

The Parochial Church Council of St Barnabas, Hemel Hempstead

Accounts

For the year ended 31 December 2021

Charity Number

1133788

The Parochial Church Council of St Barnabas, Hemel Hempstead

Annual Report and Accounts

For the year ended 31 December 2021

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The Parochial Church Council of St Barnabas Hemel Hempstead

**Reference and administration details of the Church, its trustees and advisers
For the year ended 31 December 2021**

Vicar

Reverend Richard Graham

Address for Correspondence

St Barnabas Church
Queens Square
Adeyfield
Hemel Hempstead
HP2 4EW

Bankers

Natwest Bank plc

Independent Examiner

SHARON BOYALL

The Parochial Church Council of St Barnabas, Hemel Hempstead

Independent Examiner's Report to the The Parish of St Barnabas, Hemel Hempstead for the Year ended 31st December 2021

I report on the accounts of the Parish for the year ended 31 December 2018 which are set out on pages 2 to 8.

Respective responsibilities of members and examiner

As members of the Parish you are responsible for the preparation of the accounts; you 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

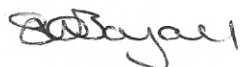
My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

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 to comply with the accounting requirements of the 1993 Acthave not been met; or
- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed



Name

Sharon Boyall

Address:

85 Bury Road
Hemel Hempstead
HP1 1HW

Date:

1st September 2022

The Parochial Church Council of St Barnabas, Hemel Hempstead

Statement of Financial Activities for the Year ended 31st December 2021

	Notes	Unrestricted Funds	Designated Funds	Restricted funds	TOTAL FUNDS	
					2021	2020
INCOMING RESOURCES						
Incoming Resources from donors	2[a]	60,652	-	-	60,652	69,320
Other voluntary incoming resources	2[b]	-	-	-	-	-
Incoming resources from operating activities						
– to further the Council's objects	2[c]	26,318	-	-	26,318	23,348
– to generate funds	2[d]	-	-	-	-	-
Income from investment	2[e]	-	-	-	-	-
Other incoming resources	2[f]	49	-	-	49	233
TOTAL INCOMING RESOURCES		87,019	-	-	87,019	92,901
RESOURCES EXPENDED						
Costs of generating funds	3[d]	-	-	-	-	-
Grants	3[a]	5,326	-	-	5,326	5,202
Activities directly relating to the work of the church	3[b]	73,682	600	-	74,282	70,207
Church management and administration	3[c]	5,844	-	-	5,844	6,167
TOTAL RESOURCES EXPENDED		84,852	600	-	85,452	81,576
NET INCOMING/(OUTGOING) RESOURCES		2,167	(600)	-	1,567	11,325
NET INCOMING/(OUTGOING) RESOURCES BEFORE OTHER GAINS AND LOSSES		2,167	(600)	-	1,567	11,325
GAINS AND LOSSES ON INVESTMENTS	5	-	-	-	-	-
NET MOVEMENT IN FUNDS		2,167	(600)	-	1,567	11,325
BALANCES BROUGHT FORWARD AT 1 JANUARY		29,361	600	-	29,961	18,636
BALANCES CARRIED FORWARD AT 31 DECEMBER		31,528	-	-	31,528	29,961

The Parochial Church Council of St Barnabas Hemel Hempstead

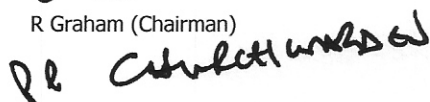
Statement of Financial Position as at 31 December 2021

	Notes	Unrestricted Funds	Designated Funds	Restricted funds	TOTAL FUNDS 2021	2020
FIXED ASSETS						
Tangible fixed assets		-	-	-	-	-
Investment assets	5	736	-	-	736	736
		736	-	-	736	736
CURRENT ASSETS						
Stock		-	-	-	-	-
Debtors	7	9,808	-	-	9,808	12,056
Short term deposits		-	-	-	-	-
Cash at bank and in hand		26,765	-	-	26,765	23,028
		36,573	-	-	36,573	35,084
LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR						
	8	5,781	-	-	5,781	5,859
NET CURRENT ASSETS		30,792	-	-	30,792	29,225
NET ASSETS		31,528	-	-	31,528	29,961
FUNDS						
	6					
Unrestricted		31,528	-	-	31,528	29,361
Designated		-	-	-	-	600
Restricted		-	-	-	-	-
TOTAL FUNDS		31,528	-	-	31,528	29,961

Approved by the Parochial Church Council of St Barnabas on 7 April 2022 and signed on its behalf by:



R Graham (Chairman)




H Fellows (PCC Treasurer)

The notes on pages 4 to 8 form part of these accounts

Notes to the Financial Statements for the Year ended 31st December 2021

Note 1

Accounting policies

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the Charities SORP 2005.

