



# **The Parish Church of All Saints Leamington Priors**

## **Annual Report and Accounts for the year ended 31<sup>st</sup> December 2020**

Registered as a charity:

The Parochial Church Council of the Ecclesiastical Parish of All Saints Leamington Priors  
Charity Registration No: 1132974



Historic England



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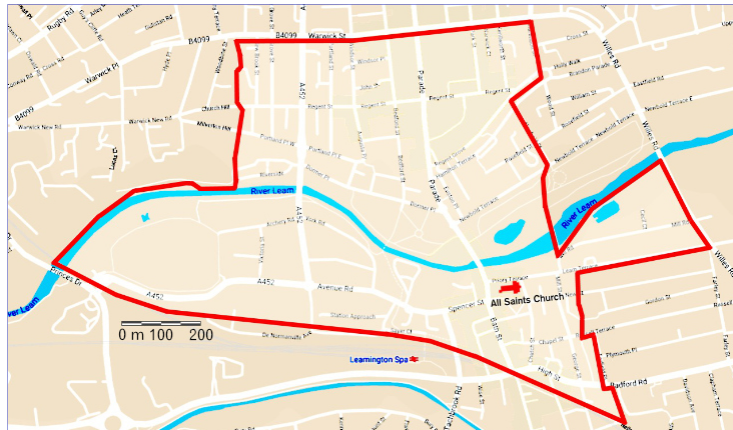
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## ADMINISTRATIVE INFORMATION

<b>Address</b>	Victoria Terrace, Leamington Spa CV31 1GF	
<b>Diocese</b>	Diocese of Coventry	
<b>Website</b>	<a href="http://www.allsaintschurchleamington.org.uk">www.allsaintschurchleamington.org.uk</a>	
<b>Facebook</b>	<a href="https://www.facebook.com/allsaintschurchleamington/">https://www.facebook.com/allsaintschurchleamington/</a>	
<b>Charitable status</b>	Registered Charity no 1132974	
<b>Trustees</b>	The trustees are the members of the PCC who are as follows: PCC Members <i>ex officio</i> Vicar and Chair                      The Reverend Christopher Wilson Churchwardens                      ( <i>vacant</i> ) Deanery Synod Reps                Hannah Wilson (to October 2020) Catherine Clark (to October 2020) Margaret Middleton (from Oct 2020) Thomas Raynor (from October 2020)  PCC Members by election Lay Vice Chair                      Suzanne Green Hon Treasurer                      Elizabeth Gorsuch Hon Secretary                      Andrew Gorsuch Douglas Bates Margaret Middleton (to Oct 2020) Christopher Patrick Thomas Raynor (to October 2020) Fiona Williams Hannah Wilson (from October 2020)	
<b>Safeguarding Officer</b>	Margaret Middleton	
<b>Parish Administrator</b>	Annabel Sharp	
<b>Independent Examiner</b>	Mark Spafford	LDP Luckmans 1110 Elliott Court Coventry Business Park Herald Avenue Coventry CV5 6UB
<b>Banks</b>	HSBC	126 Parade Leamington Spa CV32 4AJ
	The Charity Bank	Fosse House 182 High Street Tonbridge TN9 1BE
<b>Solicitors</b>	Rotherham & Co	8 The Quadrant Coventry CV4 8HX
<b>Investments</b>	CCLA	Senator House 85 Queen Victoria Street London EC4V 4ET

# REPORT OF THE PAROCHIAL CHURCH COUNCIL for the year ending 31st December 2020

## The Parish of All Saints, Leamington Priors



The Parish covers an area in the centre of Leamington Spa, bounded as follows:

- North to South: Warwick Street to the railway line.
- East: southwards along Clarendon Street, Newbold Street, Mill Bridge; Forfield Place and Camberwell Terrace, but running along the river eastwards from Mill Bridge, south along Willes Road and west along Leam Terrace.
- West: roughly south from the junction of Woodbine Street and Warwick Place, then west along the river as far as the railway bridge.

The Parish Church and Churchyard are bounded by Victoria Terrace, Priory Terrace, Church Street and Gloucester Street.

The Parish Church is the only licensed place of worship in the parish. There is no ancillary accommodation (such as a church hall). The Churchyard was closed in 1851. There is another closed churchyard on New Street which was sold to the local authority many years ago, and a more extensive churchyard, also closed, adjacent to the town cemetery on Brunswick Street. Churchyards are maintained by Warwick District Council.

## The Parochial Church Council

### Objectives

The PCC is called to work with the clergy to further the whole mission of the Church of England in the parish. The key tasks of the Church are to worship God, to make disciples, and to transform communities.

### Public benefit

As trustees, the PCC members confirm that they have complied with the Charities Act 2011 and have considered the Commission's guidance on public benefit and the advancement of religion.

### *The Parochial Church Council - continued*

#### **Conflict of Interest Policy**

The Conflict of Interest Policy is held by the Parish Administrator and may be seen on request. It is reviewed annually by the PCC. Members of the PCC are asked to declare any possible conflicts of interest before each PCC meeting. If any such interest is declared, the PCC member may be asked to leave the meeting for the topic under discussion.

#### **Members**

Members of the PCC during 2020 are named above, under Administrative Information.

##### *Ex-officio members*

Vicar	The Reverend Christopher Wilson
Churchwardens	Vacant (2 places)
Deanery Synod Representatives	(to October 2020) Catherine Clark; Hannah Johnson (from Oct 2020) Margaret Middleton, Thomas Raynor

##### *Elected members*

In accordance with the Church Representation Rules, those of the congregation who are on the Electoral Roll are eligible to elect members to the PCC from among their number. In 2009 the Annual Parochial Church Meeting determined that the number of elected members would be nine. PCC members serve for three years and may then stand for re-election if still eligible.

