



# 2021 Reports

For 2022 APCM



**Foreword by  
Rev Mandy Young, Priest-in-Charge  
Parish of St Edmund's, Temple Hill**

This Annual Report seeks to reflect something of the hard work, dedication and Christian commitment of the congregation of St Edmund's Church during 2021 as we sought, in the very strange and still challenging context of Covid 19, to still live out in both word and deed what it means to be an Inclusive Church, vibrant, open and welcoming to all in the name of our Lord Jesus Christ.

Jonathan Swift once wrote, 'vision is the art of seeing what is invisible to others'.

What we have been privileged to see for ourselves is just how much God loves each one of us. He loves us so much he sent his Son Jesus to be with us and to show us how to live and to love. The more we follow the example of Jesus, the closer we will come to God's own vision for this world, a vision of love, and peace, and justice for all creation. That vision is what we mean when we speak of the Kingdom of God.

Our hope and prayer at St Edmund's is that we might strive, in every way we can, through worship, fellowship and service to one another and to our community, to share that vision and to grow day by day into the people God calls us to be.

Our distinctive green and glass building is situated in the heart of the Temple Hill estate and we strive to be a Christian influence in this part of Dartford. Our building is shared with the GP surgery and, in more normal times, with Sure Start Centre and other users. And so the Living Well is a community hub and focus of support and care for those who live in this area.

Our prayer is to reach out into those parts of the local community who are unaware of our presence, sharing the unconditional love of God with all, wherever and whoever they are. And we seek to be faithful in all we do. These aspirations are reflected in our five-year mission plan, formed in 2019, through which we hold ourselves accountable. This mission plan will be reviewed in the near future.

## **Our Policy**

The PCC has the responsibility of co-operating with the incumbent in promoting, in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has the responsibility of co-operating with the Diocesan Office and its committees as well as its partners (Temple Hill Surgery and KCC Sure Start Children's Centre) for the maintenance of the St. Edmund's Church Living Well building. The PCC met six times during 2021

The Standing Committee meets when required and has the authorisation to transact business on behalf of the PCC between its meetings subject to any direction given by the PCC.

## **PCC Membership**

Members of the PCC are either ex officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules.

Our three clergy members are Rev Karen Nelson (Associate Priest), Rev Esther Bevan (curate), and Rev Mandy Young (priest-in-charge)

**During the year the following also served as members of the PCC:**

### **Lorraine Bathgate**

Church Warden, Treasurer & Standing Committee

### **Janet Gunner**

Churchwarden & Standing Committee

### **Robert Etheridge**

PCC (Secretary) & Standing Committee (Secretary)

### **Andrew Carr**

Reader, Deanery Rep & Standing Committee

### **Sharon Allan,**

Electoral roll officer,

### **Sharon Earl**

### **Alan Jobling**

### **Jackie Kent**

The PCC has various sub-committees and groups that take on specific areas of responsibilities. Each one reports directly to the PCC who remains responsible for all decisions relating to policy and mission.

Child/Vulnerable Adult Protection Officer – Lorraine Bathgate

Social & Fundraising – Andrew Carr / Sharon Earl

Communications Team (working with St Alban's) – Alan Jobling, Karen Nelson, Mandy Young, Debbie Westerby (PA) Esther Bevan.

Little Edz (Primary) – Vacant

Welcome team – to be developed

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### **Staffing**

We presently have one priest-in-charge, one associate priest (part-time) and a curate (SSM, part-time) as well as a Reader. The Living Well also employs a Centre Co-Ordinator and two caretaker, both part-time. We are grateful indeed for all they do.

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### **Electoral Roll Report** **Sharon Allen**

The Electoral Roll has been revised for 2022. The date for applications closed on 9.4.22. Four parishioner's names have been removed as they have moved out of the area and no longer attend the church. We welcome three new members, who have applied for membership, to St Edmund's Church.

The next revision is at the 2023 ACPCM.

## **The report of the priest-in-charge**

### **Mandy Young**

As I write this in the days before Holy Week we have just this past Sunday had a joint PCC meeting with archdeacon Andy. We reflected on our journey together as two churches and our possible future as a single legal benefice with St Alban's. More on that in a moment. But I want to reflect on the metaphor Andy shared with us. To encourage where our focus ought to be, he used the image of a car and spoke of how the windscreen is so much bigger than the rearview mirror. This is because a driver ought to spend proportionally much more time looking forward than looking back. So too should church communities.

I completely agree and yet ironically the job of an annual report such as this one is to look back, and to review the previous year. And it's a nice thing to do – because of course the past is always clearer than the future – it's already happened after all! But even as we look back let's do so with the intention of seeking encouragement from all we have achieved in some really trying times, and to check that the roots both practical and spiritual which will take us into the future are strong and healthy. So let's look back...and forward! But let's keep Andy's wise metaphor in mind as we do so.

