



Annual Report of the Bunbury Parochial Church Council and Accounts for the Year ended 31 December 2020

The Parochial Church Council of the Ecclesiastical Parish of Bunbury
a registered charity number 1133106

Cover photograph: "Hold Still" – part of the national archive

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Administrative information

The parish church of Bunbury is St Boniface which is situated between Vicarage Lane and Bowes Gate Lane in Bunbury. The daughter church, Calveley Chapel, is situated in Calveley. The parish itself is part of the Diocese of Chester within the Church of England. The correspondence address is The New Vicarage, Vicarage Lane, Bunbury, Tarporley CW6 9PE.

The Parochial Church Council of the Ecclesiastical Parish of Bunbury ("Bunbury PCC") is registered as a charity with the Charity Commission, number 1133106.

PCC members who have served from 1 January 2020 until the date this report was approved by the PCC are:

Incumbent:	Revd Tim Hayward	Chair
Churchwardens:	Mr David Cox	(to October 2020)
	Mr David Kendrick	(to October 2020)
	Mr Simon Lees-Jones	(from October 2020)
	Mr Sean Augustin-Wood	(from October 2020)
Elected Reps on the Deanery Synod:	Mrs Anne James	(to October 2020)
	Mr David Kendrick	(from Oct 2020, previously as Churchwarden)
Elected PCC members:	Mrs Gill Arnold	
	Mr Sean Augustin-Wood	(also Churchwarden from Oct 2020)
	Mrs Elaine Crotty	
	Mr David Cox	(from Oct 2020, previously as Churchwarden)
	Mrs Anne James	Secretary (also ex officio to Oct 2020)
	Canon Dr John Mason	Treasurer (also ex officio)
	Mrs Lucy Munro	
	Mrs Jill Robey	(to October 2020)
	Prof Jeremy Shears	
	Mr Colin Stanyer	
	Mrs Yvonne Wood	
Other ex officio:	The Revd Claire Wilson	Licensed Curate (from October 2020)
	Canon Dr John Mason	Treasurer (as General Synod member)
	Mrs Amber Middlemiss	Licensed Pastoral Worker
Co-opted		

Structure, governance and management

The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC. The number registered on the electoral roll (which was renewed in 2019) has stayed at around the 100 mark for the duration of the reporting period.

The PCC. The PCC met 7 times during the calendar year, all but one of the meetings being conducted remotely using zoom as a result of the pandemic. The standing committee and a number of sub-committees met between meetings, and minutes or oral reports of their deliberations were received by the full PCC and discussed where necessary.

Health and Safety. The PCC regards maintaining the Health & Safety of all people who visit, worship in or work at St Boniface to be very important. To this end Health & Safety matters continue to be discussed and reviewed at every PCC meeting. We continue to assess the risks associated with our activities and seek to minimise them. We also undertake regular inspections of the church premises and the churchyard to ensure no obvious hazards are present. Moreover, our Fabric Committee ensures all areas are well maintained. When an accident or incident is reported, we investigate the causes to identify learnings and we discuss the outcomes at the PCC. We ensure learnings are extracted and are incorporated into our working practices. This year we have audited the monuments in the Church graveyards for stability.

Of course, this year has been dominated by the need to comply with Government regulations on health & safety in connexion with the Covid-19 pandemic. For a significant part of the year, the Government has asked us to stay at home to save lives and protect the NHS. However, there have been periods during which the Government has permitted public worship to continue, if it is safe to do so. Apart from the first national lockdown, St Boniface has remained open for private prayer. When services have been held, they have been conducted in a Covid-secure environment. This has meant keeping up to date with the evolving Government regulations, some of which have changed at short notice, as well as interpreting in the context of our local circumstances at St Boniface and Calveley – and preparing and updating risk assessments.

One thing that has made keeping up with the regulations simpler is the excellent and timely information provided by the Church of England. They have helped with practical advice and by interpreting the regulations.

Some things we have introduced to make the building Covid-secure include a one-way system, socially distanced seating, hand sanitising, face coverings, regular cleaning and careful administration of Communion. There are many people who have diligently and faithfully helped us to remain Covid-secure and we owe a debt of gratitude to them. Rev Tim has sanitised the surfaces in St Boniface on a daily basis. David Riley has done a sterling job in ensuring the bells can be rung when permitted – he has played an important role in liaising with the Central Council of Church Bell Ringers. In many cases, the Standing Committee and the PCC have had to weigh up what is the best way forward for our Churches. This has meant some very difficult decisions; I am very grateful for the support and advice they have provided. But most of all, I thank everyone who has attended our Churches for the understanding, compliance and good humour they have shown.

We are also aware that many have stayed away either because they are shielding or because they don't want to run the risk of transferring infection to others. We acknowledge and share the sadness many have felt at not being able to meet together as we would usually do. We prayerfully and confidently look forward to better times ahead. Thank you to everyone for being so considerate.

