

Trustees' Annual Report for the period

Period start date				Period end date			
From	Day	Month	Year	To	Day	Month	Year
	01	01	2020		31	12	2020

Section A Reference and administration details

Charity name

The Parochial Church Council of the Ecclesiastical Parish of St Andrew's Shifnal.

Other names charity is known by

St Andrew's Church, Shifnal

Registered charity number (if any)

1133242

Charity's principal address
(eg. Address of the church or church office)

The Vicarage,
Manor Close, Shifnal
Shropshire
Postcode TF11 9AJ

Names of the charity trustees – Members of the PCC - who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year
1	Potts Susanne	Secretary	
2	Tanner Sue	Church Warden	Resigned October 2020
3	Etheridge Roger	Deanery Synod	Resigned April 2020
4	Real Gavin		
5	Nash Alan	Co-opted	Resigned April 2020
6	Rogers Desmond	Treasurer	
7	Shaw Tracy	Treasurer	Resigned October 2020
8	Thorneycroft Jayne	Authorised Local Minister	
9	Flemming Debra	Deanery Synod	
10	Purser Robert	Church Warden	
11	Senior David	Chair Church Fabric Committee	
12	Flemming Stuart	Deanery Synod	
13	MacLean Malcolm	Lay Vice Chair	
14	Revd Sally Day	Ex Officio	
15	Lambourne Janet	Church Warden	Elected October 2020
16	Wilson Barker Linda	Co-opted	Resigned October 2020
17	Kettlewell Judith	Deanery Synod	Resigned April 2020
18	Shaw Revd Mike	Ex Officio	
19	Etheridge Olivia		
20	Humphrys Peter		
21	Blake Susan		Elected October 2020
22	Hooper Kelly		Elected October 2020
23	Riddett Martin		Elected October 2020
24	Ackroyd Wendy		Elected October 2020

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Parochial Church Council Powers Measure (1956) as amended, and Church Representation Rules that came into effect on 2 January 1957.
How the charity is constituted (eg. trust, association, company)	Church Representation Rules 2 January 1957
Trustee selection methods (eg. appointed by, elected by)	Elected

Public Benefit Statement (Mandatory information)

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The trustees of the Charity are aware of the Charity Commission's guidance on public benefit in The Advancement of Religion for the Public Benefit and have had regard to it in their administration of the Charity. The trustees believe that, by promoting the work of the Church of England in the Ecclesiastical Parish of Shifnal it helps to promote the whole mission of the Church (pastoral, evangelistic, social and ecumenical) more effectively, within the Ecclesiastical Parish, and that in doing so it provides a benefit to the public by:

- Providing facilities for public worship, pastoral care and spiritual, moral and intellectual development, both for its members and for anyone who wishes to benefit from what the Church offers; and
- Promoting Christian values and service by members of the Church in and to their communities, to the benefit of individuals and society as a whole.

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them;
(Put your Risk Assessment Policy here)

Induction and training of new PCC Members:

There is an induction booklet for the new intake of PCC members, based on the resource book – "The ABC of the PCC" and links to the diocesan website resource section, and if needed, each new trustee will be assigned a mentor for an initial period.

Sub Committees:

There are a number of sub-committees to the PCC covering Fabric, Finance, Ministry Leadership Team, Pastoral Care, Hospitality & Social .

Risk Management:

Risk is managed by a number of different bodies within the PCC. Financial risk is assessed and monitored by the Finance Committee. Physical property risks are assessed and managed by the Fabric Committee. Health and safety risks are managed by the Health and Safety Officer. Child and vulnerable adult protection risks are managed by the Child Protection Officer.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community at Shifnal The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that live within our parish. Our services and worship put faith into practice through prayer and scripture, music and sacrament

Additional details of objectives and activities (Optional information)

You may choose to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers;