Despite Covid hanging on tenaciously we managed to get back into church last Easter after a few months online. We had a dawn service in person while the 10.30am family service was on zoom. Since then, we have slowly but surely eased back into something reminiscent of normal. We enjoyed a very well attended Nativity (complete with Eddie the donkey) and a great Community Carol service, inviting local key workers to come along and do the readings for us. Other Christmas services were well attended also, while some were a disappointment numerically. The jury is out on whether that was a response to the rise of the omicron variant and our reluctance to advertise, just before Christmas, or perhaps to other factors we need to review.

Baptisms are back and families have responded well to our policy of holding them, when possible, in the main monthly family service. It encourages the congregation, gives families a real taste of congregational and inclusive worship and better honours the purpose and meaning of baptism – joining the church family as we grow together in faith and obedience. Now lockdowns are behind us, we have begun to explore fresh expressions of worship, and how to engage with individuals and with families for whom Sunday morning is not an option. I would like to do something once a month, perhaps, on the Bridge Estate. Messy Church is also something we are looking at. We have engaged with both Temple Hill School and River Mill – visiting both and welcoming both

into our church. School engagement will continue to be a large part of our outreach. Our foodbank has been a lifeline for so many and we now have a volunteer who helps to run it which is a great blessing. We have had Advent and Lent courses and hope soon to begin house groups, an important way of enabling individuals to feel fully a part of our community as we grow, and key to growing disciples. Though sadly the deanery confirmation service was postponed, we have six candidates who we look forward to seeing confirmed at the new date in June. How encouraging is that?

On the Covid 'front' we have ceased taking names or requiring face masks. The Peace remains a non-contact variation on what we once did, and we do not yet share the common cup. On that matter I am fully aware of and sensitive to anxieties. So far we have journeyed together through Covid and we will continue to do so. But we do need to think reflectively about the way forward there too. For me personally the issue is not whether we stay as we are, adopt a more liberal view of having individual cups, or go back to the Common Cup. All have value. What matters is that we reflect on it theologically and make our choices and decisions self-consciously under God. Worship should not primarily be about habit or what we are comfortable with or even about what we prefer. It is about what God asks of us and about what we offer to God. In the end we are all doing theology.

We've had several joint services with St Alban's – always a blessing, not least for the clergy who get to hear each other preach and even occasionally sit in the congregation and worship. We have now built the team across our two parishes: Karen and Esther are both absolute blessings with their different gifts and styles and insights. We welcomed Esther as our curate back in September and as I write we look forward to her first BSL service, on Easter Day. This is yet another example of our drive to be as inclusive and open in our services and ministry as our gifts will allow. Janet our centre coordinator, who works so hard running a very complex building, and our excellent caretakers make up the team. And even if, for now, we leave St Alban's out of the equation, we have been called to serve a very densely populated and impoverished community that stretches out to the Bridge Community. Factor in St Alban's in and we stretch as far in the other direction as the Fleet Estate. We need a team!

This leads me to the last and most important thing I want to address in this report. It sits at the heart of any prayerful conversation about our future. Our meeting with archdeacon Andy was the third meeting about the progress towards a single benefice. Last September we had a gratifyingly well-attended vision day at St Margaret's in Darenth, at which we aired our hopes and concerns about our two churches coming together. Good questions were

raised and the day was hugely positive. So too was our joint service and bring and share lunch in January when we developed the conversation. This journey brings with it a sense of trepidation - what will it mean for 'our' church? – as well as great excitement about the new possibilities of pooling resources and dreams.

But if I began this report with archdeacon Andy's favourite metaphor I want to finish with my own – the good marriage. In a good marriage two people begin by wanting the best for each other, because that is what love does. Each put their own needs aside (up to a healthy point, only) and ask how they can enable the flourishing of the other. Because both parties commit equally to that sacrifice of compromise, both flourish. And this commitment to each other does not preclude a sense of retaining and honouring one's personal identity. Quite the opposite. That sense of self grows primarily because it's rooted in the love and commitment of the other.

That is how I see the coming together of our two churches – each will retain their own unique identity, of course, but there will be this journey of compromise and learning and growing together; of seeking what is best for the other congregation til two become one in the best sense of that phrase (apologies for going all Spice Girls on you!) We will flourish as God intends because we will live and worship as God longs us for us to do.

Thank you to all of you for all you do; thank you to Karen, Esther, to Debbie, to our church wardens, Lorraine and Jan, to our PCC, to Andrew our Reader, and to all of you who quietly play such an important and valued part in the life of St Edmund's. And that is all of us. I feel enormous gratitude for your support and your commitment. I wrote last year that it was a strange and unsettling time to become priest-in-charge and it still is, but here we are, focused as always on our calling – to be the body of Christ in this place serving and loving each other and all who seek his Love and Grace.