A former 6-year limit on continuous PCC membership was waived at the Special Parochial Church Meeting of 1 May 2016, and a requirement that no more than one member of any household should serve concurrently was waived at the Annual Parochial Church Meeting in 2017.

Members co-opted onto the PCC serve for that year only and may then stand for election if eligible.

In 2020 there were eight elected members until October, and seven thereafter.

#### **Committees of the PCC**

Finance Committee: Rev. Christopher Wilson, Elizabeth Gorsuch, Hannah Johnson, Thomas Raynor.

Standing Committee (authorised to transact urgent PCC business arising between PCC meetings, subject to financial constraints; would normally include churchwardens): Rev. Christopher Wilson, Suzanne Green, Andrew Gorsuch, Elizabeth Gorsuch, Hannah Johnson, Thomas Raynor.

Fabric Committee: not currently active; role performed by Finance Committee.

The Friends of All Saints' Music organisation reports to the PCC.

**PCC meetings** are normally held monthly (except in August) on the second Thursday evening.

#### **Charity registration**

The Parochial Church Council of the Ecclesiastical Parish of All Saints, Leamington Priors is a Registered Charity, no. 1132974.

#### **Connected charity**

PCC members are also Trustees of a separate Registered Charity, the Leamington Priors All Saints Ministry Fund, no. 509495.



## Safeguarding

*'Safeguarding is at the heart of our Christian faith. It means the action the Church takes to promote a safer culture in all our churches. We will promote the welfare of children, young people and adults. We will work to prevent abuse from occurring. We will seek to protect those who are at risk of being abused and respond well to those who have been abused. We will take care to identify where a person may present a risk to others, and offer support to them whilst taking steps to mitigate such risks.'* (Most Rev'd & Rt. Hon. Justin Welby, Archbishop of Canterbury)

To this end, the clergy and PCC of All Saints' can report on the following initiatives:

### Covid-19

Naturally enough, the year has been dominated by the pandemic. We are very aware of the impact that it has had (and will continue to have) on the most vulnerable in our society and the heightened risk to those already experiencing abuse, neglect and exploitation during lockdown. The Diocesan Office has produced a wealth of guidance on organisations who can offer specialised help in these areas. Details of national and local organisations are displayed on the church notice-board and on the web-site.

Government guidance re. setting up new voluntary services to assist local communities was gradually put in place, but the PCC decided to accept the recommendation of the Diocesan Safeguarding Team which encouraged people to feed into existing projects (several run by the local council), which had the right safeguarding policy and practice already in place.

### Safeguarding training and DBS checks

The terminology relating to training levels has now changed: C0 now becomes Basic Safeguarding Module; C1 – Foundation Safeguarding Module and C2 – Leadership Training Module. Training is updated every three years.

All face-to-face training, organised by the Diocesan Safeguarding team, has been suspended, but both C0 and C1 continue to be available on-line. This matter will be reviewed in line with government guidance. The expectation is that Basic training will continue to be done on-line and to remain in date.

By the middle of the year, participants in all of our church groups had finally completed the necessary training.

DBS: given the increase nationally in the need for enhanced DBS checks (created in part by the setting up of local help-groups), checking ID documents on-line via Zoom, or What's App became permissible. One DBS renewal was made during the year.

### Church Safeguarding policies

In addition to the annual ratification of mandatory policies – 'Parish Safeguarding Statement', 'Recruitment of ex-Offenders', and 'Responding to Concerns and Allegations' – the PCC also approved policies relating to Domestic Abuse - what signs we might look for, and how we should respond to them – and also to Organisational or Institutional Abuse.

The PCC of All Saints' has complied with the safeguarding guidance and requirements issued by the House of Bishops in the document 'Safeguarding and Clergy Discipline Measure and Amending Canon 34'.

### Safeguarding referrals

Two matters have been reported during the year, neither of which involved people from our own church community. One involved a (possibly) chance meeting on church premises between a vulnerable adult and another individual who sought to extort money from him. The other involved a case of serious harassment: the complainant was a member of clergy from another diocese against a lady who had recently moved into our parish. Both matters were thoroughly investigated, documented according to Diocesan procedure and reported to the police and the Diocesan Safeguarding Adviser.

Margaret Middleton  
Parish Safeguarding Officer

## **Proceedings of the PCC and summary of parish activities**

The PCC supports the pastoral and liturgical work of the church. In 2020 it continued routine management and monitoring of financial, fabric, and staffing matters, within the constraints imposed by measures to control the Covid-19 pandemic and limitations in funding and personnel. There were 12 monthly PCC meetings and four additional meetings for specific purposes. From April onward all were held remotely by 'Zoom' video-conferencing. Average participation was 90%. Agendas for regular meetings included safeguarding (see separate report), conflicts of interest, data protection and financial reports. Urgent matters arising between meetings were dealt with by e-mail.

### **Worship, mission and outreach in the time of Covid-19**

Until late March 2020 the usual pattern of services in church continued: Holy Communion twice on Sundays and once on Wednesdays, along with Lunchtime Prayers on Fridays, Festal Evensong at Candlemas and choral Holy Communion with Imposition of Ashes on Ash Wednesday.

The first three of a series of excellent Lenten addresses by visiting preachers took place: the Rt Rev'd John Stroyan, Bishop of Warwick speaking on "The Image of Christ through Icons", then the Rev'd Doctor Paul Edmundson of the Shakespeare Birthplace Trust on "The Image of Christ through Poetry", and The Very Rev'd John Witcombe, Dean of Coventry on "The Image of Christ through Art and Sculpture". Unfortunately, however, the Covid-19 pandemic then caused the church to be closed to the public, from late March for three months and again during most of November. At other times some support activities and up to three weekly services resumed.