Section D Achievements and performance

Summary of the main achievements of the charity during the year

For obvious reasons 2020 was a challenging year and like all other Charities so too for our Church. We had been anticipating an upsurge in Weddings in 2020 but these did not take place. All our main fundraising events, bar one, were cancelled and so the significant contribution these make to Church Funds was also lost. The Diocese sought to mitigate these shortfalls by reducing our Parish Share by 6 weeks contributions and also suspending loan repayments on our loan for the Sound and Vision System. Even so your PCC found it necessary to draw down some of the money we received for the sale of the land. We invested a further £12,405 in the Sound and Vision System which has been much needed in the strange circumstances we find ourselves in; and completed the contracted repairs to our Organ at a cost of £22,026. We benefitted from £5,685 capital growth on our investments, so the Accounts show a net result of £28,789 loss. We are grateful for some very generous donations by individuals recognising the plight of our church in these times. Adjusting for the expenditure on the Sound and Vision System and the Organ and ignoring the growth in our investments, we made a small profit of £1,000 on the general running of the Church.

Section D

Achievements and performance (contd.)

Summary of the main objectives of the charity planned in the following year

Covid19

In March 2020 we took steps (in line with government instruction) to help contain the outbreak of COVID-19. This included the temporary suspension of all physical gatherings and we have had to change how we operate. The Ministry Team has maintained regular online services and we have continued to provide pastoral care for our congregation and wider community through telephone support. The church was opened again in July 2020. The PCC are carefully monitoring income which has been profoundly affected, along with expenditure and are taking measures to mitigate the impact on the charity's free reserves.

Section E

Financial review

Brief statement of the charity's policy on reserves

Our unrestricted funds going forward will be designated by the PCC for a number of pressing issues. There is considerable stonework to be repaired on the south elevation of the church; there are salary costs to be supported, and there are increased costs of administration going forward.

Details of any funds materially in deficit

none

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F**Other optional information**


Acknowledge any large Grants or donation in this Section.

Acknowledging a large Grant in your TAR may be a condition of acceptance

Section G**Declaration**

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Christopher Thorpe	Susanna Potts
Position (eg Secretary, Chair, etc)	Chair	Secretary
Date (eg. Date of the APCM)	20/04/2021	

ST. ANDREW'S CHURCH SHIFNAL

ANNUAL REPORT AND FINANCIAL STATEMENTS OF THE PAROCHIAL CHURCH COUNCIL

For the Year Ended 31st December 2020

REGISTERED CHARITY NUMBER 1133242

Incumbent

Reverend Prebendary C. Thorpe
The Vicarage
Manor Close
Shifnal
Shropshire
TF11 9AJ

Independent Examiners

D Driscoll MBA

ST. ANDREW'S CHURCH SHIFNAL

ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

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	2	Statement of Assets and Liabilities
3 to 9		Notes to the Financial Statements
	10	Independent Examiners Report

Statement of Financial Activities

Page 1

		Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds 2020	Total Funds 2019
Incoming Resources						
Donations and Legacies	2a	95,870-	118-		95,988-	125,751-
Charitable Activities	2b	14,304-	5,330-		19,634-	38,198-
Other Trading Activities	2c	5,913-			5,913-	6,763-
Investments	2d	384-	50-	3,681-	4,115-	4,921-
Total		116,472-	5,498-	3,681-	125,650-	175,633-
Resources Expended						
Raising Funds	3a	4,658-			4,658-	7,936-
Charitable Activities	3b	150,017-	5,448-		155,465-	216,385-
Total		154,676-	5,448-		160,124-	224,321-
Net gain/(losses) on investment				5,685-	5685	12934
Net Income/(Expenditure)		-38,204-	50-	3,681-	-34,474-	-35,754-
Transfer between Funds						
Net Movements in Funds		-38,204-	50-	9,366-	-28,789-	-35754
Total Funds b/fwd (1st Jan 2020)		137,540-	-11,369-	142,822-	268,993-	304,747-
Total Funds c/fwd (31st Dec 2020)		99,336-	-11,320-	152,188-	240,204-	268,993-

Statement of Assets and Liabilities

Fixed Assets

Tangible Assets

Investment Assets

5(a)

5(b)