Data Privacy. The PCC is committed to protecting and respecting your privacy. The processing of personal data is governed by the General Data Protection Regulation (the



Precautions to make the Church safer during the pandemic included a one-way system, the provision of hand-sanitiser stations and distanced "praying hands" places in pews.

"GDPR"), which was introduced in 2018. Our systems are GDPR compliant and our Data Privacy Notice is available at <https://www.stbonifacebunbury.org/privacy-policy>

Safeguarding. The approach to our safeguarding is "The care and protection of children, young people and vulnerable adults involved in Church activities is the responsibility of the whole Church. Everyone who participates in the life of the Church has a role to play in promoting a Safer Church for all".

Using this approach, St Boniface is committed to implementing the Church of England's Safeguarding Policy for children, young people and adults, 'Promoting a Safer Church'. and to demonstrating its compliance with that policy.

There were no cases or attendance agreements being managed at the end of the reporting period.

The diocese set the task in 2019 for all parish websites to reflect dedicated safeguarding information. This was achieved successfully and so the parish remains compliant with all Church of England and the Diocese of Chester safeguarding requirements.

Objectives and activities

Bunbury 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. In deciding what activities to undertake, the PCC has paid due regard to the guidance of the Charity Commission concerning public benefit.

Our vision is to be: “A parish church at the heart of our communities, seeing God's heart in everyone.”

In this respect our goals are:

1. The discerning and developing of everyone's different gifts and talents, so we can all play our part in the life and worship of our churches and chapels;
2. Growing our church family across all generations, so God's love can be seen and shared by all in our communities; and
3. Wise stewardship of our buildings and finances, so they are fit for purpose for our generation and the next.

This is a shared mission and ministry, and the Vicar, Wardens and PCC are extremely grateful to all who serve in their own way to enable us to carry out our mission to see God's kingdom come in Bunbury and beyond.

The majority of the period covered by this report has been during the global COVID pandemic. This has made it an extraordinary year and a difficult and testing one for many who have suffered physical and mental hardships. In the sections below, we set out some of the ways that we have tried to re-imagine ministry in these circumstances so that we can both continue to nourish our faith, and also make Christ known to all in our community through our deeds, actions, our love and our prayerful support.

Achievements and performance

Community Engagement

It was the 10th anniversary of Rev Tim's ordination vows this summer, and if you'd have told him all those years ago when he was training to be a Vicar, that in the future he'd be ministering during the time of a global pandemic when all services (except graveside funerals) would be suspended and he couldn't do most of the things that he takes for granted – he would never have believed you! But it's amazing how as humans we are able to adapt, and with a simple faith in God's love and care, we need not be overcome by fear.

The highlight of 2020 was to have been a special programme of events and services in the parish that culminated in a Royal Visit with the Haberdashers to celebrate 700 years of St Boniface. However, due to the pandemic, we quickly postponed the 700 years celebrations and shifted our focus and attention on meeting the evolving needs of the parish in these uncertain times. Working alongside the Parish Council, we set up a couple of key initiatives that have been a rich blessing to the community, as well as being recognised by the Diocese and National Church.

The first project in conjunction with the Parish Council was the Bunbury Good Neighbour scheme, kindly supported by the Haberdashers. Its main objective was to support all

parishioners who needed to self-isolate due to Covid-19. A large army of volunteers (over 100) were recruited from across the parish to help with the deliveries of food, goods and medications from the surgery as well as providing regular pastoral support during this difficult time. The Lord Lieutenant of Cheshire wrote to thank the community for this inspiring project. Special thanks go to Mark Ireland Jones for co-ordinating, to Elaine Crotty for managing the calls/requests for help, and to Fiona Parker for setting up a team of young people to deliver daily newspapers. It was lovely that Fiona was awarded the Parish Council's Chairman's Cup in recognition of her hard work.

Bunbury Church Online

The second major project we have been working on has been the development of 'Bunbury Church Online': a new YouTube Channel offering worship every Sunday during the lockdown. Rev. Tim and the PCC have been overwhelmed by the support this has gained not just in the parish, but much further afield, with large numbers tuning in each week, eg. for the Easter Sunday service there were 861 views. It's safe to say, St Boniface has never had that many people before for an Easter Sunday service in its 700 years.

As well as the development of 'Bunbury Church Online', Rose Hayward also created 'Kids Bunbury Church Online' – a shorter 10-minute video aimed specifically for a younger audience. This was picked up by the National Church and the Renewal and Reform Group featured Rose on the Church of England Facebook page. Pam Rhodes from Songs of Praise and Premier Christian Radio has also featured Rose and 'Kids Bunbury Church Online' on her own YouTube Sunday Night Live show, with an even greater audience of 50,000 subscribers!



Bunbury Church Online filmed on the church tower at Ascensiontide.



Community projects included a group of "sewing bees" who produced PPE for NHS and care workers.

Rev. Tim and the PCC now recognise a whole new church community has been born online and are continuing this ministry post-lockdown. Tim describes it as a bit like the 'John Lewis' model – there's an online shop and a local store. Well, Bunbury Church has now got an online presence as well as its beautiful Grade 1 listed building!