When the church was in use, robust measures were taken to minimise infection risk. Because of very limited on-site availability of staff and volunteers the Vicar took on much of this day-to-day work to keep people safe, for which the PCC is extremely grateful. These changes in practice were drawn up by the Vicar and others and implemented with PCC support, in compliance with varying regulations and recommendations from Government and the Church of England while taking account of local circumstances.

Throughout the year from March onwards, Sunday services were recorded and published live via social media. Regular online-only weekday services were introduced: Morning Worship daily and Compline on at least two evenings per week. Despite technical limitations these livestreams and recordings were appreciated by many from our own congregation and elsewhere. The Vicar also recorded a weekly telephone service for those without Internet access, but uptake was low so this was later discontinued. A remote 'Zoom' chat replaced the normal coffee-and-cakes session after the 10.30 am Sunday service.

Because of the pandemic, weekly attendance figures for 2020 were recorded only for October when they averaged 58, compared with 60 in 2019 and 72-142 for 2011-2018. Attendances over Christmas were greatly reduced at 116; no Easter attendances were recorded. These figures do not include those accessing services online.

In October a Civic Service was greatly appreciated by an invited congregation from local government. Later an online-only Advent Carol Service was broadcast, including music performed by a small choir. Two modified Christmas Carol services took place in church on Christmas Eve, though congregational singing was not permitted. Funerals and weddings were not permitted in church March-June but could resume from July with a maximum attendance of 30.

The church's page on the C of E's 'A Church Near You' website was kept up to date with details of all services and downloadable service-sheets. A sustained effort was made by the PCC and others to maintain contact with members of the congregation who were unable to attend church.

An application was made to the Bishop for renewal of licences for 11 lay members of the church to administer the Chalice during Holy Communion.

As before, the PCC supported an inclusive welcome to all comers. Easter and Christmas cards, incorporating information about services, were produced and distributed to parishioners and others. A Mother-and-Baby Group met weekly when circumstances permitted. Outreach to those identifying as LGBT+ continued when possible. The joint local church venture 'Nightlight' continued to operate here during the early months of

*Continued overleaf*

*Proceedings of the Parochial Church Council - continued*

2020, offering hot drinks and a listening ear on Friday nights to night workers, revellers, homeless, lonely and vulnerable people. It was then paused because most of the volunteers concerned were too vulnerable to Covid infection.

To help the homeless and disadvantaged a card was designed giving details of local support services, but production was postponed because frequent, unpredictable changes in the services available during the Covid-19 pandemic would very soon render the card's information obsolete.

In October, breakfast was offered to families on certain days while children were not at school; this scheme had only just started when the church closed again in November, but the PCC intends to support its resumption in 2021.

'Grace Café Ministries' continued until, in March, the Coffee Shop in the Urquhart Room closed temporarily when its manager moved on after five much-appreciated years. Redecoration and upgrading of the room proceeded as already planned, but for the rest of the year the pandemic prevented re-opening in support of students and the local community. However an elderly support group did take place here for a while.

Outgoing charitable giving included a Lent and Easter Appeal for USPG's support for people of Madagascar and elsewhere affected by changing climate, a collection for the Mayor's charities (Warwickshire Wildlife Trust and the local dance company Motionhouse), and an appeal to support provision of breakfasts as mentioned above.

**Music**

Joint Directors of Music Alex Silverman and Suzie Green, along with organist Chris Beaumont and the choir, continued to support worship in the early months of the year. Unfortunately choral singing was banned from March to July, but remote 'Zoom' rehearsals and virtual recordings continued. A small group was able to sing in church from September until the November closure. In December the socially-distanced choir led informal carol-singing outside, as well as two carol services in church on Christmas Eve. Choral and organ scholars continued to be supported.

In June the PCC approved a proposal to restructure the music department and to replace Friends of All Saints' Music with a new charitable trust which, it was hoped, could become self-funding in future. These changes await another year.

**Bellringing**

Ringling took place as usual until March, when practices ceased. Service ringing then took place on a maximum of five bells while services were held in the church. Monday practices have been replaced by Zoom meetings and ringing in a 'virtual belfry'.

**Events**

Events taking place at the church with the support of the PCC included a concert in February by Warwick University Orchestra and Chamber Choir (Beethoven's 7th Symphony and Mozart's Requiem), and two organ recitals in September in aid of the Organ Loft Roof Appeal. Unfortunately other planned events had to be cancelled because of the pandemic.

**Rental properties owned by the church**

No major problem was reported by the agent managing the two properties owned by the church. Both tenants continued paying rent throughout a year when, sadly, many people lost income.

**Long-term strategy**

Notwithstanding delays due to the pandemic, the PCC made further progress towards a strategy aiming to ensure the future of All Saints' as a living church. A fundraising consultant was engaged, made a careful interactive assessment and presented a report emphasising the need for a clear vision as a basis for detailed objectives and plans. On her recommendation a creative and business adviser then led workshops and other interactions, during which the PCC adopted a vision for All Saints as 'A place where hope is nurtured through compassion, wonder and faith', with five prime values: integrity, commitment, compassion, creativity and wonder.

The PCC then drew up (and continues to develop) a comprehensive plan to help achieve



*Proceedings of the Parochial Church Council - continued*

this vision. One action agreed upon was to advertise for a part-time Development Manager, for one year in the first instance; interviews were planned for early 2021.

**Old Churchyard Redevelopment Project**

The Churchyard Committee continued to work towards enhancing the (closed) churchyard, but was hampered by difficult communications during the pandemic. However a revised planning application incorporating a modified labyrinth design was resubmitted. Two PCC members again produced crab-apple jelly for sale to support incidental expenses.

