

POTTERS BAR UNITED REFORMED CHURCH CHARITY

England & Wales · Charity number 1133839

Details

Other names	POTTERS BAR URC CHARITY
Status	Registered
Legal form	Other
Registered	2010-01-28
Register	View on the Charity Commission register

Contact

Address	Potters Bar United Reformed Church 245 Darkes Lane Potters Bar Hertfordshire EN6 1BZ
Phone	01707661160
Email	pottersbarurc@googlemail.com
Website	pottersbarunitedreformedchurch.org.uk

Activities

Objects: The object of the Charity is the advancement of the Christian faith for the benefit of the public in accordance with the Scheme of Union of the United Reformed Church.

Activities: Potters Bar United Reformed Church seeks to advance the Christian faith through its activities and the facilities offered to the community by its building.

Classification

- **How:** Makes Grants To Organisations, Provides Buildings/facilities/open Space, Provides Services
- **What:** Religious Activities
- **Who:** The General Public/mankind

Geography

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

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31		-	-	-
2023-12-31		-	-	-
2022-12-31	£236,082	£293,423		-
2021-12-31	£102,519	£133,332		-
2020-12-31	£233,329	£207,280		-
2019-12-31	£245,019	£311,100		-
2018-12-31	£207,000	£274,000		-

Trustees

Name	Role	Appointed
Alastair Maclean		2019-03-28
Frank Richard Palmer		2025-03-23
Janet O'Connor		2023-03-31
Marian Poulton		2023-03-31
Rev David Gareth Aplin		2021-07-21

POTTERS BAR UNITED REFORMED CHURCH CHARITY

England & Wales - Charity number 1133839

Accounts

Charity registration number 1133839

POTTERS BAR UNITED REFORMED CHURCH
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022

POTTERS BAR UNITED REFORMED CHURCH

CONTENTS

	Page
Trustees report	1 - 3
Independent examiner's report	4
Statement of financial activities	5 - 6
Balance sheet	7
Notes to the financial statements	8 - 16

POTTERS BAR UNITED REFORMED CHURCH

TRUSTEES REPORT

FOR THE YEAR ENDED 31 DECEMBER 2022

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their annual report and financial statements for the year ended 31 December 2022.

The financial statements which includes restatement of 2021 statements on an accrual basis and consolidation of Tilbury Nursery, have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019).

Objectives and activities

As a local congregation of the United Reformed Church (URC), Potters Bar United Reformed Church seeks to advance the Christian religion through its activities and the facilities offered to the community, described more specifically in its Mission Statement.

Our mission

We come to worship God. To grow in faith and share our service and love for Jesus Christ within the community of Potters Bar and beyond.

Public benefit

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

Activities

Recovery from Covid lockdowns

As well as conforming with government requirements, the church recognises that many who attend services and other activities are vulnerable. A very effective Zoom system maintained links during lockdowns and is continuing as a regular facility with most services being available on Zoom. Services are also recorded and made available on our website. However, the reality was that members and other attendees returned to live church as soon as possible. This demonstrates the importance of fellowship that electronic means cannot satisfy.

General activities

Most activities were ceased during Covid restrictions but they were restarted with little long-term effect on attendances. This restarting was gradual however.

Nursery

These accounts fully incorporate Tilbury Nursery. 2022 was a disappointing year for the nursery. The rent was increased following a request for more space but the numbers did not, unfortunately, require it. A new extension has allowed some increase in nursery children numbers without utilising the extra space that can be used for other church purposes.

Staffing

During the Covid pandemic it was necessary to furlough church staff but all have returned to working normally. Furlough payments increased 2021 income which partly explains the overall surplus in 2021. The nursery continued to function throughout the pandemic lockdowns and normal levels of grants were received and furlough payments were not claimed as staff worked normally.

Future

As a result of the very high overspend recorded in 2022 it was decided to reduce staff costs; this was actioned in 2024. Because people are an even more scarce resource than money the decision has also been taken to allow the nursery to separate from the church; this occurred in 2024. This allows time spent on nursery management to be used for the church. It also allows a very competent nursery manager to run her own nursery. There will continue to be close links between the church and the nursery. In 2023, Revd David Aplin was appointed Interim Minister of Potters Bar URC and Christ Church URC, Hatfield.

POTTERS BAR UNITED REFORMED CHURCH

TRUSTEES REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

Financial review

Basis of accounts

The Financial Statements for 2021 were produced on the receipts and payments system for the church but the nursery accounts incorporated using the accruals basis of accounting. Some elements of income were on a netted basis so that the reported income for the charity was less than the threshold of £250,000. The Elders believed that this basis was incorrect and this has been confirmed by a qualified accountant, holding a practicing certificate, who specialises in charity accounting. As a result, the 2022 financial statements have been produced on the accruals basis and we have appointed a qualified accountant to perform the financial review. This has necessitated the inclusion of the CCLA COIF investments funds as part of the charity's assets in the balance sheet and a restatement of the 2021 accounts.

Financial report

During the 12 months from 1st January 2022 and 31st December 2022 income received by the charity was £236,082 (2021 £272,753) and expenditure was £293,423 (2021 £263,304), adjusted for a restated decrease in funds of £32,635 as a consequence of accounting for the CCLA COIF investment funds in the balance sheet, leaving a deficit of £89,976 (2021 surplus of £14,803). These figures are consolidated and are on an accrued basis. The 2021 accounts, which had both receipts and payments and 2021 figures, have been restated on a fully accrued and consolidated basis.

Cash at bank and in hand at 31st December 2022 was £24,189 (2021 £57,622). Monetary funds with COIF were £36,944 (2021 £45,423). Cash funds held with CCLA was £15,000 (2021 £15,000). In addition, there are non-cash investments with CCLA valued, at 31st December 2022, of £218,388 (2021 £246,768), a reduction in value of £28,380. Although we still have sizeable investment funds the level of overspend during 2022 cannot be sustained and an improvement in net results needs to be achieved to protect the viability of the charity in the future. The principal reason for the decline in value of our investments is the return of real interest rates to the economy. This is shown by increases in interest received. Some of the unrealised (uncashed) losses on investments will be recovered in future years.

Reserves policy

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between two and three month's expenditure. The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, the charity will be able to continue its current activities while consideration is given to ways in which additional funds may be raised. Monthly expenditure is £26,000 so this means £52,000-£78,000. The trustees have decided that a reserve of £78,000 is appropriate at this time. This level of reserves has been maintained throughout the year.

Structure, governance and management

Potters Bar United Reformed Church is a local church of the United Reformed Church in Great Britain, and is a member church of Thames North Synod. It was registered as a charity on 28th January 2010 as Charity Number 1133839. The church is situated at Darkes Lane, Potters Bar, Hertfordshire EN6 1BZ.

The church building, the manse at 1 Cedar Close, Potters Bar EN6 1EW and Tilbury Cottage at 245 Darkes Lane, Potters Bar EN6 1BZ, are vested in Thames North Trust company as trustees and held for the benefit of Thames North Synod in accordance with the trusts applicable to URC properties.

The trustees who served during the year and up to the date of signature of the financial statements were:

Revd David Aplin BA FCCA

Anthony Corfe

Alastair Maclean

Janet Green

(Resigned 26 March 2023)

David Ramsay

(Resigned 26 March 2023)

Marian Poulton

(Appointed 31 March 2023)

Janet O'Connor

(Appointed 31 March 2023)

POTTERS BAR UNITED REFORMED CHURCH

TRUSTEES REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

Recruitment and appointment of trustees

The members of the Elders Meeting for the time being are recognised as the charity trustees during their period of service as elders.

The activities of Potters Bar URC are overseen by the Elders Meeting of the Church in accordance with the provisions of the Structure of the United Reformed Church determined by the General Assembly of United Reformed Church, and supplemented by the rules of Potters Bar URC. The Governing Document of the registered charity is a statement adopted by the Church Meeting on 13th July 2022.

The Elders Meeting is responsible for the financial administration of the church and the care and maintenance of its premises, the manse and Tilbury Cottage. The Church Meeting (of all members wishing to attend in person or by Zoom) gives general guidance on the life and work of the Church.

The members of the Elders Meeting are the minister in pastoral charge and up to ten members of Potters Bar URC nominated and elected by members of Potters Bar URC in a Church Meeting. New elders are ordained as elders of the church and they, plus any non-serving elders duly elected to serve, are inducted as serving elders. Elders serve for three years, retire by rotation and are eligible for re-election. There is normally a limit of two consecutive periods of service but the elders may waive this requirement.

The Elders Meeting met twelve times during 2022. It is assisted in the administration of the church and its properties by committees established for premises and finance, for events, for music and worship and for Tilbury Nursery. The Church Meeting met six times with a Zoom hybrid option.

Other matters

Decision making

The key management functions are performed by the officers and other members of the committee.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

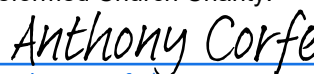
The trustees report was approved by the Board of Potters Bar United Reformed Church Charity.



[D G Aplin \(Oct 2, 2024 16:34 GMT+1\)](#)

Revd David Aplin BA FCCA

trustee



[Anthony Corfe \(Oct 2, 2024 13:45 GMT+1\)](#)

Anthony Corfe

trustee

24 September 2024

POTTERS BAR UNITED REFORMED CHURCH

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF POTTERS BAR UNITED REFORMED CHURCH

I report to the trustees on my examination of the financial statements of Potters Bar United Reformed Church (the charity) for the year ended 31 December 2022.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the trustee's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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

- 1 accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do 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 financial statements to be reached.