God bless,  
Mandy, April 2022

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## **Church Wardens' Report**

**Janet Gunner and Lorraine Bathgate**

Gradually over the last year, the Living Well building has begun to re emerge from lockdown. Throughout, the surgery has continued to minister to our community, and we give them thanks for that. It is with great joy that Sure Start has just returned, all be it for only two days a week, but that is a great improvement on nothing! Some community groups have returned, but we need to continue working towards having a full building engaging with our community.

It has been good to see the Café opening on Tuesday morning offering drinks and sandwiches and on Thursdays, supplying lunches for anyone, including the Over 60's group who have returned to their sessions. All of this is very welcome, but we do need volunteers to enable this to continue. If you feel able to help out, each week or even a couple of times a month, please do chat to Janet Jones in the office. This is an amazing opportunity to interact with those who come into the building, a chance to show that St Edmunds is here for all, whether attending the surgery, or Sure Start, or church, or just coming in to interact with other people rather than sitting at home on their own.

We now have the new external church notice boards, allowing us to advertise that we are here and the events that are going on.

Caretaker Martin has left us, and we continue to look for someone to replace him with experience to do DIY. Please spread this so we can bring the caretaking staff back up to strength. Thanks continue to go to Janet Jones, Ian and Chris for all that they do, and Debbie, as Parish Administrator for both St Edmunds and St Albans. It is so good to know that there are those who know what they are doing!

We would like to thank Mandy and Karen for their continued work and very much welcome Esther into the fold! We thank everyone for their continued prayers for us, the work of St Edmunds and for members of our community, within the building and outside.

Finally, we ask each member of the congregation to pray and consider their role within our church. We need volunteers to:

- Welcome People to our Sunday Worship
- Sing in the Choir
- Work the sound desk
- Read the Gospel and carry out prayers
- Carry out serving duties

We are also looking for volunteers so that we can open the café 5 mornings a week.

Any help and assistance you can give will be much appreciated.

Thank you!

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### **Building report**

**Janet Jones**

Our Dementia Friendly Café at St Edmund's has not reopened since lockdown. The volunteers who were running this have moved out of area and we do not have anyone else in the Parish who could run this at the moment.

Our Community Café was closed for quite a while in 2021 but reopened every Thursday when the Over 60's returned in August 2021.

We have had another difficult year where we were closed again for the first three months and reopened gradually from April 2021. Bookings have been slow due to people still being unsure about coming out.

Repairs to the the roof have been completed above the Foodbank Cupboard in the Church and we do not appear to have any other leaks at the moment.

The front doors were replaced with new sliding doors which have worked very well. They open quicker than the old doors and therefore people have not tried to open them manually or pushed prams etc., into them. The other exits, through the Church and out from Surestart have all been serviced as they had dropped.

Possessions recorded in the Church Log Book have been checked and confirmed as correct.

We have continued to install LED bulbs when the old lights break as these are more economical to run.

PAT (Portable Appliance Testing) has been carried out within the Church, café, annex and Surestart areas.

HCL Safety equipment replaced items on the roof as follows Asset 1, 2, 3, 5 & 6 – HCL to upgraded the existing shock absorbers to MSA Latchways

Super12 shock absorbers. A cut & swage was carried out to shorten the cable and allow for the correct cable tension to be achieved. They replace rusty fixings as required. The system was inspected & certified.

All other necessary checks have been undertaken.

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## **St Edmunds PCC – 2021 Financial Summary**

**Mandy Young**

2021 was once again an exceptionally challenging year for St Edmunds Church. It was made significantly more so by the continued Covid 19 pandemic which caused us to shut the church again and cease to rent out community space until April 2021. The bookings were very slow as people were concerned about meeting face to face. The bookings were a little better towards the end of the year. But we face the continued challenge of responding to 'new ways of meeting' discovered during the pandemic – some have returned, some eventually will, some may not.

This impacted hugely on our finances, since the PCC have two main streams of income; one derives from parish giving and the other comes from the commercial letting of our premises. The absence of congregations and our ability to offer baptisms has impacted greatly on the former. The latter was prevented almost completely. Indeed, with respect to lettings, we only invoiced £11,474.57 which was better than £5,759.90 during 2020 but still very low compared with £27,100 during 2019.

Despite this we were able to meet all our main financial commitments as well as making a small, contribution towards the Diocesan Offer. This offer is significantly low compared to other parishes due to our monthly commitment to paying our part of the lease – £3,029.82. By December 2021 our BACS giving per month was £590.00.00 compared to December 2020 - £809.00 and to December 2019 when it was £1,034.00. The 2021 figure, however, is greatly boosted by a one-off donation of £300 and as the Co-op Chosen Charity we received £3,270.41 in March and £3,918.30 in November. Plate giving for 2021 was £1,938.41.