**Care of Church Treasures**

The PCC was grateful to a member who coordinated professional reassessment and sale of 'The Supper at Emmaus', a painting which had hung in the South Transept for nearly a century. Experts attributed it to Giovanni-Battista Beinaschi (1636-1688) and documented its very poor condition, such that conservation and subsequent care would cost far more than the church could afford. A Faculty was eventually granted for its sale, which took place in December and released some £36,000 into a restricted Artworks Fund. A good copy to hang in its place was in preparation at the end of the year.

Thanks to generous donations, the fine but dilapidated crib figures used for many years at All Saints' underwent professional restoration in November, with spectacular results much appreciated by all.

**The PCC extends its thanks and appreciation** to everyone who has contributed to the life of the church, including staff, volunteers, assisting clergy, and members of other organisations which make use of the building.

## Report on the Fabric, Goods, and Ornaments of the Church

The PCC keeps and updates a maintenance plan, and follows it so far as is possible given the scale of the building and limited resources. Works are noted in the logbook as they are done, and are summarised below.

**Roof and external masonry**

Cleaning of the roof and rainwater goods was undertaken five times during 2020: twice at lower levels by a roofing contractor, and three times at high level by roped access specialists.

In January, temporary plastic sheeting and mastic were applied to sites of leaks at high level, but significant ingress of rainwater recurred during storms.

An Organ Roof Appeal was launched and raised a modest sum leaving a substantial amount to be funded from reserves. Work on urgently-needed repairs to this roof was due to take place in September, but after severe delays due to scaffolding problems and bad weather it was eventually rescheduled for January 2021.



*The roof over the organ; on its far side, out of sight from the ground, is a hole.*

*Report on the Fabric, Goods and Ornaments of the church - continued*

Quotations were obtained for emergency patch repairs by roped climbers at high level. In November, after much work by the Vicar and architect, Historic England awarded a 'Covid-19 Emergency Heritage at Risk Response Fund' grant of £18,080 towards the £30,000 needed for the most urgent repairs in south-eastern areas of the structure. The contractor was engaged to start these works in January 2021.

In March the upper part of a pinnacle on the Bell Tower was seen to be leaning over and at risk of falling. During visits by roped climbers it was removed and the lower parts of this and other nearby pinnacles were stabilised.

**Roof alarm**

Following a national increase in lead thefts, in the absence of a roof-alarm system our insurance premiums were due to increase considerably in 2021 even though the church roof includes relatively little lead for such a large building. In December 2020 the PCC examined three quotations and resolved to install such a system, which would cost little more than one year's saving on insurance premiums.

**Lightning conductors**

Tests of the conductors on both towers were satisfactory, and a minor modification was made to that on the bell tower to reduce risk of corrosion.

**Internal structure**

In June a self-propelled 'spider' hoist was brought in to allow the architect to make an inspection at high level, often more than 20m above ground-level. Consequent upon this, in October the hoist was hired again and loose masonry fragments were cleared from some areas, the Clerestory windows were examined and cleared of debris, and wood-preserved was (re-)applied to timbers in damper areas.

In December the architect measured and recorded minor stress fractures in the SW Crossing pillar. An engineer's opinion was requested.

**Heating system**

All gas appliances were serviced and safety modifications were made to the main south-side warm-air heater. In the Urquhart Room a new boiler was installed and the heating system flushed, kindly funded by a grant from the local Round Table organisation.

**Organ**

In January an organ consultant visited to assess and report on the state of the instrument, which will need substantial restoration when funds are available. For protection during the planned organ-loft roof repair the pipes and mechanisms were covered by plastic sheeting, but the instrument could still be used. In November an old temporary patch on an air reservoir failed and was repaired properly, using leather.

**Tower clock**

The clock stopped while the power supply to that area was shut down during the first lockdown, and did not restart automatically afterwards. It was serviced and restarted in August.

**Electrical systems**

Lighting in the Urquhart Room and Nave was upgraded. Redundant and visually intrusive heaters on Nave pillars were removed. In August an electrical safety inspection was performed for an Electrical Condition Report, which however was still awaited at the end of the year.

**Fire Safety**

Installation of a fire-alarm system and other fire-safety measures had been agreed in 2019, but were delayed beyond the end of 2020 because of the pandemic and the still-unmet need for approval by the Diocese.

Meanwhile, fire extinguishers underwent their annual service and were housed in purpose-made display caddies to improve visibility.

**Faculties**

For each of these works a Faculty or List B authorisation was obtained where necessary.

## **FINANCIAL REVIEW**

### **for the year ending 31<sup>st</sup> December 2020**

#### **TREASURER'S REPORT**

In common with so many other churches and charities, All Saints' Church had a difficult year financially in 2020. Lockdowns during the Coronavirus crisis meant that the church had to take the difficult decision of closing its doors periodically to prevent further spread of the virus. This took away many of our main sources of income – collections and regular envelope giving at Sunday services, donations from visitors to the building, and fees for the hire of the church by visiting choirs and other organisations. From March onwards one of our Directors of Music and the Organist were on furlough, with HMRC reimbursing 80% of their salaries (either full-time or part-time depending on church opening).

Fortunately, the Parish Giving Scheme, a Direct Debit scheme used by churches in most of the Anglican dioceses in England, has continued to grow and now provides a regular monthly income of over £1,000. This has been a great help, not only in the income provided (which includes added Gift Aid), but in the work it saves the treasurer over other methods of giving. Regular standing orders also continued, as did many generous donations from members of the congregation and others, and we are very grateful to all of these donors.

Our two rental properties continued to be occupied throughout 2020. Annual income from these, and from the final full year of rent from a telecommunications mast, totalled £25,755.

We also received £36,204 from the sale of a painting entitled 'The Supper at Emmaus' by Beinaschi. As a legal condition of the sale, the PCC agreed to hold the proceeds (received in 2021) in a restricted fund "to be used solely for the purchase, maintenance and preservation of artworks for display at All Saints".