Communication

Special thanks must also go to our communication team who have done an outstanding job during this

challenging year. Elaine Crotty and Jo Mason, our Link editorial team, have continued to produce a high-quality magazine for the parishes thanks to the very generous financial support of parishioners. Thanks to Beth Hayward, our website header/photograph was nominated by someone outside of the parish for the National Portrait Gallery's 100 Photos of Lockdown – 'Hold Still' and later featured on the Queen's Christmas Broadcast. Thanks to David Riley, our Tower Captain, the photograph of St Boniface bathed in blue light in recognition of the NHS key workers featured in the Bellringers' National magazine. And thanks to Beth, Lucy Oates and Emma Bellis, our social media team, our membership on our Facebook page 'Bunbury Church' more than doubled during lockdown: we now have over 400 members. At the heart of all these achievements has been our desire to share the good news of God's love in an affirming, engaging and positive manner.



Whilst remaining Covid-compliant our bellringers were still able on occasions to ring the bells at services in 2020.

Worship

Finally, it was good to be able to have some public worship during this past year. Rev Tim and the PCC would like to thank Jeremy Shears especially for all his hard work as our H&S officer and support in understanding and implementing the many revisions of guidelines coming from the national church and government. Special highlights were a Pet Service in the Dysart Arms Garden during the summer months and a programme of services for Christmas, featuring a light service with lanterns and carols outside. Another first was having to ticket our Christmas services through Eventbrite, and again thanks go to Emma Bellis for setting the booking system up. And last but certainly not least, it was wonderful to be able to attend Chester Cathedral in October (only 30 people were allowed) for the ordination of our new curate Rev. Claire Wilson. Claire has been a great support to Tim especially during this time in funeral ministry/ bereavement support and has developed a letter-writing ministry to support the most isolated and vulnerable in the parishes.

PVT Report

Members of the Pastoral Visiting Team have been actively supporting the bereaved, ill and elderly during 2020. Face to face visits unfortunately had to be replaced by telephone calls after the pandemic struck. We work alongside and have regular meetings with members of the Alive group, those supporting members of the British Legion, those supporting members of the WI and (during the first lockdown) the Neighbourhood Scheme. These phone calls will continue for the foreseeable future until it is deemed safe to resume home visits. Also in early December a project was set up involving distributing a hand-made Christmas card (made by members of Bunbury Primary School) together with a small box of chocolates to the elderly living on their own in our village to boost morale.

Youth work

Kids Bunbury Church Online. We are all very proud of Rose Hayward who took it upon herself during lockdown to produce a short service every Sunday for our youngest children. As well as keeping in touch with our existing young families, Kids Bunbury Church Online was able to grow a wider community of followers. We had 15 families who were keen to contribute regularly and some Sundays more people tuned into the Kids Church Online than the main service!

Forest Church. Once the lockdown restrictions were lifted in the summer, we engaged with our new younger families by putting on a simple act of worship outdoors. These monthly sessions proved very popular and as a result we are now using Eventbrite so that families can book their attendance, and this assists planning resources and adhering to Covid guidelines.

Advent Windows. During the winter lockdown we devised a new strategy to engage with the wider community, especially younger families. Twenty-four households were approached to develop advent windows to bring some light and cheer during the gloomy season. We were so impressed by people's creativity. It was a lovely way of getting some of the key Christmas messages across e.g. light shining in the darkness. Many of the families involved came to the service of light at Christmas.

Service of Light. Due to Covid restrictions we took the difficult decision of not hosting a Christingle service this year. However, we still wanted to do a Christmas service aimed at families. Thanks to the Eventbrite booking system, we knew which families were attending and we were therefore able to drop round lantern-making resources. The lighting of the

lanterns created a very special atmosphere, and we were able to take our lanterns outside and sing a carol.



Rose Hayward received national recognition for producing Kids Bunbury Church Online.

Nativity Play. Another way to engage with our growing family base at Christmas time was through the production of our own Nativity video. It was a simple script but beautifully narrated and acted by our youngest children overcoming the many challenges of filming during Covid restrictions. We were very proud of the final cut and it was well received via social media and our

YouTube channel.

40 Acts of Kindness. After a particularly gloomy start to 2021 (lockdown 3) we wanted to do something that would cheer people up. We felt that with each simple act of kindness we could help to make a difference to our community. The idea was an Easter Egg trail

through the village, with a different egg and a different act of kindness being revealed every day. We have been blown away by the effort and creativity that has gone into each egg ... and it's been especially difficult making them weather-proof! As a direct result of the connections we made through this project, 9 new families attended our Easter Forest Church sessions.

Calveley Chapel

The Calveley congregation enjoyed normal services on the first and third Sundays until lockdown in March 2020. Unfortunately the pandemic resulted in the cancellation of the usual fund raising activities of the Spring Fair and Summer lunch, however the Harvest Festival and Christmas Service went ahead in a Covid safe manner and both were enjoyed by all. The building is cleaned by members of the congregation on a regular basis and the grounds are maintained throughout the growing season.