Our ability to 'survive' the 2021 continuation of the pandemic financially was in large part due to a £5,000 grant from the Diocese in March and a further £5,000 in September 2021. Thanks in large part to that generosity received from the diocese and other sources, as above, the PCC actually made a surplus of £2,172 on Unrestricted Funds.

We continue to encourage our congregation about personal giving and some of our congregation have bought into a 'planned giving scheme', both by standing order and envelope giving, whereby Gift Aid can be claimed back from the government for those paying income tax. Our hope is to encourage and enable this further as we move into 2022. There are new families within the congregation and we are self-consciously reflecting on how to enable stewardship though we remain a financially poor congregation serving a poor community.

We are extremely happy to continue having our partners, the NHS Doctors Surgery here with us. However, the Children's Centre closed at our building during March 2020 and has not yet returned. We assume they are returning but we have had no confirmation yet. Regardless of their presence we have had to keep the building's heating on for the surgery during the whole period and all other services have been as normal.

St Edmund's PCC continue to look after the finances for Temple Hill Over 60's Club. We maintain strict records for income and expenditure and hold their financial balance in our Restricted Funds. All restricted funds, with balance at the end of 2021 in brackets, are: Kondoia (1171.00); over 60s (3,622.00); Mission (797.00); Youth (873.00); Urban (13,386.00); Hardship (785.00); charitable giving (129); Memory café (1,059.00).

In conclusion it has been a very difficult year as it has for everyone, but at St Edmund's these difficulties have been greatly heightened by our reliance on lettings and the opportunities normally provided by our occasional offices. But we are grateful for the support we have received from the Diocese and acknowledge the difference it has made to us not only financially but also in terms of morale.

We are truly optimistic about the future as we reopen and focus on God's mission to these communities, building on the strong links we have built and sustained before and during the pandemic.

#### Financial Reserves policy for St Edmund's.

The PCC recognises that it should always maintain sufficient 'unrestricted' funds, which are the free reserves of the charity, at a level which equates to approximately three months unrestricted expenditure. This provides sufficient funds to cover management, administration and support costs and to respond to emergency applications for grants which arise from time to time.

## **Dartford Winter Shelter/ Foodbank** **Rev. Mandy Young**

For a few years, St Edmund's has, alongside other churches in our community, provided food, shelter and fellowship for up to 12 people without a home, between early January and the end of March. But this much needed service of a winter shelter, loved by both the community it served and our congregation, was prevented by the Covid emergency and it has not been restated at the time of writing. Thankfully, alternative forms of accommodation, have been found for our clients.

Meanwhile we have found other ways to serve the vulnerable in our community, through the increased use of our foodbank, which for many months took food out to families and individuals in need, but now opens each Thursday morning. We are grateful to Bob and others for their support in running this. We often leave food and toiletries out in the foyer for people to collect free-of-charge and have recently started a coat-swap initiative. We are constantly looking at ways to care for the most vulnerable in our community knowing this is fundamentally part of the work and calling of the Church.

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## **Deanery Synod - new** **Andrew Carr**

The current Deanery Synod Representatives are Andrew Carr (who is also Deanery Secretary) and Deborah Westerby (St Albans).

The Synod met three times in 2021.

The **February 2021** meeting was via Zoom because of the ongoing Pandemic. We congratulated one of the Synod members David Pearson (St Peters Hextable) on being awarded an MBE in the New Year's Honours List for his work with the 31:8 safeguarding service. The main discussion of the evening was around the *Praying the Way* leaflet. There was much discussion amongst attendees about rethinking and relaunching the circular so that all Deanery churches had the opportunity to contribute matters for prayer on a consistent and regular basis. Thought was given to contacting the 'May Dartford Prosper' prayer circulation, although potential/actual delay in distributing printed leaflets might render some prayer topics out of date before they were even prayed for... This remains a 'live' topic for the Synod.

The **June 2021** meeting was via Zoom because of the ongoing Pandemic. The main discussion of the evening was around an Agenda for Change. Several points and questions were raised including:

- Should the rule book (i.e. Canon Law) be more married up to reality?
- How can we ensure the church is more inclusive?
- The use of Zoom interactive services, technology and software were mentioned as vehicles of change forced on us but found to be accessible following the advent of the Pandemic.
- Sharing one cup at communion is an issue at the present time.
- Possible feelings of guilt when we are unable to meet the standards of Canon Law

A vote was taken at the end of this meeting as to whether, with a relaxing of COVID regulations, meetings should continue on Zoom or with care begin again in-person. By a narrow margin, in-person was agreed

The **October 2021** meeting was at Holy Trinity Dartford in-person. We had a guest speaker Revd. Dylan Turner, [Growth Enabler](#), Rochester Archdeaconry who is partially sighted and spoke with passion about this role and his hopes for a positive impact on churches in the Archdeaconry. There then followed a lively debate, especially amongst the clergy present, about 'The Future of Parishes' prompted by a then recent announcement by the Diocese of Leicester of a significant re-organisation of its 234 Parishes into 20-25 Minster Communities over the next two-three years. Concern was expressed that the announcement appeared to have been made without much input from the parishes within the Dioceses.