Current Assets

Bank current account

CBF deposit fund

Stock

Debtors

Liabilities due in one year

Sundry Creditors

Diocesan Parish Share

6

Liabilities due in more than 1 year

Diocesan Loan

Total Net Assets

Parish Funds

Unrestricted Funds

Restricted Funds

Endowment Funds

Total

Total 2020	Total 2019
152188	142822
47759	55259
68585	86527
3000	3000
9079	21475
128423	166261
18904	18586
18904	18586
21504	21504
240203	268993

2020	2019
99335	137540
-11320	-11369
152188	142822
240203	268993

The attached notes form part of these financial statements

Accounting Policies

The financial statements have been prepared in accordance with the Statement of Recommended Practice for Charities (SORP) and applicable accounting standards (FRS102)

The financial statements have been prepared under the historical cost convention. The financial statements include all assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body nor those that are informal gatherings of Church members.

Description of Funds

Restricted funds comprise of two elements :-

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

Unrestricted funds are income funds which are to be spent on the PCC's general purpose.

Incoming Resources

Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the incoming 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 interest is accrued.

All other income is recognised 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 on the PCC.

The diocesan parish share is accounted for when due. Amounts received specifically for mission are dealt with as All other expenditure is generally recognised when it is incurred and is accounted for gross.

Fixed Assets

Consecrated and benefice property is not included from the accounts by s.10(2)(a)&(C) of the Charities Act 2011.

Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC and which require a are inalienable property, listed in the Church's inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and such assets are not valued in the financial statements.

		Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds 2020	Total Funds 2019
Income and Endowments from:						
	2					
Donations and Legacies						
	2a					
<i>Voluntary Income/Receipts</i>						
1	Tax efficient planned giving	59,729			59,729	58,295
	Collections at services	1,413			1,413	4,284
4	All other giving and voluntary receipts including special appeals	19,770	118		19,888	47,641
6	Gift Aid Recovered	14,958			14,958	14,281
7	Legacies received					1,250
		95,870	118	-	95,988	125,751
Charitable Activities						
	2b					
<i>Church Activities</i>						
11	Statutory Fees (retained by PCC)	8,809	5,330		14,139	14,139
9	Fetes and other fundraising	5,495			5,495	16,673
		14,304	5,330	-	19,634	38,198
Other Trading Activities						
	2c					
<i>Activities for Generating Fund</i>						
12	Church Hall Hire	315			315	785
12	Parish Magazine	5,598			5,598	5,978
		5,913	-	-	5,913	6,763

2d

2d					
	384	50	3,681	4,115	4,921
	384	50	3,681	4,115	4,921
Total	116,472	5,498	3,681	125,650	175,633

Parish of St. Andrew's Shifnal

Notes to the Financial Statements for the Year Ended 31 December 2020 Page 6

EXPENDITURE ON:		3	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds 2020	Total Funds 2019
Raising Funds		3a					
17	Costs of Generating Income						
	Fetes and other fundraising		4,658-			4,658-	7,936-
			4,658			4,658	7,936
Charitable Activities		3b					
Church Activities							
18	Mission giving and donations						333-
19	Diocesan Parish Share		59,846-			59,846-	67,552-
20	Salaries/Wages		21,905-			21,905-	19,938-
21	Clergy and Staff Expenses		4,619-	5,330-		9,949-	14,112-
Church Expenses							
22	Church running expenses		14,822-			14,822-	20,947-
24	Church utility bills		5,386-			5,386-	6,414-
Major Capital Expenditure							
27	Church repairs		9,128-			9,128-	4,802-
	Sound and Vision		12,405-			12,405-	2,959-
	Organ		21,908-	118-		22,026-	41,308-
	Brooke Room						37,738-
	Loan Interest						282-
			150,017	5,448	-	155,465	216,385
Total			154,676-	5,448-	-	160,124-	224,321-

4(a) Staff Costs

Salaries

2020	2019
21,905	19,938

During the year the PCC employed a Parish Administrator 2 Assistants an Organist and a Cleaner

4(b) PCC Costs

There were no other transactions made in respect of PCC members. No PCC member received remuneration benefit or reimbursement of travelling or other expenses.