Despite the financial uncertainty, our investments continued to accrue. However, some are permanent endowment equities and may not be sold, while others are restricted. Only the income may be used for everyday restricted use. These investments together with the properties amount to nearly £600,000 of our assets.

Sadly, the café was closed for most of 2020. In 2019 it had provided a welcoming space and had enabled the church to be open for visitors, although it did run at a loss.

Our largest expenses came at the end of the year, work not being finished until 2021. These were repairs to two sections of the roof. For the essential patch repairs to the south-east area of the roof at a net cost of £30,000, we received a grant from the Historic England Covid-19 Emergency Heritage at Risk Response Fund of just over £18,000. More extensive roof repairs over the organ loft and the Lady Chapel had to be attended to urgently as water was entering the organ itself, giving us no time to apply for grants. This work appears as a creditor of £78,000 and has to be paid from reserves (apart from £6,500 from fundraising).

The result of this expenditure was to reduce total current assets by some £70,000 (unrestricted assets lost £114,00 but sale of the painting increased restricted funds by £36,000).

Despite all this, we have great plans for the future. We are employing a Development Manager to help with marketing, management and grant applications, jobs which at the moment are undertaken largely by the vicar. We hope to be able to host events such as concerts and exhibitions, and to welcome back our support groups. Having offered breakfasts to local families over the autumn half-term, we will expand this ministry. The proposed labyrinth in the churchyard is awaiting planning permission.

*L. E. Gorsuch*

*Mrs Elizabeth Gorsuch (Hon. Treasurer)*

## Financial Policies

### **Purpose**

The purpose of these policies is to enable the PCC to use its reserves prudently and effectively to support the work of the Church. The reserves must be used to help the PCC to set up new initiatives and projects to further the work of the church whilst ensuring that sufficient funds remain for any unforeseen expenditure.

### **Financial Regulations**

The PCC maintains a set of detailed financial regulations governing policies and procedures which must be followed by all clergy, staff and volunteers when dealing with the financial affairs of the Parish Church and its subsidiaries. This is reviewed by the PCC annually (usually in May) and may be seen on request.

### **Reserves Policy**

The PCC's Reserves Policy is to hold sufficient unrestricted funds to cover three months' running costs. Money is also held in restricted funds to cover other liabilities and there is a designated Property Repair fund for the investment properties' upkeep.

### **Investment Policy**

Investments must be held in low-risk, ethical funds in accordance with Church of England guidelines. Equities should be held by the CCLA. Cash deposits must be held in ethical accounts where the total amount held must be less than £85,000 (the FSCS compensation limit).

### **Risk Management Policy**

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

### **Conflict of Interest Policy**

The Conflict of Interest Policy is held by the Parish Administrator and may be seen on request. It is reviewed annually by the PCC. Members of the PCC are asked to declare any possible conflicts of interest before each PCC meeting. If any such interest is declared, the PCC member may be asked to leave the meeting for the topic under discussion.

### **Policy Review**

All the above policies are reviewed annually by the PCC.



## Independent Examiner's report

### **Independent Examiner's Report to the Trustees of All Saints' Church, Leamington Priors**

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31st December 2020

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

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

#### **Independent examiner's statement**

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

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the 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.



M D Spafford FCCA ACA

LDP Luckmans  
1110 Elliott Court  
Herald Avenue  
Coventry Business Park  
Coventry  
CV5 6UB

7th April 2021

## Statement of Financial Activities (SOFA) for the year ended 31st December 2020

	Note	2020				2019
		Unrestricted funds	Restricted funds	Endowment	Total funds	Total funds
		£	£	£	£	£
<b>INCOMING RESOURCES</b>	3					
Voluntary income		48,053	7,374	0	55,427	63,353
Grants received		13,142	18,696	0	31,839	10,972
Income from investments		27,670	3,886	0	31,555	22,751
Church activities and use of church		3,907	10	0	3,917	14,726
Proceeds from sale of property		0	0	0	0	134,120
Proceeds from sale of painting		0	36,204	0	36,204	0
<b>TOTAL INCOMING RESOURCES</b>		<b>92,771</b>	<b>66,170</b>	<b>0</b>	<b>158,941</b>	245,922
<b>RESOURCES EXPENDED</b>	4,5					
Church activities		206,301	32,363	0	238,664	134,904
Missionary and charitable giving		266	452	0	718	666
Fees on purchase of property		0	0	0	0	2,995
<b>TOTAL RESOURCES EXPENDED</b>		<b>206,567</b>	<b>32,815</b>	<b>0</b>	<b>239,382</b>	138,565
Net Incoming Resources before other recognised gains and losses		(113,796)	33,355	0	(80,441)	107,357
Inter-fund adjustments		0	0	0	0	0
Revaluation of properties		0	0	0	0	45,000
Gains/(losses) on investment assets		0	2,784	8,034	10,818	24,707
<b>NET MOVEMENT IN FUNDS</b>		<b>(113,796)</b>	<b>36,139</b>	<b>8,034</b>	<b>(69,623)</b>	177,065
Balances brought fwd at 1st January 2019		641,661	99,450	116,346	857,457	680,392
<b>Balances carried forward at 31st Dec 2020</b>		<b>527,865</b>	<b>135,588</b>	<b>124,380</b>	<b>787,833</b>	857,457

The numbers in the 'Note' column refer to the numbered 'Notes to the Financial Statements' on the following pages which form part of these accounts.

Negative figures are shown in parenthesis ( ) throughout.