*(A Growth Enabler was described by Bishop Simon thus: Many of you will be aware of the new [Called to Grow](#) process which has been introduced to parishes. It is a five-step process to encourage and equip churches to reflect, plan and review what God may be asking of them. It's a key part of our [Called Together](#) vision, as we seek to grow both spiritually and numerically as a diocesan family. Such planning and evaluation needs prayer guidance and support.)*

The next Synod Meeting is on Wednesday 22 June 2022 from 7.30pm in-person at time of writing.

## **Safeguarding**

### **Lorraine Bathgate**

Safeguarding is the responsibility of all of us, so I thank all of you for your continued support and vigilance. Those with any responsibility within St Edmunds, congregation, and Living Well staff, all have DBS certificates and are up to date with online safeguarding training.

The Diocese have finally come into line with other organisations, and renewals will happen after 3 years instead of 5. Online training has also been revamped and new instructions will be issued in the near future. Andrew (Deputy PSO) and I will be talking to individuals when courses or DBS' need to be updated. We need to ensure that posters re Domestic Violence and Childline contacts are clearly visible to all who use the building, in the foyer and bathrooms. Any newly elected members of the PCC will be DBS checked and information about how to access the online training.

Lorraine Bathgate Parish Safeguarding Officer (PSO)

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## **Discipleship Group/House groups**

### **Rev Mandy Young**

Plans are afoot to introduce house groups but have not happened yet.

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## **Communications**

### **Rev Mandy Young**

Our communication team only met once during 2021 and now includes our parish administrator and our curate. We have successfully launched our quarterly parish magazine and seek to find ways to extend its distribution to a wider community. Work is being done on a joint website for the two churches.

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## **Music Report**

### **Lorraine Bathgate**

Gradually over the last year we have been able to bring music and singing back into our worship. Recently we have also been able to add video to our repertoire, thank you Alan and Robert who have looked into this and found ways of adding it to our worship experience.

Another thank you to Alan, for working on the sound desk and to Robert, who is leading the singing in the centre of the church space. Both greatly enhance our worship experience. Thank you also to Jackey, who adds her singing voice. The addition of the new blinds has meant that we can use videos, though we are looking into having the projector serviced and a new bulb inserted so that hopefully, we will be able to see more clearly still.

We have purchased two new headphones which allow the clip mics to be used without crackling. I believe the clergy find these much better, but still, one microphone itself really needs to be replaced as it cannot be used, so we continue to pass handheld microphones.

If you feel able to join with either using the sound desk, or with leading singing, please do have a chat with us.

We look forward to a time when we can sing all the songs in a service, though personally, I must say I have liked sitting and listening to the recorded voices during the offertory space. I have found it to be a time when I can sit and allow the music to really take a hold on my thoughts without having to 'worry' about moving the words on the screen at the right time!

Please do keep our worship time together in prayer. Please do pray about whether you could take a more practical part, singing, sound desk or if you have ideas on how we can move forward in the name of the Lord, allowing all of us to share in worship more.



**PCC ACCOUNTS**

**Year Ending 31 December 2021**

**St Edmunds Dartford**

**Accruals Accounts using  
SORP 2015**

PAROCHIAL CHURCH COUNCIL OF St Edmunds, Dartford

STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 DECEMBER 2021

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL FUNDS 2021 £	TOTAL FUNDS 2020 £
<b>Income and Endowments</b>						
<i>Voluntary income</i>	2a	37,011	0	289	<b>37,300</b>	22,500
<i>Activities for generating funds</i>	2b	1,474	0	0	<b>1,474</b>	83
<i>Income from investments</i>	2c	2	0	0	<b>2</b>	21
<i>Church activities</i>	2d	13,154	0	0	<b>13,154</b>	7,911
<i>Other incoming resources</i>	2e	1,604	0	3,100	<b>4,704</b>	3,440
<b>Total incoming resources</b>		<b>53,245</b>	<b>0</b>	<b>3,389</b>	<b>56,634</b>	<b>33,954</b>
<b>Expenditure</b>						
<i>Church activities</i>	3a	50,585	0	2,133	<b>52,718</b>	45,726
<i>Raising funds</i>	3b	640	0	0	<b>640</b>	77
<i>Other</i>	3c	188	0	1,900	<b>2,088</b>	359
<b>Total resources expended</b>		<b>51,413</b>	<b>0</b>	<b>4,033</b>	<b>55,446</b>	<b>46,162</b>
<b>Net income/(expenditure) before investment gains</b>		<b>1,832</b>	<b>0</b>	<b>(644)</b>	<b>1,188</b>	<b>(12,207)</b>
Net gains on investments	5				-	-
<b>Net income/(expenditure)</b>						
Transfers between funds		340	0	(340)	-	-
		0	0	0	-	-
<b>Net movement in funds</b>		<b>2,172</b>	<b>0</b>	<b>(984)</b>	<b>1,188</b>	<b>(12,207)</b>
Total funds brought forward at 1 January 2021		16,890	0	22,807	<b>39,697</b>	51,905
<b>Total funds carried forward at 31 December 2021</b>		<b>19,062</b>	<b>0</b>	<b>21,823</b>	<b>40,885</b>	<b>39,697</b>