5(a) Fixed Assets

There are no Fixed Assets

Notes to the Financial Statements for the Year Ended 31 December 2020

5(b) Investments

	At 01-Jan-20		Unrealised Gains/Interest/ Dividends	At 31-Dec-20
Endowment funds				
Investments	142,822		9,366	152,188

6 Liabilities

Amounts falling due in one year

Parish Share

Other Creditors

2020
18,904
18,904

7 Analysis of Net Assets

	General Unrestrict ed Funds	Restricted Funds	Endowment Funds	Total
Fixed Assets				
Investment Assets			152,188	152,188
Current Assets	99,335	10,184		109,519
Long term liability		-21,504		-21,504
	99,335	-11,320	152,188	240,203

8 Funds Reconciliation

	Reserves at Jan-20	Resources Received	Resources Expended	Transfers between Funds	Reserves at Dec-20
Unrestricted Funds	137,540	116,472	154,676		99,335
Loan repayments					
Restricted Funds					
M Bruce Ball Flowers	41	8			49
Stone Repairs	9,238	39			9,277
Sound and Vision	2	2			4
Organ Fund	42				42
Other					
Gates	812	1			813
Restricted Borrowings -Loan	- 21,504				- 21,504
Endowment Funds					
Anslow Trust	134,088	9,366			143,454
Pointon Trust	6,734				6,734
M Bruce Ball Trust	2,000				2,000
Total Funds	268,993	125,888	154,676	-	240,203

9 SOFA Comparatives

Incoming Resources

		Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds 2019
Donations and Legacies	2a	105,355-	20,396-		125,751-
Charitable Activities	2b	29,987-	8,211-		38,198-
Other Trading Activities	2c	6,763-			6,763-
Investments	2d	877-	190-	3,854-	4,921-
Extraordinary Item Land Sale					-
Total		142,982-	28,797-	3,854-	175,633-
Resources Expended					-
					-
Raising Funds	3a	7,936-			7,936-
Charitable Activities	3b	204,320-	8,211-	3,854-	216,385-
Total		212,256-	8,211-	3,854-	224,321-
					-
Net gain/(losses) on investment				12,934	12,934-
					-
Net Income/(Expenditure)		-69,274-	20,586-	12,934-	-35,754-
					-
Transfer between Funds		31,196	-31,196		-
					-
Net Movements in Funds		-38,078-	-10,610-	12,934-	-35,754-
					-
Total Funds b/fwd (1st Jan 2019)		175,618	-759	129,888	304,747-
					-
Total Funds c/fwd (31st Dec 2019)		137,540-	-11,369-	142,822-	268,993-

Financial Statements approval

The Financial Statements set out on pages 1 to 9
were approved by the following at the PCC meeting held on

CHURCH WARDEN ROBERT PURSER.....

CHURCH WARDEN SUE TANNER

VICAR REVD. PREBENDARY CHRISTOPHER THORPE

Independent Examiners Report to the Trustees of St. Andrew's Church, Shifnal

I report to the trustees on my examination of the accounts of St Andrew's Church, Shifnal for the year ended 31 December 2020.

Responsibilities and Basis of Report

As the charity trustees of the church you are responsible for the preparation of accounts in accordance with the requirements of the Charities Act 2011. The trustees consider that an audit is not needed for this year and that an independent examination is required.

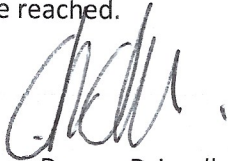
I report in respect of my examination of the church accounts, carried out in accordance with section 145 of the Charities Act 2011 and in carrying out my examination I have followed all applicable directions given by the Charity Commission.

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 materials respect:

- 1 Accounting records were not kept as required by section 130 of the Charities Act 2011.
- 2 The accounts do not accord with those records.

I have no concerns and have come across no 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.



