THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF KNEBWORTH

England & Wales · Charity number 1133728

Details

Other names	KNEBWORTH PCC
Status	Registered
Legal form	Previously excepted
Registered	2010-01-25
Register	View on the Charity Commission register

Contact

Address	15 St Martin's Road Knebworth SG3 6ER
Phone	01438816026
Email	knebworthparishchurch@gmail.com
Website	www.knebworthparishchurch.co.uk

Activities

Objects: Promoting in the ecclesiastical parish the whole mission of the Church.

Activities: The main function of the Knebworth PCC is to co-operate with the incumbent in promoting, in the parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

Classification

- **How:** Provides Human Resources, Provides Buildings/facilities/open Space, Other Charitable Activities
- **What:** Religious Activities
- **Who:** Children/young People, Elderly/old People, People With Disabilities, People Of A Particular Ethnic Or Racial Origin, Other Charities Or Voluntary Bodies, The General Public/mankind

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Geography

- **Area of benefit:** UNDEFINED. IN PRACTICE, LOCAL.
- Hertfordshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-12-31	£131,453	£116,254	-	-
2024-12-31	£137,668	£132,994	-	-
2023-12-31	£102,562	£100,920	-	-
2022-12-31	£72,934	£72,636	-	-
2021-12-31	£52,341	£59,095	-	-
2020-12-31	£57,590	£56,863	-	-

Trustees

Name	Role	Appointed
Rev Charles Edward Bruce King	Chair	2021-11-16
Andrew George Wheelhouse		2022-05-08
Bradley Antony Swanson Mr		2026-05-03
James Alexander Cameron		2025-05-11
Jennifer Ann Stevens		2023-04-30
Mark Clifford		2020-01-20
Penelope Paton		
Priscilla Mary Theobald		2021-04-16
Timothy Coulson		2015-04-26
WILLIAM ANDERSON		2022-01-17

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THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF KNEBWORTH

England & Wales - Charity number 1133728

Accounts

ANNUAL REPORT OF THE TRUSTEES OF KNEBWORTH PAROCHIAL CHURCH COUNCIL (TAR)

FOR THE YEAR ENDED 31ST DECEMBER 2025

Charity Registration Number: 1133728

1. Administrative Information

The Parochial Church Council (PCC) is a charity registered with the Charity Commission. The correspondence address is: 15 St Martin's Road, Knebworth, SG3 6ER.

PCC Membership 2025/26 Members of the PCC and Trustees of the Charity who served from 1st January 2025 to the date this report was approved are:

- **Ex Officio:**
  Rector: The Revd Charles King (Chair)

  Churchwardens: Mr Andrew Wheelhouse (Vice-Chair),

  Mr James Cameron

  Lay Reader: Mr Timothy Coulson

- **Deanery Synod Representatives:**
  - Mrs Jane Lucas (retired 19.5.25)
  - Mrs Mary Theobald
- **Elected Members:** Mrs Penelope Paton (PCC Secretary)
  - Mr Andrew Wheelhouse
  - Mrs Jenny Stevens
  - Mr Philip Skinner
  - Mrs Vivien Philps-Tate
  - Mrs Kirsty Banks (retired 5.1.26)
  - Mr Mark Clifford
- **Co-opted Member:** Mr William Anderson (Treasurer)

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2. Structure, Governance, and Management

The PCC has the responsibility of cooperating with the Rector, the Reverend Charles King, in promoting in the ecclesiastical parish the whole mission of the Church: pastoral, evangelistic, social, and ecumenical. PCC members are appointed in accordance with the Church Representation Rules.

Meetings and Attendance: The PCC met six times during 2025. Average attendance at these meetings was 90%. The Standing Committee, consisting of the Rector, Churchwardens, Secretary, and Treasurer, met between meetings to conduct urgent business and agree agendas.

3. Objectives, Activities, and Public Benefit

The PCC is responsible for the Parish Church of St Mary and St Thomas of Canterbury (Knebworth Park), St Martin's Church (Knebworth), and the Parish Centre. We are committed to enabling as many people as possible to worship and become part of our parish community.

Public Benefit Statement: The PCC has complied with the duty in Section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission. Our provisions are open to those of all faiths and none, and are free at the point of delivery. During the past year, public benefit has been advanced through:

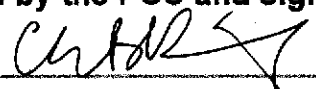
- **Worship:** Provision of regular and seasonal worship in word, prayer, sacrament, and music.
- **Occasional Offices:** Baptisms, weddings, and funerals to mark important life stages.
- **Faith Engagement:** Preaching, teaching, small groups, and children's activities (including Messy Church) for the community and local school.
- **Community Groups:** Supporting the Smarties pre-school group and hosting the monthly Knebworth Family of Churches (KFC) coffee morning.
- **Pastoral Care:** Formal and informal acts of care for those in need.
- **Heritage & Facilities:** Maintenance of St Mary's and St Martin's as listed heritage buildings for prayer and pilgrimage, and supplying the Parish Centre as a community space for hire.
- **Mission & Charity:** Raising funds for partner charities and providing donations for "Feed Up Warm Up" (Stevenage foodbank).

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4. Financial Review

The trustees present the PCC's Independently Examined Accounts in Accruals Format, including the Statement of Financial Activities and Balance Sheet, as part of the 2025/26 APCM papers. During the year, the PCC received regular reports from the Treasurer and Churchwardens, ensuring oversight of the parish's finances and buildings.

Approved by the PCC and signed on its behalf by:



The Revd Charles King (Chair)



Mrs Penelope Paton (PCC Secretary)

KNEBWORTH PAROCHIAL CHURCH COUNCIL

Registered Charity Number 1133728

FINANCIAL STATEMENTS 2025
AND TREASURER'S REPORT

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KNEBWORTH PAROCHIAL CHURCH COUNCIL
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST DECEMBER 2025

Note		Unrestricted funds £	Restricted funds £	Endowment funds £	Total 2025 £	Total 2024 £
	INCOMING RESOURCES					
4a	Incoming resources from donors	84,685	762		85,447	77,584
4b	Other voluntary incoming resources	2,438	4,000		6,438	26,000
4c	Income from investments	1,090		271	1,361	1,969
4d	Church Activites	38,207			38,207	32,114
4e	Other income resources					
	TOTAL INCOMING RESOURCES	126,420	4,762	271	131,453	137,668
	RESOURCES EXPENDED					
5a	Grants	72	1,122		1,194	1,793
5b	Activities directly relating to the work of the Church	107,093	1,777		108,870	126,003
5c	Church management and administration	6,191			6,191	5,198
	TOTAL RESOURCES USED	113,355	2,899	0	116,254	132,994
	NET MOVEMENT IN FUNDS BEFORE TRANSFERS	13,065	1,863	271	15,199	4,673
	Net Transfers				0	0
	NET MOVEMENT IN FUNDS	13,065	1,863	271	15,199	4,673
	BALANCE B/FWD 1.1.2025	23,368	31,620	12,799	67,787	63,114
	BALANCE C/FWD 31.12.25	36,433	33,483	13,070	82,986	67,787

KNEBWORTH PAROCHIAL CHURCH COUNCIL
BALANCE SHEET
AT 31ST DECEMBER 2025

Note		2025 £	2025 £	2024 £
7	**Fixed Assets**		2,687	2,419
	Current Assets			
8	Cash at Bank and in hand	28,791		16,588
	Cambridge & Counties Bank 30-day deposit	58,053		27,013
9	Debtors	21,607		33,995
			108,451	77,596
	Current liabilities			
10	Amounts due within one year		(28,152)	(12,228)
			£82,986	£67,787
	Financed by:			
	Funds:			
	Unrestricted		36,433	23,368
	Restricted			
	Mission & Outreach fund	21,928		
	Donation for St Martin's audiovisual improvements	3,243		
	Donation for St Martin's lighting	6,250		
	Paterson bequest	767		
	Priest's Benevolent Fund	650		
	Donation for young people	500		
	Elsie Martin bequest	205		
			33,543	31,665
	Endowment			
	Bishopp bequest	6,110		
	Cobbold fund	5,522		
	Green bequest	822		
	Neale bequest	556		
			13,010	12,754
			£82,986	£67,787

Approved by the Knebworth Parochial Church Council on: 16th MARCH 2026

Signed on its behalf by:

Charles King

(PCC Chairman)

(Trustee)

The notes on pages 3 to 8 form part of these financial statements.

KNEBWORTH PAROCHIAL CHURCH COUNCIL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2025

1. ACCOUNTING POLICIES

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

Incoming resources
Planned giving is recognised when received.
Grants and donations receivable are accounted for when awarded.

Resources expended
Parish Share is accounted for when paid or when payable within the constraints of the annual budget as determined by the PCC. Further Parish Share requested by the Diocese but not paid is not accrued in the accounts. Arrears of parish share are:

2023 £13,251

The Diocese agreed during 2025 to the write-off of £22,310 of unpaid 2022 Parish Share.

Grants and donations payable are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. All other expenditure is generally recognised when it is incurred and is generally accounted for gross.

Fixed Assets
Consecrated and beneficed property of any kind is excluded from the accounts by s.96 (2) (a) of the Charities Act 1993.
No value is placed on moveable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal, since the PCC considers this to be inalienable property. All expenditure incurred during the year on consecrated buildings and moveable church furnishings, whether maintenance or improvement, is written off as expenditure in the Statement of Financial Activities.

No value is placed on the Knebworth Parish Centre, which was built at a cost of £267,191 in 1994.

Other assets used within the church premises are depreciated on a straight-line basis over their estimated useful lives, as follows:

Audio-visual equipment	10 years
Card-giving machines	5 years
Photocopier	4 years
Computers	4 years

The St Mary's organ was fully depreciated many years ago.

2. RELATED PARTY TRANSACTIONS

There were no transactions in the year under review with related parties.

3. RESERVES POLICY

Endowment funds are funds, the capital of which must be maintained; only income arising from the investment may be used as either restricted or unrestricted funds depending on 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 the year must be carried forward as a balance on that fund.

The PCC does not invest separately for each fund.

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

The PCC has a policy aim of maintaining unrestricted funds at a level which represents a minimum of three months' worth of budgeted expenditure excluding Parish Share and including an estimated average year's buildings maintenance cost to be met out of parish funds of £15,000. As of 31st December 2025, unrestricted reserves amounted to approximately thirteen months' worth of such expenditure.

KNEBWORTH PAROCHIAL CHURCH COUNCIL
INCOMING RESOURCES
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2025

Note		Unrestricted funds	Restricted & endowment	Total	Total
		2025 £	2025 £	2025 £	2024 £
4a	**Incoming resources from donors**				
	Regular giving				
	- Gift-aided	48,103		48,103	49,786
	- Not gift-aided	4,906		4,906	5,021
	Open Plate collections	2,046		2,046	3,798
	Gift-aided donations	850		850	1,250
	Special Collections		762	762	438
	Gift aid recoverable	1,050		1,050	3,896
	Other donations	2,073		2,073	11,794
	Legacies	22,293		22,293	0
	Other income	3,364		3,364	873
		84,685	762	85,447	76,856
4b	**Other voluntary incoming resources**				
	Grants:				
	Follett Trust - for Outreach		4,000	4,000	4,000
	Knebworth Village Trust - for Parish News Festival editions	2,438			728
	St Mary's & St Martin's Preservation Trust - for St Martin's roof				22,000
		2,438	4,000	4,000	26,728
4c	**Income from investments**				
	Bank Interest	1,090	271	1,361	1,969
		1,090	271	1,361	1,969
4d	**Income from charitable and ancillary trading**				
	Parish Centre lettings	23,591		23,591	15,102
	Parish News advertising	6,869		6,869	7,397
	Parish News sales	4,800		4,800	4,785
	Fees for weddings & funerals	1,889		1,889	3,384
	Filming at St Mary's			0	0
	Fundraising activities	1,058		1,058	1,446
		38,207	0	38,207	32,114
4e	**OTHER INCOMING RESOURCES**				
				0	0
	TOTAL INCOMING RESOURCES	126,420	5,033	129,015	137,668

KNEBWORTH PAROCHIAL CHURCH COUNCIL
RESOURCES USED
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2025

Note		Unrestricted funds	Restricted funds	Endowment funds	Total 2025	Total 2024
		£	£	£	£	£
5a	**Grants (see also Note 6)**					
	Missionary and charitable giving	72	360		432	1,355
	Special Collections		762		762	438
		72	1,122	0	1,194	1,793
5b	**Activities relating directly to the work of the Church**					
	Ministry:					
	- Parish Share	61,448			61,448	59,787
	- Clergy Expenses	0			0	0
	- Visiting Ministers	308			308	0
	Upkeep of services	276			276	225
	Pastoral care social activities	0	1,064		1,064	329
	Youth and children		608		608	873
	Parish News printing and expenses	8,103			8,103	7,980
	Church buildings:					
	- insurance	4,240			4,240	4,217
	- maintenance	8,316			8,316	36,421
	- churchyard	55			55	0
	- servicing of organs	699			699	647
	- depreciation of AV system		106		106	106
	- power & other running costs	4,511			4,511	4,085
	Parish Centre:					
	- insurance	1,100			1,100	1,000
	- maintenance	10,558			10,558	2,906
	- cleaning	2,900			2,900	2,786
	- power & other running costs	4,578			4,578	4,641
		107,093	1,777	0	108,870	126,003
5c	**Church management and administration**					
	Church Office	4,286			4,286	3,980
	Subscriptions and Music Licences	697			697	259
	Depreciation of equipment	888			888	709
	Sundry Expenses	319			319	250
		6,191	0	0	6,191	5,198
	TOTAL RESOURCES USED	113,355	2,899	0	116,254	132,994

KNEBWORTH PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2025

Note		Unrestricted funds £	Restricted funds £	Total £
6	**GRANTS MADE**			
	From PCC funds:			
	Worldshare		300	300
	NOAH	72		72
	Prayer Book Society		60	60
		72	360	432
	Special Collections:			
	Bridgebuilders		232	232
	Open Doors		210	210
	Archdeacon's Ordination Fund (Installation Service)		209	209
	Children's Society		111	111
			762	762

Further Christian Aid collections are not recorded here.