Harvine Consultants
[Harvine Consultants \(Oct 2, 2024 16:55 GMT+1\)](#)

Dated: 24 September 2024

POTTERS BAR UNITED REFORMED CHURCH

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2022

	Notes	2022	2022	2022	2022	2021	2021	2021	2021
		£	£	£	£	£	£	£	£
		Unrestricted funds	Unrestricted Nursery funds	Restricted funds	Total	Unrestricted funds	Unrestricted Nursery funds	Restricted funds	Total
Income from:									
Donations and legacies	3	27,044	-	3,130	30,174	29,511	-	8,694	38,205
<u>Charitable activities</u>									
Rental income and gift aid	4	70,768	-	-	70,768	81,840	-	-	81,840
Potters Bar URJ nursery income	4	-	131,323	2,842	134,165	-	152,700	-	152,700
Investment income	5	975	-	-	975	8	-	-	8
Total income		98,787	131,323	5,972	236,082	111,359	152,700	8,694	272,753
<u>Charitable activities</u>									
Charitable expenditure	6	150,606	-	6,907	157,513	135,916	-	7,500	143,416
Nursery costs	6	-	135,910	-	135,910	-	120,888	-	120,888
Total charitable expenditure		150,606	135,910	6,907	293,423	135,916	120,888	7,500	264,304
Total expenditure		150,606	135,910	6,907	293,423	135,916	120,888	7,500	264,304
Net gains/(losses) on investments	8	(32,635)	-	-	(32,635)	6,354	-	-	6,354
Net income/(expenditure) and movement in funds		(84,454)	(4,587)	(935)	(89,976)	(18,203)	31,812	1,194	14,803
Reconciliation of funds:									

POTTERS BAR UNITED REFORMED CHURCH
STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED)
INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2022

	Unrestricted funds		Unrestricted Nursery funds		Restricted funds		Total	
	2022	2021	2022	2021	2022	2021	2022	2021
	£	£	£	£	£	£	£	£
Fund balances at 1 January 2022	317,457	31,812	8,074	-	335,660	6,880	357,343	342,540
Fund balances at 31 December 2022	233,003	27,225	7,139	31,812	317,457	8,074	267,367	357,343

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.


POTTERS BAR UNITED REFORMED CHURCH

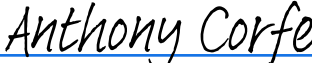
BALANCE SHEET

AS AT 31 DECEMBER 2022

	Notes	2022 £	£	2021 £	£
Current assets					
Debtors	10	7,511		9,661	
Investments	11	218,388		246,768	
Cash at bank and in hand		76,133		118,045	
		<u>302,032</u>		<u>374,474</u>	
Creditors: amounts falling due within one year	12	34,665		17,131	
Net current assets			267,367		357,343
The funds of the charity					
Unrestricted Nursery funds	14		27,225		31,812
Restricted income funds	13		7,139		8,074
Unrestricted funds			233,003		317,457
			<u>267,367</u>		<u>357,343</u>

The financial statements were approved by the trustees on 24 September 2024


D G Aplin (Oct 2, 2024 16:34 GMT+1)
Revd David Aplin BA FCCA
Trustee


Anthony Corfe (Oct 2, 2024 13:45 GMT+1)
Anthony Corfe
Trustee

POTTERS BAR UNITED REFORMED CHURCH

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2022

1 Accounting policies

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Investment funds held for church purposes

In addition to current and reserve bank accounts, the church has a deposit account and an investment fund with CCLA Investment Management Ltd. Income from the church deposit account is paid to the church.

In addition to a current bank account, the Church Nursery School has a deposit account with CCLA Investment Management Ltd. Income from the Nursery School deposit account is paid to the Nursery School. These funds have been accounted for in the balance sheet assets and the restated fund values from previous years have been brought forward and included in unrestricted funds.

Designated Funds

Designated Funds are unrestricted funds set aside by the church for specific designated purposes, they can be transferred back into general funds at the discretion of the trustees.

The church operates four designated funds with the encouragement of the Church Meeting:

The **Maintenance Fund** has been established to fund the major items of maintenance of the three properties: church complex, manse and Tilbury Cottage. The maintenance is supervised by the Finance & Property Committee and reports to the trustees and to Church Meeting.

The **Benefactors Fund** is derived from donations which are not to be used in connection with the fabric.

POTTERS BAR UNITED REFORMED CHURCH

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

1 Accounting policies

(Continued)

The Specific Fund is primarily derived from legacies and ministerial fees. They are intended to be used to promote mission and worship.

Nursery Reserve Fund is the balance that has been built up within a portion of our accounts by the activities of the nursery. This is kept separate because nursery funds are of a cyclical nature. Also we need to maintain a reserve for potential costs of closure as recommended by the Charities Commission. £15,000 of this is invested with COIF.

Ministry and Mission Fund

The church contributes to the central URC costs of training and providing ministers (including the centralised payment of stipends, pension contributions and other benefits for ministers), running the denomination ; and the wider mission of the national church,

	2022	2021
Ministry and missions fund	£10,000	£8,000

Restricted Funds

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements. These funds can only be used for the specific purpose for which they were given. Balances must be carried forward for future use, or used for a similar purpose with the donors consent, or returned.

Annual Running & Maintenance Fund is derived from contributions specifying that a fixed portion be used for maintenance. Maintenance spend is normally greater than these donations so further maintenance spend must come from general funds of the Maintenance Fund.

The Flower Fund allowing a contribution to church flowers from all members with arrangement being by our team of flower arrangers.

Music & Mission Fund covering both worship and special music activities receives donations and income from recitals, where not otherwise stated as being restricted for a particular cause. This money is especially used for extra musical items that cannot otherwise cover their costs.

Charitable Donations Fund holds funds given for specific external causes pending their payment to the cause or charity specified.

Nursery Early Years Pupil Premium and Income Deprivation Affecting Children Index Fund (EYPP/IDACI). These are funds provided by Herts. County Council and are for the provision of special needs support or to boost the life chances of nursery children.

Nursery Fundraising is monies collected from parents, carers and others and is frequently used to buy equipment or for special activities for the children.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

POTTERS BAR UNITED REFORMED CHURCH

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

1 Accounting policies

(Continued)

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

Ministerial costs. The church did not have a minister during 2022 and 2021.

1.6 Heritage assets

Assets used for church purposes

The church building, the manse at 1 cedar Close, Potters Bar and the cottage at 245 Darkes Lane, Potters Bar are vested in URC Thames North Trust as trustees and are not church assets. They are held for the benefit of Potters Bar URC in accordance with the statutory trusts applicable to URC properties under the URC Acts. For insurance purposes the church buildings are insured for £4,895,795 for the church complex, £318,537 for the manse and £146,916 for the cottage. The church contents are insured for £716,731, manse contents for £5,000 and cottage contents for £5,065.

Properties	Church	Manse	Cottage	Total 2022	Total 2021
	£	£	£	£	£
Agents fees		793	2,421	3,213	4,203
Maintenance & sundries	37,779	4,045	3,166	7,211	11,279
		4,838	5,587	10,424	15,483
Gross rental income		21,450	15,893	37,343	35,250
Net rental income		16,612	10,307	26,919	19,768
% Net Income		77.4%	64.8%	72.1%	56.1%

1.7 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price. Financial liabilities classified as payable within one year are not amortised.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised at transaction price.

POTTERS BAR UNITED REFORMED CHURCH

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

1 Accounting policies

(Continued)

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Income from donations and legacies

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £
Donations and gifts	24,806	3,130	27,936	26,061	8,694	34,755
Furlough grants	2,238	-	2,238	3,450	-	3,450
	<u>27,044</u>	<u>3,130</u>	<u>30,174</u>	<u>29,511</u>	<u>8,694</u>	<u>38,205</u>
Donations and gifts						
Offerings	17,784	-	17,784	18,468	194	18,662
Donations	7,022	3,130	10,152	7,593	-	7,593
Restricted		-	-		8,500	8,500
	<u>24,806</u>	<u>3,130</u>	<u>27,936</u>	<u>26,061</u>	<u>8,694</u>	<u>34,755</u>

POTTERS BAR UNITED REFORMED CHURCH
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2022

	2022	2022	2021	2021	Total
	£	£	£	£	2021
	£	£	£	£	£
4 Income from charitable activities					
Nursery income	-	134,165	-	152,700	152,700
Manse rent	21,450		19,050		19,050
Bungalow rent	15,893	-	16,200	-	16,200
Property rent	27,859	-	40,135	-	40,135
Gift aid	5,566	-	6,455	-	6,455
	<u>70,768</u>	<u>134,165</u>	<u>81,840</u>	<u>152,700</u>	<u>234,540</u>
Analysis by fund					
Unrestricted funds	202,091	-	234,540	-	234,540
Restricted funds	-	2,842	-	-	-
	<u>202,091</u>	<u>2,842</u>	<u>234,540</u>	<u>-</u>	<u>234,540</u>

POTTERS BAR UNITED REFORMED CHURCH

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

5 Income from investments

	Unrestricted funds 2022 £	Unrestricted funds 2021 £
Interest receivable	975	8

6 Expenditure on charitable activities

	Charitable expenditure 2022 £	Nursery costs 2022 £	Total 2022 £	Charitable expenditure 2021 £	Nursery costs 2021 £	Total 2021 £
Direct costs						
Depreciation and impairment	1,511	-	1,511	618	-	618
Governance costs includes payments to the Independent Examiner of £1200 (2021 - £1,110) for examination fees.	6,922	-	6,922	6,999	-	6,999
Insurance	4,620	-	4,620	-	-	-
Water rates	(8)	-	(8)	332	-	332
Church buildings maintenance	38,619	-	38,619	43,150	-	43,150
Manse maintenance and fees	4,809	-	4,809	10,580	-	10,580
Bungalow maintenance and fees	5,587	-	5,587	4,902	-	4,902
Staff costs	60,940	-	60,940	44,924	-	44,924
Finance costs	555	-	555	504	-	504
Pulpit supply expenses	2,580	-	2,580	2,700	-	2,700
Music and other worship costs	8,892	-	8,892	8,237	-	8,237
Benefactors fund	-	-	-	41	-	41
Postage, printing and stationery	1,486	-	1,486	1,662	-	1,662
Telephone	720	-	720	543	-	543
Events, catering & flowers	1,833	-	1,833	1,232	-	1,232
Other charitable expenditure	18,447	135,910	154,357	16,992	120,888	137,880
	<u>157,513</u>	<u>135,910</u>	<u>293,423</u>	<u>143,416</u>	<u>120,888</u>	<u>264,304</u>
Analysis by fund						
Unrestricted funds	150,606	-	150,606	135,916	-	135,916
Nursery funds	-	135,910	135,910	-	120,888	120,888
Restricted funds	6,907	-	6,907	7,500	-	7,500
	<u>157,513</u>	<u>135,910</u>	<u>293,423</u>	<u>143,416</u>	<u>120,888</u>	<u>264,304</u>

POTTERS BAR UNITED REFORMED CHURCH

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

7 Employees

The average monthly number of employees during the year was:

	2022 Number	2021 Number
Total including Nursery	16	13

There were no employees whose annual remuneration was more than £60,000.

