

ST MARY'S CHURCH, LAWFORD
ANNUAL REPORT AND FINANCIAL STATEMENTS
OF THE PAROCHIAL CHURCH COUNCIL.
FOR THE YEAR ENDED 31 DECEMBER 2020

Incumbent:

Reverend Canon Simon Heron
(first six months.)

Independent Examiner:

Mrs. Hilary Powell
1 Ash Grove
Great Bromley
Colchester CO7 7UQ

Banks:

Barclays Bank plc
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9 High Street
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Central Board of Finance
of the Church of England
Senator House
85 Queen Victoria Street
London EC4V 4ET

Registered Charity Number: 1133132

ST MARY'S CHURCH, LAWFORD

Financial Statements of the Parochial Church Council

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**THE PAROCHIAL CHURCH COUNCIL
OF THE ECCLESIASTICAL PARISH OF LAWFORD, ESSEX
ANNUAL REPORT.**

The PCC, as trustees of the Charity, submit their annual report and financial statements for the year ended 31 December 2020. The PCC have adopted the provisions of the Statement of Recommended Practice (SORP) Accounting and Reporting by Charities issued in 2005 in preparing the annual report and financial statements.

Mission Statement

Lawford church – seeking Gods transforming power in ourselves, our church, and our community.

Administrative information

St. Mary's Church, Lawford, is the parish church of a large village which borders Manningtree, the smallest town in Essex. Many years ago the church had an extension added, which houses a hall, choir vestry, office/clergy vestry, creche room, kitchen and toilets. It is therefore used for parish and committee work, as well as for meetings, courses, refreshments after services, rehearsals, Sunday school, crèche, and Edward Bear. In 2009 the nave was re-ordered, pews and organ pipes were removed, underfloor heating installed, new chairs replaced the pews and a new Copeman Hart electronic organ was installed.

The PCC registered with the Charity Commission on 4 December 2009. The PCC is governed by the Parochial Church Council Powers Measure (1956) as amended by the Church Representation Rules.

Objectives

Our Incumbent Rev. Canon Simon Heron moved on to Christ Church Cheltenham mid-way through 2020 but we have continued to promote the gospel, through pastoral, evangelistic, social and ecumenical work, in spite of what Covid-19 threw at us. This is made evident in the way many lay people are involved in leadership roles throughout the church.

Membership

As from the APCM on April 8th 2019 the membership was made up of the following:

Incumbent:	The Rev. Canon Simon Heron (Chairman)
Associate Priests:	Rev. Sally Morris
Reader:	Margaret Southgate
Church Wardens:	Megan Howes, Betsy Edwards
Deanery/Diocesan Synod:	Hew Naylor, Mary Nunn,
Elected:	Edgar Potter, June Wilson, Nicky Young, Chris Bowden Susan Lowery, Gordon Prior, Jennifer Holmes, Karen Crowhurst

As from APCM zoom meeting on 26th October 2020 (delayed by covid-19) membership was the following:

Incumbent:	Rev. Canon Simon Heron (Chairman) until July.
Associate Priest	Rev. Sally Morris
Reader	Margaret Southgate
Church Wardens	Megan Howes (Chairman July onwards), Betsy Edwards
Deanery/Diocesan Synod.	Hew Naylor, Mary Nunn, Richard Heath
Elected	Edgar Potter, June Wilson, Nicky Young, Gordon Prior, Jennifer Holmes Karen Crowhurst, Susan Monckton-Rickett, Christopher Monckton-Rickett Rebecca Jones.

The 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.

Committees

Standing Committee: The only committee required by law. It has power to transact the business of the PCC between its meetings, subject to any directions given by the Council. There are also other committees in place concerned with: finance, youth, mission, outreach, grounds & fabric.

The P.C.C is following the House of Bishops guidance regarding Safeguarding.

Achievements and performance 2020.