PAROCHIAL CHURCH COUNCIL OF St Edmunds, Dartford

STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 DECEMBER 2020 for comparative purposes

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL FUNDS 2020 £
<b>Income and Endowments</b>					
<i>Voluntary income</i>	2a	20,638	0	1,861	<b>22,499</b>
<i>Activities for generating funds</i>	2b	83	0	0	<b>83</b>
<i>Income from investments</i>	2c	21	0	0	<b>21</b>
<i>Church activities</i>	2d	7,911	0	0	<b>7,911</b>
<i>Other incoming resources</i>	2e	3,029	0	411	<b>3,440</b>
<b>Total incoming resources</b>		<b>31,682</b>	<b>0</b>	<b>2,272</b>	<b>33,954</b>
<b>Expenditure</b>					
<i>Church activities</i>	3a	43,590	0	2,136	<b>45,727</b>
<i>Raising funds</i>	3b	77	0	0	<b>77</b>
<i>Other</i>	3c	323	0	36	<b>359</b>
<b>Total resources expended</b>		<b>43,990</b>	<b>0</b>	<b>2,173</b>	<b>46,162</b>
<b>Net income/(expenditure) before investment gains</b>		<b>(12,308)</b>	<b>0</b>	<b>100</b>	<b>(12,207)</b>
Net gains on investments	5				-
<b>Net income/(expenditure)</b>					
Transfers between funds		220	0	(220)	-
<b>Net movement in funds</b>		<b>(12,088)</b>	<b>0</b>	<b>(120)</b>	<b>(12,207)</b>
Total funds brought forward at 1 January 2020		28,978	0	22,927	<b>51,905</b>
<b>Total funds carried forward at 31 December 2020</b>		<b>16,890</b>	<b>0</b>	<b>22,807</b>	<b>39,697</b>

**PAROCHIAL CHURCH COUNCIL OF St Edmunds, Dartford**

**BALANCE SHEET AT 31 DECEMBER 2021**

	Notes	2021	2020
		£	£
<b>Fixed assets</b>			
Tangible fixed assets	5	-	-
Investments	6	-	-
<b>Total fixed assets</b>		<u>0</u>	<u>0</u>
<b>Current assets</b>			
Stock		0	0
Debtors	8	5,186	4,887
Short term deposits		0	0
Cash at bank and in hand		<u>36,209</u>	<u>36,145</u>
		<b>41,395</b>	<b>41,032</b>
Creditors: amounts falling due within one year	9	<u>(509)</u>	<u>(1,335)</u>
<b>Net current assets</b>		<b>40,885</b>	<b>39,696</b>
<b>Total assets less current liabilities</b>		<u><b>40,885</b></u>	<u><b>39,696</b></u>
Creditors: amounts falling due after one year	9	0	0
<b>NET ASSETS</b>		<u><b>40,885</b></u>	<u><b>39,696</b></u>
<b>Funds</b>	7		
<b>Restricted Funds</b>	10	<b>21,823</b>	<b>22,807</b>
<b>Designated Funds</b>	10	<b>0</b>	<b>0</b>
<b>Unrestricted funds</b>	10	<b>19,062</b>	<b>16,890</b>
		<u><b>40,885</b></u>	<u><b>39,697</b></u>

Approved by the Parochial Church Council on

and signed on its behalf

Chairman

The accompanying notes form a part of these financial statements.

## PAROCHIAL CHURCH COUNCIL OF St Edmunds, Dartford

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

#### 1. Accounting policies

##### a Accounting convention

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and SORP 2015.

The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at market value and the revaluation of fixed assets. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliation to another body, nor those which are informal gatherings of church members.

##### b Funds accounting

Funds held by the PCC are:

*Unrestricted funds* - general funds which can be used for PCC ordinary purposes

*Designated funds* - monies set aside by the PCC out of unrestricted funds for specific future purposes or projects.

*Restricted funds* - a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest; b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of the year is carried forward as a balance on that fund.

*Endowment funds* - funds the capital of which must be maintained; only income arising from the investment of the endowment may be used, either as restricted or unrestricted funds, depending on the purpose set out in the terms of the original endowment

##### c Incoming resources

All incoming resources are accounted for gross.