David Riley's photograph of St Boniface bathed in blue light in recognition of the NHS key workers featured in the Bellringers' National magazine.

Church fabric

The Church Fabric Committee usually meet every quarter to over-see building and church yard matters. It reports and makes recommendations to the PCC.

The programme approved by the PCC at the end of 2019 for 2020 were severely affected by Covid-19 constraints. Meetings are due to resume in the spring.

The proposed free-standing oak servery unit containing a warming cabinet was put on hold as was the planned new kitchen and tree surgery work.

A Covid-19 Emergency Heritage at Risk Response Grant managed by Historic England was obtained at the end of 2020 that covered half of the cost of the repairs initially identified in the 2018 quinquennial inspection. The repairs were completed in March 2021 costing £18,000.

Financial review

The first effects on church finance of the coronavirus pandemic did not occur until March of 2020, but they were referenced as a post-balance sheet event in the 2019 report and accounts. The effects anticipated at that time were numerous: collections from services ceasing as a result of the lockdown, together with a large proportion of statutory and other fees for using the church; pressures on local businesses reducing advertising income for the LINK magazine, and lower levels of giving by many regular givers who were being affected by financial hardship induced by loss of income and/or their job. In addition, investments were expected to suffer, potentially drastically. This gave rise to a view that the financial health of the church would be materially altered.

During 2020 most of these things did indeed come to pass but by a lesser degree than was anticipated, for which we give God much thanks. Giving held up as a result of some significant one-off donations, as well as a number of individuals setting up regular standing orders to replace their weekly giving at church services. Alternative means of giving online were also introduced, and this brought in donations not only from existing church members but also from new ones, some of whom have become associated with the church as a result of "Bunbury Church Online". Perhaps the most surprising outcome was the strength of the performance of our CCLA investments which showed a healthy return over the 12 months to 31 December, more than reversing the losses early in the year.

Unrestricted funds. Total income and endowments on ordinary unrestricted funds were £89k up by £5k from the 2019 figure of £84k. As mentioned above the reason this surprising

result was achieved was primarily because of a number of generous one-off donations that totalled more than £15k. We also received a £2k grant from the Diocese. Together these more than compensated the almost total loss of wedding blessing fees at Peckforton Castle, fees for use of the church, and of course collections at services.

Turning to expenditure, the reduction in the total unrestricted amount (from £95k in 2019 to £83k in 2020) was because of savings made by closure of the church for services and an almost complete moratorium that was placed on repairs and maintenance other than those needed to retain the integrity and safety of the building.

The overall position for the unrestricted funds was therefore (before transfers) a surplus of over £5k compared with a £12k deficit in 2019. This welcome outcome is really valued, as it is



With services not permitted, new ways of "remote" giving were introduced in the year including via mobile phone using this QR code

anticipated that reserves will be required in the future whilst the effects of the pandemic continue. Despite financial concerns, the PCC agreed to continue the policy that 10% of giving should be ear-marked for charitable giving. They recognized that many charities were suffering and now – when we had been blessed – was a time for continued generosity. The annual transfer from Calveley Chapel funds of £2k was also made. As a result, the total unrestricted fund reserves saw a net increase of about £4k (2019, a decrease of £12k).

Calveley Chapel. The accounts of Calveley Chapel are consolidated within these accounts and are treated as a designated fund. They show total income of about £3.4k (2019, £8.5k) almost all of which was from giving through collections and directly through bank transfers. The expenditure for the year was just £2k (2019, £4.9k), most of which was insurance, giving an operating deficit for the year of about £0.7k (2019, surplus of £1.6k), after taking into account the £2k contribution to general funds.

Other designated funds. The only other activities within designated funds related to the 700 project and curate support fund. The 700 project was put on ice at the start of the pandemic; there was activity up to that point but it was agreed post balance sheet that this should be wound up. The funds raised will be passed on to designated charities. The curate support fund expended just under £2k in the fees paid to the Diocese towards the costs associated with the welcome arrival of Claire Wilson from July. This leaves a healthy balance of £14k in the curate fund.

Restricted funds. Once again the major movement of restricted funds related to the youth worker. During the time that Beth was unable to work due to lockdown, we benefitted from the Government furlough scheme which meant that, with continuing dedicated giving, the fund was able broadly to break even over the year.

There was little movement on other funds other than for the churchyard where maintenance spending continued at usual levels.

Overview

The overall financial strength of the PCC has held up surprisingly well during the year. Our investments (held with CCLA) once more gained value and enjoyed an overall increase of £31k in 2020. However, only a small part of this increase (£6k) was related to non-restricted funds, and the reserve levels of general funds remain low – just £7k. The position is therefore similar to that at the end of 2019 (prior to the pandemic) with a need for this low level of reserves to be addressed. It is clear that we need to concentrate on giving levels which have historically failed to increase with inflation unlike the church's 'fixed' costs such as parish share and insurance. The PCC was fully aware of this position throughout 2020, but decided that the time to act will be once the pandemic position has stabilized, and realistic planning becomes more feasible.