7	**FIXED ASSETS**	St Mary's Organ £	Office equipt £	Sound system £	Total £
	Cost				
	at 1.1.2025	4,233	6,338	7,174	17,745
	Additions in year		1,262		1,262
	at 31.12.2025	4,233	7,600	7,174	19,007
	Depreciation				
	at 1.1.2025	4,233	4,861	6,232	15,326
	Charge for year		994		994
	at 31.12.2024	4,233	5,855	6,232	16,320
	Net Book Value				
	at 1.1.2025	0	1,476	942	2,419
	at 31.12.2025	0	1,744	942	2,687

Individual Net Book Values:	
Photocopier	363
Payaz machines	404
AV Equipment (Destiny Entertainment)	837
Computers	1,083
	2,687

All other assets are fully depreciated

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2025

Note

8 CASH IN HAND

	2025	2024
	£	£
Barclays - main current account	10,368	11,294
Barclays - Parish Centre Lets account	2,894	4,928
Barclays - immediate notice deposit account	15,415	269
Cash in hand	115	98
	28,791	16,588

9 DEBTORS

	2025	2024
	£	£
Income tax recoverable - Gift Aid	437	4,968
St Mary's & St Martin's Preservation Trust	20,665	22,664
Listed Place of Worship fund - VAT reclaim		6,076
Other debtors	505	287
	21,607	33,995

10 CREDITORS AND ACCRUALS

	2025	2024
	£	£
Provision for church building repairs and renewals	12,000	8,000
Provision for parish centre repairs and renewals	10,000	
St Martin's roof retention payment	1,302	1,302
Parish News printing to end of subscription year	1,545	1,569
Parish Centre lettings received in advance	1,000	
Power costs	1,271	946
DBF - Fees for Weddings and Funerals	616	39
Other creditors	418	371
	28,152	12,228

Treasurer's report to the 2026 AGM

Your Treasurer thanks all who have contributed financially in such generous fashion over the last year in support of the Christian mission of our parish and invites and encourages you to continue to do so. To those of our congregation who perhaps do not yet give regularly but may feel inspired to do so by all the things that are going on, I invite you to join together with your fellow parishioners as you are able in helping provide the means of upholding and spreading the joy of Christian faith in this place.

To those of you who give instead in time and talents: thank you too. What you do is very special.

Some good things have happened on the resources front. 41 people are now giving regularly via the Parish Giving Scheme (details below). We received a legacy of some £22,000 from the estate of Eileen Pullen, a much-loved former member of our congregation. Lettings of the Parish Centre have increased to a record high of over £23,000. The Follett Trust continues to support our Mission Fund. The Parish News continues to reach a regular audience of at least 500 households, and the festival edition was again, as in 2024, generously supported by the Knebworth Village Trust.

We have been able to pay our Parish Share (our contribution to the Diocese of St Albans' cost of stipendiary clergy, including the training of new people called to ministry) in full for the second year in a row. We have had the resources to absorb nearly £19,000 of costs for repair and renewal of our buildings, including a provision of £10,000 to refresh the decoration and fabric of the Parish Centre.

We spend some £7,000 a year on power under a 3-year contract which expires in May 2027, and I will be looking to renew that with a 100% green supply in support of the church's environmental efforts.

"All things come from you O Lord, and of your own do we give back to you." 1 Chronicles 29:14

William Anderson, Hon. Treasurer

To give via the Parish Giving Scheme
(1) Online
https://www.parishgiving.org.uk/donors/find-your-parish
At the box "Search parish name" type in "Knebworth" then select "Find your church"
Click on **Knebworth St Mary & St Martin**
Select "Give Now"
Select "Regular Giving" and then complete the details.

(2) By phone
0333 002 1271
Quote our PGS Parish Code: **320632215**

Thank you!!

Independent Examiner's Report to the Trustees of Knebworth Parochial Church Council, charity number 1133728

I report to the trustees on my examination of the accounts of the above charity and Treasurer's Report for the year ended 31st December 2025 set out on pages 1 to 9. I have also reviewed the Trustees Annual 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 PCC's accounts carried out under section 145 of the 2011 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.

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

Signed: P.L. Boïelle Date: 22/04/2026

Name: P.L.Boïelle MAAT (Retired)

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF KNEBWORTH

England & Wales - Charity number 1133728

Accounts

ANNUAL REPORT OF THE TRUSTEES OF KNEBWORTH PAROCHIAL CHURCH COUNCIL CHARITY REGISTRATION NUMBER 1133728 FOR THE YEAR ENDED 31ST DECEMBER 2024

Annual Report and Accounts
The trustees present their annual report below in the form of the papers prepared for the 2025 Annual Parochial Church Meeting. The PCC's Independently Examined Accounts in Accruals Format including the Statement of Financial Activities and Balance Sheet are included in these papers.

Aim and purposes
Knebworth Parochial Church Council (PCC) has the responsibility of cooperating with the Rector, the Reverend Charles King, in promoting the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

The PCC is responsible for the Parish Church of St Mary and St Thomas of Canterbury, Knebworth Park; St Martin's Church, St Martin's Road, Knebworth and the Parish Centre, St Martin's Road, Knebworth. The correspondence address is: 15 St Martin's Road, Knebworth, SG3 6ER.

Objectives and Activities
The PCC is committed to enabling as many people as possible to worship at our two churches and become part of our parish community. We try to enable people to live out their faith as part of our parish community through: Worship and prayer, learning about the gospel and developing their knowledge and trust in Jesus.

Public Benefit Statement
The Ecclesiastical Parish of Knebworth (UK Registered Charity 1133728) exists to offer Christian worship, teaching and pastoral care. Our provisions are open to those of all faiths and none, and are free at the point of delivery. (Some occasional offices do incur statutory fees, although we would strive to ensure that no one is excluded on the grounds of economic or other disadvantage).

During the past year, public benefit has been advanced in many ways, including:

1. the provision of regular and seasonal worship in word and prayer, sacrament and music;
2. the provision of occasional offices – baptisms, weddings, funerals – to mark important stages in the journey of life;
3. the provision of opportunities to engage with the Christian faith in preaching, teaching, small groups and children's activities (including Messy Church), both inside and outside church, including in and for our local school;
4. the provision of services to a range of groups with particular needs, including the Smarties pre-school group, and the hosting of the monthly Knebworth Family of Churches (KFC) coffee morning;
5. the provision of numerous formal and informal acts of pastoral care;
6. the maintenance of St Mary's and St Martin's as buildings of listed heritage in stone, wood, glass and metal, hand in hand with working towards being open more and more as a venue for prayer, reflection, pilgrimage and tourism;
7. the maintenance and supply of the Parish Centre and our church buildings as spaces for community gathering and hire;
8. the raising of funds for partner charities, and donations in kind for Feed Up Warm Up, our local foodbank at Stevenage.

Subsequent entries in the Annual Report expand on the above.

KNEBWORTH PAROCHIAL CHURCH COUNCIL

Registered Charity Number 1133728

FINANCIAL STATEMENTS 2024
AND TREASURER'S REPORT

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KNEBWORTH PAROCHIAL CHURCH COUNCIL
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST DECEMBER 2024

Note		Unrestricted funds £	Restricted funds £	Endowment funds £	Total 2024 £	Total 2023 £
	INCOMING RESOURCES					
4a	Incoming resources from donors	70,110	7,474		77,584	66,550
4b	Other voluntary incoming resources	22,000	4,000		26,000	4,000
4c	Income from investments	1,561		409	1,969	1,879
4d	Church Activites	32,114			32,114	30,132
4e	Other income resources					
	TOTAL INCOMING RESOURCES	125,785	11,474	409	137,668	102,562
	RESOURCES EXPENDED					
5a	Grants		1,793		1,793	1,468
5b	Activities directly relating to the work of the Church	122,695	3,308		126,003	94,530
5c	Church management and administration	5,198			5,198	4,922
	TOTAL RESOURCES USED	127,894	5,101	0	132,994	100,920
	NET MOVEMENT IN FUNDS BEFORE TRANSFERS	(2,109)	6,374	409	4,673	1,642
	Net Transfers				0	0
	NET MOVEMENT IN FUNDS	(2,109)	6,374	409	4,673	1,642
	BALANCE B/FWD 1.1.2024	25,477	25,246	12,390	63,114	61,472
	BALANCE C/FWD 31.12.24	23,368	31,620	12,799	67,787	63,114

KNEBWORTH PAROCHIAL CHURCH COUNCIL
BALANCE SHEET
AT 31ST DECEMBER 2024

Note		2024 £	2024 £	2023 £
7	**Fixed Assets**		2,419	3,234
	Current Assets			
8	Cash at Bank and in hand	16,588		24,257
	Cambridge & Counties Bank 30-day deposit	27,013		48,351
9	Debtors	33,995		4,115
			77,596	76,723
	Current liabilities			
10	Amounts due within one year		(12,228)	(16,843)
			£67,787	£63,114
	Financed by:			
	Funds:			
	Unrestricted		23,368	25,477
	Restricted			
	Mission & Outreach fund	19,960		
	Donation for St Martin's audiovisual improvements	3,348		
	Donation for St Martin's lighting	6,250		
	Paterson bequest	751		
	Priest's Benevolent Fund	650		
	Donation for young people	500		
	Elsie Martin bequest	205		
			31,665	25,268
	Endowment			
	Bishopp bequest	5,990		
	Cobbold fund	5,413		
	Green bequest	806		
	Neale bequest	545		
			12,754	12,368
			£67,787	£63,114

Approved by the Knebworth Parochial Church Council on: March 17th 2025

Signed on its behalf by:

(PCC Chairman) (Trustee)

The notes on pages 3 to 8 form part of these financial statements.

KNEBWORTH PAROCHIAL CHURCH COUNCIL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2024

1. ACCOUNTING POLICIES

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

Incoming resources
Planned giving is recognised when received.
Grants and donations receivable are accounted for when awarded.

Resources expended
Parish Share is accounted for when paid or when payable within the constraints of the annual budget as determined by the PCC. Further Parish Share requested by the Diocese but not paid is not accrued in the accounts. Arrears of parish share are:

2022 £22,310
2023 £13,251

The Diocese agreed during 2024 to the write-off of £25,023 of unpaid 2021 Parish Share.

Grants and donations payable are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. All other expenditure is generally recognised when it is incurred and is generally accounted for gross.

Fixed Assets
Consecrated and beneficed property of any kind is excluded from the accounts by s.96 (2) (a) of the Charities Act 1993.
No value is placed on moveable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal, since the PCC considers this to be inalienable property. All expenditure incurred during the year on consecrated buildings and moveable church furnishings, whether maintenance or improvement, is written off as expenditure in the Statement of Financial Activities.

No value is placed on the Knebworth Parish Centre, which was built at a cost of £267,191 in 1994.

Other assets used within the church premises are depreciated on a straight-line basis over their estimated useful lives, as follows:

Audio-visual equipment	10 years
Card-giving machines	5 years
Photocopier	4 years

The St Mary's organ was fully depreciated many years ago.

2. RELATED PARTY TRANSACTIONS

There were no transactions in the year under review with related parties.

3. RESERVES POLICY

Endowment funds are funds, the capital of which must be maintained; only income arising from the investment may be used as either restricted or unrestricted funds depending on 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 the year must be carried forward as a balance on that fund.

The PCC does not invest separately for each fund.

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

The PCC has a policy aim of maintaining unrestricted funds at a level which represents a minimum of three months' worth of budgeted expenditure excluding Parish Share. As of 31st December 2024, unrestricted reserves amounted to approximately nine months' worth of such expenditure.

KNEBWORTH PAROCHIAL CHURCH COUNCIL
INCOMING RESOURCES
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2024

Note		Unrestricted funds	Restricted & endowment	Total	Total
		2024 £	2024 £	2024 £	2023 £
4a	**Incoming resources from donors**				
	Regular giving				
	- Gift-aided	49,786		49,786	38,935
	- Not gift-aided	5,021		5,021	3,323
	Open Plate collections	3,569	229	3,798	3,567
	Gift-aided donations	1,250		1,250	0
	Special collections		438	438	1,153
	Gift aid recoverable	2,589	1,307	3,896	2,679
	Other donations	6,294	5,500	11,794	13,595
	Legacies			0	2,000
	Other income	1,601		1,601	1,299
		70,110	7,474	77,584	66,550
4b	**Other voluntary incoming resources**				
	Grants:				
	Follett Trust - for Outreach		4,000	4,000	4,000
	St Mary's & St Martin's Preservation Trust	22,000		22,000	
		22,000	4,000	26,000	4,000
4c	**Income from investments**				
	Bank Interest	1,561	409	1,969	1,879
		1,561	409	1,969	1,879
4d	**Income from charitable and ancillary trading**				
	Parish Centre lettings	15,102		15,102	12,144
	Parish News advertising	7,397		7,397	5,878
	Parish News sales	4,785		4,785	4,818
	Fees for weddings & funerals	3,384		3,384	3,775
	Filming at St Mary's			0	2,350
	Fundraising activities	1,446		1,446	1,168
		32,114	0	32,114	30,132
4e	**OTHER INCOMING RESOURCES**				
				0	0
	TOTAL INCOMING RESOURCES	125,785	11,883	137,668	102,562

KNEBWORTH PAROCHIAL CHURCH COUNCIL
RESOURCES USED
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2024

Note		Unrestricted funds	Restricted funds	Endowment funds	Total 2024	Total 2023
		£	£	£	£	£
5a	**Grants (see also Note 6)**					
	Missionary and charitable giving	0	1,355		1,355	315
	Special Collections and events		438		438	1,153
		0	1,793	0	1,793	1,468
5b	**Activities relating directly to the work of the Church**					
	Ministry:					
	- Parish Share	59,787			59,787	46,000
	- Clergy Expenses	0			0	0
	- Visiting Ministers	0			0	0
	Upkeep of services	225			225	468
	Pastoral care social activities	0	329		329	59
	Youth and children		873		873	1,043
	Parish News printing and expenses	7,980			7,980	8,220
	Church buildings:					
	- insurance	4,217			4,217	3,967
	- maintenance	34,421	2,000		36,421	17,663
	- churchyard	0			0	1,918
	- servicing of organs	647			647	628
	- depreciation of AV system		106		106	9
	- power & other running costs	4,085			4,085	3,789
	Parish Centre:					
	- insurance	1,000			1,000	1,000
	- maintenance	2,906			2,906	2,222
	- cleaning	2,786			2,786	2,314
	- power & other running costs	4,641			4,641	4,884
		122,695	3,308	0	126,003	94,183
5c	**Church management and administration**					
	Church Office	3,980			3,980	3,508
	Subscriptions and Music Licences	259			259	442
	Depreciation of equipment	709			709	639
	Sundry Expenses	250			250	679
		5,198	0	0	5,198	5,269
	TOTAL RESOURCES USED	127,894	5,101	0	132,994	100,920

KNEBWORTH PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2024

Note		Unrestricted funds £	Restricted funds £	Total £
6	**GRANTS MADE**			
	From PCC funds:			
	Knebworth Youth Project		1,000	1,000
	Worldshare		300	300
	Beds & Herts Historic Churches		40	40
	Christian Aid		15	15
			1,355	1,355
	Special Collections:			
	Bridgebuilders		288	288
	Children's Society		88	88
	Dementia UK		62	62
			438	438

Further Christian Aid collections are not recorded here.