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets which are shown at market value.

Funds

General funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted.

The accounts include all transactions assets and liabilities for which the PCC is responsible in law They do not include the accounts of church groups that owe their main affiliation to another body or those that are informal gatherings of church members.

Incoming resources

Voluntary income and capital sources

Collections are recognized when received by or on behalf of the PCC Planned giving receivable under Gift Aid is recognized only when received Income tax recoverable on Gift Aid donations is recognized when the income is recognized Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain

Funds raised by the fete garden party and similar events are accounted for gross Sales of books and magazines from The church bookstall are accounted for gross.

Other income

Rental income From the letting of church premises is recognized when the rental is due.

Income from investments

Dividends are accounted for when due and payable Interest entitlements are accounted for as they accrue Tax recoverable on such income is recognized in the same accounting year

Resources expended

The diocesan parish share is accounted For when paid. Any parish share unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the Balance Sheet.

Fixed Assets

Consecrated property and moveable church furnishings

Consecrated and beneficed property of any kind is excluded from the accounts by s.9.6(2)(a) of the Charities Act 1993.

Moveable church furnishings held by the Vicar and Church wardens on special trust for the PCC which require a faculty for disposal, are accounted as inalienable property unless consecrated.

All minor items are written off when purchased.

Other fixtures fittings and office equipment

Equipment used within the Church premises is depreciated on a straight line basis over 3 years. Individual items with a purchase price of less than £1,000 are written off when the asset is acquired.

The Parochial Church Council of St Barnabas, Hemel Hempstead

Notes to the Financial Statements for the Year ended 31st December 2021

Note	Unrestricted Funds	Designated Funds	Restricted Funds	TOTAL FUNDS	
				2021	2020
2(a) Incoming resources from donors					
Planned giving:					
Gift Aid donations	36,826			36,826	33,747
Income tax recoverable	9,812			9,812	13,803
Other planned giving				-	-
Collections (open plate) at all services	4,855			4,855	4,453
Gift days	-			-	-
Sundry donations	9,159			9,159	17,317
	60,652	-	-	60,652	69,320
Other voluntary incoming					
2(b) resources					
Grants				-	-
Donations, appeals, etc				-	-
Legacies				-	-
	-	-	-	-	-
Income from operating activities:					
2(c) to further the Council's objects					
Bookstall				-	-
Church hall lettings etc	24,324			24,324	22,275
Fees	1,994			1,994	1,073
	26,318	-	-	26,318	23,348
Income from operating					
2(d) activities: to generate funds					
Magazines (advertisement fees)				-	-
Fetes, bazaars, other fund-raising				-	-
	-	-	-	-	-
2(e) Income from investment					
Dividends and interest including any reclaimable tax				-	-
	-	-	-	-	-
Other ordinary incoming					
2(f) resources					
Toddlers	49			49	233
Other ordinary incoming resources				-	-
	49	-	-	49	233
TOTAL INCOMING RESOURCES	87,019	-	-	87,019	82,186

The Parochial Church Council of St Barnabas, Hemel Hempstead

Notes to the Financial Statements for the Year ended 31st December 2021

Note	Unrestricted Funds	Designated Funds	Restricted funds	TOTAL FUNDS	
				2021	2020
3 RESOURCES EXPENDED					
3(a) Grants					
Church overseas:					
– missionary societies				-	-
– relief and development agencies				-	-
UK Giving:					
Home missions and other Church Societies				-	-
Charities	5,326			5,326	5,202
	5,326	-	-	5,326	5,202
3(b) Activities directly relating to the work of the Church					
Ministry: diocesan parish share	50,561			50,561	51,091
clergy expenses	887			887	333
youth & childrens work	595			595	274
other clergy costs				-	-
Church – running expenses	12,651	600		13,251	13,242
Church maintenance	8,119			8,119	4,688
Mission	869			869	579
	73,682	600	-	74,282	70,207
3(c) Church management and administration					
Administration:	5,565			5,565	5,728
Printing and stationery	279			279	439
Bank charges/audit fee	-			-	-
	5,844	-	-	5,844	6,167
3(d) Costs of generating funds					
Fetes, bazaars, other fund-raising events				-	-
Costs of stewardship campaign				-	-
	-	-	-	-	-
TOTAL RESOURCES EXPENDED	84,852	600	-	85,452	81,576
4 STAFF COSTS				Total	Total
Wages and salaries	10,256			10,256	9,998
Social security costs				-	-
Pension costs				-	-
	10,256	-	-	10,256	9,998