Reserves policy

The reserves policy was last reviewed by the PCC in 2017 when it was agreed that it should remain the same: to keep a balance on unrestricted funds (excluding designated funds if possible), which equates to approximately six months' unrestricted payments, to cover emergency situations that may arise from time to time.

At the year-end there was a balance of £119k (2019, £109k) on unrestricted funds including £112k (2019, £106k) of designated funds. Once again, with six months' unrestricted payments in a normal year running at around £60k, this reserves target has formally been met, but only once designated funds are included. Given the desirability of retaining designated funds, and to use fund-raising at present for specific projects rather than for general church running costs, it is clear that this position is somewhat perilous. As noted above, the PCC is aware of the need for action, and is actively considering the timing for this to take place. The view is that the reserves policy is designed to meet the needs of a "rainy day". The pandemic represents that rainy day, but it is hoped it will represent a limited downpour rather than a prolonged period of drizzle.

The PCC's policy in 2018 was to reduce cash reserves and increase the amount held as investments in CCLA funds. This has served the PCC well in both 2020 and 2019 as the markets have continued to rise and income has increased. Although there is no intention to adjust this at present, it is noted that the amount of cash held is much less than it was before 2018 so even those funds that have healthy level of assets could in principle have short term liquidity difficulties if large deficits were to continue. The position has been monitored carefully during 2020, and at present it is believed that the original statement made when the policy was set remains true: sufficient cash has been retained to ensure that it is most unlikely that funds will need to be sold in a distressed manner in the short term (where a loss in capital value would be more likely). However, there are a range of contingency measures available (such as switching assets between funds or potentially seeking adjustment to the objects of restricted funds) to address the position should the situation worsen.

Approved by the PCC on 15 April 2021 and signed on their behalf by the Chair of the meeting:

The Revd Tim Hayward, Vicar and PCC Chair

Independent Examiner's Report to the PCC of Bunbury

I report on the accounts for the year ended 31st December 2020 which are set out on pages 1 to 6.

Respective responsibilities of the PCC and Independent Examiner

As trustees of the charity, the members of the PCC are responsible for the preparation of the accounts. They 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 management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently I do not express an audit opinion on the accounts.

Independent Examiner's statement

In connection with my examination, no matters have come to my attention

1. which give me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with s.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.

Signed:

Date: 16 April 2021

Name: Mr Mike Ridley

Address: 6 The Hawthorns
Bunbury
TARPORLEY
CW6 9SJ

Parochial Church Council of St Boniface, Bunbury

Statement of financial activities

For the year to 31 December 2020						For the year to 31 December 2019					
	Note	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2020 £	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2019 £
INCOMING RESOURCES											
Donations and legacies	2(a)	66,597	3,303	17,839	0	87,739	48,862	5,238	17,684	0	71,784
Other trading activities	2(b)	5,359	3,380	0	0	8,739	9,898	15,618	2,654	0	28,170
Income from investments	2(c)	4,669	20	2,746	0	7,435	2,177	2,468	2,869	0	7,514
Income from charitable activities	2(d)	11,334	101	165	0	11,600	21,531	508	185	0	22,224
Other income	2(e)	1,024	0	0	0	1,024	1,079	100	0	0	1,179
TOTAL INCOME AND ENDOWMENTS		88,983	6,804	20,750	0	116,537	83,547	23,932	23,392	0	130,871
RESOURCES EXPENDED											
Expenditure on raising funds	3(a)	(250)	(2)	0	0	(252)	(135)	(4,201)	(188)	0	(4,524)
Expenditure on charitable activities	3(b)	(80,929)	(8,140)	(16,667)	0	(105,736)	(92,047)	(22,431)	(25,067)	0	(139,545)
Other expenditure		(2,282)	(332)	(396)	0	(3,010)	(3,495)	(3,544)	(4,519)	0	(11,558)
Net gains/(losses) on investments		0	5,767	21,882	3,216	30,865	0	13,174	42,109	10,615	65,898
NET INCOME/(EXPENDITURE)		5,522	4,097	25,569	3,216	38,404	(12,130)	6,930	35,727	10,615	41,142
Transfers between funds	6(b)	(1,467)	1,467	0	0	0	(124)	(61)	185	0	0
Gains/(losses) on revaluation of fixed assets		0	0	0	0	0	0	0	0	0	0
Other gains/(losses)		0	0	0	0	0	0	0	0	0	0
NET MOVEMENT IN FUNDS		4,055	5,564	25,569	3,216	38,404	(12,254)	6,869	35,912	10,615	41,142
BALANCES B/FWD 1 JANUARY		3,016	106,082	297,497	61,989	468,584	15,270	99,213	261,585	51,374	427,442
Prior year adjustment	11	0	0	0	0	0	0	0	0	0	0
BALANCE AT 1 JANUARY RESTATED		3,016	106,082	297,497	61,989	468,584	15,270	99,213	261,585	51,374	427,442
BALANCES C/FWD 31 DECEMBER		7,071	111,646	323,066	65,205	506,988	3,016	106,082	297,497	61,989	468,584