8 Gains and losses on investments

	Unrestricted funds 2022 £	Unrestricted funds 2021 £
Gains/(losses) arising on:		
Increase/decrease in investments	(32,635)	6,354

9 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

10 Debtors

	2022 £	2021 £
Amounts falling due within one year:		
Debtors	7,511	9,661

POTTERS BAR UNITED REFORMED CHURCH

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

11 Current asset investments

	2022 £	2021 £
Unlisted investments	218,388	246,768

Investments held for church purposes

In addition to current and reserve bank accounts, the church has a deposit account and an investment fund with CCLA Investment Management Ltd. Income from the church deposit account is paid to the church.

In addition to a current bank account, the Church Nursery School has a deposit account with CCLA Investment Management Ltd. Income from the Nursery School deposit account is paid to the Nursery School.

The total value of CCLA funds was as follows	31/12/2022 £	31/12/2021 £
Cash (COIF Charities Deposit Fund)	36,944	45,423
Non-Cash (COIF Charities Investment Fund)	218,388	246,768
Nursery (COIF Charities Deposit Fund)	<u>15,000</u>	<u>15,000</u>
	<u>270,332</u>	<u>307,191</u>

12 Creditors: amounts falling due within one year

	2022 £	2021 £
Accruals and deferred income	34,665	17,131

13 Restricted funds

The restricted funds of the charity comprise the unexpended balances of donations and grants held on trust subject to specific conditions by donors as to how they may be used.

	At 1 January 2022 £	Incoming resources £	Resources expended £	At 31 December 2022 £
	8,074	5,972	(6,907)	7,139
	<u>8,074</u>	<u>5,972</u>	<u>(6,907)</u>	<u>7,139</u>
Previous year:				
	At 1 January 2021 £	Incoming resources £	Resources expended £	At 31 December 2021 £
	6,880	8,694	(7,500)	8,074
	<u>6,880</u>	<u>8,694</u>	<u>(7,500)</u>	<u>8,074</u>

POTTERS BAR UNITED REFORMED CHURCH

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

14 Nursery funds

These are funds which are material to the charity's activities.

	At 1 January 2022	Incoming resources	Resources expended	At 31 December 2022
	£	£	£	£
	31,812	131,323	(135,910)	27,225
	<u>31,812</u>	<u>131,323</u>	<u>(135,910)</u>	<u>27,225</u>
Previous year:	At 1 January 2021	Incoming resources	Resources expended	At 31 December 2021
	£	£	£	£
	-	152,700	(120,888)	31,812
	<u>-</u>	<u>152,700</u>	<u>(120,888)</u>	<u>31,812</u>

15 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 January 2022	Incoming resources	Resources expended	Gains and losses	At 31 December 2022
	£	£	£	£	£
General funds	349,269	230,110	(286,516)	(32,635)	260,228
	<u>349,269</u>	<u>230,110</u>	<u>(286,516)</u>	<u>(32,635)</u>	<u>260,228</u>
Previous year:	At 1 January 2021	Incoming resources	Resources expended	Gains and losses	At 31 December 2021
	£	£	£	£	£
General funds	335,660	264,059	(256,804)	6,354	349,269
	<u>335,660</u>	<u>264,059</u>	<u>(256,804)</u>	<u>6,354</u>	<u>349,269</u>

16 Related party transactions

There were no disclosable related party transactions during the year (2021 - none).











Potters Bar URCFinal Accounts 31 December 2022_28092024


Final Audit Report


2024-10-02


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By:	Harvine Consultants (harold.adjei@harvineconsultantsltd.co.uk)
Status:	Signed
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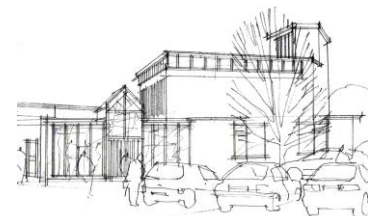
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POTTERS BAR UNITED REFORMED CHURCH CHARITY

England & Wales - Charity number 1133839

Accounts

POTTERS BAR UNITED REFORMED CHURCH REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31st DECEMBER 2021



This report includes information required by the Charities (Accounts and Reports) Regulations 2008 and the Statement of Recommended Practice for Accounting by Charities 2011 as applicable to charities entitled to prepare accounts on the receipts and payments basis.

ADMINISTRATIVE INFORMATION

Potters Bar United Reformed Church is a local church of the United Reformed Church in Great Britain and is a member church of Thames North Synod of the Church. Potters Bar United Reformed Church Charity was registered on 28th January 2010 (Regd No. 1133839) to comply with changed legal requirements.

Potters Bar United Reformed Church (PBURC) is situated at Darkes Lane, Potters Bar, Herts EN6 1BZ, Tel: 01707 665482, email pottersbarurc@gmail.com. The Church Office hours are flexible, but there is an Ansafone directing people to appropriate officers of the Church.

The church members serving as Elders during the period from 1st January 2018 until the date this report was approved are:

Trustee	Date Started	Date Ceased
Mr David Macpherson Ramsay	17 th March 2016	
Frank Palmer	22 nd March 2018	28th Sept 2020
Janet Ann O'Connor	28 th March 2019	9th March 2022
Alastair Matheson Maclean	28 th March 2019	
Robert Anthony Hillyard	28 th March 2019	9th March 2022
Anthony Clive Corfe	28 th March 2019	
Janet Green	19th March 2020	
Revd David Aplin	21st July 2021	

The Church buildings (including a Bungalow) and the Manse at 1 Cedar Close, Potters Bar, Herts EN6 1EW are vested in Thames North Synod Trust as trustees and held for the benefit of Potters Bar URC in accordance with the trusts applicable to URC properties.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The activities of PBURC are overseen by the Elders' Meeting of the Church in accordance with the provisions of The Structure of the United Reformed Church determined by the General Assembly of the United Reformed Church and supplemented by the rules of Potters Bar United Reformed Church (July 2014). The governing document of the registered charity is a statement adopted by the Church Meeting on 21st May 2009.

The Elders' Meeting is responsible for the spiritual well-being and financial administration of the Church, and the care and maintenance of Church premises and the manse. The Church Meeting (of all church members wishing to attend) gives guidance on the life and work of the Church, appoints Church Officers and formally approves significant elements of church administration (e.g. church rules, budgets, annual accounts, trustee reports). All major initiatives and significant non-budget items of church expenditure are also brought to Church Meeting for approval.

With our minister resigning due to ill health the Elders have produced a Church Life Review for submission to the Synod Pastoral Committee with a view to being declared in vacancy. The CLR has been submitted but we have as yet to be declared in vacancy. We are exploring a 2 churches joint pastorate within South Herts Local Area Group(SHLAG)

The members of the Elders' Meeting are (normally) the minister in pastoral charge and up to 12 members of PBURC nominated and elected by the members of PBURC in Church Meeting. In the absence of a minister, the Elders' meeting is chaired by the Church Secretary.

Elders having served for 3 years retire by rotation and are eligible for re-election for the remainder of a period of 6 years. Following a period of 6 consecutive years as a serving Elder a period of one year must lapse before an Elder is again eligible for election as a serving Elder. (This rule can be waived, with the agreement of Church Meeting, for a church secretary who wishes to continue to serve in that role).

There is no limit on the number of periods of service. The members of the Elders' Meeting are the Trustees of the registered charity during their period of service as Elders.

The Elders' Meeting met 10 times during 2021 via the digital service provided by Zoom.

The Elders' Meeting is assisted in the administration of the Church and its property by four Working Groups (committees with an open membership structure) established for:

Worship/Mission & Music – planning of church services and other approaches to worship

Church Events – planning and implementation of a programme of church events.

Communications – manages the Church Office and communications media. It produces Church Newsletters, publicity and Orders of Service and oversees the church website and vestibule display screen.

Premises & Finance Committee Manages the care and maintenance of the Church Bungalow & Manse and the letting of church halls. It provides financial oversight of the Church Nursery School operation and participates in the preparation of Church operating budgets and oversight of relevant expenditure during the year.

We have engaged an outside consultant Safety, Security and Training Ltd (SST) to act as "competent person" on HSE and regulatory matters. Our salaried Premises Manager (PM) continues to oversee day-to-day implementation of HSE requirements and Risk Assessments, together with the general maintenance of the buildings.

The Working Groups report both to the Elders' Meeting and Church Meeting – allowing Church Meeting to receive an overview of the life and work of the Church and to offer guidance as appropriate.

The Church Meeting met 4 times by Zoom and in the church.

OBJECTIVES AND ACTIVITIES

As a local congregation of the United Reformed Church, PBURC seeks to advance the Christian faith through its activities and the facilities offered to the community by its building, and described more specifically in its mission statement as:

"We come here to worship God, to grow in faith, and to share our service and love for Jesus Christ within the community of Potters Bar and beyond. Everyone is welcome here."

The Elders' Meeting is aware of the Charity Commission's guidance on public benefit in "The Advancement of Religion for the Public Benefit" and has regard to it in the administration of the Church.

The Elders' Meeting believes that the Church provides benefit to the public by:

- providing resources and facilities for public worship, pastoral care and spiritual, moral and intellectual development, both for the congregation and for anyone else who wishes to benefit from what the Church offers.
- managing and maintaining the premises for community use.
- promoting Christian values and service by members of the congregation to the community, for the benefit of individuals and society as a whole.

REVIEW OF ACTIVITIES AND ACHIEVEMENTS

Worship & Prayer

We aim to offer Sunday Services over the course of the year that our community finds both beneficial and spiritually fulfilling. Our regular Family Morning Service typically attracts 15-20 members, adherents and visitors.

In the last year the following special services were held: Easter, Church Anniversary, Harvest Thanksgiving, Remembrance Sunday, Toy Service, Lessons & Carols, Christmas Eve & Christmas Day, as well as Nursery and Harvest Services and a Nursery Nativity Service. Many of these services were by zoom or a hybrid.

The church membership currently stands at 31 plus 10 adherents.

Pastoral Care and Church Social Life

Choir, Tuesday Friendship now renamed Phoenix , Charity Lunch and Friday lunchtime music recitals. Restarted with the easing of Covid 19 restrictions.

Our Church in the Community

The current Church (built in 1965) was developed to include facilities for the community, and there are a number of groups who regularly use our premises.

Many of our regular hirers failed to return after the easing of Covid restrictions, however we have taken on some new long term hirers.

As part of its work to serve the community of Potters Bar, the Church has an accredited **Nursery School** (Tilbury Nursery) overseen by a committee made up of staff and representatives of parents and the church. It has been a difficult year for them with staff and children catching Covid. A recent Ofsted inspection gave the school a good report.