During the year the PCC employed an administrator and a church cleaner, none of whom earned £60,000 p.a. or more

PCC members were reimbursed travelling and subsistence expenses of £ nil (2020 nil)

There were no other disclosable transactions in respect of PCC members, persons closely connected with them or other related parties.

The Parochial Church Council of St Barnabas, Hemel Hempstead

Notes to the Financial Statements for the Year ended 31st December 2021

Note	Unrestricted Funds	Designated Funds	Restricted funds	TOTAL FUNDS 2021	TOTAL FUNDS 2020
5 Investment fixed assets					
Movements in the year:					
Market value – 1 January	736			736	736
Purchases at cost, less disposals at carrying value				-	-
Net gains on disposals and annual revaluation	-			-	-
Market value – 31 December	736			736	736
Movements in the year:	-	-	-	-	-

Holdings at 31 December 2011: shares in the CBF Church of England Investment Fund

6 ANALYSIS OF NET ASSETS BY FUND

	Unrestricted Funds	Designated Funds	Restricted funds	TOTAL FUNDS 2021	TOTAL FUNDS 2020
Fixed Assets for Church use					
Investment Fixed Assets	736			736	736
Net current Assets	30,792	-		30,792	29,225
Fund balance	31,528	-	-	31,528	29,961

The Parochial Church Council of St Barnabas, Hemel Hempstead

Notes to the Financial Statements for the Year ended 31st December 2021

Note	Unrestricted Funds	Designated Funds	Restricted funds	TOTAL FUNDS	
				2021	2020
7 DEBTORS					
Income tax recoverable	9,808			9,808	12,056
Prepayments and accrued interest	-			-	-
PreSchool	-			-	-
Other debtors	-			-	-
	9,808	-	-	9,808	12,056
Less Interfund debtors			-	-	-
	9,808	-	-	9,808	12,056
8 LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR					
Deferred income				-	-
Accruals of utility and other costs				-	-
Creditors for goods and services	-			-	-
– diocesan parish share				-	-
Preschool	-			-	-
Building Fund				-	-
Other creditors	5,781			5,781	5,859
	5,781	-	-	5,781	5,859
Less Interfund creditors		-	-	-	-
	5,781	-	-	5,781	5,859

The Parochial Church Council of St Barnabas

Hemel Hempstead

Annual Report

For the Year ended 31st December 2021

Aim and purposes

St Barnabas's Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent, the Reverend Richard Graham, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

Objectives and activities

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

When planning our activities for the year, we have considered the Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion. In particular, we try to enable ordinary 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.
- Provision of pastoral care for people living in the parish.
- Missionary and outreach work.

To facilitate this work, it is important that we maintain the fabric of the Church of St Barnabas and its halls.

Trustees' Responsibilities

Charity law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the PCC and of its financial activities for that period. In preparing those financial statements the trustees are required to:

- (a) Select suitable accounting policies and then apply them consistently;
- (b) Make judgements and estimates that are reasonable and prudent;
- (c) State whether the policies adopted are in accordance with the Statement of Recommended Practice 'Accounting and Reporting by Charities' and with applicable accounting standards, subject to any material departures disclosed and explained in the financial statements;
- (d) Prepare the financial statements on the going concern basis unless it is inappropriate to assume that the PCC will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the PCC and to enable them to ensure that the financial statements comply with the Charities Act 1993. They are also responsible for safeguarding the assets of the PCC and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.

Public Benefit

The guidance contained in the Charity Commission's general guidance on public benefit is reviewed in the charity's aims and objectives and in planning future activities.

Achievements and performance

In 2021 there was a further National Lockdown on 6 January 2021 with a phased return to 'normal'. In the later part of the year there were additional concerns about the new Omicron variant which was particularly spreading among school age children.

While churches were exempt from being closed, the Covid safety measure still had a large impact on the church's activities.

The summary below highlights how St Barnabas Church managed during this period of time.

Electoral Roll

The number on adults on the Electoral Roll remained at 73.