7	**FIXED ASSETS**	St Mary's Organ £	Office equipt £	Sound system £	Total £
	Cost				
	at 1.1.2024	4,233	6,338	7,174	17,745
	Additions in year				0
	at 31.12.2024	4,233	6,338	7,174	17,745
	Depreciation				
	at 1.1.2024	4,233	4,152	6,126	14,511
	Charge for year		709	106	815
	at 31.12.2024	4,233	4,861	6,232	15,326
	Net Book Value				
	at 1.1.2024	0	2,186	1,048	3,234
	at 31.12.2024	0	1,476	942	2,419

Individual Net Book Values:	
Photocopier	905
Payaz machines	572
AV Equipment (Destiny Entertainment)	942
	2,419

All other assets are fully depreciated

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2024

Note

8 CASH IN HAND

	2024	2023
	£	£
Barclays - main current account	11,294	3,917
Barclays - Parish Centre Lets account	4,928	135
Barclays - immediate notice deposit account	269	20,106
Cash in hand	98	99
	16,588	24,257

9 DEBTORS

	2024	2023
	£	£
Income tax recoverable - Gift Aid	4,968	2,927
St Mary's & St Martin's Preservation Trust	22,664	664
Listed Place of Worship fund - VAT reclaim	6,076	
Other debtors	287	
2023 cash banked in 2024		525
	33,995	4,115

10 CREDITORS AND ACCRUALS

	2024	2023
	£	£
St Martin's Roof repair		11,000
Other accrued costs - mainly various building repairs	10,248	4,955
DBF - Fees for Weddings and Funerals	39	149
Herts County Council grant received but not yet spent	289	289
Wedding deposits		100
Other creditors	1,652	350
	12,228	16,843

KNEBWORTH PAROCHIAL CHURCH COUNCIL

TREASURER'S REPORT

The financial situation as reflected in the 2024 accounts gives us cause for thankfulness and some joy. Regular giving is well up on the previous year. The PCC has been able to absorb some heavy essential buildings costs: the St Martin's roof has been repaired (albeit with the help of a grant from the Preservation Trust) and some important electrical updates have been done in all three of our buildings. Parish Centre lettings are at an all-time high. People responded generously to the appeal to fund new blocks to the St Martin's porch (work still pending though at time of writing!), and the wonderful volunteering that goes on, for example at Burns Night last year and on Pancake Day, not just provides great community occasions but also brings in some useful income.

The general fund closed with a deficit of just over £2,000 for the year after paying our Parish Share in full for the first time in several years. This is an important marker as we strive to play our full part in the life not just of the church here in Knebworth but also within the wider deanery and diocese.

As for other funds, some wonderful restricted donations were received; the PCC now has nearly £10,000 of restricted funds available to improve lighting and audio-visual equipment at St Martin's.

In my capacity as Treasurer may I express my thanks to all who give so generously and unconditionally in support of the Christian mission of our parish.

"All things come from you O Lord, and of your own do we give back to you."

William Anderson, Hon. Treasurer
March 17th 2025

Independent Examiner's Report to the Trustees of Knebworth Parochial Church Council, charity number 1133728

I report to the trustees on my examination of the accounts of the above charity and Treasurer's Report for the year ended 31st December 2024 set out on pages 1 to 9.

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 PCC's accounts carried out under section 145 of the 2011 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.

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

Signed: P. L. Boïelle

Date: 19th April 2025

Name: P. L. BOÏELLE MAAT

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF KNEBWORTH

England & Wales - Charity number 1133728

Accounts

ANNUAL REPORT OF THE TRUSTEES OF KNEBWORTH PAROCHIAL CHURCH COUNCIL CHARITY REGISTRATION NUMBER 1133728 FOR THE YEAR ENDED 31ST DECEMBER 2023

Annual Report and Accounts
The trustees present their annual report below in the form of the papers prepared for the 2024 Annual Parochial Church Meeting. The PCC's Independently Examined Accounts in Accruals Format including the Statement of Financial Activities and Balance Sheet are included in these papers.

Aim and purposes
Knebworth Parochial Church Council (PCC) has the responsibility of cooperating with the Priest in Charge, the Reverend Charles King, in promoting the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

The PCC is responsible for the Parish Church of St Mary and St Thomas of Canterbury, Knebworth Park; St Martin's Church, St Martin's Road, Knebworth and the Parish Centre, St Martin's Road, Knebworth. The correspondence address is: 15 St Martin's Road, Knebworth, SG3 6ER.

Objectives and Activities
The PCC is committed to enabling as many people as possible to worship at our two churches and become part of our parish community. We try to enable people to live out their faith as part of our parish community through: Worship and prayer, learning about the gospel and developing their knowledge and trust in Jesus.

Public Benefit Statement
The Ecclesiastical Parish of Knebworth (UK Registered Charity 1133728) exists to offer Christian worship, teaching and pastoral care. Our provisions are open to those of all faiths and none, and are free at the point of delivery. (Some occasional offices do incur statutory fees, although we would strive to ensure that none are excluded on the grounds of economic or other disadvantage).

During the past year, public benefit has been advanced in many ways, including:

1. the provision of regular and seasonal worship in word and prayer, sacrament and music;

2. the provision of occasional offices – baptisms, weddings, funerals – to mark important stages in the journey of life;

3. the provision of opportunities to engage with the Christian faith in preaching, teaching, small groups and children's activities (including Messy Church), both inside and outside church, including in and for our local school;

4. the provision of services to a range of groups with particular needs, including the Smarties pre-school group, and the hosting of the monthly Knebworth Family of Churches (KFC) coffee morning;

5. the provision of numerous formal and informal acts of pastoral care;

6. the maintenance of St Mary's and St Martin's as buildings of listed heritage in stone, wood, glass and metal, hand in hand with working towards being open more and more as a venue for prayer, reflection, pilgrimage and tourism;

7. the maintenance and supply of the Parish Centre and our church buildings as spaces for community gathering and hire;

8. the raising of funds for partner charities, and donations in kind for Feed Up Warm Up, our local foodbank at Stevenage.

KNEBWORTH PAROCHIAL CHURCH COUNCIL

Registered Charity Number 1133728

FINANCIAL STATEMENTS 2023

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Incoming resources	5
Resources used	6
Further Notes to the accounts	7 - 8

KNEBWORTH PAROCHIAL CHURCH COUNCIL
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST DECEMBER 2023

Note		Unrestricted funds £	Restricted funds £	Endowment funds £	Total 2023 £	Total 2022 £
	INCOMING RESOURCES					
4a	Incoming resources from donors	54,983	11,567		66,550	55,742
4b	Other voluntary incoming resources		4,000		4,000	4,000
4c	Income from investments	1,491		389	1,879	588
4d	Church Activites	30,132			30,132	24,778
4e	Other income resources					
	TOTAL INCOMING RESOURCES	86,606	15,567	389	102,562	85,108
	RESOURCES EXPENDED					
5a	Grants	315	1,153		1,468	711
5b	Activities directly relating to the work of the Church	82,188	12,342		94,530	76,234
5c	Church management and administration	4,922			4,922	4,499
	TOTAL RESOURCES USED	87,425	13,495	0	100,920	81,444
	NET MOVEMENT IN FUNDS BEFORE TRANSFERS	(819)	2,072	389	1,642	3,664
	Net Transfers	557	(557)		0	0
	NET MOVEMENT IN FUNDS	(262)	1,515	389	1,642	3,664
	BALANCE B/FWD 1.1.2023	25,739	23,731	12,002	61,472	57,808
	BALANCE C/FWD 31.12.23	25,477	25,246	12,390	63,114	61,472

KNEBWORTH PAROCHIAL CHURCH COUNCIL
BALANCE SHEET
AT 31ST DECEMBER 2023

Note		2023 £	2023 £	2022 £
7	**Fixed Assets**		3,234	1,989
	Current Assets			
8	Cash at Bank and in hand	24,257		26,029
	Cambridge & Counties Bank 30-day deposit	48,351		43,567
9	Debtors	4,115		8,157
			76,723	77,754
	Current liabilities			
10	Amounts due within one year		(16,843)	(18,270)
			£63,114	£61,472
	Financed by:			
	Funds:			
	Unrestricted		25,477	25,739
	Restricted			
	Mission & Outreach fund	18,230		
	Elsie Martin bequest	205		
	Paterson bequest	729		
	Other Restricted Funds	6,104		
			25,268	23,731
	Endowment			
	Bishopp bequest	5,808		
	Cobbold fund	5,249		
	Green bequest	782		
	Neale bequest	529		
			12,368	12,001
			£63,114	£61,472

Approved by the Knebworth Parochial Church Council on:

Signed on its behalf by:

(PCC Chairman)  24.3.24

(Trustee)  24.3.24

The notes on pages 3 to 8 form part of these financial statements.

KNEBWORTH PAROCHIAL CHURCH COUNCIL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2023

1. ACCOUNTING POLICIES

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

Incoming resources
Planned giving is recognised when received.
Grants and donations receivable are accounted for when awarded.

Resources expended
Parish Share is accounted for when paid or when payable within the constraints of the annual budget as determined by the PCC. Further Parish Share requested by the Diocese but not paid is not accrued in the accounts. Arrears of parish share are:

2021 £25,023
2022 £22,310
2023 £13,251

The Diocese agreed during 2023 to the write-off of £30,297of pre-2021 Parish Share

Grants and donations payable are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. All other expenditure is generally recognised when it is incurred and is generally accounted for gross.

Fixed Assets
Consecrated and beneficed property of any kind is excluded from the accounts by s.96 (2) (a) of the Charities Act 1993.
No value is placed on moveable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal, since the PCC considers this to be inalienable property. All expenditure incurred during the year on consecrated buildings and moveable church furnishings, whether maintenance or improvement, is written off as expenditure in the Statement of Financial Activities.

No value is placed on the Knebworth Parish Centre, which was built at a cost of £267,191 in 1994.

Other assets used within the church premises are depreciated on a straight-line basis over their estimated useful lives, as follows:

Audio-visual equipment	10 years
Card-giving machines	5 years
Photocopier	4 years

The St Mary's organ was fully depreciated many years ago.

2. RELATED PARTY TRANSACTIONS

There were no transactions in the year under review with related parties.

3. RESERVES POLICY

Endowment funds are funds, the capital of which must be maintained; only income arising from the investment may be used as either restricted or unrestricted funds depending on 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 the year must be carried forward as a balance on that fund.

The PCC does not invest separately for each fund.

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

The PCC has a policy aim of maintaining unrestricted funds at a level which represents a minimum of six months' worth of budgeted expenditure excluding Parish Share. As of 31st December 2023, unrestricted reserves amounted to approximately nine months' worth of such expenditure.

KNEBWORTH PAROCHIAL CHURCH COUNCIL
INCOMING RESOURCES
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2023

Note		Unrestricted funds	Restricted & endowment	Total	Total
		2023 £	2023 £	2023 £	2022 £
4a	**Incoming resources from donors**				
	Regular giving				
	- Gift-aided	38,935		38,935	33,030
	- Not gift-aided	3,323		3,323	1,747
	Open Plate collections	3,356	212	3,567	3,880
	Gift-aided donations			0	0
	Special collections		1,153	1,153	191
	Gift aid recoverable	2,626	53	2,679	2,681
	Other donations	3,445	10,150	13,595	8,650
	Legacies	2,000		2,000	
	Other income	1,299		1,299	5,562
		54,983	11,567	66,550	55,742
4b	**Other voluntary incoming resources**				
	Grants:				
	Follett Trust - for Outreach		4,000	4,000	4,000
		0	4,000	4,000	4,000
4c	**Income from investments**				
	Bank Interest	1,491	389	1,879	588
		1,491	389	1,879	588
4d	**Income from charitable and ancillary trading**				
	Parish Centre lettings	12,144		12,144	10,465
	Parish News advertising	5,878		5,878	5,349
	Parish News sales	4,818		4,818	4,581
	Fees for weddings & funerals	3,775		3,775	3,550
	Filming at St Mary's	2,350		2,350	
	Fundraising activities	1,168		1,168	833
		30,132	0	30,132	24,778
4e	**OTHER INCOMING RESOURCES**				
				0	0
	TOTAL INCOMING RESOURCES	86,606	15,956	102,562	85,108

KNEBWORTH PAROCHIAL CHURCH COUNCIL
RESOURCES USED
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2023

Note		Unrestricted funds	Restricted funds	Endowment funds	Total 2023	Total 2022
		£	£	£	£	£
5a	**Grants (see also Note 4)**					
	Missionary and charitable giving	315			315	520
	Special Collections and events		1,153		1,153	191
		315	1,153		1,468	711
5b	**Activities relating directly to the work of the Church**					
	Ministry:					
	- Parish Share	46,000			46,000	36,000
	- Clergy Expenses	346			346	342
	- Visiting Ministers	0			0	0
	Upkeep of services	468			468	348
	Pastoral care social activities	59			59	0
	Youth and children	0	1,043		1,043	373
	Parish News printing and expenses	8,220			8,220	6,929
	Church buildings:					
	- insurance	3,967			3,967	3,812
	- maintenance	7,663	10,000		17,663	11,135
	- churchyard	628	1,290		1,918	2,200
	- servicing of organs	628			628	628
	- depreciation of AV system		9		9	
	- power & other running costs	3,789			3,789	3,883
	Parish Centre:					
	- insurance	1,000			1,000	840
	- maintenance	2,222			2,222	1,987
	- cleaning	2,314			2,314	1,960
	- power & other running costs	4,884			4,884	5,798
		82,188	12,342	0	94,530	76,234
5c	**Church management and administration**					
	Church Office	3,161			3,161	3,083
	Subscriptions and Music Licences	442			442	643
	Depreciation of equipment	639			639	179
	Sundry Expenses	679			679	594
		4,922	0	0	4,922	4,499
	TOTAL RESOURCES USED	87,425	13,495	0	100,920	81,444

KNEBWORTH PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2023

Note		Unrestricted funds £	Restricted funds £	Total £
6	**GRANTS MADE**			
	From PCC funds:			
	Beds & Herts Historic Churches	40		40
	Worldshare	275		275
		315		315
	Special Collections:			
	Bridgebuilders		423	423
	Beds & Herts Historic Churches		290	290
	SSAFA (Remembrance Day collection)		220	220
	Bishop's Harvest Appeal		141	141
	Diocesan Ordination Fund (Confirmation collection)		78	78
			1,153	1,153

Further Christian Aid collections are not recorded here.