Numbers on the Electoral roll are 116, of which 76 are residents and 40 non-resident. In the last year the average Sunday attendance was 13. Our service pattern of worship has been severely disrupted since the middle of March and for long periods our church has been completely shut-down. Great effort has been put into trying to stay in touch with our church family through services on-line, zoom, facebook, and YouTube. Another channel of information that we have used was an on-line Newsletter; which has been very successful. Our main services .Easter, Harvest festival, Remembrance and Christmas where all very difficult, as was Messy Church and Edward Bear for the younger members of our church community.

Review of the year

The full PCC met 6 times and Standing committee twice during 2020.

Charity work: We were involved in the local food bank, and during lockdown we helped those who needed shopping/prescriptions collected and gave parishioners support via phone calls. Edward Bear members where helped with online sessions. Support In Loss provided phone call support, and outdoor social distancing in the summer months. Chris and Sue provided professional counseling. A collection for The Children's Society raised over £1,000 (not recorded in the accounts)

The PCC has continued to carefully manage the financial affairs of the parish, led by the Finance Committee and Treasurer. We have a number of restricted funds which are monies donated for specific purposes, and cannot be used for the general running expenses of our church.

Our vicar Simon Heron was only with us for the first half of the year going on to Christ Church, Cheltenham in July, to further advance his chosen ministry. We assumed that we would have a relatively short interregnum, but within a relatively short space of time, we were informed that there will be no replacement for Simon. We don't actually know what the future holds, for Lawford Church.

In the mean time we are supported by our associated priest Rev. Sally Morris, retired Rev. Canon Stephen Carter, reader Margaret Southgate and Nicky Young. A lot of extra responsibility has been placed onto our two Church wardens Megan Howes and Betsy Edwards.

Visits to our local schools from church members were suspended this year due to the coronavirus problems, but we look forward to resuming these as soon as possible in the new year.

The Family Purse request of £45,150 was met in full, and receipts from all sources, including fundraising, collections, covenants and investment income totaled £77,535.

The coronavirus pandemic which is still with us as I write this report, has pushed us all to the limit this year, and it is going to take some time for us to get back to anything like normal again.

On behalf of the PCC:



Edgar Potter Honorary Treasurer.

St Mary the Virgin Lawford - 1133132

Balance sheet (Church of England)

As at: 31 December 2020

	As at 31/12/2020	As at 31/12/2019
	£	£
Current assets		
Stocks and work in progress	50.50	375.50
Debtors	413.76	339.00
Cash at bank and in hand	61,601.06	63,501.47
	<u>62,065.32</u>	<u>64,215.97</u>
Net current assets less current liabilities	62,065.32	64,215.97
Total assets less current liabilities	62,065.32	64,215.97
Total net assets less liabilities	62,065.32	64,215.97
Represented by		
Unrestricted		
Unrestricted - General fund	18,078.13	18,781.21
Designated		
Designated - Benefice Fund	386.61	384.96
Designated - Flower Festivals	984.66	980.49
Designated - Legacies	7,446.83	7,415.26
Designated - Revaluation reserves	—	—
Restricted		
Restricted - Bell fund	—	2,049.38
Restricted - Childrens fund	5,033.49	4,629.96
Restricted - Choir fund	813.54	775.21
Restricted - Handbells fund	1,670.34	1,663.24
Restricted - Memorials	3,668.83	3,653.27
Restricted - Restoration fund	23,057.67	22,959.86
Restricted - Windows fund	495.22	493.13
Endowment		
Endowment - Graveyard trusts	430.00	430.00
Funds of the church	62,065.32	64,215.97

Edgar Potter Honorary Treasurer

31/03/2021

St Mary the Virgin Lawford - 1133132

Analysis of income and expenditure
Selected period: 01 January 2020 to 31 December 2020