Sunday Services

Due to the restrictions, the 9:00am continued as a Morning Prayer only until May when the Holy Communion service was resumed.

The 10:30am service was suspended until Easter Sunday. During this time the service was live streamed on Facebook.

For the Holy Communion, the priest only offered the bread and no the wine. This policy will be reviewed in 2022.

The average Sunday attendances (based on when the church was open) for both services wash:

	2021	2020
Adults	32	26
Under 16's	3	3

With the gradual lifting of restrictions, the average for the last nine months had risen to 42 adults with the under 16 rising to 5.

The 10:30am service continued to be transmitted live of Facebook for the whole year. Due to the inexact method of counting who had watched these services on Facebook it is difficult to give a precise figure watching on a weekly basis. However, a reasonable estimate would be between 6 and 12 who watched it live or on catch-up

Other Services

Due to the restrictions we were not able to have our Palm Sunday walk around the Queen's Square or our Lent course in church.

Our Bereavement service on 7 November 2021 was not cancelled but there were significant changes and less people came. It was a very poignant service in the current pandemic.

None of the Christmas Services were cancelled except the Crib service as the Omicron variant among children was spreading very quickly in the local schools.

Children and Youth Groups in church

Sunday children's' Group

The primary school Sunday group called JAM was suspended at the beginning of the year but came back as a separate group within its own 'bubble'. The leaders did a tremendous job in keeping the group going and using zoom when necessary.

Friday Night Youth Groups

The two church / community youth groups - COOL Club for primary school children and Crossover for secondary school children did not operate during the whole of the year. A number of helpers had decided it was a time to retire from the group. A review will be needed in 2022.

Thursday Toddler Group

The Toddlers group is very popular with parents and childminders in the local area. This activity was suspended until November 2021 when it re-opened. It proved very successful especially with children who had been born just before and during 2020 as it helped with their socialising with other children

Schools Work

Richard normally takes assemblies in Broadfield and Hobletts Manor primary schools. All school assemblies were cancelled until November. During this time Richard did some recorded assemblies to show in classes.

As a church we were approached by a school to bring in 'Open the Book' into the school. This is structured way for members from a local church to act out bible stories. We did a nativity one which went really well.

Safe Guarding

Sharon Noble (Safeguarding Officer) and Linda Capon (Safeguarding Co-ordinator) continued to provide advice and administration in this area. This is an essential ministry in the church as training in safeguarding is vital in caring for the young and vulnerable people who come to St Barnabas. There were no safeguarding incidents in the year.

Occasional Offices

The occasional offices are those services which relate to baptisms, weddings and funerals. Following on from a funeral, we offer an opportunity for those bereaved to talk to a member of our Bereavement Team.

The numbers of the occasional offices for our parish in 2021 were:

	2021	2020
Baptisms / Christenings	1	0
Thanksgivings	0	0
Confirmations	0	0
Weddings: In St Barnabas church	0	0
In St Mary's church (by St Barnabas vicar)	0	0
Funerals: In church	8	4
In crematorium	12	16

Week Day Church and Community Use

Our buildings are used for many and varied activities during the week.

A number of church activities and other groups did not come back after the Covid restriction were eased.

The below shows the church activities which use the church:

- Mid-Week Holy Communion – Wednesday mornings
- Toddlers – Thursday mornings (term time)

The below show the outside groups which we currently hire to:

- St Barnabas Pre-school – Monday to Friday (term time)
- Alcoholics Anonymous – Monday and Sunday evenings
- Majorettes – Monday evening
- NHS Blood Clinic – Tuesday all day
- Ballet Classes – Saturday mornings

In addition, the halls and church were hired out for individual events and birthday parties.

Community Involvement

Church members are involved in many groups in the community. In addition, the church planned two specific projects:

- For the Christingle service we gave out bags containing all the elements to make a Christingle e.g., orange, candle etc and people were asked to watch the Christingle service on Facebook to see how they were made and the meaning behind it.
- Richard asked a number of shop staff and community groups to sing their favourite Christmas carols and these were posted up on churches Facebook page during December. This was very popular.

Pastoral care

In respect to caring for the needs of those in church and the community. The church members do a number of caring of activities.

- Taking news sheets round to those who did not have internet capability.
- Telephoning those who were on their own.
- Helping out with shopping where needed.

Two residential homes in the parish receive monthly Holy Communion, however due to the restrictions the homes did not allow this ministry.

Hemel Hempstead Team

St Barnabas is part of the Hemel Hempstead Team ministry which comprises four parishes and five churches being led by Revd Canon John Williams.