The school takes up to 36 pupils, aged from 2 years 4 months, attending on a progressive basis from two to five mornings a week. The school received an "Outstanding" OFSTED report in November 2014 and has an excellent reputation. In May 2011, the Nursery School gained the Herts Quality Standards

award, part of a process of continual evaluation audited by Hertfordshire County Council. The nursery celebrated its 50th Anniversary in 2016 with a party and visits from past teachers, parents and children.

The introduction of the Workplace Pension and the Government's commitment to fund children up to 30 hours per week (our nursery currently offers 27 hours per week) have negative cost implications for the Nursery – particularly in relation to the level of (per child) funding provided by the authorities.

The Nursery external area was increased this year to provide a greater outdoor play area for the children. Following the award of a grant of £6,251 from Hertsmere Borough Council to improve their outside area we have erected additional fencing and made improvements to drainage.

For reasons of operational sensitivity, the Nursery School has financial accounts separate from the church and makes a donation towards heating, lighting, cleaning and maintenance. We include 'headline' figures for the Nursery School in our Church accounts.

Mission and Evangelism

Helping those in need is a demonstration of our faith and in 2021 we continued our fund-raising for a number of local, UK-based charities and overseas (Zambia and Uganda).

Our church magazine is distributed monthly to members and adherents and to other interested friends. It keeps people informed of the important matters affecting our Church and articles that help develop our knowledge and trust in Jesus.

Our website <http://www.pottersbarURC.org> provides full information about the church, its mission and church activities.

Ecumenical Relationships

The church is an active member of Churches Together in Potters Bar. We participate in taking our turn in having Breakfast Prayer Meetings on the first Saturday of each month. At Easter our church is part of the Procession of Witness through the town on Good Friday, or else the arrival point where it is followed by a special service led by a Minister from another church

Health and Safety

We maintain an up-to-date Children in Church policy document and we conduct rolling DBS checks on all staff and church members involved with young people.

We have a salaried Premises Manager. Her primary role is to oversee/manage all work undertaken on our premises to ensure it is compliant with relevant regulation - including reviewing risk assessments/method statements before commencement of any work. Working with our 'competent person' she reviews method statements and issues Permits to Work and monitors work in progress and on completion ascertains/reviews all relevant documentation/certificates.

We have a salaried Lettings Officer, she works closely with our PM and they have been instrumental in updating our lettings agreements and policy. Each of the hirers has to complete a risk assessment for their activity.

Our Premises Manager, Lettings Officer and Caretaker, have completed a number of recognised training courses to understand and build competency within their roles. The courses are part of an ongoing programme to deepen the competency required of them to carry out their duties.

Following an asbestos survey of our premises undertaken in 2009 all aspects identified have now been addressed (low hazard) and appropriate action taken. It

remains under review with SST and the Premises Manager, annually - and also in connection with any works planned, if these impact on identified areas.

We have now appointed 2 Safeguarding officers. Our Safeguarding documents are available for viewing in our vestibule with a contact number. Our new hire documents contain details of our Safeguarding policies which hirers are required to read sign and act upon if the necessity arises.

FINANCIAL REVIEW

We include 'headline' figures for our Nursery School in the totals for Receipts and Payments, but the narrative below reflects "Church" rather than "Nursery".

For the Church, the main receipts are the Sunday Collections (including committed giving), Lettings of the Church Halls, Bungalow and Manse, and Fund Raising.

Church Receipts in 2021 were £102,519 compared with £94321 in 2020.

Church Payments in 2021 totalled £133,332 compared with £104299 in 2020.

Church 2021 net receipts were -£30,813 - i.e. a deficit, which we transferred to reserves.

We are continuing to implement further remedial and maintenance projects in 2021 and have upgraded our kitchen and hot & cold water systems to meet today's regulatory requirements.

We anticipate a shortfall in 2022 of around £30,000 which will be funded, out of our Reserves (see below). This may increase unless we postpone planned project work.

Looking beyond the "catch up" remedial & maintenance expenditures for which we have reserves, we are seeing a deterioration in our financial position. As noted, giving by church members is falling: we have also been obliged to employ a salaried Premises Manager and a Lettings Officer in addition to our caretaker, significantly increasing our day-to-day running costs.

We have continued in 2021 to reduce the financial support we give to our Synod's Ministry & Mission fundraising. We are also aiming to increase the (paid) use of our halls for community activities and to increase the charges to reflect more closely the increased running costs involved. We are seeing some progress on this.

Addressing the fall in membership numbers and associated decline in giving is difficult (probably for many churches). We are engaged in a strategic review of the direction of our church's future.

Work Stream Methodology

The church has a methodology for allocating receipts to "mission & worship" and "running & maintenance" work-streams. Directed Giving and halls Letting Income are the main sources of income to cover the cost of heating, lighting and maintaining the church and paying our premises Manager, Lettings Officer and Caretaker.

Mission & Worship are funded from non-directed giving, interest receipts, property letting receipts and fund-raising. We use two designated reserve funds to balance the cash flows of the two work streams.

As noted earlier our Nursery School accounts are separate and not included in the above methodology.

Designated Funds

We have a '**Specific Fund**' to support Mission & Worship activities that need funding in excess of our regular income. The value of the Specific Fund was **£143,724** at 31.12.2021.

We have a '**Maintenance Reserve Fund**' to cover costs for maintenance of our buildings that exceed sums available from current income. The fund value was **£148,259** at 31.12.2021.

The **PBURC Nursery School Reserve Fund** is intended to cover short term operating cash shortfalls and liabilities (primarily to Nursery School staff) in the event of disbanding. The balance of monies raised by an active parents' group is also included in the Reserve Fund: use of the latter is at the discretion of the Nursery Management Committee. The fund value was **£43919** at 31.12.2021.

Any unused balance of receipts for a **restricted purpose** have been allocated to the relevant restricted fund (as detailed in the attached accounts).

Reserves policy

Our three Reserve Funds (plus our restricted funds) are now invested in a portfolio of CCLA (COIF) equity and cash-based funds Value as at 32/12/2021 £292191

This report was approved by the Elders' Meeting of 13th Sept 2022 and signed on its behalf by David M Ramsay (Chair and Church Secretary)



The
**United
Reformed
Church**

POTTERS BAR UNITED REFORMED CHURCH

FINANCIAL STATEMENTS

TO

31 DECEMBER 2021

CONTENTS

	Page
Receipts & Payments Account	1
Notes to the financial statements	2-6
Treasurer's statement	7
Independent examiner's report	7



FINANCIAL STATEMENTS YEAR ENDED 31 DECEMBER 2021

RECEIPTS AND PAYMENTS ACCOUNT

	Note	Unrestricted Funds £	Designated Funds £	Restricted Funds £	This Year 2021 Total £	Last Year 2020 Total £
RECEIPTS						
Collections Cash		374	0	0	374	435
Committed Giving Scheme		6,341	0	11,753	18,095	22,505
Monies raised for outside causes	3	0	0	6,270	6,270	2,042
Gift Aid tax repayments	4	2,016	0	4,553	6,569	7,252
Other Fund Raising for Church	5	0	0	3,448	3,448	1,698
Legacies		0	5,200	0	5,200	10,000
Property income	6	57,435	0	0	57,435	34,390
Grants	5a			5,122	5,122	15,893
Interest from Deposit Accounts		4	2	1	7	106
Potters Bar URC Nursery School			139,240	2,338	141,578	139,008
Total receipts		66,170	144,442	33,485	244,097	233,329
PAYMENTS						
Ministry & Mission Fund	7	-8,000	0	0	-8,000	-8,000
Ministerial Costs	8	0	0	0	0	0
Other Ministry/Worship costs	9	-8,316	0	-41	-8,358	-8,808
Church running costs	10	-54,608	0	-7,031	-61,639	-59,867
Programme activity costs	11	-916	0	-1,409	-2,325	-1,610
Support of outside causes	12	0	0	-7,500	-7,500	-4,223
Maintenance of church buildings	13	-13,074	-16,795	-15,641	-45,510	-21,700
Maintenance of Manse & Bungalow	14	0	0	0	0	0
Potters Bar URC Nursery School			-121,134	-1,893	-123,027	-103,071
Total payments		-84,914	-137,929	-33,515	-256,359	-207,280
NET RECEIPTS / (PAYMENTS)		-18,745	6,513	-30	-12,262	26,049
TRANSFERS between funds	2	18,745	-1,950	0	16,795	19,015
CHANGE IN INVESTMENT VALUE	2&16	0	6,195	159	6,354	6,230
TOTAL FUNDS b/fwd 1 January		0	102,072	6,880	108,952	76,673
TOTAL FUNDS c/fwd 31 December		0	96,036	7,008	103,045	108,952

STATEMENT OF ASSETS AND LIABILITIES

Monetary assets						
Cash		0	0	0	0	0
Bank current accounts		0	28,299	2,065	30,364	28,608
Bank deposit account (Reserve)		0	25,404	1,854	27,258	41,275
CCLA Investments	16	0	42,334	3,089	45,423	39,069
Total monetary assets	2	0	96,036	7,008	103,045	108,952
Other assets						
Non-Cash Investments	2&16	0	239,866	6,902	246,768	215,994
Gift Aid recoverable		0	0	0	0	0
Other monies due to church		0	0	0	0	0
Nursery Accruals & Pre-payments			1,742		1,742	12,361
Assets used for church purposes						
Buildings	16	Church buildings and manse				
Church contents	16	Furnishings and equipment				
Liabilities						
Loans outstanding		0	0	0	0	0
Significant creditors (uncashed cheques)		-3,156	0	0	-3,156	-1,055
Outstanding Invoices and Donations		-1,337			-1,337	-2,223

APPROVED by the Church Meeting (AGM) held on the 9th March 2022 and signed on its behalf
by David Ramsay (Church Secretary) (signature)

FINANCIAL STATEMENTS YEAR ENDED 31 DECEMBER 2021

NOTES

1 ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Charities Act 2011 Section 132, using the Receipts and Payments basis available to small charities, and the United Reformed Church guidance.

2 FUND ACCOUNTING

The church monies are not held in segregated accounts, but for financial statement up to 2019 the total of each account was allocated over the appropriate funds. Interest from deposit accounts was allocated to funds on the basis of the mean of start- and end-year fund values. Increases or decreases in the value of investment accounts were attributed to the funds based on end-year fund values (after interest and fund transfers)

From 2020, we have been advised to separate "cash" and "non-cash" investments and show the latter in the Other Assets section of the R&P Summary. This has required a reallocation of funds.