7	**FIXED ASSETS**	St Mary's Organ £	Office equipt £	Sound system £	Total £
	Cost at 1.1.2023	4,233	5,501	6,117	15,851
	Additions in year		836	1,057	1,893
	Cost at 31.12.2023	4,233	6,338	7,174	17,745
	Depreciation at 1.1.2023	4,233	3,513	6,117	13,863
	Charge for year		639	9	648
	at 31.12.2023	4,233	4,152	6,126	14,511
	Net Book Value at 1.1.2023	0	1,989	0	1,989
	at 31.12.2023	0	2,186	1,048	3,234

Indiviudal Net Book Values:	
Photocopier	1,447
Payaz machines	739
AV Equipment (Destiny Entertainment)	1,048
	3,234

All other assets are fully depreciated

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2023

Note		2023	2022
		£	£
8	**CASH IN HAND**		
	Barclays - main current account	3,917	17,290
	Barclays - Parish Centre Lets account	135	8,655
	Barclays - immediate notice deposit account	20,106	
	Cash in hand	99	84
		24,257	26,029

9	**DEBTORS**	2023	2022
		£	£
	Income tax recoverable - Gift Aid	2,927	5,779
	Parish Centre Lets		1,089
	St Mary's & St Martin's Preservation Trust	664	749
	2023 cash banked in 2024	525	
	Prepayments - Triographics		540
		4,115	8,157

10	**CREDITORS AND ACCRUALS**	2023	2022
		£	£
	Parish Share		5,000
	St Martin's Roof repair	11,000	9,500
	Other Accrued costs	4,955	2,584
	DBF - Fees for Weddings and Funerals	149	341
	Herts County Council grant received but not yet spent	289	289
	Wedding deposits	100	100
	Other creditors	350	456
		16,843	18,270

Independent Examiner's Report to the Trustees of Knebworth Parochial Church Council, charity number 1133728

I report to the trustees on my examination of the accounts of the above charity for the year ended 31st December 2023 which are contained within pages 1 to 24 of the 2023 Trustees Annual Report and Accounts presented to the 2024 APCM.

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 PCC's accounts carried out under section 145 of the 2011 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.

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

Signed: P. L. Boïelle Date: 24th. March 2024

Name: P. L. Boïelle MAAT

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THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF KNEBWORTH

England & Wales - Charity number 1133728

Accounts

ANNUAL REPORT OF THE TRUSTEES OF KNEBWORTH PAROCHIAL CHURCH COUNCIL CHARITY REGISTRATION NUMBER 1133728 FOR THE YEAR ENDED 31ST DECEMBER 2022

Annual Report and Accounts
The trustees present their annual report below in the form of the papers prepared for the 2023 Annual Parochial Church Meeting. The PCC's Independently Examined Accounts in Accruals Format including the Statement of Financial Activities and Balance Sheet are included in these papers.

Aim and purposes
Knebworth Parochial Church Council (PCC) has the responsibility of cooperating with the Priest in Charge, the Reverend Charles King, in promoting the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

The PCC is responsible for the Parish Church of St Mary and St Thomas of Canterbury, Knebworth Park; St Martin's Church, St Martin's Road, Knebworth and the Parish Centre, St Martin's Road, Knebworth. The correspondence address is: 15 St Martin's Road, Knebworth, SG3 6ER.

Objectives and Activities
The PCC is committed to enabling as many people as possible to worship at our two churches and become part of our parish community. We try to enable people to live out their faith as part of our parish community through: Worship and prayer, learning about the gospel and developing their knowledge and trust in Jesus.

Public Benefit Statement
The Ecclesiastical Parish of Knebworth (UK Registered Charity 1133728) exists to offer Christian worship, teaching and pastoral care. Our provisions are open to those of all faiths and none, and are free at the point of delivery. (Some occasional offices do incur statutory fees, although we would strive to ensure that none are excluded on the grounds of economic or other disadvantage).

During the past year, public benefit has been advanced in many ways, including:

1. the provision of regular and seasonal worship in word and prayer, sacrament and music;

2. the provision of occasional offices – baptisms, weddings, funerals – to mark important stages in the journey of life;

3. the provision of opportunities to engage with the Christian faith in preaching, teaching, small groups and children's activities (including Messy Church), both inside and outside church, including in and for our local school;

4. the provision of services to a range of groups with particular needs, including the Smarties pre-school group, and the hosting of the monthly Knebworth Family of Churches (KFC) coffee morning;

5. the provision of numerous formal and informal acts of pastoral care;

6. the maintenance of St Mary's and St Martin's as buildings of listed heritage in stone, wood, glass and metal, hand in hand with working towards being open more and more as a venue for prayer, reflection, pilgrimage and tourism;

7. the maintenance and supply of the Parish Centre and our church buildings as spaces for community gathering and hire;

8. the raising of funds for partner charities, and donations in kind for Feed Up Warm Up, our local foodbank at Stevenage.

Subsequent entries in this Annual Report expand on the above.

KNEBWORTH PAROCHIAL CHURCH COUNCIL

Registered Charity Number 1133728

FINANCIAL STATEMENTS 2022

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Resources used	6
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KNEBWORTH PAROCHIAL CHURCH COUNCIL
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST DECEMBER 2022

Note		Unrestricted funds £	Restricted funds £	Endowment funds £	Total 2022 £	Total 2021 £
	INCOMING RESOURCES					
4a	Incoming resources from donors	47,743	7,999		55,742	31,878
4b	Other voluntary incoming resources	0	4,000		4,000	4,500
4c	Income from investments	413		174	588	442
4d	Church Activites	24,778			24,778	15,520
4e	Other income resources	0			0	0
	TOTAL INCOMING RESOURCES	72,934	11,999	174	85,108	52,341
	RESOURCES EXPENDED					
5a	Grants	520	191		711	344
5b	Activities directly relating to the work of the Church	67,796	3,280	5,157	76,234	53,842
5c	Church management and administration	4,320		179	4,499	4,909
	TOTAL RESOURCES USED	72,636	3,471	5,336	81,444	59,095
	NET MOVEMENT IN FUNDS BEFORE TRANSFERS	298	8,528	(5,162)	3,664	(6,755)
	Net Transfers				0	0
	NET MOVEMENT IN FUNDS	298	8,528	(5,162)	3,664	(6,755)
	BALANCE B/FWD 1.1.2022	25,442	15,203	17,164	57,808	64,563
	BALANCE C/FWD 31.12.22	25,739	23,731	12,002	61,472	57,808

KNEBWORTH PAROCHIAL CHURCH COUNCIL
BALANCE SHEET
AT 31ST DECEMBER 2022

Note		2022 £	2022 £	2021 £
7	**Fixed Assets**		1,989	0
	Current Assets			
8	Cash at Bank and in hand	26,029		6,125
	Paterson Account	0		707
	Cambridge & Counties Bank	43,567		49,980
9	Debtors	8,157		3,098
			77,754	59,910
	Current liabilities			
10	Amounts due within one year		(18,270)	(2,102)
			£61,472	£57,808
	Financed by:			
	Funds:			
	Unrestricted		25,739	25,442
	Restricted			
	Mission & Outreach fund	15,009		
	Elsie Martin bequest	205		
	Paterson bequest	707		
	Churchyard maintenance fund	1,290		
	Other Restricted Funds	6,520		
			23,731	15,203
	Endowment			
	Bishopp bequest	5,636		
	Cobbold fund	5,094		
	Green bequest	759		
	Neale bequest	513		
			12,001	17,163
			£61,472	£57,808

Approved by the Knebworth Parochial Church Council on: 20.3.23

Signed on its behalf by:

(PCC Chairman)

Treasurer

(Trustee)

The notes on pages 3 to 8 form part of these financial statements.

KNEBWORTH PAROCHIAL CHURCH COUNCIL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2022

1. ACCOUNTING POLICIES

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

Incoming resources
Planned giving is recognised when received.
Grants and donations receivable are accounted for when awarded.

Resources expended
Grants and donations payable are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC.
All other expenditure is generally recognised when it is incurred and is accounted for gross.

Fixed Assets
Consecrated and beneficed property of any kind is excluded from the accounts by s.96 (2) (a) of the Charities Act 1993.
No value is placed on moveable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal, since the PCC considers this to be inalienable property. All expenditure incurred during the year on consecrated buildings and moveable church furnishings, whether maintenance or improvement, is written off as expenditure in the Statement of Financial Activities.

No value is placed on the Knebworth Parish Centre, which was built at a cost of £267,191 in 1994.

Other assets used within the church premises are depreciated on a straight-line basis over their estimated useful lives, as follows:

St. Mary's Organ 10 years
Office equipment 4 years
Sound system 5 years
The assets were all fully depreciated at 31st December 2022.

2. RELATED PARTY TRANSACTIONS

There were no transactions in the year under review with related parties.

3. RESERVES POLICY

Endowment funds are funds, the capital of which must be maintained; only income arising from the investment may be used as either restricted or unrestricted funds depending on 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 the year must be carried forward as a balance on that fund.

The PCC does not invest separately for each fund.

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

The PCC has a policy aim of maintaining unrestricted funds at a level which represents six months' worth of budgeted expenditure excluding Parish Share. As of 31st December 2022, unrestricted reserves amounted to approximately ten months' worth of such expenditure.

KNEBWORTH PAROCHIAL CHURCH COUNCIL
INCOMING RESOURCES
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2022

Note		Unrestricted funds	Restricted & endowment	Total	Total
		2022 £	2022 £	2022 £	2021 £
4a	**Incoming resources from donors**				
	Regular giving				
	- Gift-aided	33,030		33,030	23,058
	- Not gift-aided	1,747		1,747	1,116
	Open Plate collections	3,714	166	3,880	2,522
	Gift-aided donations			0	300
	Special collections		191	191	304
	Gift aid recoverable	2,639	42	2,681	3,098
	Other donations	1,050	7,600	8,650	1,310
	Other income	5,562		5,562	169
		47,743	7,999	55,742	31,878
4b	**Other voluntary incoming resources**				
	Grants:				
	Follett Trust - for Messy Church		4,000	4,000	4,000
	Herts County Council - Sound System			0	500
		0	4,000	4,000	4,500
4c	**Income from investments**				
	Bank Interest	413	174	588	442
		413	174	588	442
4d	**Income from charitable and ancillary trading**				
	Parish Centre lettings	10,465		10,465	4,791
	Parish News advertising	5,349		5,349	4,442
	Parish News sales	4,581		4,581	4,528
	Fees for weddings, funerals	3,550		3,550	1,466
	Fundraising activities	833		833	294
		24,778	0	24,778	15,520
4e	**OTHER INCOMING RESOURCES**			0	0
	TOTAL INCOMING RESOURCES	72,934	12,174	85,108	52,341

KNEBWORTH PAROCHIAL CHURCH COUNCIL
RESOURCES USED
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2022

Note		Unrestricted funds	Restricted funds	Endowment funds	Total 2022	Total 2021
		£	£	£	£	£
5a	**Grants (see also Note 4)**					
	Missionary and charitable giving	520			520	40
	Special Collections and events		191		191	304
		520	191		711	344
5b	**Activities relating directly to the work of the Church**					
	Ministry:					
	- Parish Share	36,000			36,000	29,300
	- Clergy Expenses	342			342	185
	- Visiting Ministers	0			0	100
	Upkeep of services	348			348	55
	Pastoral care social activities	0			0	316
	Youth and children	373			373	71
	Parish News printing and expenses	6,929			6,929	7,060
	Church buildings:					
	- insurance	3,812			3,812	3,684
	- maintenance	5,437	540	5,157	11,135	2,236
	- churchyard	0	2,200		2,200	1,655
	- servicing of organs	628			628	610
	- power & other running costs	3,883			3,883	2,030
	Parish Centre:					
	- insurance	840			840	800
	- maintenance	1,447	540		1,987	1,020
	- cleaning	1,960			1,960	1,572
	- power & other running costs	5,798			5,798	3,148
		67,796	3,280	5,157	76,234	53,842
5c	**Church management and administration**					
	Church Office	3,083			3,083	3,632
	Subscriptions and Music Licences	643			643	692
	Depreciation of office equipment	0		179	179	0
	Sundry Expenses	594			594	586
		4,320	0	179	4,499	4,909
	TOTAL RESOURCES USED	72,636	3,471	5,336	81,444	59,095

KNEBWORTH PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2022

Note		Unrestricted funds £	Restricted funds £	Total £
6	**GRANTS MADE**			
	From PCC funds:			
	Beds & Herts Historic Churches	40		40
	Worldshare	480		
		520		40
	Special Collections:			
	Open Doors		191	
			191	0

Further Christian Aid collections are not recorded here.