## Balance Sheet as at 31st December 2020

		2020				2019
	Note	Unrestricted funds £	Restricted funds £	Endowment £	Total funds £	Total funds £
<b>FIXED ASSETS</b>						
Tangible Fixed Assets	6	431,200	0	0	431,200	431,800
Investment Assets	7	0	43,100	124,380	167,480	156,662
<b>Total Fixed Assets</b>		<b>431,200</b>	<b>43,100</b>	<b>124,380</b>	<b>598,680</b>	588,462
<b>CURRENT ASSETS</b>						
Debtors	8	2,013	41,007	0	43,020	3,341
Cash at bank and in hand		178,919	76,062	0	254,981	272,470
<b>Total Current Assets</b>		<b>180,932</b>	<b>117,069</b>	<b>0</b>	<b>298,001</b>	275,811
<b>LIABILITIES</b>						
Creditors falling due within one year	9	84,267	24,580	0	108,847	6,816
<b>NET CURRENT ASSETS/ (LIABILITIES)</b>		<b>96,665</b>	<b>92,489</b>	<b>0</b>	<b>189,154</b>	268,995
<b>TOTAL NET ASSETS</b>						
		<b>527,865</b>	<b>135,588</b>	<b>124,380</b>	<b>787,833</b>	857,457
<b>PARISH FUNDS</b>						
Unrestricted	10,11	527,865			527,865	641,661
Restricted			135,588		135,588	99,450
Endowment				124,380	124,380	116,346
<b>Total Parish Funds</b>		<b>527,865</b>	<b>135,588</b>	<b>124,380</b>	<b>787,833</b>	857,457

Approved by the Parochial Church Council on the 24<sup>th</sup> day of February 2021 and signed on its behalf:



The Reverend Christopher H Wilson (Vicar)  
Chairman

## Notes to the Financial Statements for the year ended 31st December 2020

### 1. Basis of Accounting

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with the Church Accounting Regulations 2006, together with 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 issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011 and UK Generally Accepted Accounting Practice.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following the 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 issued in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The financial statements are prepared on a going-concern basis under the historical cost convention except...

#### **Debtors and creditors receivable / payable within one year**

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

### 2. Accounting Policies

#### **Funds**

**Permanent Endowment funds** are funds, the capital of which must be maintained permanently. Income arising from investment of the endowment may be used either as restricted or unrestricted funds depending upon the purpose for which the endowment was established.

**Restricted funds** represent (a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and (b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

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

#### **Incoming Resources**

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

#### **Tax reclaims on donations and gifts**

Incoming resources from tax reclaims are included in the statement of financial activities at the same time as the gift to which they relate.

#### **Resources expended**

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

#### **Fixed assets**

**Consecrated property** is not included in accordance with the Charities Act 2011.

**Movable church furnishings** held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the Church's Inventory which can be inspected during office hours.

**Equipment** is depreciated over 5 years at 20% per annum.

**Investment Assets** are shown at the December 2020 market value.

**Property assets:** 18 Dugdale Court is shown at the November 2019 market value of £145,00. 18 Imperial Place is shown at the purchase price of £285,000 on 30 August 2019.



*Notes to the Financial Statements for the year ended 31st December 2020 - continued*

### 3. INCOMING RESOURCES

	<b>2020</b>				<b>2019</b>
	Unrestricted funds £	Restricted funds £	Endowment £	Total funds £	Total funds £
<b>VOLUNTARY INCOME</b>					
Open collections	1,800	267	0	2,067	6,831
Planned Tax efficient donations	15,741	0	0	15,741	18,444
Unplanned Tax efficient donations	6,279	2,789	0	9,068	2,039
Tax recovered	6,751	1,201	0	7,952	6,137
Other donations	16,982	3,117	0	20,099	29,902
Legacies	500	0	0	500	0
<b>Total Voluntary income</b>	<b>48,053</b>	<b>7,374</b>	<b>0</b>	<b>55,427</b>	63,353
<b>GRANTS RECEIVED</b>	13,142	18,696	0	<b>31,839</b>	10,972
<b>INCOME FROM INVESTMENTS</b>					
Interest	1,099	1	0	1,100	2,097
Dividends	816	3,885	0	4,701	4,564
Rental Income	25,755	0	0	25,755	16,090
<b>Total Income from investments</b>	<b>27,670</b>	<b>3,886</b>	<b>0</b>	<b>31,555</b>	22,751
<b>CHURCH ACTIVITIES AND USE OF THE CHURCH</b>					
Use of church	2,090	10	0	2,100	4,954
Statutory Fees	304	0	0	304	893
Events	49	0	0	49	323
Café Within	1,464	0	0	1,464	8,556
<b>Total Church Activities &amp; use of church</b>	<b>3,907</b>	<b>10</b>	<b>0</b>	<b>3,917</b>	14,726
<b>OTHER INCOME</b>					
Surplus on disposal of freehold property	0	0	0		134,120
Proceeds from sale of painting	0	36,204	0	36,204	0
<b>Total Other Income</b>	<b>0</b>	<b>36,204</b>	<b>0</b>	<b>36,204</b>	134,120
<b>TOTAL INCOMING RESOURCES</b>	<b>92,771</b>	<b>66,170</b>	<b>0</b>	<b>158,941</b>	<b>245,922</b>

*Notes to the Financial Statements for the year ended 31st December 2020 - continued*