Parochial Church Council of St Boniface, Bunbury

Balance sheet as at 31 December

	Note	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2020 £	2019 £
FIXED ASSETS							
Tangible	6(a)	1,286	0	0	0	1,286	1,811
Investments	6(b)	0	89,297	263,641	65,205	418,143	387,278
		<u>1,286</u>	<u>89,297</u>	<u>263,641</u>	<u>65,205</u>	<u>419,429</u>	<u>389,089</u>
CURRENT ASSETS							
Debtors	7	4,045	959	416	0	5,420	12,426
Short-term deposits	8	8,555	18,252	45,007	0	71,814	69,685
Cash at bank and in hand		2,017	11,065	14,002	0	27,084	6,521
		<u>14,617</u>	<u>30,276</u>	<u>59,425</u>	<u>0</u>	<u>104,318</u>	<u>88,632</u>
LIABILITIES							
Creditors: amounts falling due in one year	9	(8,832)	(7,927)	0	0	(16,759)	(9,137)
NET CURRENT ASSETS/(LIABILITIES)		<u>5,785</u>	<u>22,349</u>	<u>59,425</u>	<u>0</u>	<u>87,559</u>	<u>79,495</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>7,071</u>	<u>111,646</u>	<u>323,066</u>	<u>65,205</u>	<u>506,988</u>	<u>468,584</u>
Creditors: amounts falling due after one year		0	0	0	0	0	0
TOTAL NET ASSETS		<u>7,071</u>	<u>111,646</u>	<u>323,066</u>	<u>65,205</u>	<u>506,988</u>	<u>468,584</u>
PARISH FUNDS							
Unrestricted	10	7,071	0	0	0	7,071	3,016
Designated	10	0	111,646	0	0	111,646	106,082
Restricted	11	0	0	323,066	0	323,066	297,497
Endowment		0	0	0	65,205	65,205	61,989
		<u>7,071</u>	<u>111,646</u>	<u>323,066</u>	<u>65,205</u>	<u>506,988</u>	<u>468,584</u>

Approved by the PCC on 15 April 2021 and signed on its behalf by the Revd Tim Hayward, Chairman

The notes on pages 3 to 6 form part of these accounts

Notes to the financial statements

For the year ending 31 December 2020

1. ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the FRS 102 SORP.

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible under law. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members. Also excluded are transactions where the PCC acts solely as a collection agent for another party (such as collections where it has been determined that all or a specified proportion will be passed on to a named charity).

Funds

Endowment funds are funds, the capital of which must be maintained; only 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 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 PCC ordinary purposes. On occasions the PCC may designate part of the unrestricted funds for a particular purpose. Although these designated funds are thereby ear-marked for that purpose they still form a part of the unrestricted funds of the PCC and may still be used for PCC ordinary purposes.

Incoming resources

Planned giving, collections and donations are recognized when received. Tax refunds are recognized when the incoming resource to which they relate is received. Grants and legacies are accounted for when received rather than when the PCC is legally entitled to the amounts due. Exceptionally, grants may be recognised earlier when they are deemed certain and relate to expenditure that occurred in the financial period. Dividends are accounted for when receivable, and interest is accounted for when received. All other income is recognized when it is receivable. All incoming resources are accounted for gross.

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. All other expenditure is generally recognized when it is incurred and is accounted for gross.

Fixed assets

Consecrated and benefice property is not included in the accounts in accordance with s.96(2)(a) of the Charities Act 1993. Calveley Chapel is treated as having zero book value reflecting its perceived market value as affected by the restrictive covenants associated with it.

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 (at any reasonable time).

Equipment used within the church premises or for church purposes outside of the building is depreciated on a straight-line basis over four years. Individual items of equipment with a purchase price of £1,000 or less (£500 prior to 2011) are written off when the asset is acquired, although at their discretion the Trustees may reduce this threshold to £500 in the case of items that are clearly of long-term value and capital in nature.

Investments are valued at market value at 31 December.