7	**FIXED ASSETS**	St Mary's Organ £	Office equipt £	Sound system £	Total £
	Cost at 1.1.2022	4,233	3,334	6,117	13,684
	Additions in year		2,167		2,167
	Cost at 31.12.2022	4,233	5,501	6,117	15,851
	Depreciation at 1.1.2022	4,233	3,334	6,117	13,684
	Charge for year		179		179
	at 31.12.2022	4,233	3,513	6,117	13,863
	Net Book Value at 1.1.2022	0	1,989	0	1,989
	at 31.12.2022	0	1,989	0	1,989

The addition in the year is the new photocopier
Other assets are fully depreciated

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2022

Note		2022	2021
		£	£
8	**CASH IN HAND**		
	Barclays - main current account	17,290	5,982
	Barclays - Parish Centre Lets account	8,655	15
	Cash in hand	84	128
		26,029	6,125

9	**DEBTORS**	2022	2021
		£	£
	Income tax recoverable - Gift Aid	5,779	3,098
	Parish Centre Lets	1,089	
	St Mary's & St Martin's Preservation Trust	749	
	Prepayments - Triographics	540	
		8,157	3,098

10	**CREDITORS AND ACCRUALS**	2022	2021
		£	£
	Parish Share	5,000	
	Roof repair	9,500	
	Other Accrued costs	2,584	1,269
	DBF - Fees for Weddings and Funerals	341	75
	St Mary's & St Martin's Preservation Trust		138
	Herts County Council grant received but not yet spent	289	500
	Wedding deposits	100	100
	Other creditors	456	20
		18,270	2,102

Independent Examiner's Report to the Trustees of Knebworth Parochial Church Council, charity number 1133728

I report to the trustees on my examination of the accounts of the above charity for the year ended 31st December 2022 set out on pages 1 to 8 of the 2022 Financial Statements.

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 PCC's accounts carried out under section 145 of the 2011 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.

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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.

Signed: P. L. Boïelle Date: 4th. April 2023

Name: P. L. Boïelle MAAT

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THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF KNEBWORTH

England & Wales - Charity number 1133728

Accounts

The Parish of Knebworth

Annual Report 2021

Including the Agenda for the Annual Meeting 11:30am Sunday 8 May 2022 in the Parish Centre

The Church of St Mary &
St Thomas of Canterbury
Knebworth Park
Old Knebworth Lane
Old Knebworth
SG3 6PY

The Church of St Martin
St Martin's Road
Knebworth
SG3 6ER

www.knebworthparishchurch.co.uk

UK Registered Charity 1133728

Governed by the Parochial Church Council Powers Measure (1956) as amended and Church Representation Rules

The Annual Parish Meetings

11:30am Sunday 8 May 2022

Opening Prayer

The Annual Meeting of Parishioners

- Appointment of Secretary
- Election of Churchwardens

The Annual Parochial Church Meeting

- Apologies
- To receive the revised Electoral Roll
- To confirm the minutes of the meeting held on 16 May 2021
- Election of members to the PCC
- To receive the Annual Report of the PCC, including Accounts for the year ended 31 Dec 2021
- Appointment of Independent Examiner of Accounts
- Chair's Remarks
- Matters arising from minutes of 16 May 2021, or discussion of matters of general parochial interest – *to be received in advance via revcharlesking@gmail.com*
- Grace

Introduction

Dear friends,

Welcome to this year's Annual Report for the parish of Knebworth!

When we come to our Annual Meeting in May, I will nearly have been in post six months, and I would like to offer sincere thanks to you all for your very warm welcome to me, Anke and Hannah, as we've settled in and got to know the parish.

An annual review such as this looks back and summarises activity over the past 12 months. In the Church of England, it is a legal requirement and a helpful point of review. However, it can only ever be a snapshot overview of parish life. There is, of course, much more to who we are as Christians in Knebworth than is contained within the pages of this report. And in the case of a parish such as ours, that wider life is about the weaving God's love into the everyday life of the local community.

It has been so good to be with you since November as Priest-in-Charge, and as I read through the individual contributions to this report, and reflect over my first few months in post, there are encouraging signs. As we learn to live with Covid, it has been heartening to see groups reconvening; and there is a real desire across the week for people to meet regularly in person, as we should all hope and expect to, following the disruption of the last two years. Then there are those new to Knebworth and to the area who want to connect – it is important that we support them, too, in whatever ways we can.

At the heart of all we do, though, is our worship and prayer. It has been good to restore regular worshipping patterns with a weekly 10am service at St Martin's, and to reintroduce a monthly Evensong at St Mary's. Worship continues throughout the week, and I have been encouraged by those supporting Morning Prayer Mondays-Wednesdays at 9am, with a communion service at 10am on Thursdays. However good the online technology, it is vital as Christians that we regularly gather in person. In the months ahead, and guided by the Holy Spirit, our offer of praise, worship, teaching, nurture and pastoral care will develop further, and we will want to do this for different ages and stages.

Parish life brings together the work of so many, and it will always be invidious to single out particular people. However, I do want to pay grateful tribute to all those who supported the parish during the interregnum in all kinds of ways; and especially to my ministerial and clergy colleagues, to Mark as Churchwarden, to Alan as Deputy Warden and to Penny as Church Administrator. It is very good to continue the collaboration as we go forward as a team together.

Bishop Tom Wright writes of being 'surprised by hope'. And in the resurrection of Jesus, it's a hope with special emphasis in this Easter season. The hope and knowledge that God is always with us is something that Jacob is reminded of at Bethel: *Then Jacob awoke from his sleep and said, "Surely the Lord is in this place – and I did not know it!"* (Gen 28:16-17). How wonderful for us, too, to be surprised by God in all that we do in our lives and in our parish of Knebworth!

Charles

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ANNUAL REPORT OF THE TRUSTEES OF KNEBWORTH PAROCHIAL CHURCH COUNCIL CHARITY REGISTRATION NUMBER 1133728 FOR THE YEAR ENDED 31ST DECEMBER 2021

Aim and purposes
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The PCC is responsible for the Parish Church of St Mary and St Thomas of Canterbury, Knebworth Park; St Martin's Church, St Martin's Road, Knebworth and the Parish Centre, St Martin's Road, Knebworth. The correspondence address is: 15 St Martin's Road, Knebworth, SG3 6ER.

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4. the provision of services to a range of groups with particular needs, including the Smarties pre-school group, and the hosting of the monthly Knebworth Family of Churches (KFC) coffee morning;

5. the provision of numerous formal and informal acts of pastoral care;

6. the maintenance of St Mary's and St Martin's as buildings of listed heritage in stone, wood, glass and metal, hand in hand with working towards being open more and more as a venue for prayer, reflection, and tourism

7. the maintenance and supply of the Parish Centre and our church buildings as spaces for community gathering and hire;

8. the raising of funds for partner charities, and donations in kind for Feed Up Warm Up, our local foodbank at Stevenage.

Subsequent entries in this Annual Report expand on the above.

CHURCHWARDEN'S REPORT

The past twelve months have been both challenging and encouraging from my perspective as churchwarden for both churches. There are three major items in particular that I would like to pick out from the past year and to share with the wider Parish

Firstly, the past year has seen the establishment of much greater stability in Knebworth Parish. A year ago, we were still in our interregnum and the future remained uncertain. Nevertheless, in the period before the appointment of a new incumbent, a number of people worked very hard to ensure hope of a better future. As Churchwarden, I remain deeply grateful to members of the PCC for their commitment, unity and hard work during a most difficult time – it was a privilege to serve as lay chair of this group. In addition to everything else, seeking to maintain Covid-safe spaces has been a constant challenge!

At the same time, I want to put on public record my personal thanks as churchwarden to the pastoral and ministry team who looked after us so well and began the work of reconstruction – to Karen Turner, Jane Hatton and to Richard Syms for their uplifting pastoral and teaching ministry within the churches, and to Archdeacon Janet, Bishop Michael and Rural Dean Andy Thomas for their constant support, encouragement and desire to help us reach better days ahead

Secondly, the appointment of Charles King as Priest-in-Charge of Knebworth has marked an enormous step forward for the Parish. We have been delighted to welcome Charles, Anke and Hannah to Knebworth. For me, Charles' installation service in November 2021, the culmination of much planning and hard work, was a true highlight of the past year. It is a great pleasure as churchwarden to be able to work closely with Charles and to appreciate the levels of planning and fresh vision which he brings to us. We meet regularly to discuss and plan, and I am grateful for the enhanced channels of communication

The **third** highlight for me is a continuation of something that began during the covid restrictions, when the 8am Sunday service at St Mary's was the only opportunity in the Parish to worship in person. Since we have returned to some kind of 'normality, I have continued to appreciate being able to worship at the St Mary's services. As churchwarden, this has been a source of blessing. In that context, I wish to record my deep thanks and appreciation to Deputy Churchwarden Alan Williamson for his hard work, expertise (especially on the buildings front), practical repair work and support over the past year

The **Buildings Committee** has now reconvened and is starting to get to grips with the challenges of, among other things, the roofing issues at St Martin's Church. Thanks go to the members of the committee, not least to Phil Skinner for his work as secretary. It is an encouragement for us to see Charles' interest and involvement in this area of work

We have been able to re-establish the **Readers/Intercessors Rota** at St Martin's – thanks to all those who have joined this ministry. One of the next tasks is to re-start the **Sidespersons Rota**. I am tremendously grateful to Penny Paton for her competence and hard work in `supporting my work as churchwarden, and to those who do so much behind the scenes in both churches – we

do not always see what they do, but we would certainly notice if they did not do it! So thanks to Mary Theobald, Linda Mitchell, Anne Purvis, Phil and Sue Skinner, Karen Turner, Lizzie Jeanes, Julia Vickers, Ufuoma Okpako, Mike and Margaret Stiff, Ulrike Proff and William Anderson – each of you helps to make my life as churchwarden a little easier!

A final thanks goes to our gardener, Alan Crisp. Our churchyards are regularly commended at our annual inspections by the Diocese, and much of that is down to Alan's hard work

The year ahead will be another challenging one as we seek to rebuild finances and congregations, develop new ministries and get to grips with various buildings issues. Yet we look forward with hope. In the words of the Apostle Paul, '*Forgetting what is behind and straining toward what is ahead, I press on toward the goal to win the prize for which God has called me heavenward in Christ Jesus'*

Mark Clifford, Churchwarden

PCC Members 2021

The PCC is a charity registered number 1133728 with the Charity Commission.

Members of the Parochial Church Council and Trustees of the Charity who have served at any time from 1st January 2021 to the date this report was approved are:

Ex Officio

Incumbent	The Revd James Pye (*resigned 01.04.21*)
Priest in charge	The Revd Charles King, Chair (*from 15.11.21*)
Churchwarden	Mark Clifford Lay, Vice-Chair (*from 16.05.21*)

Deanery Synod representatives

Mrs Jane Lucas
Mrs Melanie Pye (*resigned 01.04.21*)
Mrs Alison Coulson (*from 16.05.21*)

Elected members

Mrs Penelope Paton, PCC Secretary
Mr Timothy Coulson
Mr David Graham
Mrs Sharon Smith (*resigned 11.06.21*)
Mr Alan Williamson, Deputy Churchwarden
Mrs Sally Groves (*resigned 19.07.21*)
Mrs Elizabeth Graham
Mrs Anne Purvis
Mr Mark Clifford (*from 20.01.21, then Churchwarden from 16.05.21*)
Mrs Mary Theobald (*from 16.05.21*)

Co-opted members

The Revd Karen Turner
The Revd Jane Hatton (*from 17.01.22*)
Mr William Anderson, Treasurer (*from 17.01.22*)

MINUTES OF THE ANNUAL MEETING OF PARISHIONERS OF KNEBWORTH held on 16 May 2021 at 6.30pm via Zoom due to Covid 19 Restrictions

Present: Archdeacon Janet Mackenzie, Penny Paton, Bill Osborne, Canon Jane Hatton, Rev'd Karen Turner, Hazel Hall, William Anderson, Anne Purvis, Alison Coulson, Tim Coulson, Mary Theobald, Paul Theobald, Margaret Stiff, Mike Stiff, Andy Lewis, Alan Williamson, Mark Clifford, Lis Clifford, Phil Skinner, Sue Skinner, Liz Graham, Dave Graham, Jane Lucas, Rev'd Richard Syms, Jane Rodbard, Jane Ker-Reid (25 parishioners and the Archdeacon).

1. **Opening Prayer**: Mark Clifford (Lay PCC Chair) opened the meeting with a prayer. It was noted that Archdeacon Janet would chair the meeting for item 6.

2. **Appointment of Secretary**: Elizabeth Graham agreed to take minutes of this and the APCM. This was unanimously approved.

3. **Apologies for absence**: John Walker, Barbara Young

4. **Minutes of last meeting held on 18 October 2020**: There were no queries. Approval was proposed by Mike Stiff, seconded by Penny Paton and unanimously agreed. Thanks to Tim Coulson for taking the minutes.

5. **Matters arising from the meeting held on 18 October 2020**: None

6. **Election of churchwardens:** Archdeacon Janet took over the chairmanship of the meeting. One nomination had been received for Mark Clifford, proposed by Penny Paton, seconded by Sue Skinner. There being two vacancies and no other candidates, Mark Clifford was duly elected. Mark Clifford resumed chairing the meeting and advised that Alan Williamson would assist him as deputy churchwarden. Mark and Alan were thanked for taking on these roles.

7. **Report of the Trustees of St Martin's and St Mary's Preservation Trust**: The report had been circulated before the meeting. There were no questions. Phil Skinner was thanked for his work on the report. The current trustees are Phil Skinner, Mike Stiff, John Stead and Rev'd Jim Pye, who meet twice a year to discuss the fabric of the churches and agree any funding. Phil Skinner requested another trustee and Mark Clifford volunteered; this was agreed unanimously. Phil Skinner will check whether Jim Pye's trusteeship was by election or ex-officio. If the former, Archdeacon Janet will arrange for his resignation as part of the handover process.

8. **Any other business**: Archdeacon Janet advised that if someone came forward during the year to fill the casual churchwarden vacancy, then he or she would need to be elected at a Special Meeting of Parishioners, having been proposed and seconded in advance.

9. The meeting finished at 6.45

Signed ……Name……

Title……..

Date…….