##### ***Voluntary Income***

*Collections* are recognised when received.

*Planned giving* receivable is recognised only when received.

*Income tax* recoverable on Gift Aid donations is recognised when the income is recognised.

*Grants and legacies* are recognised when the PCC is legally entitled to the amount due.

##### ***Income from investments***

Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue.

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

All other income is recognised when it is receivable.

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

Realised gains are recognised when the investments are sold

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

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

**d Resources used**

Resources expended are accounted for on an accruals basis and are accounted for gross.

**Grants**

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

**Church Activities**

The diocesan parish contribution is accounted for when paid. Any parish contribution unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the balance sheet.

**e Fixed Assets**

**Tangible fixed assets**

Consecrated and beneficed property of any kind is excluded from the accounts by s.10(2) of the Charities Act 2011.

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

All expenditure on consecrated or beneficed buildings and individual items costing under £2000 are written off in the year they were incurred.

**Depreciation**

Depreciation is calculated to write down the cost of tangible fixed assets, excluding freehold properties, over their expected useful lives. The rates generally applicable are:

Fixtures and fittings	25% straight line
Computer equipment	50% straight line

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

**Investments**

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

**f Current Assets**

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectible.

Short-term deposits include cash held on deposit either with the CBF Church of England Funds, or at the bank

PAROCHIAL CHURCH COUNCIL OF St Edmunds, Dartford

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

2 Income and endowments

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL FUNDS 2021 £	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL FUNDS 2020 £
<b>a Voluntary income</b>				0				
Planned Giving	7,908			7,908	11,370		660	12,030
Income tax recoverable	2,304			2,304	2,799		290	3,089
Collections at all services	1,593			1,593	523			523
Charitable Giving				0				0
Sundry donations and appeals	7,899		289	8,188	697		911	1,608
Grants	17,307			17,307	5,250			5,250
Legacy				0				0
	37,011	0	289	37,300	20,638	0	1,861	22,500
<b>b Activities for generating funds</b>								
Fundraising - Fairs and Sales	1,432			1,432	56			56
General Fundraising				-				0
Bookstall				0				0
Candles	42			42	27			27
Refreshments				0				0
	1,474	0		1,474	83	0		83
<b>c Investment income</b>								
Dividends and interest	2			2	21	0		21
	2	0	0	2	21	0	0	21
<b>d Income from Church Activities</b>								
Parish Centre Lettings	8,606			8,606	3,202			3,202
Healthy Living Rent				0				0
Memory Café				0				0
Community Café	1,378			1,378	982			982
Fees from weddings, funerals, etc.	3,080			3,080	3,687	0		3,687
Remembrance Book	90			90	40			40
	13,154	0	0	13,154	7,911	0	0	7,911
<b>f Other income</b>								
Payroll Admin	1,604			1,604	2,266			2,266
Over 60s Club			3,100	3,100			411	411
Winter shelter				0	10			10
St Albans Cleaning/Leaving Gifts/other				0	753	0		753
	1,604	0	3,100	4,704	3,029	0	411	3,440
<b>Total incoming resources</b>	53,245	0	3,389	56,634	31,682	0	2,272	33,954



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

## 3 Expenditure

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL FUNDS 2021 £	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL FUNDS 2020 £
<b>a Church Activities</b>								
Missionary and charitable giving:			430	430			821	821
	0			0				
Ministry costs:								
Diocesan Offer	487			487	487			487
Vicars Expenses				0	75			75
Vicarage Costs	1,723			1,723	(609)			(609)
Curates House/Expenses				0	429			429
Other Ministry				0				0
Church running expenses				0				0
Service Charge	35,480			35,480	35,601			35,601
Insurance	291			291	692			692
Building Upkeep	945			945	1,117			1,117
Upkeep of services	354			354	452			452
Childrens Work				-				0
Remembrance Book				0	30			30
Website	316			316	287			287
Mission/Outreach - events	133		1,703	1,836			1,255	1,255
Training	70			70				0
Administration				0				0
Administrator	6,757			6,757				0
Office Supplies	59			59	18			18
Photocopying & IT Consumables	2,085			2,085	2,950			2,950
Payroll Administration				0	0			0
Bookkeeping	1,440			1,440	1,440			1,440
IE fee	250			250	250			250
Memory Café				0			60	60
Community Café	195			195	371			371
	50,585	0	2,133	52,718	43,590	0	2,136	45,726
<b>b Raising funds</b>								
Stewardship costs	57	0		57	57	0		57
Fundraising - Fairs and Sales	394			394				0
General Fundraising	189			189				0
Candles				0	20			20
Refreshments				0				0
	640	0	0	640	77	0	0	77
<b>c Other costs</b>								0
Winter shelter				0	323			323
Over 60s			1,900	1,900			36	36
Other	188			188				0
	188		1,900	2,088	323	0	36	359
<b>Total expenditure</b>	51,413	0	4,033	55,446	43,990	0	2,172	46,162

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

4 Staff costs

	2021	2020
	£	£
a Wages and salaries	6,757	0

The PCC employs a part-time Parish Administrator which is funded by a grant from the RDBF.

b Payments to PCC members

No reportable payments were made to PCC members.