We have assumed that the Charitable Donations Fund, the Mission & Music Fund and the Flower Fund are 100% cash and allocated the remaining cash balance across the Future Maintenance Reserve, the Specific Fund and the Benefactor's Funds in proportion to their size.

Interest payments and increases in capital value of cash funds are allocated on the basis of the cash element of the respective funds and increases/decreases in the "non-cash" investment values are allocated proportionately to the "non-cash" element of the funds. Interest and capital value changes are included in the receipts column (below).

Unrestricted Funds may be used by the church for any of its ordinary purposes.

Designated Funds represent unrestricted funds set aside by the church for specific designated purposes; they can be transferred back into general funds at the church's decision.

Future Maintenance Reserve Fund

These funds are set aside in an attempt to spread over a number of years the cost of major maintenance work to the Church, Manse and Bungalow, the amount and timing of which cannot be accurately determined. Allocated interest from deposit accounts is credited net of a 60% Ministry & Mission levy (URC Synod methodology). The levy is credited to unrestricted funds and used to part-fund our Ministry & Mission payment. From 2008 the fund has also been used to balance receipts and payments connected with the Running and Maintenance of the church.

Specific Fund

These funds are derived primarily from legacies and ministerial fees. They are intended to be used to promote the Mission and Worship activities of the church as directed by Church Meeting. Allocated interest from deposit accounts is credited net of a 60% Ministry & Mission levy (URC Synod methodology). The levy is credited to unrestricted funds and used to part-fund our Ministry & Mission payment. From 2008 the fund has also been used to balance receipts and payments connected with the Mission & Worship activities of the church.

Nursery Reserve Fund

From 2014 we have included 'headline' figures for our Nursery School, which for reasons of operational sensitivity are reported in detail separately. The Nursery Reserve Fund is used primarily to cover cash flow imbalances arising during the operating year and projected liabilities in event of the dissolution of the Nursery. A portion of the Nursery operating surplus has been transferred to the Future Maintenance Reserve Fund to cover agreed running & maintenance costs.

Fund name & purpose:	Balance b/fwd £	Receipts in year £	Payments in year £	Transfers for year £	Balance c/fwd £
Unrestricted Funds	0	66,170	-84,914	18,745	0
Fund name & purpose:	Balance c/fwd £	Receipts in year £	Payments in year £	Transfers for year £	Balance c/fwd £
Future Maintenance Reserve Fund - Cash	31,543	4,906	-16,795	-260	19,394
Future Maintenance Reserve Fund - Non-Cash	112,794	16,070	0	0	128,865
Specific Fund - Cash	27,921	6,491	0	-1,690	32,723
Specific Fund - Non-Cash	97,158	13,843	0	0	111,001
PBURC Nursery Reserve Fund	42,608	18,106	0	-16,795	43,919
Totals for designated funds - Cash	102,072	29,504	-16,795	-18,745	96,036
Totals for designated funds - Non-Cash	209,953	29,913	0	0	239,866
Totals for designated funds	312,025	59,417	-16,795	-18,745	335,902

FINANCIAL STATEMENTS YEAR ENDED 31 DECEMBER 2021

NOTES

Restricted Funds represent income which may be expended only on those restricted objects provided in the terms of a trust or bequest, or donations or grants received or invited for a specific purpose. These funds can only be spent on the specific purpose for which they were given. Any balance remaining unspent must be carried forward as a balance on that fund for future expenditure on that specific purpose, or returned; it cannot be absorbed into general funds.

Benefactors fund

These funds have been derived from donations which are to be applied for items not connected with the upkeep of the fabric. They are kept separately and can be directed according to the decision of the Church Meeting. In 2020 a payment was made to our retiring Toddlers Manager, Margaret Steff

Annual Running & Maintenance Fund

Since 1.1.2007 some church members and church organisations have requested that a proportion of their giving is directed into a restricted fund for the purpose of maintaining the church premises. This income is generally used in the year it arises.

Charitable Donations Fund

This fund holds temporary balances of restricted short term funds, pending completion of donations by the church .

Flower Fund

Gift Aid recovered on indirect donations made for church flowers and restricted donations made to the Church for flowers is credited to this fund. The funds are to be used solely for purchase of church flowers, directly or via the church flower arrangers group.

Music & Mission Fund

These funds derive from donations by church members and third parties at concerts & recitals in the church. They are used to fund the costs of musical events - primarily in the running year - but any surplus is held in the fund for future years.

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This fund holds the balance of funds provided to support the role of special Needs co-ordinator, or to boost the life chances of Nursery children. Most expenditure occurs within the year the Herts County Council grant is received.

2	Fund name & purpose:	Balance	Receipts	Payments	Balance
		b/fwd £	in year £	in year £	c/fwd £
	Benefactor's fund - Cash	1,218	159	-41	1,336
	Benefactor's fund - Non-Cash	6,042	861	0	6,902
	Annual running & maintenance fund	0	15,641	-15,641	0
	Charitable Giving Fund	594	6,828	-7,500	-78
	Flower Fund	2,634	748	-650	2,732
	Music & Mission Fund	2,434	1,549	-1,409	2,574
	Nursery EYPP/IDACI Fund	0	2,338	-1,893	445
	Totals for restricted funds - Cash	6,880	27,263	-27,135	7,008
	Totals for restricted funds - Non-Cash	6,042	861	0	6,902
	Totals for restricted funds	12,922	28,124	-27,135	13,911

FINANCIAL STATEMENTS YEAR ENDED 31 DECEMBER 2021

NOTES	Unrestricted	Designated	Restricted	This Year	Last Year
	Funds £	Funds £	Funds £	2021 Total £	2020 Total £
3 MONIES RAISED FOR OUTSIDE CAUSES					
Donations for Charities			6,270	6,270	2,042
Minister's leaving gift.				0	0
Total raised for outside causes	0	0	6,270	6,270	2,042
4 GIFT AID					
Committed Giving	2,016		3,736	5,752	5,731
Flower Fund			68	68	228
Music & Mission			177	177	572
Restricted Maintenance Fund			5	5	3
Donation for Events & Catering Costs			9	9	108
Donation for Office Costs			0	0	10
Donations to Organ Maintenance Fund			0	0	0
Charities			558	558	600
Total Gift Aid	2,016	0	4,553	6,569	7,252
Gift Aid above is for 1-1-20 to 31-12-20					
Third Party Photocopying and Artwork	0			0	0
Organ Maintenance Appeal Fund			0	0	0
Mission & Music			1,372	1,372	707
Church Restricted Maintenance Fund			147	147	20
Flower Fund			680	680	155
Benefactor's Fund			0	0	0
Other Donations*	0		1,250	1,250	816
Total Other Fund Raising for Church	0	0	3,448	3,448	1,698
*Included here are restricted donations towards Office, Catering and Events costs.					
5a HMRC Furlough Grants			5,122	5,122	15,893
In 2020, whilst we continued to pay staff full salaries, we took advantage of the Government's furlough scheme to cover periods when restrictions meant they were unable to work.					
6 PROPERTY INCOME					
Letting income	40,084			40,084	13,337
Manse Rental Income	5,753			5,753	13,379
Bungalow Rental Income	11,598			11,598	7,673
Total property income	57,435	0	0	57,435	34,390
7 MINISTRY & MISSION FUND					
The church contributes to the central URC costs of training and providing ministers (including the centralised payment of stipends, pension contributions and other benefits for ministers), running the denomination, and the wider mission of the national church.					
8 MINISTERIAL COSTS					
Minister's Expenses	0			0	0
Manse Council Tax	0			0	0
Manse Insurance	0			0	0
Manse Phone & Broadband	0			0	0
Manse Water	0			0	0
Total Ministerial Costs	0	0	0	0	0

FINANCIAL STATEMENTS YEAR ENDED 31 DECEMBER 2021

NOTES	Unrestricted	Designated	Restricted	This Year	Last Year
	Funds £	Funds £	Funds £	2021 Total £	2020 Total £
Expenses - Elders	0		-41	-41	-298
Strategy Costs (hire of consultant)	0			0	0
Pulpit Fees	-2,100			-2,100	-2,280
Organist Fees & Director of Music Salary	-5,602			-5,602	-5,234
Licences and Music	-614			-614	-996
Total Other Ministry & Worship Costs	-8,316	0	-41	-8,358	-8,808
10 CHURCH RUNNING COSTS					
Gas	-3,209	0		-3,209	-3,204
Electricity	-3,131	0		-3,131	-4,154
Insurance	-4,568	0		-4,568	-4,315
Water Charges	-1,117	0		-1,117	-659
Caretaker's Salary, NI & Pension	-21,265	0	-1,689	-22,954	-19,779
Premises Manager Salary	-15,230		-2,855	-18,085	-18,498
Lettings Officer Salary	-3,687		-578	-4,265	-4,210
Telephone and Broadband	-543			-543	-720
Office, Stationery and photocopying	-93		-1,056	-1,149	-1,923
Catering	0		0	0	-235
Events	-378		-203	-582	-140
Darkes Fayre Costs from Preparations Fund			0	0	0
Drawdown from Flower Fund			-650	-650	-864
Organ Maintenance (from Organ Fund)			0	0	0
Church Organ and Piano maintenance	-360			-360	-286
Other, including CRB costs	-40			-40	0
Lettings Admin. Costs	0			0	0
Finance & Other admin expenses	-445			-445	-340
Accounts Examination	-540			-540	-540
Total church running costs	-54,608	0	-7,031	-61,639	-59,867
11 PROGRAMME ACTIVITY COSTS					
Junior Church & Toddlers	0			0	-450
Mission Materials & Advertising	-904			-904	-445
Church Liaison & Pastorate Expenses	-12			-12	-192
Mission & Music			-1,409	-1,409	-524
Specific fund expenditure				0	0
Total programme activity costs	-916	0	-1,409	-2,325	-1,610

FINANCIAL STATEMENTS YEAR ENDED 31 DECEMBER 2021

NOTES	Unrestricted	Designated	Restricted	This Year	Last Year
	Funds £	Funds £	Funds £	2021 Total £	2020 Total £
12 SUPPORT OF OUTSIDE CAUSES					
Stroke Association	0	0		0	-190
Homeless Action in Barnet	0	0		0	-234
Crisis Homeless Charity	0	0	-160	-160	-460
Essex & Herts Air Ambulance	0	0	-63	-63	-350
Herts Musical Memories	0	0		0	-234
Hornsey Moravian Church - following fire	0	0		0	-100
DIPPS (Defibrillators in Public Places)	0	0		0	-1,200
Peace Hospice - Harvest Collections.	0	0		0	-304
Christain Aid (via church)	0	0	-120	-120	0
Potters Bar Foodbank	0	0	-275	-275	0
Zambian Cummunity Church Project	0	0	-5,796	-5,796	0
Ugandan Church Roof & Floor Appeal	0	0	-1,086	-1,086	-1,151
Total support of outside causes	0	0	-7,500	-7,500	-4,223

In addition to the above donations to Outside Causes from Church funds, Christain Aid Collections were £505

These donations are not included in our accounts.