MINUTES OF THE ANNUAL PAROCHIAL CHURCH MEETING
held on 16 May 2021 at 6.45pm via Zoom due to Covid 19 Restrictions

Present: Archdeacon Janet Mackenzie, Penny Paton, Bill Osborne, Canon Jane Hatton, Rev'd Karen Turner, Hazel Hall, William Anderson, Anne Purvis, Alison Coulson, Tim Coulson, Mary Theobald, Paul Theobald, Margaret Stiff, Mike Stiff, Andy Lewis, Alan Williamson, Mark Clifford, Lis Clifford, Phil Skinner, Sue Skinner, Liz Graham, Dave Graham, Jane Lucas, Rev'd Richard Syms, Jane Rodbard, Jane Ker-Reid (25 parishioners and the Archdeacon).

Mark Clifford invited the Archdeacon to remain; this was agreed unanimously.

1. **Apologies for absence:** John Walker, Barbara Young

2. **Minutes of last meeting held on 18 October 2020:** There were no queries or comments and the minutes were unanimously accepted as accurate. Thanks to Tim Coulson for taking the minutes. Mark Clifford will physically sign both sets of minutes as soon as possible.

3. **Matters arising from the minutes:** It was noted that following the discussions at the 2020 APCM, Rev'd Jim Pye had resigned as Rector on 1 April 2021. The Parish is therefore in interregnum and the PCC has begun the process of finding an interim replacement.

4. **Election of Deanery Synod Representative**

Following the resignation of Melanie Pye (elected October 2020) Alison Coulson had agreed to be the second Deanery Synod representative for the remaining two years of the term. She was proposed by Mark Clifford and seconded by Penny Paton. There being no other candidates, she was elected unopposed.

5. **Election of representatives to the PCC**

In addition to the three regular vacancies, the resignation of William Anderson and appointment of Mark Clifford as churchwarden had created two additional vacancies. The following candidates were elected unanimously.

Candidate	Term	Proposed	Seconded
Tim Coulson	3 years	Anne Purvis	Penny Paton
Dave Graham	3 years	Mark Clifford	Anne Purvis
Alan Williamson	3 years	Mark Clifford	Penny Paton
Mary Theobald	2 years	Sue Skinner	Elisabeth Clifford
Anne Purvis	1 year	Mark Clifford	Penny Paton

The following resolution was proposed by Mark Clifford: 'Regular attendance at the Parochial Church Council meeting is required. Any PCC member who fails to attend at least 25% of the meetings will be asked to withdraw from the Council in order to be replaced by a person willing to take an active part in the management of the Church. Exceptions will be made, (for a short while) on compassionate grounds in cases of ill health or family difficulties. This is to ensure that PCC members fulfil their responsibilities

as trustees and will take effect from the 2022 APCM.'

After a short debate, the resolution was amended to increase the minimum meeting attendance from 25% to at least 50%, to reflect the importance of the trustees' role and their legal responsibilities. The amended resolution was agreed unanimously.

6. Electoral Roll Report.

Anne Purvis confirmed that the current Electoral Roll figures were as reported, i.e. two additions and 7 removals, leaving 70 people on the Electoral Roll. Anne thanked Penny for her assistance. There were no questions.

7. Clergy Report.

In place of the Rector's report, Rev'd Karen Turner gave the following report:

"Dear Friends

This year has been an exceptional one in many ways for us all. Internationally we have been experiencing the worst pandemic since the end of the first world war. Nationally we have also suffered with this virus, having to watch many people suffer through the disease, many being worked to beyond any normal capacity and for many to suffer quietly in isolation, far from those they love and whose support they needed.

Locally we have in many ways been fortunate. We have not seen the high levels of the virus experienced elsewhere, we had an excellent support system running throughout the village during the worst of the crisis; and for so many of us, we had our faith. Faith has helped us stay strong, to know the presence of Christ in all things and the knowledge that we were not alone but our Lord was walking alongside us sharing our pains and sorrows.

The way in which we worshipped had to change, the way in which we showed care for one another had to change, but the love and fellowship we share did not change. In some ways I do believe that it has brought us to be closer and stronger than before, certainly more adaptable!

During the past two years, this Parish has experienced many difficulties leading to a time of definitive change. Members of the PCC have done their best to manage under great duress and uncertainties. Jane, Richard and I have offered what administrative and pastoral assistance we can, but it has often been difficult to plan a way forward. The PCC have offered support to both the congregation and clergy and this has been greatly appreciated under such difficult circumstances. Despite all these difficulties, and as well as the Covid situation; the numbers in the congregation have held up extremely well. We thank God for this blessing.

We were fortunate enough to enjoy a splendid Pancake day just prior to lockdown last year. It was a very enjoyable day and people were extremely generous in their donations. During the Lent and Easter period we were still very much learning how to use Zoom, finding ways of keeping in contact with each other when the churches had to close and adjusting to funerals being so very restricted in numbers and style. It was a harsh learning curve for us all. But the weather was kind to us and somehow we began to live differently, almost enjoying the challenge of getting a delivery slot for Sainsbury's and certainly changing our routines and priorities very swiftly.

During this time Penny has sent out children's activities and worksheets every week to our junior church and Messy church members. This has largely gone unseen by most of us, but a huge thank you to her for this initiative. She has been guided by two expert users each week as to the level of difficulty for the word search etc and that feedback, along with others, is much appreciated. Thanks also to Tim who organised a telephone rota for keeping in touch with everyone when we went in to lockdown - the first time round!

Despite the fluctuating restrictions, the year seemed to fly past, the seasons came and went and suddenly it was Christmas. Many plans had to be changed at the last minute which caused chaos in many households but the one thing that was superbly organised was the carol service in Knebworth Barns car park. An enormous amount of planning, risk assessments and site visits were all completed so well by Richard and Jane Hatton and on a starry night we all enjoyed singing our favourite carols and actually having a special event to attend. An enormous thank you to them both, for all their hard work which enabled so much joy and a wonderful way to begin our Christmas celebrations.

The usual style of Christingle was not possible, but the Children's society supplied bags for us to fill and distribute to any family wanting to make their own Christingle and to attend an amazing interactive service led by Lizzie Jeanes. This was very much appreciated by all and certainly broke new ground in enthusiasm, well done and thank you to Lizzie.

Our Midnight service was on Zoom, but on Christmas Day the service was in church to everyone's delight.

During the year we managed to deliver cards on Ash Wednesday, Mothering Sunday and Easter Day to all the Church family. A big thank you to all those delivery folk and also to the children who did such wonderful designs for the Easter cards, I think we all enjoyed seeing them on our mantelshelves.

There have been two weddings during this period, both under severe Covid restrictions.

When it became possible, we began 8am Holy Communion services at St Mary's which have become very popular and we are now working on a 'cocktail' approach to the services. Currently we will be using both churches on the 1st/3rd/5th Sundays of the month and Zoom services will continue for the 2nd and 4th Sundays. This enables people to attend or stay safe at home, as they feel comfortable.

During this year we owe a great many thanks to Bishop Michael, Archdeacon Janet, and to Andy Thomas (our rural dean) for supporting us with so many services. This would have been impossible to manage without their advice and continued assistance. Finally, a sincere thank you to Penny for enabling the Covid regulations to work so smoothly in both churches and keep us safe, as well as enabling services to begin again.

Richard, Jane and I were named as the Three Musketeers on Easter Day - and I am sure we will continue to do our best to serve this Parish and defend the faith. In the Musketeer films - I seem to think that actually there were four Musketeers in some of those films - so let us pray for that fourth Musketeer to be found once again. During this time of vacancy in the Parish let us pray that the right person will be called by God to serve Knebworth and to bring new life and breath into us all, helping us to move forward from the maintenance we have inevitably been involved in recently to outreach and Mission in the very near future.

May God Bless us all."

Mark Clifford thanked Rev'd Karen for her report. Mike Stiff proposed a vote of thanks to Bishop Michael, Archdeacon Janet, Rev'd Andy, Rev'd Karen, Canon Jane and Rev'd Richard for all their support, service and care over the past couple of years. This was seconded by Alan Williamson and agreed unanimously.

8. Treasurer's Report.

William Anderson ran through the treasurer's report previously circulated, highlighting in particular the difficulties with loss of income due to the pandemic and the situation in the Parish. Less than half of the Parish Share had been paid. In answer to questions William explained that:

- Parish Centre bookings are currently 50% of normal; not all users may return yet;
- There will not be a further adjustment to 2020 Parish Share as the 2020 movement on the general account was below £1,000, unlike 2019 where it was over £3,000.

Archdeacon Janet asked that any additional Parish Share payments be attributed to current year rather than historic. She reminded everyone that the underlying cost of a full-time parish priest, including housing, was around £58,000.

Mark Clifford explained that William was continuing as treasurer though he had resigned from the PCC.

9. Adoption of 2020 Accounts.

Mark Clifford proposed that the 2020 accounts be adopted, which was agreed unanimously.

9. Appointment of Independent Examiner of Accounts.

William Anderson advised that Ray Meredith was standing down as Independent Examiner after many years' service. He confirmed that Paul Boielle, Deanery Treasurer, had agreed to be nominated for 2021. Liz Graham explained that Paul had been her Independent Examiner at All Saints Pin Green. He is a retired charity accountant.

William prosed a vote of thanks to Ray, which was seconded by Rev'd Karen Turner and agreed unanimously. William then proposed that Paul Boielle be appointed Independent Examiner for 2021, seconded by Liz Graham and agreed unanimously.

10. Any Other Business

10.1 Prayer Circle update

Bill Osborne clarified that Yvonne Denning was still part of the Prayer Circle and that Andrew Wheelhouse had joined. However, Sally Groves will be moving away, leaving only three local members out of five. He asked that the Prayer Circle be made aware of situations where prayer support was needed, which would be treated in complete confidence.

10.2 Appointment of Interim Minister

Mike Stiff and others asked for more information about the process of appointing the interim minister.

Mark Clifford explained that the PCC had met with Archdeacon Janet and Bishop Michael shortly after Easter to discuss next steps and had agreed to seek an interim appointment for up to three years to settle everything back down, including pastoral relationships. Archdeacon Janet explained that she and Bishop Michael were looking for suitable people to introduce to the parish and that the process was underway. There will still be applications, meeting people and interviews to help both parties decide whether it is the right next step. It is possible that this will be a bit quicker than the standard process. She requested prayer for all involved.

Penny Paton clarified that during, or at the end of, the three years the appointment can be made permanent but it can also be ended by either party.

Regarding the patronage, Archdeacon Janet explained that this will be temporarily suspended as only the Bishop can make an interim appointment. At the end of the interim period, they expect to lift the suspension and resume the patronage. The Diocese will always work with the patron even if the patronage is suspended.

An interim appointment ends the interregnum. The interim appointee is a priest in charge rather than a rector but what he or she does is exactly the same.

It was confirmed that, as from 1 April, Rev'd Pye had finished his work in the parish and a handover to the Archdeacon was almost complete.

In answer to questions about the Rectory and the practicalities of any redecoration requirements, Archdeacon Janet explained that, as a consequence of the Covid rental situation, the Pyes will be able to stay in the Rectory for up to the end of October. If an interim appointment has not been made by then, the Diocese will not be seeking to rent out the Rectory. She pointed out that the Diocese and churchwardens will assess any works required and new clergy can apply for a decorating grant as well as a house-moving grant.

Mark Clifford closed with a prayer and the meeting ended at 7.54pm.

Signed …….

Name……

Title……..

Date…….

Reports

REPORT OF THE TRUSTEES OF ST. MARY'S AND ST. MARTIN'S PRESERVATION TRUST

The Trustees only met once during 2021. As usual the main areas of discussion were the maintenance of the fabric of the two Churches and their churchyards and finances.

The number of Trustees has increased to 7, which means the Trust can continue to function properly.

There was no major expenditure in 2021. On 5th April 2021 the Trust had assets of £21,108.

Phil Skinner, Secretary

BUILDINGS COMMITTEE

Because of Covid restrictions and other matters the Committee only met on one occasion in 2021.

The Committee agreed an action plan to address the high priority items raised in the Quinquennial Survey report. Highest priority is to arrange for a drone survey of St. Martin's Church roof to locate where rainwater is getting in, so that repairs can be carried out.

During 2021 only minor work has been carried out, and the Committee members are grateful for the volunteers who carry out minor repairs and maintenance jobs.

Happily there are now 7 members which is a sufficient number to carry out the Committee's duties properly.

Phil Skinner, Secretary

ST MARTIN'S PARISH CENTRE (SMPC)

Following the lifting of some Covid 19 restrictions hirers started to return to run their classes/groups in April 2021. Most had returned by the autumn term; however, we did lose one group and some hirers had cut back on hours of hire due to people not returning. Our hirers are all having to work hard to promote their classes/groups again but their numbers are still below pre Covid.

I have placed hall availability times in the Parish News and on our Facebook and Website. Thursday is particularly a day that I would like to attract new hirers, plus some afternoons.

Penny Paton, Bookings Secretary

SMARTIES BABY & TODDLER GROUP

I reopened smarties in the winter term of 2021, it was lovely to be back and we had a keen start back with the mums and toddlers. I have very much appreciated the support of Sue, Sylvia and Mary who help during the mornings. During the spring term our group is increasing which has made it more enjoyable for the children and their learning skills to be with their peers.

We do need more help as we all have to come in every week during the term time. If anyone is off sick or on holiday it has an impact on the delivery of the session. It seems to be harder and harder to get the help we need.

Jeanette Dreads

ST. MARTIN'S JUNIOR CHURCH

During 2021, I have continued emailing material out weekly to both Junior Church and Messy Church parents so they can use it with their children. Included most week were a wordsearch, question sheet, colouring page, a video of the story (produced by the diocese following the same Gospel reading as our 10am service) and sometime a craft item. A lot of the year we were still having services via Zoom and we had two regular children who worked on their sheets during the service and then shared what they had been doing at the end.

When we returned to in church services our Junior Church groups still did not meet, but the children attending used the worksheets in their pews. Then near the end of the year the very young did colouring or playing in their new area which is more within the main body of the church and alongside pews for their parents. A very welcome change from being at the back of church. The new area was arranged by Charles and includes both children and parents more in the service.

We expect to be able to restart Junior Church groups sometime during 2022.

Penny Paton, Junior Church Team

PRAYER CIRCLE

The prayer circle exists to provide a group of people who will pray for people in distress whether that is due to health problems or other problems that we encounter these days. Any one of the circle members can take requests and circulate them to the rest. We do this now by email rather than phone round a circle. This means the requests are passed to all at the same time and there is no risk of a message being confused and accidentally altered.