2. INCOMING RESOURCES

	Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	TOTAL FUNDS 2020	2019
	£	£	£	£	£	£
2(a) Donations and legacies						
Planned giving:						
Gift Aid donations	22,182	1,409	6,300	0	29,891	31,939
Tax recovered	6,329	353	1,575	0	8,257	7,971
Other planned giving	3,822	99	180	0	4,101	2,524
Collections	3,596	633	0	0	4,229	13,980
Gift Days	0	0	0	0	0	0
Grants	3,300	0	8,355	0	11,655	7,193
Donations	27,368	809	1,429	0	29,606	8,178
Special appeals	0	0	0	0	0	0
Legacies	0	0	0	0	0	0
	<u>66,597</u>	<u>3,303</u>	<u>17,839</u>	<u>0</u>	<u>87,739</u>	<u>71,784</u>

2(b) Other trading activities						
Fund-raising	0	3,300	0	0	3,300	18,222
Advertising	4,769	0	0	0	4,769	7,103
Lettings	590	80	0	0	670	2,845
	5,359	3,380	0	0	8,739	28,170
2(c) Income from investments and cash deposits						
Dividends and interest including tax recoverable from investments	4,337	0	2,574	0	6,911	6,710
Interest from cash on deposit	107	20	172	0	299	579
Other investment income	225	0	0	0	225	225
	4,669	20	2,746	0	7,435	7,514
2(d) Income from charitable activities						
Parochial Fees	8,454	91	0	0	8,545	9,505
Bellringer and Organist fees	1,510	0	55	0	1,565	6,865
Other fees	1,370	10	110	0	1,490	5,854
	11,334	101	165	0	11,600	22,224
2(e) Other income						
Recharges	928	0	0	0	928	1,059
Insurance claims	0	0	0	0	0	0
Other income	96	0	0	0	96	120
	1,024	0	0	0	1,024	1,179
3. RESOURCES EXPENDED						
	Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	TOTAL FUNDS 2020	2019
	£	£	£	£	£	£
3(a) Expenditure on raising funds						
Costs of generating voluntary income	250	2	0	0	252	135
Cost of goods for fund-raising	0	0	0	0	0	0
Other costs of holding events	0	0	0	0	0	4,389
	250	2	0	0	252	4,524
3(b) Church activities						
Missionary and charitable giving						
Overseas	0	0	0	0	0	1,600
Relief agencies	0	1,189	0	0	1,189	3,963
Home mission	0	0	0	0	0	37
Secular charities	0	3,177	0	0	3,177	2,776
	0	4,366	0	0	4,366	8,376
Diocesan parish share	50,717	0	0	0	50,717	49,480
Incumbent working expenses	0	0	0	0	0	1,708
Vicarage costs	4,485	0	0	0	4,485	4,885
Assistant staff costs	3,542	1,970	13,793	0	19,305	19,747
Church running costs	11,913	1,804	0	0	13,717	17,009
Church maintenance	876	0	514	0	1,390	14,753
Upkeep of services	1,113	0	700	0	1,813	5,846
Upkeep of churchyard	0	0	1,660	0	1,660	2,555
Magazine expenditure	6,538	0	0	0	6,538	7,646
Youth work, education and training	0	0	0	0	0	232
Structural repairs	0	0	0	0	0	0
Installation repairs	0	0	0	0	0	0
Decoration	0	0	0	0	0	0
Salaries, honoraria and fees	1,220	0	0	0	1,220	7,020
Depreciation	525	0	0	0	525	288
New building works	0	0	0	0	0	0
	80,929	8,140	16,667	0	105,736	139,545

4. STAFF COSTS

A part-time Administrator was employed until the end of October. A part-time youth worker was employed throughout the year but was fully furloughed (at 80% salary level) under the Government's COVID Job Protection Scheme for the period between April and July and furloughed for half of her time in August.

5. PAYMENTS TO PCC MEMBERS

A small immaterial portion of the expenses paid to the incumbent may have related to services as Chairman of the PCC. No other payments or expenses were paid to any other PCC member, persons closely connected to them or related parties.

6. FIXED ASSETS

(a) Tangible

The tangible fixed assets at the start of the period was a digital piano purchased at the end of 2018 and a laser printer bought in September 2019. As per the accounting policies each is being depreciated on a straight line basis over four years.

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2020 £	2019 £
Asset cost/value						
Balance b/f	2,099	0	0	0	2,099	835
Additions	0	0	0	0	0	1,264
Balance c/f	2,099	0	0	0	2,099	2,099
Accumulated depreciation						
Balance b/f	(288)	0	0	0	(288)	0
Charge for year	(525)	0	0	0	(525)	(288)
Balance c/f	(813)	0	0	0	(813)	(288)
Net book value						
Balance b/f	835	0	0	0	835	835
Balance c/f	1,286	0	0	0	1,286	1,811

(b) Investments

Endowment Funds. There is now one endowment fund held by Chester DBF on behalf of Bunbury PCC. This is the Drury Trust and consists of 3,189 units of the CBF Investment Fund and which had a market value of £65,205 on 31/12/20 (31/12/19, £61,989).

Restricted Funds. The Challinor Fund is held as a restricted fund and, in accordance with the terms of the bequest that created it, is to be used for general church purposes with the Vicar and Churchwardens as trustees. As at 31/12/20, in addition to cash, the fund was invested in 3,465 accumulation units of CBF Investment Fund with a value of £171,929 (31/12/19, £155,970) and in 1,771 of income units of CBF Investment Fund valued at £36,202 (31/12/19, £33,863). The Flower, Organ and Youth restricted funds in addition to cash were at 31/12/20 also invested in the CBF Investment Fund with 295, 1475 and 944 of income units respectively valued at £6,034 £30,168 and £19,308 respectively (31/12/19, £5,643, £28,219 and £18,060 respectively).