	Unrestricted	Designated	Restricted	Endowment	This year	Total Last year
Income and endowments						
<i>Donations and legacies</i>						
1100 - Weekly Envelopes	1,259.00	—	—	—	1,259.00	1,778.55
1101 - Gift Aid	18,947.00	—	—	—	18,947.00	21,362.00
1102 - Free Will	4,307.06	—	—	—	4,307.06	1,799.00
1103 - Income Tax recovered	10,235.76	—	—	—	10,235.76	9,891.24
1105 - Church collections	3,149.75	—	—	—	3,149.75	10,260.36
1107 - Giftday	12,715.00	—	—	—	12,715.00	13,776.20
1108 - Donations	792.10	—	35.00	—	827.10	4,259.55
1109 - Wallbox	56.59	—	—	—	56.59	367.79
1110 - Churchyard income	—	—	—	—	—	—
1111 - Childrens activities	—	—	383.59	—	383.59	778.30
1114 - Choir fund	—	—	—	—	—	—
1129 - Legacies	—	—	—	—	—	—
1130 - Grants	5,500.00	—	—	—	5,500.00	—
1133 - Fund Raising	3,143.00	—	—	—	3,143.00	6,397.00
1134 - School Bibles	—	—	—	—	—	—
1135 - Memorial donations	—	—	—	—	—	—
1136 - Internal works	—	—	—	—	—	—
1137 - External works	—	—	—	—	—	57.50
1139 - Music	—	—	—	—	—	—
1140 - Parish Mission	213.02	—	—	—	213.02	581.42
1141 - Youth work	—	—	—	—	—	—
1175 - Fees	13,949.46	—	—	—	13,949.46	8,671.00
1178 - Expenses back - Associate Priests	—	—	—	—	—	—
<i>Donations and legacies Totals</i>	74,267.74	—	418.59	—	74,686.33	79,979.91
<i>Income from charitable activities</i>						
1131 - Charities	—	—	—	—	—	—
1145 - Handbells	—	—	—	—	—	144.00
<i>Income from charitable activities Totals</i>	—	—	—	—	—	144.00
<i>Other trading activities</i>						
1113 - Vestry Stock	10.00	—	—	—	10.00	—
1170 - Office supplies	—	—	—	—	—	—
1173 - Magazine Sales	1,515.20	—	—	—	1,515.20	1,301.10
1174 - Magazine adverts	1,265.00	—	—	—	1,265.00	1,370.41
1176 - Catering	—	—	—	—	—	—
1177 - Hall Use	—	—	—	—	—	50.00
1179 - Photocopying	—	—	—	—	—	—
1196 - Stock	—	—	—	—	—	—
<i>Other trading activities Totals</i>	2,790.20	—	—	—	2,790.20	2,721.51

	Unrestricted	Designated	Restricted	Endowment	This year	Total Last year
Investments						
1151 - Bank interest	235.70	—	—	—	235.70	316.03
1153 - Funds interest	36.73	37.39	153.36	1.85	229.33	341.17
Investments Totals	272.43	37.39	153.36	1.85	465.03	657.20
Other income						
1191 - Insurance claims	—	—	—	—	—	—
1193 - Heating credits	205.31	—	—	—	205.31	1,332.76
1195 - Fixed assets	—	—	—	—	—	—
Other income Totals	205.31	—	—	—	205.31	1,332.76
Income and endowments Grand totals	77,535.68	37.39	571.95	1.85	78,146.87	84,835.38