Ecumenical relationships

The church is a member of Churches Together in Hemel Hempstead. There are monthly prayer meetings for all the churches in Hemel which St Barnabas participates in and hosted one this year. The church supports a churches wide initiative to operate a Christian Cafe and 'community hub' (Liberty Tea Rooms) in the town. Several people in the church help at the café and the Foodbank and Night Shelter which is also supported by the churches in Hemel Hempstead.

Financial review

The accounts show that financially 2021 overall surplus of £2,167. This resulted an increase in the reserves to £31,528 at the end of the year.

Income

Total income in 2021 at £87,019 was £4,987, 7%, lower than that in 2020. The decrease was largely due to a reduction in unrestricted one-off donations (and associated gift aid), these totalled £9,159 in 2021 compared to £16,423 in the previous year.

There was a welcome increase in regular and plate giving, preschool and weddings and funerals fees; overall these income streams increased by £7,938, 14% during 2021. These increases offset reductions in income from one-off donations and use of the church buildings, the latter reduction due to the continuing closure for part of 2021; many activities did not fully resume until the Autumn. The income from weddings, funerals and baptisms was £1,994 up by 86% compared to 2020 reflecting more funerals in the church.

Giving Away

The PCC aims to give away 10% of its unrestricted income from the pledge, plate and donated income. In 2021 the following benefited from this money: Cornergate, The Youth Booth, Liberty Tearooms & Community Hub, CMS, St Albans & Churches.

In addition, other collections are made for the Children's Society (via Christingle) and the Bishops Harvest Appeal.

Expenditure

Expenditure of £84,852 was £3,570, 4%, higher than 2020 with the largest increase of £3,431, for repairs and maintenance, as external repairs, halls decoration and electrical and fire safety work were carried out.

Year 2022

A prudent budget for 2022 shows income of £84,000 and expenditure of £90,000 resulting in a deficit of £6,000. Reserves will fall as a result of the deficit budget to £25,000. As £15,000 is required to comply with the reserves policy the forecast deficit budget has been approved by the PCC, however all income and expenditure will be reviewed in detail on a regular basis during the year.

Reserves policy

The PCC reserves policy is to maintain / repair the church and buildings and have adequate funds to pay for legal obligations as required.

This policy is reflected in the need to keep two months running costs and three months' salary costs to cover unforeseen emergencies. In view of the state of the building the PCC will aim to add £2,000 to reserves each year to cover work due at quinquennial inspections. This policy will be reviewed every twelve months.

Structure, governance and management

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure.

The method of appointment of PCC members is set out in the Church Representation Rules. At St Barnabas the membership of the PCC consists of the Team Vicar, churchwardens and members elected by those members of the congregation who are on the electoral roll of the church. All those who attend our services / members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are to be spent.

The full PCC met six times during the year. Given its wide responsibilities the PCC has a number of committees each dealing with a particular aspect of parish life. These include: Service Leading, Worship, Bereavement, Youth and the Standing Committee.

Administrative Information

The Parochial Church Council of St Barnabas Church, Adeyfield, Hemel Hempstead is a registered with the Charities Commission with the Charity number 1133788. The members of the PCC are the trustees of the charity. It is part of the Diocese St Albans within the Church of England. The correspondence address is St Barnabas Church, The Queen's Square, Adeyfield, Hemel Hempstead, Hertfordshire, HP2 4EW.

During the year membership of the PCC was as follows:

PCC Membership:

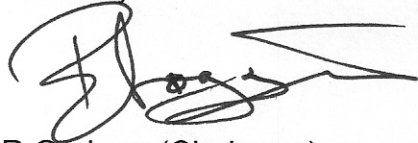
Team Rector	Revd John Williams	
Team Vicar	Revd Richard Graham (Chairman)	
Wardens	Linda Capon	(Appointed 18 March 2021)
	Paul Boggis	(Appointed 18 March 2021)

Elected Members

Treasurer	Helen Fellows	(Appointed 18 March 2021)
	Sharon Noble	(Appointed 18 March 2021)
	Avril Martin	
	Elizabeth Pavlick	
	Linda Robson	
	Pat Slinn	(Resigned 18 March 2021)
	John Thomson	
	Ian Smith	

The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

Approved by the Parochial Church Council of St Barnabas Church on 7 April 2022 and signed on behalf by:



R Graham (Chairman)



H Fellows (Treasurer)