Designated Funds. As at 31/12/20 the non-cash assets from the Restoration/Fete, Calveley and Curate Support designated funds were invested in 2656, 1357 and 354 income units of the CBF Investment Fund respectively with values of £54,302, £27,755 and £7,240 respectively (31/12/19, £50,795, £25,962 and £6,773 respectively).

Unrestricted Funds. There were no investments of unrestricted funds during the period.

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2020 £	2019 £
Market value b/f 1 January	0	83,530	241,759	61,989	387,278	321,380
Prior year adjustments	0	0	0	0	0	0
Value at 1 January restated	0	83,530	241,759	61,989	387,278	321,380
Disposals at carrying value	0	0	0	0	0	0
Purchases at cost	0	0	0	0	0	0
Revaluation gain/(loss)	0	5,767	21,882	3,216	30,865	65,898
Market value at 31 December	0	89,297	263,641	65,205	418,143	387,278

7. DEBTORS

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2020 £	2019 £
Tax recoverable	1,641	146	416	0	2,203	9,263
Prepayments and accruals - debtors	0	813	0	0	813	813
Other debtors	2,404	0	0	0	2,404	2,350
	4,045	959	416	0	5,420	12,426

8. SHORT TERM DEPOSITS	Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	TOTAL FUNDS 2020	2019
	£	£	£	£	£	£
CBF Deposit Accounts						
609021001D (General PCC)	8,555	13,619	20,975	0	43,149	41,142
609021007D (Calveley)	0	4,633	0	0	4,633	4,613
609021011D (Challinor)	0	0	11,445	0	11,445	11,396
609021012D (Organ)	0	0	9,684	0	9,684	9,643
609021013D (Bells)	0	0	2,903	0	2,903	2,891
	8,555	18,252	45,007	0	71,814	69,685

9. LIABILITIES	Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	TOTAL FUNDS 2020	2019
		£			£	£
Prepayments and accruals - creditors	(8,259)	(7,927)	0	0	(16,186)	(8,709)
Trade creditors	(347)	0	0	0	(347)	(339)
Other creditors	(226)	0	0	0	(226)	(89)
	(8,832)	(7,927)	0	0	(16,759)	(9,137)

10. **UNRESTRICTED FUNDS**

The PCC has ear-marked part of the unrestricted reserves (and specific sources of future income) for particular purposes. Such designated funds (see note 1) are currently maintained for: Church Restoration (directed to which is the net income from the annual fete); and an amount (10% of net voluntary unrestricted income) for charitable giving. Given the existence and size of a restricted Churchyard fund (see note 11) the PCC decided in 2019 to release what had up to that point been a designated Churchyard fund (directed to which had been part of the Parochial Fees for funerals). The income and expenditure associated with Calveley Hall Chapel is also maintained as a designated fund. A Curate Support designated fund was created on receipt of a bequest in 2017, and this provides financial support for rent and other costs associated with having an assistant curate in the parish.

	Balance at Jan-20	Incoming	Outgoing	Investment	Transfers & Revaluation	Balance at Dec-20
Designated Funds						
Churchyard - designated	0	0	0	0	0	0
Restoration (Fete)	53,898	0	0	0	3,507	57,405
Charitable giving	3,566	0	(3,566)	0	3,467	3,467
Calveley church	33,166	3,340	(2,038)	20	(207)	34,281
Curate support	15,452	0	(1,927)	0	467	13,992
700 Programme	0	3,444	(943)	0	0	2,501
	106,082	6,784	(8,474)	20	7,234	111,646

	Balance at Jan-20	Incoming	Outgoing	Investment	Transfers & Revaluation	Balance at Dec-20
11. RESTRICTED FUNDS						
Churchyard - restricted	19,128	555	(1,660)	80	0	18,103
Choir	2,867	300	(107)	12	0	3,072
Kitchen	667	804	0	0	0	1,471
Challinor - accumulated income	192,180	0	0	1,016	18,296	211,492
Bells	2,949	0	0	12	0	2,961
Organ	27,007	55	(514)	847	1,949	29,344
Flowers	6,976	0	(214)	169	390	7,321
Churchyard steps	4,265	0	0	0	0	4,265
Heating	0	0	0	0	0	0
Target 1250	0	0	0	0	0	0
Overseas mission support	0	0	0	0	0	0
Fridays at Tillys	4,689	200	(620)	0	0	4,269
Youth Worker	35,268	14,605	(13,889)	610	1,247	37,841
ALIVE Project	1,155	0	(59)	0	0	1,096
Bunbury Community	0	1,375	0	0	0	1,375
Young Christians	347	110	0	0	0	457
	297,498	18,004	(17,063)	2,746	21,882	323,067