Expenditure

Raising funds

1321 - Diocesan Quota	45,149.90	—	—	—	45,149.90	44,498.52
1323 - Priest in charge expenses	—	—	—	—	—	425.71
1325 - Associate Clergy	—	—	—	—	—	—
1327 - Secretarial duties	4,218.96	—	—	—	4,218.96	4,193.22
1329 - Cleaning	1,461.44	—	—	—	1,461.44	1,390.55
1331 - Telephone - Broadband	625.23	—	—	—	625.23	794.37
1333 - Sound system	—	—	—	—	—	—
1335 - Security	616.84	—	—	—	616.84	602.40
1337 - Heat/Light/Power	4,103.00	—	—	—	4,103.00	11,214.43
1339 - Insurance	2,196.28	—	—	—	2,196.28	2,196.26
1341 - Internal works	9,393.49	—	—	—	9,393.49	1,114.70
1342 - Hall catering	—	—	—	—	—	—
1343 - Vestry	290.93	—	—	—	290.93	406.89
1345 - Music	558.85	—	—	—	558.85	558.43
1346 - Organ tuning	—	—	—	—	—	—
1347 - Churchyard	5,316.30	—	—	—	5,316.30	6,263.77
1349 - Magazine printing	761.76	—	—	—	761.76	2,957.87
1350 - Magazine - other expenses	—	—	—	—	—	—
1351 - Parish mission	119.10	—	—	—	119.10	759.68
1353 - Childrens activities	—	—	—	—	—	—
1355 - External works	661.80	—	—	—	661.80	2,479.80
1356 - Memorial expenses	—	—	—	—	—	—
1357 - Miscellaneous	148.85	—	—	—	148.85	(50.00)
1358 - Small works projects	—	—	—	—	—	—
1359 - Youth expenses	—	—	—	—	—	500.00
1360 - School Governors	—	—	—	—	—	—
1361 - School Bibles	—	—	—	—	—	1,049.00
1367 - Training	10.00	—	—	—	10.00	25.00
1369 - Handbells expenses	—	—	—	—	—	—
1371 - Fund raising	231.23	—	—	—	231.23	460.87
1372 - Giftday expenses	—	—	—	—	—	—
1374 - Gift Aid expenses	75.96	—	—	—	75.96	—
1375 - Printing expenses	26.60	—	—	—	26.60	349.08
1376 - Stationery	219.39	—	—	—	219.39	299.47
1378 - Fees paid out	3,996.61	—	—	—	3,996.61	4,339.39
Raising funds Totals	80,182.52	—	—	—	80,182.52	86,829.41

	Unrestricted	Designated	Restricted	Endowment	This year	Total Last year
Expenditure on charitable activities						
1300 - Overseas missionary	5.00	—	—	—	5.00	—
1303 - Relief agencies overseas	—	—	—	—	—	—
1305 - Home missions	110.00	—	—	—	110.00	—
1307 - Secular charities	—	—	—	—	—	—
Expenditure on charitable activities Totals	115.00	—	—	—	115.00	—
Church management and administration						
1380 - Fixed Assets	—	—	—	—	—	—
1381 - Stock - woodchips	—	—	—	—	—	—
1382 - Gift Aid debtor	—	—	—	—	—	—
1383 - Depreciation - equipment	—	—	—	—	—	—
1397 - Bank charges	—	—	—	—	—	—
Church management and administration Totals	—	—	—	—	—	—
Expenditure Grand totals	80,297.52	—	—	—	80,297.52	86,829.41

Statement of Financial Activities
For the period from 01 January 2020 to 31 December 2020

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
Income and endowments from:					
Donations and legacies	74,267.74	418.59	—	74,686.33	79,979.91
Income from charitable activities	—	—	—	—	144.00
Other trading activities	2,790.20	—	—	2,790.20	2,721.51
Investments	309.82	153.36	1.85	465.03	657.20
Other income	205.31	—	—	205.31	1,332.76
Total income	77,573.07	571.95	1.85	78,146.87	84,835.38
Expenditure on:					
Raising funds	80,182.52	—	—	80,182.52	86,829.41
Expenditure on charitable activities	115.00	—	—	115.00	—
Church management and administration	—	—	—	—	—
Total expenditure	80,297.52	—	—	80,297.52	86,829.41
Net income / (expenditure) resources before transfer	(2,724.45)	571.95	1.85	(2,150.65)	(1,994.03)
Transfers					
Gross transfers between funds - in	4,117.27	—	—	4,117.27	503.18
Gross transfers between funds - out	—	(4,113.82)	(3.45)	(4,117.27)	(503.18)
Other recognised gains / losses					
Gains / losses on investment assets	—	—	—	—	—
Gains on revaluation, fixed assets, charity's own use	—	—	—	—	—
Net movement in funds	1,392.82	(3,541.87)	(1.60)	(2,150.65)	(1,994.03)
Reconciliation of funds					
Total funds brought forward	27,561.92	36,224.05	430.00	64,215.97	66,210.00
Total funds carried forward	28,954.74	32,682.18	428.40	62,065.32	64,215.97