The total amount of donations made to the PCC by PCC members and related parties was £8,383 (inc Gift Aid (2019 £14,683)).

5 Tangible fixed assets

The PCC has no tangible fixed assets.

6 Investments

The PCC has no investment assets.

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

7 Analysis of Net assets by fund

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total Funds 2021 £	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total Funds 2020 £
Fixed assets for church use	-	-	-	-	-	-	-	-
Investment fixed assets	-	-	-	-	-	-	-	-
Current assets	19,572	0	21,823	41,395	18,349	0	22,682	41,031
Current liabilities	(509)	-	-	(509)	(1,335)	-	-	(1,335)
Long term liabilities	-	-	-	-	-	-	-	-
	<b>19,062</b>	<b>0</b>	<b>21,823</b>	<b>40,885</b>	<b>17,015</b>	<b>0</b>	<b>22,682</b>	<b>39,697</b>

8 Debtors

	2021 £	2020 £
Income tax recoverable	600	900
January Service Charge	3,030	3,030
Other debtors	1,556	957
	<b>5,186</b>	<b>4,887</b>

9 Creditors: amounts falling due within one year

	2021 £	2020 £
DBF element of fees	42	207
Bookkeeping/IE Fee	250	250
Other Creditors	217	878
	<b>509</b>	<b>1,335</b>

Creditors: amounts falling due after more than one year

	2021 £	2020 £
None	-	-
	<b>0</b>	<b>0</b>

PAROCHIAL CHURCH COUNCIL OF St Edmunds, Dartford

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

10 Statement of funds

	Bal b/fwd 1 Jan 2021	Income	Expenditure	Investment gains and losses	Transfers between funds	Bal c/fwd 31 Dec 2021
	£	£	£	£	£	£
<b>Unrestricted Fund</b>						
General fund	16,890	53,245	(51,413)	0	340	<b>19,062</b>
	<u>16,890</u>	<u>53,245</u>	<u>(51,413)</u>	<u>0</u>	<u>340</u>	<u><b>19,062</b></u>
<b>Designated Fund</b>						
Church Repair Fund	0	0	0	0	0	<b>0</b>
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u><b>0</b></u>
<b>Restricted Fund</b>						
Mission	902	110	(215)	0	0	<b>797</b>
Youth Project	873	0	0	0	0	<b>873</b>
Kondoa	1,182	69	(80)	0	0	<b>1,171</b>
Hardship	1,135	0	(350)	0	0	<b>785</b>
Urban	14,874	0	(1,488)	0	0	<b>13,386</b>
Charitable Giving	19	110	0	0	0	<b>129</b>
Over 60s	2,762	3,100	(1,900)	0	(340)	<b>3,622</b>
Memory Café	1,059	0	0	0	0	<b>1,059</b>
	<u>22,807</u>	<u>3,389</u>	<u>(4,033)</u>	<u>0</u>	<u>(340)</u>	<u><b>21,823</b></u>
<b>Total funds</b>	<u>39,697</u>	<u>56,634</u>	<u>(55,446)</u>	<u>0</u>	<u>0</u>	<u><b>40,885</b></u>

The **Church Repair Fund** is for monies ring-fenced by the PCC for Church repairs.

The **Mission Fund** is for monies raised or donated for the PCCs Mission Projects.

The **Youth Project Fund** is for monies raised or donated for PCC Youth activities.

The **Kondoa Fund** is for monies raised or donated for the Diocese of Kondoa in Tanzania. Money is transferred to Kondoa via the Rochester Diocesan Board of Finance.

The **Hardship Fund** is for monies raised or donated for local Hardship support issued at the discretion of the Vicar.

The **Urban Fund** is for monies raised or donated for PCC local Community Projects.

The **Charitable Giving Fund** is for monies raised or donated to be passed on to specific charities.

The **Over 60s Fund** is for monies held on behalf of the parishes Over 60s Club.

The **Memory Cafe Fund** is for monies raised or donated for the running of the Memory Cafe.

# adventus accounting solutions

Supporting Charitable Organisations

13 April 2022

## **Independent Examiner's report to the Member/Trustees of Dartford St Edmund PCC**

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

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

The church's trustees are responsible for the preparation of the accounts. The church's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to

- Examine the accounts under section 145 of the 2011 Act;
- Follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5)(b) of the 2011 Act; and
- State whether particular matters have come to my attention.

### **Basis of Independent Examiner's Statement**

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

## **Independent Examiner's statement**

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

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

Yours sincerely



Martyn Burt

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