Requests are dealt with confidentially with the person's approval and are not discussed outside of the group.

Although the Prayer Circle is still active it has not had many requests for prayer since the beginning of the Covid pandemic. One reason for that is that people have not been out and about as much in order to avoid becoming a victim of Covid. Another reason is that

during 2021 Yvonne Denning, Janet Hammond, and Sally Groves all left St. Martin's and these were the Circles principal gatherers of requests.

The current members still attending St Martin's are Anne Purvis, Andrew Wheelhouse, Colleen and myself. In addition, Yvonne, Sally, and Julie Ansell wish to stay part of the circle although they will not be likely to submit requests.

Bill Osborne

ELECTORAL ROLL REPORT FOR APCM

There has been one new addition to the Electoral Roll and nine have been removed.

Of those who have been removed, two people wished to be taken off the Roll, six people have moved away, and one is deceased.

Our Electoral Roll now stands at 62.

Copies of the new roll will have been exhibited at both churches before the meeting.

Anne Purvis, Electoral Roll Officer

KNEBWORTH FAMILY OF CHURCHES

Over the past year we have gradually begun to meet in person again and to begin to take up some of the regular activities.

There was Carol singing around the village at Christmas and the Week for Christian Unity service was held at Saint Martins on this occasion. The service was followed by refreshments in Saint Martin Centre.

It has been very good to have Reverend Charles King on board to bring new thoughts and fresh input into the regular events program. As I write this we are planning the walk of witness on Good Friday followed by Hot Cross buns at Trinity. The most recent event initiated by Charles was a meeting at the St. Martin's parish centre for anyone interested in helping and supporting Ukrainian guests in this country. It was extremely successful and we are hoping to develop this group further. A central point for giving out information and being a practical response to the requests that are made. It would appear that the Knebworth response team format will be resurrected and used as the central hub, possibly using Saint Martins church or parish centre for some activities. We look forward to having the opportunity for more activities in the coming year and building on the fresh ideas and energy that Charles has brought to this group. An example of this is a suggestion of a themed approach to teaching/learning and praying together about environmental issues or similar issues of wider concern.

Karen Turner (Revd), KFC Representative

KNEBWORTH CHRISTIAN AID

Knebworth Christian Aid continued fundraising during lockdown with Big Brekkie, the annual quiz and delivering envelopes for Christian Aid week 2021 with collection buckets at the Co-op and the Post Office. Christian Aid week was celebrated at Trinity with an excellent service and speaker from Christian Aid. Our accounts showed fundraising totaling £2,146.

Tim Coulson

SAFEGUARDING CHILDREN & ADULTS WHO MAY BE VULNERABLE

The main role of the Parish Safeguarding Officer is to ensure that the PCC complies with the safe recruitment process, and safe practices in working with children / adults who may be vulnerable. All those who work with children need to be DBS checked and complete the Basic and Foundation online safeguarding courses. Those in these roles have completed their training and are DBS checked.

PCC members are also DBS checked and all have completed safeguarding courses. In 2022 there will be a new requirement for them to also complete the Domestic Abuse course.

The Churches' Safeguarding Policies are based on the House of Bishops' publications. Knebworth PCC has complied with its duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016. (duty to have due regard to the House of Bishops' guidance on safeguarding children and vulnerable adults).

The main areas of children's work at the present time is Smarties Baby & Toddler Group. Junior Church has not started back in groups yet but the children are catered for in church. Messy Church has started back again in 2022.

Penny Paton, Parish Safeguarding Officer

BELL RINGING AT ST MARY'S

This year has been a progression in returning to ringing the bells at St Marys. During the summer months we had three weddings to ring for which we were able to do with the help of ringers from Codicote, Graveley and Aston. This group of ringers make up our band that are pleased to ring for evensong once a month. We have started practicing on a Friday evening and hope to sustain this, welcoming other ringers from the district. The Christmas carol service gave us also a chance to ring.

The bells have been inspected also looking at the bell ropes and splicing two in preparation for a peal attempt. This was a successful peal of Yorkshire Surprise major taking 2hrs 50 mins rung for the 90th birthday of Barbara Young and Sylvia Hunter members of the parish. Our Queen Elizabeth II accession anniversary was also celebrated with visiting ringers from St Ippolyts to help us and we all enjoyed cups of tea and cake with other members of the parish. On the first Saturday of April we hosted a district meeting in the afternoon and the bells were rung before the meeting.
Looking forward, our numbers are low so we will need to recruit. We welcome a visit from the Knebworth Scouts and the Guild of Medical ringers in May.

Rosemary Pateman, St Mary's Bellringers

TREASURER'S FINANCIAL REVIEW

The financial outcome for 2021 was a net deficit on all funds of £6,755. The deficit on the General fund was £10,526. A surplus of £3,655 was recorded on Restricted funds, and there was a surplus of £117 on Endowment funds.

The General fund deficit arose after paying 2021 parish share of £29,300, representing a slight increase on the amount paid in the previous year. The PCC has hereby departed from the approach adopted in recent years of paying only as much parish share as brings the position for the year on the General fund broadly into balance (nil surplus/nil deficit), with the goal now of putting the amount of share paid each year at least onto a rising trajectory, to reflect both our rejoicing that the ministry in this parish has new leadership and our continued great privilege in being served by a priest whose duties are focused on our parish alone.

This it must be said is a very ambitious aim. The years 2020 and 2021 were difficult financially due to both COVID and the uncertainty surrounding the previous leadership of the parish, and levels of giving in 2021 were significantly down on where they were in 2019 and prior. The amount of share paid is well below the amount of £53,437 requested by the diocese for 2021. There are two further significant areas of risk. First, despite our sourcing of gas and electricity through the national Parish Buying Scheme the recent substantial increase in general levels of energy costs will undoubtedly be a burden, and second, while some building repairs are expected to be financed by the Preservation Trust, the costs of imminent items such as repairs to the leak around the St Martin's bell tower are yet to be established and may be substantial.

The increase in energy costs may necessitate a raising of rates for hiring out the parish centre.

Our Christian faith, however, commits us to look to the future with confidence. Giving for the current year 2022 includes monies from fellow parishioners who have re-instated their giving after the turbulence of the past couple of years. In a world in which fewer people than before carry cash, the electronic card machines in each church are proving to be a useful additional source of giving. Nearly half of regular giving is now via the Parish Giving Scheme, a scheme which reduces the burden for the parish of administering Gift Aid. (The Treasurer encourages people to sign up for this scheme!) Lettings for the parish centre have recovered strongly after the COVID lockdowns. The parish magazine continues to circulate nearly 600 copies each month. Unrestricted reserves totalling £25,442 as of 31st December 2021 represented nearly 6 months' worth of general expenditure; this position is favourable when compared to many other parishes.

At its July meeting the PCC will address plans for a stewardship campaign that will take place in the autumn.

For the separate Mission Fund, the Follett Trust has continued its generous funding of £1,000 each quarter. As Messy Church and other activities restart after the lockdown gap, cumulative funds of £10,801 are being carried forward in anticipation of future use in this area.

William Anderson, Hon. Treasurer

The Annual Accounts which form part of this document are attached in a separate file.

KNEBWORTH PAROCHIAL CHURCH COUNCIL

Registered Charity Number 1133728

FINANCIAL STATEMENTS 2021

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KNEBWORTH PAROCHIAL CHURCH COUNCIL
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST DECEMBER 2021

Note		Unrestricted funds £	Restricted funds £	Endowment funds £	Total 2021 £	Total 2020 £
	INCOMING RESOURCES					
4a	Incoming resources from donors	30,264	1,614		31,878	31,802
4b	Other voluntary incoming resources	500	4,000		4,500	4,000
4c	Income from investments	326		117	442	559
4d	Church Activites	15,520			15,520	21,229
4e	Other income resources	0			0	0
	TOTAL INCOMING RESOURCES	46,610	5,614	117	52,341	57,590
	RESOURCES EXPENDED					
5a	Grants	40	304		344	771
5b	*Activities directly relating* to the work of the Church	52,187	1,655		53,842	52,409
5c	Church management and administration	4,909			4,909	3,684
	TOTAL RESOURCES USED	57,136	1,959	0	59,095	56,863
	NET MOVEMENT IN FUNDS BEFORE TRANSFERS	(10,526)	3,655	117	(6,755)	727
	Net Transfers				0	0
	NET MOVEMENT IN FUNDS	(10,526)	3,655	117	(6,755)	727
	BALANCE B/FWD 1.1.2021	35,968	11,546	17,048	64,563	63,836
	BALANCE C/FWD 31.12.21	25,442	15,201	17,165	57,808	64,563

KNEBWORTH PAROCHIAL CHURCH COUNCIL
BALANCE SHEET
AT 31ST DECEMBER 2021

Note		2021 £	2021 £	2020 £
7	**Fixed Assets**		0	0
	Current Assets			
8	Cash at Bank and in hand	6,125		13,374
	Paterson Account	707		707
	Cambridge & Counties Bank	49,980		49,537
9	Debtors	3,098		2,292
			59,910	65,910
	Current liabilities			
10	Amounts due within one year		(2,102)	(1,347)
			£57,808	£64,563
	Financed by:			
	Funds:			
	Unrestricted		25,442	35,968
	Restricted			
	Mission & Outreach fund	10,801		
	Elsie Martin bequest	205		
	Paterson bequest	707		
	Churchyard maintenance fund	3,490		
			15,203	11,548
	Endowment			
	Bishopp bequest	5,579		
	Cobbold fund	10,325		
	Green bequest	751		
	Neale bequest	508		
			17,163	17,046
			£57,808	£64,563

Approved by the Knebworth Parochial Church Council on: 28/4/2022

Signed on its behalf by:

(PCC Chairman)
Rev. Charles King

(Trustee)
William Anderson

The notes on pages 3 to 8 form part of these financial statements.

KNEBWORTH PAROCHIAL CHURCH COUNCIL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2021

1. ACCOUNTING POLICIES

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

Incoming resources
Planned giving is recognised when received.
Grants and donations receivable are accounted for when awarded.

Resources expended
Grants and donations payable 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 paid.
All other expenditure is generally recognised when it is incurred and is accounted for gross.

Fixed Assets
Consecrated and beneficed property of any kind is excluded from the accounts by s.96 (2) (a) of the Charities Act 1993.
No value is placed on moveable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal, since the PCC considers this to be inalienable property. All expenditure incurred during the year on consecrated buildings and moveable church furnishings, whether maintenance or improvement, is written off as expenditure in the Statement of Financial Activities.

No value is placed on the Knebworth Parish Centre, which was built at a cost of £267,191 in 1994.

Other assets used within the church premises are depreciated on a straight-line basis over their estimated useful lives, as follows:

St. Mary's Organ 10 years
Office equipment 4 years
Sound system 5 years
The assets were all fully depreciated at 31st December 2021.

2. RELATED PARTY TRANSACTIONS

There were no transactions in the year under review with related parties.

3. RESERVES POLICY

Endowment funds are funds, the capital of which must be maintained; only income arising from the investment may be used as either restricted or unrestricted funds depending on 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 the year must be carried forward as a balance on that fund.

The PCC does not invest separately for each fund.

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

The PCC has the aim of maintaining unrestricted funds at a level which represents 6 months' worth of expenditure. As of 31st December 2021, unrestricted reserves amounted to approximately 5 months' worth of expenditure.

KNEBWORTH PAROCHIAL CHURCH COUNCIL
INCOMING RESOURCES
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2021

Note		Unrestricted funds	Restricted & endowment	Total	Total
		2021	2021	2021	2020
		£	£	£	£
4a	**Incoming resources from donors**				
	Regular giving				
	- Gift-aided	23,058		23,058	19,959
	- Not gift-aided	1,116		1,116	2,019
	Open Plate collections	2,522		2,522	2,517
	Gift-aided donations	300		300	0
	Special collections		304	304	466
	Gift aid recoverable	3,098		3,098	2,527
	Other donations		1,310	1,310	3,285
	Other income	169		169	1,030
		30,264	1,614	31,878	31,802
4b	**Other voluntary incoming resources**				
	Grants:				
	Follett Trust - for Messy Church		4,000	4,000	4,000
	Herts County Council - Sound System	*500*		*500*	*0*
		500	4,000	4,500	4,000
4c	**Income from investments**				
	Bank Interest	326	117	442	559
		326	117	442	559
4d	**Income from charitable and ancillary trading**				
	Parish Centre lettings	4,791		4,791	4,638
	Library Rental				4,000
	Parish News advertising	4,442		4,442	5,646
	Parish News sales	4,528		4,528	4,241
	Fees for weddings, funerals	1,466		1,466	1,915
	Fundraising activities	294		294	789
		15,520	0	15,520	21,229
4e	**OTHER INCOMING RESOURCES**				
				0	0
	TOTAL INCOMING RESOURCES	46,610	5,731	52,341	57,590

KNEBWORTH PAROCHIAL CHURCH COUNCIL
RESOURCES USED
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2021

Note		Unrestricted funds	Restricted funds	Endowment funds	Total 2021	Total 2020
		£	£	£	£	£
5a	**Grants (see also Note 4)**					
	Missionary and charitable giving	40			40	305
	Special Collections and events		304		304	0
		40	304		344	305
5b	**Activities relating directly to the work of the Church**					
	Ministry:					
	- Parish Share	29,300			29,300	29,291
	- Clergy Expenses	185			185	450
	- Visiting Ministers	100			100	0
	Upkeep of services	55			55	198
	Pastoral care social activities	316			316	45
	Youth and children	71			71	435
	Parish News printing and expenses	7,060			7,060	5,422
	Church buildings:					
	- insurance	3,684			3,684	3,929
	- maintenance	2,236			2,236	2,745
	- churchyard	0	1,655		1,655	2,080
	- servicing of organs	610			610	0
	- power & other running costs	2,030			2,030	1,493
	Parish Centre:					
	- insurance	800			800	760
	- maintenance	1,020			1,020	1,412
	- cleaning	1,572			1,572	1,683
	- power & other running costs	3,148			3,148	2,465
		52,187	1,655	0	53,842	52,409
5c	**Church management and administration**					
	Church Office	3,632			3,632	2,834
	Subscriptions and Music Licences	692			692	341
	Office equipment	0			0	-53
	Sundry Expenses	586			586	562
		4,909	0	0	4,909	3,684
	TOTAL RESOURCES USED	57,136	1,959	0	59,095	56,397

KNEBWORTH PAROCHIAL CHURCH COUNCIL

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

Note		Unrestricted funds £	Restricted funds £	Total £
6	**GRANTS MADE**			
	From PCC funds:			
	Beds & Herts Historic Churches	40		40
		40		40
	Special Collections:			
	Bishop's Harvest Appeal		278	278
	Children's Society (Christingle)		26	26
			304	304

Further Christian Aid collections are not recorded here.