St Mary the Virgin Lawford - 1133132
Agencies (Postboxes) - Details
Selected period: 01 January 2020 to 31 December 2020

Description	Cheque	Audit Number	Date	Debit	Credit
Benefice Fund					
		Opening balance	01/01/2020	413.42	413.42
		Closing balance	31/12/2020	413.42	413.42
Childrens Society					
		Opening balance	01/01/2020	624.93	624.93
		Closing balance	31/12/2020	624.93	624.93
Christian Aid					
		Opening balance	01/01/2020	799.83	799.83
		Closing balance	31/12/2020	799.83	799.83
Essex Clergy Charity Corporation					
		Opening balance	01/01/2020	246.13	246.13
		Closing balance	31/12/2020	246.13	246.13
MacMillan Cancer Tea Afternoon					
		Opening balance	01/01/2020	1,286.70	1,286.70
		Closing balance	31/12/2020	1,286.70	1,286.70
Royal British Legion					
		Opening balance	01/01/2020	814.22	814.22
		Closing balance	31/12/2020	814.22	814.22

Ogilvie Grave Trust	42 shares @ 2,049p	current value	£860.47	(2019 £805.14)
John Edes Trust	349 shares @ 2,049p	current value	£7,151.01	(2019 £6690.02)

St Mary the Virgin Lawford - 1133132
Statement of Assets and Liabilities (by code)
As at: 31 December 2020

Class and nominal code	General	Designated	Restricted	Endowment	Total	Last year
Current assets - Cash at bank and in hand						
1501 : Barclays Current	(12,537.12)	7,876.54	4,261.83	(7.25)	(406.00)	(3,648.99)
1503 : Barclays Deposit	13,122.70	—	(488.11)	—	12,634.59	13,008.45
1505 : C B F (1) Reserve Fund	12,419.72	556.60	30,575.47	437.25	43,989.04	45,468.69
1507 : C B F (2) General Reserve	4,602.27	—	774.86	—	5,377.13	8,667.02
1509 : Petty Cash	6.30	—	—	—	6.30	6.30
Total	17,613.87	8,433.14	35,124.05	430.00	61,601.06	63,501.47
Current assets - Debtors						
Z05 : Accounts Receivable	413.76	—	—	—	413.76	339.00
Total	413.76	—	—	—	413.76	339.00
Current assets - Stocks and work in progress						
Z06 : Stock - woodchips	50.50	—	—	—	50.50	375.50
Total	50.50	—	—	—	50.50	375.50
Liabilities - Agency accounts						
6699 : Agency collections	(384.96)	—	384.96	—	—	—
Total	(384.96)	—	384.96	—	—	—
Net total assets	18,463.09	8,433.14	34,739.09	430.00	62,065.32	64,215.97
Represented by						
Unrestricted - General	18,078.13	—	—	—	18,078.13	18,781.21
Designated - Benefice	—	386.61	—	—	386.61	384.96
Designated - Flower	—	984.66	—	—	984.66	980.49
Designated - Lagacy	—	7,446.83	—	—	7,446.83	7,415.26
Restricted - Bell	—	—	—	—	—	2,049.38
Restricted - Child	—	—	5,033.49	—	5,033.49	4,629.96
Restricted - Choir	—	—	813.54	—	813.54	775.21
Restricted - Handbells	—	—	1,670.34	—	1,670.34	1,663.24
Restricted - Memorial	—	—	3,668.83	—	3,668.83	3,653.27
Restricted - Restor	—	—	23,057.67	—	23,057.67	22,959.86
Restricted - Window	—	—	495.22	—	495.22	493.13
Endowment - Grave	—	—	—	430.00	430.00	430.00
Total	18,078.13	8,818.10	34,739.09	430.00	62,065.32	64,215.97

Independent Examiner's Report to the members of the Parochial Church Council of the Ecclesiastical Parish of Lawford, Essex.

I report on the accounts for the year ended 31st December 2020 which are set out on pages 5 to 10.

Respective responsibilities of the Trustees 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.



Hilary Powell
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9 April 2021