#### 4. RESOURCES EXPENDED

	2020				2019
	Unrestricted funds £	Restricted funds £	Endowment £	Total funds £	Total funds £
<b>Ministry</b>					
Diocesan parish share	31,000	0	0	31,000	30,000
Clergy expenses	1,304	0	0	1,304	749
Upkeep of services	361	0	0	361	585
Music	10,492	2,312	0	12,804	11,968
Outreach and mission	0	630	0	630	353
<b>Total Ministry</b>	<b>43,158</b>	<b>2,942</b>	<b>0</b>	<b>46,100</b>	43,656
<b>Support costs</b>					
Church running expenses	21,974	1,341	0	23,314	20,950
Church repairs and maintenance	126,665	28,080	0	154,745	46,173
Upkeep of investment properties	4,234	0	0	4,234	6,210
Café Within	2,459	0	0	2,459	10,990
Office	6,298	0	0	6,298	5,375
Depreciation	600	0	0	600	600
Reconciliation Adjustments	0	0	0	0	0
Governance Costs	900	0	0	900	900
Bank charges	13	0	0	13	50
<b>Total Support Costs</b>	<b>163,143</b>	<b>29,421</b>	<b>0</b>	<b>192,564</b>	91,248
<b>TOTAL CHURCH ACTIVITIES</b>	<b>206,301</b>	<b>32,363</b>	<b>0</b>	<b>238,664</b>	134,904
Missionary and charitable giving	266	452	0	718	666
Fees on purchase of property	0	0	0	0	2,995
<b>TOTAL RESOURCES EXPENDED</b>	<b>206,567</b>	<b>32,815</b>	<b>0</b>	<b>239,382</b>	138,565

*Notes to the Financial Statements for the year ended 31st December 2020 - continued*

## 5. STAFF COSTS AND REIMBURSED EXPENSES

**(included in Note 4. above)**

During the year there were no employment or housing costs other than those specified below. Employment and housing costs for the Vicar were paid by the Diocese.

The PCC employed 4 part-time people: a Parish Administrator, a Café Manager, an Organist and a joint Director of Music. For all employees, the PCC reviews pay levels annually, taking into account the annual rate of inflation. All employees are paid at or above the Real Living Wage.

### Disclosable transactions

- Payments were made to Mr Alex Silverman, a joint Director of Music.
- PCC members were reimbursed £2,208 for expenses (2019: £2,469). Expenses relate only to the refund of disbursements that would otherwise have been paid for directly by the PCC. Clergy expenses are excluded, but are disclosed at note 4.
- Donations without conditions known to have been received from trustees (PCC members) totalled £6,730, compared with £6,878 in 2019.

### STAFF COSTS

Salaries and wages

National Insurance

Severance costs

**Total staff costs**

2020				2019
Unrestricted funds	Restricted funds	Endowment	Total funds	Total funds
£	£	£	£	£
13,918	0	0	13,918	17,067
9	0	0	9	0
0	0	0	0	0
<b>13,927</b>	<b>0</b>	<b>0</b>	<b>13,927</b>	<b>17,067</b>

*Notes to the Financial Statements for the year ended 31st December 2020 - continued*

## 6. TANGIBLE FIXED ASSETS

	<b>Property</b>	<b>Other fixtures, fittings and equipment</b>	<b>Total Assets</b>
	<b>£</b>	<b>£</b>	<b>£</b>
<b>COST</b>			
As at 1st January 2020	430,000	1,800	431,800
Additions	0	0	0
Written off	0	0	0
Revaluation	0	0	0
As at 31st December 2020	430,000	1,800	431,800
<b>DEPRECIATION</b>			
As at 1st January 2020	0	0	0
Charged for the year	0	600	600
As at 31st December 2020	0	600	600
<b>NET BOOK VALUE</b>			
As at 1st January 2020	430,000	1,800	431,800
As at 31st December 2020	<b>430,000</b>	<b>1,200</b>	<b>431,200</b>

All tangible fixed assets are unrestricted

## 7. INVESTMENT ASSETS

	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Endowment</b>	<b>Total funds</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Market Value as at 1st January 2020	0	40,316	116,346	156,662
Re-allocations	0	0	0	0
Additions/(disposals)	0	0	0	0
Net gain / (loss) on revaluation	0	2,784	8,034	10,818
Market Value as at 31st December 2020	0	43,100	124,380	167,480



*Notes to the Financial Statements for the year ended 31st December 2020 - continued*

## 8. DEBTORS

	2020				2019
	Unrestricted funds £	Restricted funds £	Endowment £	Total funds £	Total funds £
Income tax recoverable	597	90	0	687	639
Prepayments	0	0	0	0	0
Other debtors	1,417	40,917	0	42,334	2,702
<b>Total Debtors</b>	<b>2,013</b>	<b>41,007</b>	<b>0</b>	<b>43,020</b>	<b>3,341</b>

## 9. CREDITORS

	2020				2019
	Unrestricted funds £	Restricted funds £	Endowment £	Total funds £	Total funds £
Accounts payable	0	0	0	0	0
Deferred income	300	0	0	300	0
Accruals	83,967	24,580	0	108,547	0
PAYE & NI	0	0	0	0	143
Other creditors	0	0	0	0	6,673
<b>Total Creditors</b>	<b>84,267</b>	<b>24,580</b>	<b>0</b>	<b>108,847</b>	<b>6,816</b>

*Notes to the Financial Statements for the year ended 31st December 2020 - continued*