Name: Darren Driscoll MBA

Date: 6 April 2021

Date: 10/02/2021
Time: 18:47:57

St.Andrews PCC Shifnal
Balance Sheet

Page: 1

From: Month 1, January 2020
To: Month 12, December 2020

Chart of Accounts:

Default Layout of Accounts [PARTIAL]

	<u>Period</u>	<u>Year to Date</u>	
Fixed Assets			
Investments	9,366.11	152,188.01	
		9,366.11	152,188.01
Current Assets			
Stock	0.00	3,000.00	
Debtors	(12,395.87)	9,079.30	
Bank Account	0.00	116,344.03	
		(12,395.87)	128,423.33
Current Liabilities			
Creditors : Short Term	317.41	18,904.10	
P & L Account	13,865.34	0.00	
		14,182.75	18,904.10
Current Assets less Current Liabilities:		(26,578.62)	109,519.23
Total Assets less Current Liabilities:		(17,212.51)	261,707.24
Long Term Liabilities			
Creditors : Long Term	0.00	21,504.41	
		0.00	21,504.41
Total Assets less Total Liabilities:		(17,212.51)	240,202.83
Capital & Reserves			
Funds	0.00	268,991.70	
P & L Account	(28,788.87)	(28,788.87)	
		(28,788.87)	240,202.83

Date: 10/02/2021
Time: 18:45:34

St.Andrews PCC Shifnal
Profit and Loss

Page: 1

From: Month 1, January 2020
To: Month 12, December 2020

Chart of Accounts: Default Layout of Accounts [PARTIAL]

	<u>Period</u>	<u>Year to Date</u>	
Sales			
Donations	91,067.89	91,067.89	
Fees	14,139.00	14,139.00	
Other Income	16,328.43	16,328.43	
Investment Income	9,799.31	9,799.31	
	131,334.63		131,334.63
Purchases			
	0.00		0.00
Direct Expenses			
ars Fees to LDBF	5,330.00	5,330.00	
Parish Share	59,846.00	59,846.00	
Service Expenses	317.28	317.28	
Magazine Expenses	2,083.17	2,083.17	
	67,576.45		67,576.45
Gross Profit/(Loss):	<u>63,758.18</u>		<u>63,758.18</u>
Overheads			
Support Costs - Rent and Rates	118.17	118.17	
Support Costs - Heat, Light and Power	5,267.82	5,267.82	
Support Costs - Travelling Expenses	2,690.46	2,690.46	
Support Costs - Telephone and Computer	1,928.04	1,928.04	
Support Costs - Maintenance	13,468.10	13,468.10	
Support Costs - General Expenses	710.80	710.80	
Management & Admin - Bank Charges and	90.00	90.00	
Management & Admin - Gross Wages	16,510.51	16,510.51	
Management & Admin - Telephone and Fax	935.20	935.20	
Insurance	5,796.52	5,796.52	
Sound and Vision/ Chairs	12,404.65	12,404.65	
Subscriptions and Licences	1,910.57	1,910.57	
Gross Wages Parish Administrator Assistant 2	600.00	600.00	
Refreshments	87.00	87.00	
Expenses re Sundry Fundraising	2,488.26	2,488.26	
Choir and Organist	27,345.95	27,345.95	
Bell Ringers	195.00	195.00	
	92,547.05		92,547.05
Net Profit/(Loss):	<u>(28,788.87)</u>		<u>(28,788.87)</u>

Independent Examiners Report to the Trustees of St. Andrew's Church, Shifnal

I report to the trustees on my examination of the accounts of St Andrew's Church, Shifnal for the year ended 31 December 2020.

Responsibilities and Basis of Report

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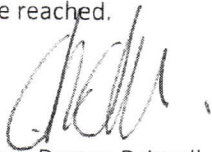
I report in respect of my examination of the church accounts, carried out in accordance with section 145 of the Charities Act 2011 and in carrying out my examination I have followed all applicable directions given by the Charity Commission.

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 materials respect:

- 1 Accounting records were not kept as required by section 130 of the Charities Act 2011.
- 2 The accounts do not accord with those records.

I have no concerns and have come across no 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.



Name: Darren Driscoll MBA

Date: 6 April 2021