - St Mark's	1,329	(1,329)	-	-
Donations and legacies fund - St Mark's	5,900	(3,617)	-	2,283
Churchsuite - St Mark's	2,333	(1,890)	-	443
Asylum fund - St Mark's	4,452	(3,419)	-	1,033
	<u>55,110</u>	<u>(54,099)</u>	<u>-</u>	<u>1,011</u>
<b>Endowment funds</b>				
St Mary's - endowment	-	-	105,913	105,913
	<u>901,805</u>	<u>(829,733)</u>	<u>105,913</u>	<u>177,985</u>
<b>TOTAL FUNDS</b>	<u>901,805</u>	<u>(829,733)</u>	<u>105,913</u>	<u>177,985</u>

**Purpose of Unrestricted funds:**

These are to provide for general activities of the churches after allocation of income and expenditure to other funds.

**Purpose of Designated funds:**

**PCC**

Office equipment fund - This fund is intended to assist with the renewal of office equipment such as the photocopier at the end of its useful life.

**THE PAROCHIAL CHURCH COUNCIL OF THE**  
**ECCLESIASTICAL PARISH OF HITCHIN**

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

**11. MOVEMENT IN FUNDS - continued**

Conference and training fund - This fund was created to assist with the costs of sending the wider team to the Bishop's Conference from time to time. The scope has been widened to include general training and conference costs for clergy or non-stipendiary staff.

St Mary's Vicarage - These are funds set aside to cover the costs of redecoration of the vicarage.

St Mark's Vicarage - These are funds set aside to cover the costs of redecoration of the vicarage.

Holy Saviour Vicarage - These are funds set aside to cover the costs of redecoration of the vicarage.

St Faith's Vicarage - These are funds set aside to cover the costs of redecoration of the vicarage.

Curate's House decorations fund - These are funds set aside to cover the costs of redecoration of the curate's house.

Curate's House repairs fund - These are funds set aside to cover the costs of repairs of 67 Whitehill Road.

Designated investment fund - This fund is the St Johns fund and the income is divided between St Marys (80%) and St Marks (20%).

**St Faith's**

St Faith's Vicar and Church Warden fund - These funds are to be used at the discretion of the Vicar and Church Warden.

**Purpose of Restricted funds:**

**St Mary's**

Fabric fund - This fund is to provide for the maintenance of the church building.

Organ fund - This fund is to provide maintenance of the organ.

Hitchin conservation management fund - This is to help the future conservation management of the church.

Vicars fund - This fund is the vicars discretionary fund.

**St Mark's**

Children & Youth fund - This fund is to provide support for Youth Groups and Sunday School.

Discretionary fund - This fund is available at Vicar's discretion for helping parishioners in financial need.

Centenary fund - This fund is for the refurbishment of the Church hall and kitchen.

Memorial gardens - This fund is for the upkeep of the memorial garden.

Flower fund - This fund is to provide flowers in the Church.

Mission - This fund is for specific mission projects.

Outreach - This fund was created by a gift given to the church of £1,000 which has been designated for outreach activities.

M Gibbs - This fund was created by a gift from M Gibbs in memory of her late husband,

Messy Church - This fund consists of grant money given for set up costs for Messy Church.

**St Faith's**

General restricted fund - This fund is to provide music, services and enhancement of the building.

**Holy Saviour**

Building repair fund - This fund is to provide for repairs to the fabric of the Church.

Robes - This fund is to provide replacement robes to the servers.

Choir - This fund is to provide music or subsidy for younger members of the choir.

Giving - This fund is monies collected for specific causes e.g. Bishops Appeal.

Youth - This fund is to provide support to our work with the youth of the DCC.

**PCC**

Youth fund - This fund is to help the parish with youth projects.

Capital reserve fund - This fund is to underpin the PCC's future capital costs.

Houses reserve fund - This fund is for the redecoration of clergy houses.

**THE PAROCHIAL CHURCH COUNCIL OF THE  
ECCLESIASTICAL PARISH OF HITCHIN**

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

**11. MOVEMENT IN FUNDS - continued**

**Purpose of Endowment fund:**

**St Mary's**

Endowment - This is a fund which is held by the Diocese, for the long term viability of the Church.

**PCC**

Property fund - This represents the Curates house in Whitehill Road, Hitchin, Hertfordshire.

**12. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31 December 2021.

**THE PAROCHIAL CHURCH COUNCIL OF THE**  
**ECCLESIASTICAL PARISH OF HITCHIN**

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

	31.12.21 £	31.12.20 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Donations	350,053	317,083
Bequests	8,750	13,500
	<hr/> 358,803	<hr/> 330,583
<b>Other trading activities</b>		
Trading activities	17,982	12,618
<b>Investment income</b>		
Interest receivable	22,158	12,543
Dividend income	15,062	15,478
	<hr/> 37,220	<hr/> 28,021
<b>Other income</b>		
Fees receivable	23,476	14,485
Rent and hire of church	21,080	7,639
Other	15,410	14,703
Government grants	-	19,785
	<hr/> 59,966	<hr/> 56,612
<b>Total incoming resources</b>	473,971	427,834
<b>EXPENDITURE</b>		
<b>Other trading activities</b>		
Raising funds	4,722	3,590
<b>Charitable activities</b>		
Charitable giving	10,661	11,310
Organist, choir and organ	21,620	18,165
Maintenance of services	5,771	3,573
Parish share	276,566	212,979
Other costs	18,734	8,845
	<hr/> 333,352	<hr/> 254,872
<b>Support costs</b>		
<b>Management</b>		
Wages	41,339	43,644
Carried forward	41,339	43,644

This page does not form part of the statutory financial statements

**THE PAROCHIAL CHURCH COUNCIL OF THE  
ECCLESIASTICAL PARISH OF HITCHIN**

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

	31.12.21 £	31.12.20 £
<b>Management</b>		
Brought forward	41,339	43,644
Insurance	12,559	13,023
Light and heat	17,810	17,094
Telephone	2,032	6,782
Postage and stationery	3,467	1,218
Clergy working expenses	4,737	2,415
Repairs and maintenance	22,818	23,889
Cleaning	1,355	1,758
Other costs	784	3,513
Accountancy fees	6,480	6,480
	<hr/> 113,381	<hr/> 119,816
Total resources expended	<hr/> 451,455	<hr/> 378,278
<b>Net income before gains and losses</b>	22,516	49,556
<b>Realised recognised gains and losses</b>		
Realised gains/(losses) on fixed asset investments	<hr/> 73,083	<hr/> 32,830
<b>Net income</b>	<hr/> <hr/> 95,599	<hr/> <hr/> 82,386