## 10. MOVEMENTS IN FUNDS

FUND	2019	2020					2020
	Total funds £	Incoming resource £	Resources expended £	Adjust-ment £	Revalu-ation £	Total funds £	Net movement in funds £
<b>Endowment</b>							
Belfry capital	70,157	0	0		4,845	75,001	4,845
Smith (Clock) capital	18,992	0	0		1,311	20,304	1,311
Urquhart Trust capital	27,197	0	0		1,878	29,075	1,878
<b>Total Endowment</b>	<b>116,346</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>8,034</b>	<b>124,380</b>	<b>8,034</b>
<b>Restricted</b>							
Jane Bowie Good (Lady Chapel)	2,399	0	0		0	2,399	0
Belfry income	11,082	2,105	(25)		0	13,162	2,080
Smith (clock) income	2,932	603	0		0	3,535	603
All Saints' Arts Festival	1,639	0	0		0	1,639	0
Bellringers	975	1	0		0	976	1
Choral	13,254	356	0		819	14,428	1,175
Church Artworks	0	36,204	(700)		0	35,504	35,504
Churchyard Project	769	450	(885)		0	334	(435)
Education	32,726	1,437	(3,500)		1,965	32,628	(98)
FASM (Friends of All Sts Music)	12,158	533	(2,538)		0	10,153	(2,005)
Appeals	1	552	(526)		0	27	26
LGBT	1,138	0	0		0	1,138	0
Nightlight	1,741	0	(56)		0	1,685	(56)
Organ Restoration Project	4,175	70	0		0	4,245	70
Organ Scholarship	750	0	0		0	750	0
Restoration	8,861	18,099	(18,080)		0	8,880	19
Roof Repair Fund	776	5,760	(6,505)		0	30	(745)
Silver	4,021	0	0		0	4,021	0
Textile Conservation Project	55	0	0		0	55	0
<b>Total Restricted</b>	<b>99,450</b>	<b>66,170</b>	<b>(32,815)</b>	<b>0</b>	<b>2,784</b>	<b>135,588</b>	<b>36,139</b>
<b>Unrestricted</b>							
General	640,838	87,599	(206,317)	0	0	522,120	(118,718)
Urquhart Trust income	1,570	816	0		0	2,386	816
Property Repairs - Designated	-747	4,356	(250)		0	3,359	4,106
<b>Total Unrestricted</b>	<b>641,661</b>	<b>92,771</b>	<b>(206,567)</b>	<b>0</b>	<b>0</b>	<b>527,865</b>	<b>(113,796)</b>
<b>Total Funds</b>	<b>857,457</b>	<b>158,941</b>	<b>(239,382)</b>	<b>0</b>	<b>10,818</b>	<b>787,833</b>	<b>(69,623)</b>

*Notes to the Financial Statements for the year ended 31st December 2020 - continued*

## 11. DISTRIBUTION OF NET ASSETS

### FUNDS ARE REPRESENTED BY:

#### Endowment

Belfry  
 Smith (General)  
 Urquhart Mission Hall

#### Total Endowment

#### Restricted

Jane Bowie Good (Lady Chapel)  
 Belfry income  
 Smith (general) income  
 ASAF  
 Bellringers  
 Choral  
 Church Artworks  
 Churchyard Project  
 Education  
 FASM  
 Appeals  
 LGBT  
 Nightlight  
 Organ Restoration  
 Organ Scholarship  
 Restoration  
 Roof Repair Fund  
 Silver  
 Textile Conservation Project

#### Total Restricted

#### Unrestricted

General  
 Urquhart Trust income  
 Property Repairs - Designated

#### Total Unrestricted

#### Total Funds

Property £	Shares £	Bank £	Net assets £	Total £
	75,001	0		<b>75,001</b>
	20,304	0		<b>20,304</b>
	29,075	0		<b>29,075</b>
<b>0</b>	<b>124,380</b>	<b>0</b>	<b>0</b>	<b>124,380</b>
	0	2,399		2,399
		13,162		13,162
		3,535		3,535
		1,639		1,639
		976		976
	12,677	1,752		14,428
		(700)	36,204	35,504
		334		334
	30,423	2,206		32,628
		10,153		10,153
		(33)	60	27
		1,138		1,138
		1,685		1,685
		4,245		4,245
		750		750
		22,440	(13,560)	8,880
		6,308	(6,277)	30
		4,021		4,021
		55		55
<b>0</b>	<b>43,100</b>	<b>76,062</b>	<b>16,427</b>	<b>135,588</b>
431,200	0	173,174	(82,254)	522,120
		2,386	0	2,386
		3,359		3,359
431,200	0	178,919	(82,254)	527,865
<b>431,200</b>	<b>167,480</b>	<b>254,981</b>	<b>(65,827)</b>	<b>787,833</b>

*Notes to the Financial Statements for the year ended 31st December 2019 - continued*

## **12. Capital commitments**

As at 31<sup>st</sup> December 2020 the PCC had no outstanding approved expenditure (2019: nil)

## **13. Connected Charity**

The PCC is the Managing Trustee of Leamington Priors All Saints Ministry Fund (Registered Charity 509495). The object of the charity is to "further the religious and other charitable work of the Church of England in the parish". This fund consists of CBF income shares and the Coventry Diocesan Trustees are the Custodian Trustee. The PCC has resolved to make a grant to the general fund of the dividend income as it arises. The fund comprises 7661.27 CBF income shares. The value of the Fund was £156,648 at 31<sup>st</sup> December 2020 (£146,529 December 2019).

## **14. Pensions**

All Saints Leamington Priors PCC participates in the Pension Builder Scheme section of the Church Workers Pension Fund (CWPF) for lay staff. The Scheme is administered by the Church of England Pensions Board, which holds the assets of the schemes separately from those of the Employer and the other participating employers.

The CWPF has a section known as the Defined Benefits Scheme, a deferred annuity section known as Pension Builder Classic and a cash balance section known as Pension Builder 2014.

### ***Pension Builder Scheme***

The Pension Builder Scheme of the Church Workers Pension Fund is made up of two sections, Pension Builder Classic and Pension Builder 2014, both of which are classed as defined benefit schemes.

We had one member of staff contributing to the Pension Builder 2014 which is a cash balance scheme that provides a lump sum that members use to provide benefits at retirement. Pension contributions are recorded in an account for each member. This account may have bonuses added by the Board before retirement. The bonuses depend on investment experience and other factors. There is no requirement for the Board to grant any bonuses. The account, plus any bonuses declared, is payable from members' Normal Pension Age.

There is no subdivision of assets between employers in each section of the Pension Builder Scheme.

The scheme is a multi-employer scheme as described in Section 28 of FRS 102 as it is not possible to attribute the Pension Builder Scheme's assets and liabilities to specific employers. This 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 contributions payable (2020: £56.15; 2019: £336.96)

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