Our total support for outside causes was therefore £8,005 in 2021.

13 MAINTENANCE OF CHURCH BUILDINGS

Routine Church Repairs & Maintenance	-13,074	-7,783	0	-20,856	-17,599
Major repair/renovation projects	0	-9,012	-13,721	-22,734	-2,181
Health & Safety and Admin	0	0	-1,920	-1,920	-1,920
Total maintenance of church buildings	-13,074	-16,795	-15,641	-45,510	-21,700

14 MAINTENANCE OF MANSE & BUNGALOW

Manse Repairs & Maintenance	0		0	0	0
Bungalow repairs & Maintenance	0		0	0	0

15 ASSETS USED FOR CHURCH PURPOSES

The church building, the manse at 1 Cedar Close, Potters Bar and the bungalow at 245 Darkes Lane, Potters Bar are vested in URC Thames North Trust as trustees and are not church assets. They are held for the benefit of Potters Bar URC in accordance with the statutory trusts applicable to URC properties under the URC Acts.

For insurance purposes the church buildings are insured by the church for £4,895,795 for the church complex, £318,537 for the manse and £146,916 for the bungalow. The church contents are insured by the church for £716,731 manse for £5,000 and bungalow for £5,065.

16 INVESTMENTS HELD FOR CHURCH PURPOSES

In addition to current and reserve bank accounts, the church has a deposit account and an Investment fund with CCLA Investment Management Ltd. Income from the church deposit account is paid to the church.

In addition a current bank account, the Church Nursery School has a deposit account with CCLA Investment Management Ltd. Income from the Nursery School deposit account is paid to the Nursery School.

The total value of CCLA funds was as follows:

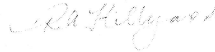
	31.12.2021	31.12.2020
Cash (COIF Charities Deposit Fund)	£45,423	£39,069
Non-Cash (COIF Charities Investment Fund)	£246,768	£215,994
	£292,191	£255,063

FINANCIAL STATEMENTS YEAR ENDED 31 DECEMBER 2021

TREASURER'S STATEMENT

I have prepared the financial statements on pages 1 to 5 for the year ended 31 December 2021 from the accounting records of the church.

Robert Anthony Hillyard



(signature)

27th January 2022

(date)

INDEPENDENT EXAMINER'S REPORT

I report on the financial statements of Potters Bar URC for the year ended 31 December 2021, which are set out on pages 1 to 5.

Respective responsibilities

The church is responsible for the preparation of the financial statements, and considers that the audit requirement of Section 145 of the Charities Act 2011 (the Act) does not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under Section 145(5)(b) of the Act, whether particular matters have come to my attention.

Basis of Independent Examiner's report

My examination was carried out in accordance with the General Directions of the Charity Commissioners. An examination includes a review of the accounting records kept by the church and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeking explanations 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 material matters have come to my attention which gives me cause to believe in any respect:

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

I have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding to be reached.

Signed by the Independent Examiner:



date: 18/02/22

Name and address of the Independent Examiner:

Joan L. Fryett F.M.A.A.T.
Unit 5 East Lodge Village
East Lodge Lane
Botany Bay
Enfield
EN2 8AS



The
**United
Reformed
Church**

POTTERS BAR UNITED REFORMED CHURCH

FINANCIAL STATEMENTS

TO

31 DECEMBER 2021

CONTENTS

	Page
Receipts & Payments Account	1
Notes to the financial statements	2-6
Treasurer's statement	7
Independent examiner's report	7



FINANCIAL STATEMENTS YEAR ENDED 31 DECEMBER 2021

RECEIPTS AND PAYMENTS ACCOUNT

	Note	Unrestricted Funds £	Designated Funds £	Restricted Funds £	This Year 2021 Total £	Last Year 2020 Total £
RECEIPTS						
Collections Cash		374	0	0	374	435
Committed Giving Scheme		6,341	0	11,753	18,095	22,505
Monies raised for outside causes	3	0	0	6,270	6,270	2,042
Gift Aid tax repayments	4	2,016	0	4,553	6,569	7,252
Other Fund Raising for Church	5	0	0	3,448	3,448	1,698
Legacies		0	5,200	0	5,200	10,000
Property income	6	57,435	0	0	57,435	34,390
Grants	5a			5,122	5,122	15,893
Interest from Deposit Accounts		4	2	1	7	106
Potters Bar URC Nursery School			139,240	2,338	141,578	139,008
Total receipts		66,170	144,442	33,485	244,097	233,329
PAYMENTS						
Ministry & Mission Fund	7	-8,000	0	0	-8,000	-8,000
Ministerial Costs	8	0	0	0	0	0
Other Ministry/Worship costs	9	-8,316	0	-41	-8,358	-8,808
Church running costs	10	-54,608	0	-7,031	-61,639	-59,867
Programme activity costs	11	-916	0	-1,409	-2,325	-1,610
Support of outside causes	12	0	0	-7,500	-7,500	-4,223
Maintenance of church buildings	13	-13,074	-16,795	-15,641	-45,510	-21,700
Maintenance of Manse & Bungalow	14	0	0	0	0	0
Potters Bar URC Nursery School			-121,134	-1,893	-123,027	-103,071
Total payments		-84,914	-137,929	-33,515	-256,359	-207,280
NET RECEIPTS / (PAYMENTS)		-18,745	6,513	-30	-12,262	26,049
TRANSFERS between funds	2	18,745	-1,950	0	16,795	19,015
CHANGE IN INVESTMENT VALUE	2&16	0	6,195	159	6,354	6,230
TOTAL FUNDS b/fwd 1 January		0	102,072	6,880	108,952	76,673
TOTAL FUNDS c/fwd 31 December		0	96,036	7,008	103,045	108,952

STATEMENT OF ASSETS AND LIABILITIES

Monetary assets						
Cash		0	0	0	0	0
Bank current accounts		0	28,299	2,065	30,364	28,608
Bank deposit account (Reserve)		0	25,404	1,854	27,258	41,275
CCLA Investments	16	0	42,334	3,089	45,423	39,069
Total monetary assets	2	0	96,036	7,008	103,045	108,952
Other assets						
Non-Cash Investments	2&16	0	239,866	6,902	246,768	215,994
Gift Aid recoverable		0	0	0	0	0
Other monies due to church		0	0	0	0	0
Nursery Accruals & Pre-payments			1,742		1,742	12,361
Assets used for church purposes						
Buildings	16	Church buildings and manse				
Church contents	16	Furnishings and equipment				
Liabilities						
Loans outstanding		0	0	0	0	0
Significant creditors (uncashed cheques)		-3,156	0	0	-3,156	-1,055
Outstanding Invoices and Donations		-1,337			-1,337	-2,223

APPROVED by the Church Meeting (AGM) held on the 9th March 2022 and signed on its behalf
by David Ramsay (Church Secretary) (signature)

FINANCIAL STATEMENTS YEAR ENDED 31 DECEMBER 2021

NOTES

1 ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Charities Act 2011 Section 132, using the Receipts and Payments basis available to small charities, and the United Reformed Church guidance.

2 FUND ACCOUNTING

The church monies are not held in segregated accounts, but for financial statement up to 2019 the total of each account was allocated over the appropriate funds. Interest from deposit accounts was allocated to funds on the basis of the mean of start- and end-year fund values. Increases or decreases in the value of investment accounts were attributed to the funds based on end-year fund values (after interest and fund transfers)

From 2020, we have been advised to separate "cash" and "non-cash" investments and show the latter in the Other Assets section of the R&P Summary. This has required a reallocation of funds.

We have assumed that the Charitable Donations Fund, the Mission & Music Fund and the Flower Fund are 100% cash and allocated the remaining cash balance across the Future Maintenance Reserve, the Specific Fund and the Benefactor's Funds in proportion to their size.

Interest payments and increases in capital value of cash funds are allocated on the basis of the cash element of the respective funds and increases/decreases in the "non-cash" investment values are allocated proportionately to the "non-cash" element of the funds. Interest and capital value changes are included in the receipts column (below).

Unrestricted Funds may be used by the church for any of its ordinary purposes.

Designated Funds represent unrestricted funds set aside by the church for specific designated purposes; they can be transferred back into general funds at the church's decision.

Future Maintenance Reserve Fund

These funds are set aside in an attempt to spread over a number of years the cost of major maintenance work to the Church, Manse and Bungalow, the amount and timing of which cannot be accurately determined. Allocated interest from deposit accounts is credited net of a 60% Ministry & Mission levy (URC Synod methodology). The levy is credited to unrestricted funds and used to part-fund our Ministry & Mission payment. From 2008 the fund has also been used to balance receipts and payments connected with the Running and Maintenance of the church.

Specific Fund

These funds are derived primarily from legacies and ministerial fees. They are intended to be used to promote the Mission and Worship activities of the church as directed by Church Meeting. Allocated interest from deposit accounts is credited net of a 60% Ministry & Mission levy (URC Synod methodology). The levy is credited to unrestricted funds and used to part-fund our Ministry & Mission payment. From 2008 the fund has also been used to balance receipts and payments connected with the Mission & Worship activities of the church.

Nursery Reserve Fund

From 2014 we have included 'headline' figures for our Nursery School, which for reasons of operational sensitivity are reported in detail separately. The Nursery Reserve Fund is used primarily to cover cash flow imbalances arising during the operating year and projected liabilities in event of the dissolution of the Nursery. A portion of the Nursery operating surplus has been transferred to the Future Maintenance Reserve Fund to cover agreed running & maintenance costs.