7	**FIXED ASSETS**	St Mary's Organ £	Office equipt £	Sound system £	Total £
	Cost at 1.1.2021	4,233	3,334	6,117	13,684
	Cost at 31.12.2021	4,233	3,334	6,117	13,684
	Depreciation at 1.1.2021	4,233	3,334	6,117	13,684
	at 31.12.2021	4,233	3,334	6,117	13,684
	Net Book Value at 1.1.2021	0	0	0	0
	at 31.12.2021	0	0	0	0

Assets are fully depreciated

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

Note		2021	2020
		£	£
8	**CASH IN HAND**		
	Barclays - main current account	5,982	12,514
	Barclays - Parish Centre Lets account	15	637
	Cash in hand	128	223
		6,125	13,374

9	**DEBTORS**	2021	2020
		£	£
	Income tax recoverable - Gift Aid	3,098	2,292
		3,098	2,292

10	**CREDITORS**	2021	2020
		£	£
	DBF - Fees for Weddings and Funerals	75	223
	St Mary's & St Martin's Preservation Trust	138	138
	Accrued costs	1,269	430
	Herts County Council grant received but not yet spent	500	
	Wedding deposits	100	150
	Other creditors	20	407
		2,102	1,347

Independent Examiner's Report to the Trustees of Knebworth Parochial Church Council, charity number 1133728

I report to the trustees on my examination of the accounts of the above charity for the year ended 31st December 2021 set out on pages 1 to 8 of the 2021 Financial Statements.

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 PCC's accounts carried out under section 145 of the 2011 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.

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

Signed: P. L. Boïelle

Date: 29th. April 2022

Name: P. L. Boïelle MAAT

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF KNEBWORTH

England & Wales - Charity number 1133728

Accounts

ANNUAL REPORT OF THE TRUSTEES OF KNEBWORTH PAROCHIAL CHURCH COUNCIL CHARITY REGISTRATION NUMBER 1133728 FOR THE YEAR ENDED 31ST DECEMBER 2020

Aim and purposes

Knebworth Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, the Reverend James Pye, in promoting the ecclesiastical parish and the whole mission of the Church for the public benefit.

Worship and prayer

The PCC is committed to enabling as many people as possible to worship at our churches and become part of our parish community. We try to enable people to live out their faith as part of our parish community through: Worship and prayer, learning about the gospel and developing their knowledge and trust in Jesus.

Administrative information

The PCC is responsible for the Parish Church of St Mary and St Thomas of Canterbury, Knebworth Park; St Martin's Church, St Martin's Road, Knebworth and the Parish Centre, St Martin's Road, Knebworth. The correspondence address is: 15 St Martin's Road, Knebworth, Herts, SG3 6ER.

The PCC is a charity registered with the Charity Commission.

PCC members who have served at any time from 1st January 2020 to the date this report was approved are:

Incumbent	The Revd. James Pye Chairman
Wardens	*Vacant*

Deanery Synod representatives

Mrs Jane Lucas
Mrs Melanie Pye - elected October 2020

Elected members

Mrs Penelope Paton – PCC Secretary
Mr Philip Skinner - resigned October 2020
Mr Timothy Coulson
Mr David Graham
Mrs Sharon Smith

	Mr Alan Williamson
	Mrs Sally Groves
	Mr William Anderson
	Mr Mark Clifford
	Mrs Elizabeth Graham - elected October 2020
Co-opted members	Mrs Anne Purvis – elected November 2020
	Revd Karen Turner –elected November 2020

KNEBWORTH PAROCHIAL CHURCH COUNCIL

Registered Charity Number 1133728

FINANCIAL STATEMENTS 2020

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Resources used	6
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KNEBWORTH PAROCHIAL CHURCH COUNCIL
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST DECEMBER 2020

Note		Unrestricted funds £	Restricted funds £	Endowment funds £	Total 2020 £	Total 2019 £
	INCOMING RESOURCES					
2a	Incoming resources from donors	28,327	3,475		31,802	48,694
2b	Other voluntary incoming resources	0	4,000		4,000	8,450
2c	Income from investments	411		148	559	688
2d	Church Activites	21,229			21,229	39,602
2e	Other income resources	0			0	0
	TOTAL INCOMING RESOURCES	49,967	7,475	148	57,590	97,434
	RESOURCES EXPENDED					
3a	Grants	305	466		771	1,282
3b	*Activities directly relating* to the work of the Church	50,329	2,080		52,409	86,111
3c	Church management and administration	3,684			3,684	4,420
	TOTAL RESOURCES USED	54,317	2,546	0	56,863	91,812
	NET MOVEMENT IN FUNDS BEFORE TRANSFERS	(4,351)	4,930	148	727	5,621
	Net Transfers				0	0
	NET MOVEMENT IN FUNDS	(4,351)	4,930	148	727	5,621
	BALANCE B/FWD 1.1.2020	40,319	6,617	16,900	63,836	58,214
	BALANCE C/FWD 31.12.20	35,968	11,546	17,048	64,563	63,836

KNEBWORTH PAROCHIAL CHURCH COUNCIL
BALANCE SHEET
AT 31ST DECEMBER 2020

Note		2020 £	2020 £	2019 £
5	**Fixed Assets**		0	0
	Current Assets			
6	Cash at Bank and in hand	13,374		13,708
	Paterson Account	707		706
	Cambridge & Counties Bank	49,537		48,986
7	Debtors	2,292		4,760
			65,910	68,161
	Current liabilities			
8	Amounts due within one year		(1,347)	(4,326)
			£64,563	£63,836
	Financed by:			
	Funds:			
	Unrestricted		18,398	22,749
	Designated fund - Building reserve		17,570	17,570
	Restricted			
	Mission & Outreach fund	6,801		
	Elsie Martin bequest	205		
	Paterson bequest	707		
	Churchyard maintenance fund	3,835		
			11,548	6,618
	Endowment			
	Bishopp bequest	5,541		
	Cobbold fund	10,255		
	Green bequest	746		
	Neale bequest	504		
			17,046	16,898
			£64,563	£63,836

Approved by the Knebworth Parochial Church Council on:

Signed on its behalf by:

(PCC Chairman) (Hon Treasurer)

The notes on pages 3 to 8 form part of these financial statements.

KNEBWORTH PAROCHIAL CHURCH COUNCIL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2020

1. ACCOUNTING POLICIES

General

The accounts have been prepared in accordance with the Church Accounting Regulations 2006.
The financial statements have been prepared under the historical cost convention. The financial statements include all transactions, assets and liabilities for which PCC is responsible in law. They do not include accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members.

Funds

Endowment funds are funds, the capital of which must be maintained; only income arising from the investment may be used as either restricted or unrestricted funds depending on 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 the year must be carried forward as a balance on that fund.

The PCC does not usually invest separately for each fund.

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

Incoming resources

Planned giving is recognised when received, with the exception of payroll giving which for control purposes is accrued in the month of payroll deduction.
Grants and donations receivable are accounted for when awarded.

Resources expended

Grants and donations payable 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 paid.
All other expenditure is generally recognised when it is incurred and is accounted for gross

Fixed Assets

Consecrated and beneficed property of any kind is excluded from the accounts by s.96 (2) (a) of the Charities Act 1993.
No value is placed on moveable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal, since the PCC

considers this to be inalienable property. All expenditure incurred during the year on consecrated buildings and moveable church furnishings, whether maintenance or improvement, is written off as expenditure in the Statement of Financial Activities and separately disclosed.

No value is placed on the Knebworth Parish Centre, which was built at a cost of £267,191 in 1994.

Other assets used within the church premises are depreciated on a straight line basis over their estimated useful lives, as follows:

St. Mary's Organ 10 years
Office equipment 4 years
Sound system 5 years
The assets were all fully depreciated at 31st December 2020.

KNEBWORTH PAROCHIAL CHURCH COUNCIL
INCOMING RESOURCES
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2020

Note		Unrestricted funds	Restricted & endowment	Total	Total
		2020 £	2020 £	2020 £	2019 £
2a	**Incoming resources from donors**				
	Regular giving				
	- Gift-aided	19,926	33	19,959	35,304
	- Not gift-aided	2,019		2,019	1,808
	Open Plate collections	2,482	35	2,517	3,645
	Gift-aided donations			0	470
	Special collections		466	466	1,002
	Gift aid recoverable	2,510	17	2,527	3,907
	Other donations	360	2,925	3,285	2,376
	Other income	1,030		1,030	183
		28,327	3,475	31,802	48,694
2b	**Other voluntary incoming resources**				
	Grants:				
	Follett Trust - for Messy Church		4,000	4,000	4,000
	Bedfordshire & Luton Community Foundation - for Parish Centre boiler			0	4,450
		0	4,000	4,000	8,450
2c	**Income from investments**				
	Bank Interest	411	148	559	688
		411	148	559	688
2d	**Income from charitable and ancillary trading**				
	Parish Centre lettings	4,638		4,638	13,235
	Library Rental	4,000		4,000	11,580
	Parish News advertising	5,646		5,646	6,614
	Parish News sales	4,241		4,241	4,229
	Fees for weddings, funerals	1,915		1,915	3,412
	Fundraising activities	789		789	532
		21,229	0	21,229	39,602
2e	**OTHER INCOMING RESOURCES**				
	Insurance claims			0	0
	TOTAL INCOMING RESOURCES	49,967	7,624	57,590	97,434

KNEBWORTH PAROCHIAL CHURCH COUNCIL
RESOURCES USED
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2020

Note		Unrestricted funds	Restricted funds	Endowment funds	Total 2020	Total 2019
		£	£	£	£	£
3a	**Grants (see also Note 4)**					
	Missionary and charitable giving	305			305	280
	Special Collections and events		466		466	1,002
		305	466		771	1,282
3b	**Activities relating directly to the work of the Church**					
	Ministry:					
	- Parish Share	29,291			29,291	49,500
	- Clergy Allowance	450			450	3,465
	- Visiting Ministers	0			0	159
	Upkeep of services	198			198	365
	Pastoral care social activities	45			45	313
	Youth and children	435			435	3,491
	Parish News printing and expenses	5,422			5,422	7,154
	Church buildings:					
	- insurance	3,929			3,929	4,107
	- maintenance	2,745			2,745	709
	- churchyard	0	2,080		2,080	2,350
	- servicing of organs	0			0	305
	- power & other running costs	1,493			1,493	3,070
	Parish Centre:					
	- insurance	760			760	760
	- maintenance	1,412			1,412	5,029
	- cleaning	1,683			1,683	2,338
	- power & other running costs	2,465			2,465	2,996
		50,329	2,080	0	52,409	86,111
3c	**Church management and administration**					
	Church Office	2,845			2,845	2,422
	Subscriptions and Music Licences	341			341	689
	Office equipment	-53			-53	390
	Sundry Expenses	551			551	919
		3,684	0	0	3,684	4,420
	TOTAL RESOURCES USED	54,317	2,546	0	56,863	91,812

KNEBWORTH PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2020

Note		Unrestricted funds	Restricted funds	Total
		£	£	£
4	**GRANTS**			
	From PCC funds:			
	WorldShare	240		240
	Beds & Herts Historic Churches	40		40
	The Bible Society	25		25
		305		305
	Special Collections:			
	Bike & Hike - Beds & Herts Historic Churches		315	315
	Bridgebuilders		111	111
	Bishop's Harvest Appeal		40	40
			466	466

Further Christian Aid collections are not recorded here.

5 FIXED ASSETS	St Mary's Organ	Office equipt	Sound system	Total
	£	£	£	£
Cost at 1.1.2020	4,233	3,334	6,117	13,684
Cost at 31.12.2020	4,233	3,334	6,117	13,684
Depreciation at 1.1.2020	4,233	3,334	6,117	13,684
at 31.12.2020	4,233	3,334	6,117	13,684
Net Book Value at 1.1.2020	0	0	0	0
at 31.12.2020	0	0	0	0

Assets are fully depreciated

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2020

Note		2020	2019
		£	£
6	**CASH IN HAND**		
	Barclays - main current account	12,514	10,284
	Barclays - Parish Centre Lets account	637	3,147
	Cash in hand	223	277
		13,374	13,708

7	**DEBTORS**	2020	2019
		£	£
	Income tax recoverable - Gift Aid	2,292	3,760
	Follett Trust 2019 cheque not yet banked		1,000
		2,292	4,760

8	**CREDITORS**	2020	2019
		£	£
	DBF - Fees for Weddings and Funerals	223	155
	St Mary's & St Martin's Preservation Trust	138	93
	Parish News Sales received in advance		549
	Library rental received in advance		1,000
	Other creditors	986	2,528
		1,347	4,326

INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF KNEBWORTH PAROCHIAL CHURCH COUNCIL
CHARITY NUMBER 1133728

This report on the financial statements of the PCC for the year ended 31st December 2020, which are set out on pages 1 to 8, is in respect of an examination carried out in accordance with Church Accounting Regulations 2006 (the Regulations) and Section 145 of the Charities Act 2011.

Respective responsibilities of the trustees and the examiner
The charity's trustees are responsible for the preparation of accounts. The charity's trustees consider that an audit is not required for this year under Section 144 of the Charities Act 2011 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 Commission (under 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 PCC and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair" view and the report is limited to those matters set out in the statement below.

Independent Examiner's statement
In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that, in any material respect, the requirements to keep accounting records in accordance with Section 130 of the 2011 Act, and to prepare accounts which accord with the accounting records and comply with the requirements of the 2011 Act have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of accounts to be reached.

Mr R T Meredith, BSc (Hons), FCIB

Date: 20th April 2021

Hillcroft
7 Deards End Lane
Knebworth
Herts.
SG3 6NL