Fund name & purpose:	Balance b/fwd £	Receipts in year £	Payments in year £	Transfers for year £	Balance c/fwd £
Unrestricted Funds	0	66,170	-84,914	18,745	0
Fund name & purpose:	Balance c/fwd £	Receipts in year £	Payments in year £	Transfers for year £	Balance c/fwd £
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FINANCIAL STATEMENTS YEAR ENDED 31 DECEMBER 2021

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	Annual running & maintenance fund	0	15,641	-15,641	0
	Charitable Giving Fund	594	6,828	-7,500	-78
	Flower Fund	2,634	748	-650	2,732
	Music & Mission Fund	2,434	1,549	-1,409	2,574
	Nursery EYPP/IDACI Fund	0	2,338	-1,893	445
	Totals for restricted funds - Cash	6,880	27,263	-27,135	7,008
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	Totals for restricted funds	12,922	28,124	-27,135	13,911

FINANCIAL STATEMENTS YEAR ENDED 31 DECEMBER 2021

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	Funds £	Funds £	Funds £	2021 Total £	2020 Total £
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Donations for Charities			6,270	6,270	2,042
Minister's leaving gift.				0	0
Total raised for outside causes	0	0	6,270	6,270	2,042
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Committed Giving	2,016		3,736	5,752	5,731
Flower Fund			68	68	228
Music & Mission			177	177	572
Restricted Maintenance Fund			5	5	3
Donation for Events & Catering Costs			9	9	108
Donation for Office Costs			0	0	10
Donations to Organ Maintenance Fund			0	0	0
Charities			558	558	600
Total Gift Aid	2,016	0	4,553	6,569	7,252
Gift Aid above is for 1-1-20 to 31-12-20					
Third Party Photocopying and Artwork	0			0	0
Organ Maintenance Appeal Fund			0	0	0
Mission & Music			1,372	1,372	707
Church Restricted Maintenance Fund			147	147	20
Flower Fund			680	680	155
Benefactor's Fund			0	0	0
Other Donations*	0		1,250	1,250	816
Total Other Fund Raising for Church	0	0	3,448	3,448	1,698
*Included here are restricted donations towards Office, Catering and Events costs.					
5a HMRC Furlough Grants			5,122	5,122	15,893
In 2020, whilst we continued to pay staff full salaries, we took advantage of the Government's furlough scheme to cover periods when restrictions meant they were unable to work.					
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Manse Rental Income	5,753			5,753	13,379
Bungalow Rental Income	11,598			11,598	7,673
Total property income	57,435	0	0	57,435	34,390
7 MINISTRY & MISSION FUND					
The church contributes to the central URC costs of training and providing ministers (including the centralised payment of stipends, pension contributions and other benefits for ministers), running the denomination, and the wider mission of the national church.					
8 MINISTERIAL COSTS					
Minister's Expenses	0			0	0
Manse Council Tax	0			0	0
Manse Insurance	0			0	0
Manse Phone & Broadband	0			0	0
Manse Water	0			0	0
Total Ministerial Costs	0	0	0	0	0

FINANCIAL STATEMENTS YEAR ENDED 31 DECEMBER 2021

NOTES	Unrestricted	Designated	Restricted	This Year	Last Year
	Funds £	Funds £	Funds £	2021 Total £	2020 Total £
Expenses - Elders	0		-41	-41	-298
Strategy Costs (hire of consultant)	0			0	0
Pulpit Fees	-2,100			-2,100	-2,280
Organist Fees & Director of Music Salary	-5,602			-5,602	-5,234
Licences and Music	-614			-614	-996
Total Other Ministry & Worship Costs	-8,316	0	-41	-8,358	-8,808
10 CHURCH RUNNING COSTS					
Gas	-3,209	0		-3,209	-3,204
Electricity	-3,131	0		-3,131	-4,154
Insurance	-4,568	0		-4,568	-4,315
Water Charges	-1,117	0		-1,117	-659
Caretaker's Salary, NI & Pension	-21,265	0	-1,689	-22,954	-19,779
Premises Manager Salary	-15,230		-2,855	-18,085	-18,498
Lettings Officer Salary	-3,687		-578	-4,265	-4,210
Telephone and Broadband	-543			-543	-720
Office, Stationery and photocopying	-93		-1,056	-1,149	-1,923
Catering	0		0	0	-235
Events	-378		-203	-582	-140
Darkes Fayre Costs from Preparations Fund			0	0	0
Drawdown from Flower Fund			-650	-650	-864
Organ Maintenance (from Organ Fund)			0	0	0
Church Organ and Piano maintenance	-360			-360	-286
Other, including CRB costs	-40			-40	0
Lettings Admin. Costs	0			0	0
Finance & Other admin expenses	-445			-445	-340
Accounts Examination	-540			-540	-540
Total church running costs	-54,608	0	-7,031	-61,639	-59,867
11 PROGRAMME ACTIVITY COSTS					
Junior Church & Toddlers	0			0	-450
Mission Materials & Advertising	-904			-904	-445
Church Liaison & Pastorate Expenses	-12			-12	-192
Mission & Music			-1,409	-1,409	-524
Specific fund expenditure				0	0
Total programme activity costs	-916	0	-1,409	-2,325	-1,610

FINANCIAL STATEMENTS YEAR ENDED 31 DECEMBER 2021

NOTES	Unrestricted	Designated	Restricted	This Year	Last Year
	Funds £	Funds £	Funds £	2021 Total £	2020 Total £
12 SUPPORT OF OUTSIDE CAUSES					
Stroke Association	0	0		0	-190
Homeless Action in Barnet	0	0		0	-234
Crisis Homeless Charity	0	0	-160	-160	-460
Essex & Herts Air Ambulance	0	0	-63	-63	-350
Herts Musical Memories	0	0		0	-234
Hornsey Moravian Church - following fire	0	0		0	-100
DIPPS (Defibrillators in Public Places)	0	0		0	-1,200
Peace Hospice - Harvest Collections.	0	0		0	-304
Christain Aid (via church)	0	0	-120	-120	0
Potters Bar Foodbank	0	0	-275	-275	0
Zambian Cummunity Church Project	0	0	-5,796	-5,796	0
Ugandan Church Roof & Floor Appeal	0	0	-1,086	-1,086	-1,151
Total support of outside causes	0	0	-7,500	-7,500	-4,223

In addition to the above donations to Outside Causes from Church funds, Christain Aid Collections were £505

These donations are not included in our accounts.

Our total support for outside causes was therefore £8,005 in 2021.

13 MAINTENANCE OF CHURCH BUILDINGS

Routine Church Repairs & Maintenance	-13,074	-7,783	0	-20,856	-17,599
Major repair/renovation projects	0	-9,012	-13,721	-22,734	-2,181
Health & Safety and Admin	0	0	-1,920	-1,920	-1,920
Total maintenance of church buildings	-13,074	-16,795	-15,641	-45,510	-21,700

14 MAINTENANCE OF MANSE & BUNGALOW

Manse Repairs & Maintenance	0		0	0	0
Bungalow repairs & Maintenance	0		0	0	0

15 ASSETS USED FOR CHURCH PURPOSES

The church building, the manse at 1 Cedar Close, Potters Bar and the bungalow at 245 Darkes Lane, Potters Bar are vested in URC Thames North Trust as trustees and are not church assets. They are held for the benefit of Potters Bar URC in accordance with the statutory trusts applicable to URC properties under the URC Acts.

For insurance purposes the church buildings are insured by the church for £4,895,795 for the church complex, £318,537 for the manse and £146,916 for the bungalow. The church contents are insured by the church for £716,731 manse for £5,000 and bungalow for £5,065.

16 INVESTMENTS HELD FOR CHURCH PURPOSES

In addition to current and reserve bank accounts, the church has a deposit account and an Investment fund with CCLA Investment Management Ltd. Income from the church deposit account is paid to the church.

In addition a current bank account, the Church Nursery School has a deposit account with CCLA Investment Management Ltd. Income from the Nursery School deposit account is paid to the Nursery School.

The total value of CCLA funds was as follows:

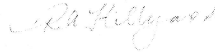
	31.12.2021	31.12.2020
Cash (COIF Charities Deposit Fund)	£45,423	£39,069
Non-Cash (COIF Charities Investment Fund)	£246,768	£215,994
	£292,191	£255,063

FINANCIAL STATEMENTS YEAR ENDED 31 DECEMBER 2021

TREASURER'S STATEMENT

I have prepared the financial statements on pages 1 to 5 for the year ended 31 December 2021 from the accounting records of the church.

Robert Anthony Hillyard



(signature)

27th January 2022

(date)

INDEPENDENT EXAMINER'S REPORT

I report on the financial statements of Potters Bar URC for the year ended 31 December 2021, which are set out on pages 1 to 5.

Respective responsibilities

The church is responsible for the preparation of the financial statements, and considers that the audit requirement of Section 145 of the Charities Act 2011 (the Act) does not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under Section 145(5)(b) of the Act, whether particular matters have come to my attention.

Basis of Independent Examiner's report

My examination was carried out in accordance with the General Directions of the Charity Commissioners. An examination includes a review of the accounting records kept by the church and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeking explanations 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 material matters have come to my attention which gives me cause to believe in any respect:

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

I have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding to be reached.

Signed by the Independent Examiner:



date: 18/02/22

Name and address of the Independent Examiner:

Joan L. Fryett F.M.A.A.T.
Unit 5 East Lodge Village
East Lodge Lane
Botany Bay
Enfield
EN2 8AS

POTTERS BAR UNITED REFORMED CHURCH CHARITY

England & Wales - Charity number 1133839

Accounts



POTTERS BAR UNITED REFORMED CHURCH

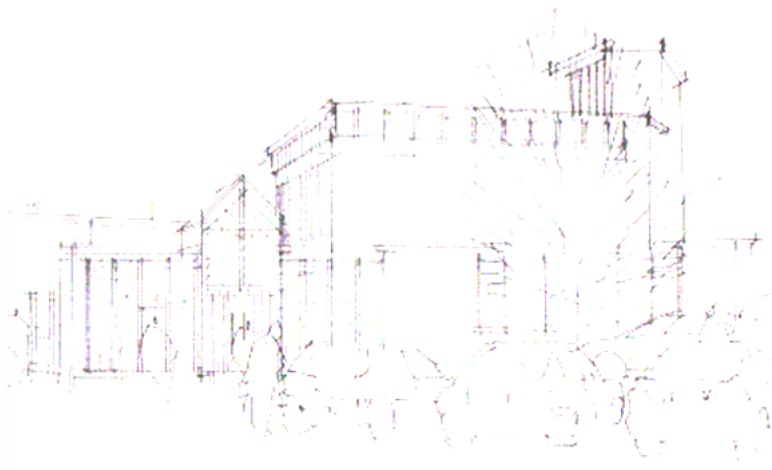
FINANCIAL STATEMENTS

TO

31 DECEMBER 2020

CONTENTS

	Page
Receipts & Payments Account	1
Notes to the financial statements	2-5
Treasurer's statement	6
Independent examiner's report	6



FINANCIAL STATEMENTS YEAR ENDED 31 DECEMBER 2020

RECEIPTS AND PAYMENTS ACCOUNT

	Note	Unrestricted Funds £	Designated Funds £	Restricted Funds £	This Year 2020 Total £	Last Year 2019 Total £
RECEIPTS						
Collections Cash		435	0	0	435	1,673
Committed Giving Scheme		7,436	0	15,068	22,505	23,092
Monies raised for outside causes	3	0	0	2,042	2,042	2,276
Gift Aid tax repayments	4	1,894	0	5,358	7,252	7,232
Other Fund Raising for Church	5	0	0	1,698	1,698	6,593
Legacies		0	10,000	0	10,000	0
Property income	6	34,390	0	0	34,390	64,167
Grants	5a			15,893	15,893	0
Interest from Deposit Accounts		56	37	13	106	418
Potters Bar URC Nursery School			139,008		139,008	139,568
Total receipts		44,211	149,045	40,072	233,329	245,019
PAYMENTS						
Ministry & Mission Fund	7	-8,000	0	0	-8,000	-8,000
Ministerial Costs	8	0	0	0	0	-1,364
Other Ministry/Worship costs	9	-8,663	0	-145	-8,808	-8,579
Church running costs	10	-26,382	-16,244	-17,241	-59,867	-64,601
Programme activity costs	11	-637	0	-974	-1,610	-2,041
Support of outside causes	12	0	0	-4,223	-4,223	-1,496
Maintenance of church buildings	13	0	-2,771	-18,929	-21,700	-90,146
Maintenance of Manse & Bungalow	14	0	0	0	0	0
Potters Bar URC Nursery School			-103,071		-103,071	-134,873
Total payments		-43,682	-122,086	-41,512	-207,280	-311,100
NET RECEIPTS / (PAYMENTS)		529	26,959	-1,439	26,049	-66,081
TRANSFERS between funds	2	-529	19,544	0	19,015	0
CHANGE IN INVESTMENT VALUE	2	0	5,584	646	6,230	6,924
TOTAL FUNDS b/fwd 1 January		0	69,000	7,673	76,673	85,655
TOTAL FUNDS c/fwd 31 December		0	102,072	6,880	108,952	76,673

STATEMENT OF ASSETS AND LIABILITIES

Monetary assets						
Cash		0	0	0	0	0
Bank current accounts		0	26,802	1,806	28,608	11,686
Bank deposit account (Reserve)		0	38,669	2,606	41,275	12,148
CCLA Investments	16	0	36,602	2,467	39,069	52,839
Total monetary assets	2	0	102,072	6,880	108,952	76,673
Other assets						
Non-Cash Investments	2&16	0	209,953	6,042	215,994	202,956
Gift Aid recoverable		0	0	0	0	0
Other monies due to church		0	0	0	0	0
Nursery Accruals & Pre-payments			12,361		12,361	3,493
Assets used for church purposes						
Buildings	16	Church buildings and manse				
Church contents	16	Furnishings and equipment				
Liabilities						
Loans outstanding		0	0	0	0	0
Significant creditors (uncashed cheques)		-1,055	0	0	-1,055	-1,510
Outstanding Invoices and Donations		-2,223			-2,223	-2,117

APPROVED by the Church Meeting (AGM) held on the 2021 **and signed on its behalf**
 by David Ramsay (Church Secretary) (signature)

FINANCIAL STATEMENTS YEAR ENDED 31 DECEMBER 2020

NOTES

1 ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Charities Act 2011 Section 132, using the Receipts and Payments basis available to small charities, and the United Reformed Church guidance.

2 FUND ACCOUNTING

The church monies are not held in segregated accounts, but for financial statement up to 2019 the total of each account was allocated over the appropriate funds. Interest from deposit accounts was allocated to funds on the basis of the mean of start- and end-year fund values. Increases or decreases in the value of investment accounts were attributed to the funds based on end-year fund values (after interest and fund transfers)

From 2020, we have been advised to separate "cash" and "non-cash" investments and show the latter in the Other Assets section of the R&P Summary. This has required a reallocation of funds.

We have assumed that the Charitable Donations Fund, the Mission & Music Fund and the Flower Fund are 100% cash and allocated the remaining cash balance across the Future Maintenance Reserve, the Specific Fund and the Benefactor's Funds in proportion to their size.

Interest payments and increases in capital value of cash funds are allocated on the basis of the cash element of the respective funds and increases/decreases in the "non-cash" investment values are allocated proportionately to the "non-cash" element of the funds. Interest and capital value changes are included in the receipts column (below).

Unrestricted Funds may be used by the church for any of its ordinary purposes.

Designated Funds represent unrestricted funds set aside by the church for specific designated purposes; they can be transferred back into general funds at the church's decision.

Future Maintenance Reserve Fund

These funds are set aside in an attempt to spread over a number of years the cost of major maintenance work to the Church, Manse and Bungalow, the amount and timing of which cannot be accurately determined. Allocated interest from deposit accounts is credited net of a 60% Ministry & Mission levy (URC Synod methodology). The levy is credited to unrestricted funds and used to part-fund our Ministry & Mission payment. From 2008 the fund has also been used to balance receipts and payments connected with the Running and Maintenance of the church.

Specific Fund

These funds are derived primarily from legacies and ministerial fees. They are intended to be used to promote the Mission and Worship activities of the church as directed by Church Meeting. Allocated interest from deposit accounts is credited net of a 60% Ministry & Mission levy (URC Synod methodology). The levy is credited to unrestricted funds and used to part-fund our Ministry & Mission payment. From 2008 the fund has also been used to balance receipts and payments connected with the Mission & Worship activities of the church.

Nursery Reserve Fund

From 2014 we have included 'headline' figures for our Nursery School, which for reasons of operational sensitivity are reported in detail separately. The Nursery Reserve Fund is used primarily to cover cash flow imbalances arising during the operating year and projected liabilities in event of the dissolution of the Nursery. A portion of the Nursery operating surplus has been transferred to the Future Maintenance Reserve Fund to cover agreed running & maintenance costs.

Fund name & purpose:	Balance b/fwd £	Receipts in year £	Payments in year £	Transfers for year £	Balance c/fwd £
Unrestricted Funds	0	44,211	-43,682	-529	0
Designated Funds					
Fund name & purpose:	Balance c/fwd £	Receipts in year £	Payments in year £	Transfers for year £	Balance c/fwd £
Future Maintenance Reserve Fund - Cash	23,270	7,982	-19,015	19,307	31,543
Future Maintenance Reserve Fund - Non-Cash	105,986	6,809	0	0	112,794
Specific Fund - Cash	20,044	7,639	0	238	27,921
Specific Fund - Non-Cash	91,293	5,865	0	0	97,158
PBURC Nursery Reserve Fund	25,686	139,008	-103,071	-19,015	42,608
Totals for designated funds - Cash	69,000	154,629	-122,086	529	102,072
Totals for designated funds - Non-Cash	197,279	12,674	0	0	209,953
Totals for designated funds	266,279	167,303	-122,086	529	312,025

FINANCIAL STATEMENTS YEAR ENDED 31 DECEMBER 2020

NOTES

Restricted Funds represent income which may be expended only on those restricted objects provided in the terms of a trust or bequest, or donations or grants received or invited for a specific purpose. These funds can only be spent on the specific purpose for which they were given. Any balance remaining unspent must be carried forward as a balance on that fund for future expenditure on that specific purpose, or returned; it cannot be absorbed into general funds.

Benefactors fund

These funds have been derived from donations which are to be applied for items not connected with the upkeep of the fabric. They are kept separately and can be directed according to the decision of the Church Meeting. In 2020 a payment was made to our retiring Toddlers Manager, Margaret Steff

Annual Running & Maintenance Fund

Since 1.1.2007 some church members and church organisations have requested that a proportion of their giving is directed into a restricted fund for the purpose of maintaining the church premises. This income is generally used in the year it arises.

Charitable Donations Fund

This fund holds temporary balances of restricted short term funds, pending completion of donations by the church .

Flower Fund

Gift Aid recovered on indirect donations made for church flowers and restricted donations made to the Church for flowers is credited to this fund. The funds are to be used solely for purchase of church flowers, directly or via the church flower arrangers group.

Music & Mission Fund

These funds derive from donations by church members and third parties at concerts & recitals in the church. They are used to fund the costs of musical events - primarily in the running year - but any surplus is held in the fund for future years.

2	Fund name & purpose:	Balance b/fwd £	Receipts in year £	Payments in year £	Balance c/fwd £
	Benefactor's fund - Cash	1,246	117	-145	1,218
	Benefactor's fund - Non-Cash	5,677	365	0	6,042
	Annual running & maintenance fund	0	18,929	-18,929	0
	Charitable Giving Fund (non-interest bearing)	2,117	2,700	-4,223	594
	Flower Fund	2,863	635	-864	2,634
	Music & Mission Fund	1,447	1,511	-524	2,434
	Totals for restricted funds - Cash	7,673	23,891	-24,685	6,880
	Totals for restricted funds - Non-Cash	5,677	365	0	6,042
	Totals for restricted funds	13,350	24,256	-24,685	12,922

3	MONIES RAISED FOR OUTSIDE CAUSES	Unrestricted Funds £	Designated Funds £	Restricted Funds £	This Year 2020 Total £	Last Year 2019 Total £
	Donations for Charities			2,042	2,042	1,321
	Minister's leaving gift.				0	955
	Total raised for outside causes	0	0	2,042	2,042	2,276

4	GIFT AID	Unrestricted Funds £	Designated Funds £	Restricted Funds £	This Year 2020 Total £	Last Year 2019 Total £
	Committed Giving	1,894		3,838	5,731	6,340
	Flower Fund			228	228	213
	Music & Mission			572	572	25
	Restricted Maintenance Fund			3	3	86
	Donation for Events & Catering Costs			108	108	20
	Donation for Office Costs			10	10	20
	Donations to Organ Maintenance Fund			0	0	459
	Charities			600	600	70
	Total Gift Aid	1,894	0	5,358	7,252	7,232

Gift Aid above is for 1-1-19 to 31-12-19

FINANCIAL STATEMENTS YEAR ENDED 31 DECEMBER 2020

NOTES	Unrestricted	Designated	Restricted	This Year	Last Year
	Funds £	Funds £	Funds £	2020 Total £	2019 Total £
5 OTHER FUND RAISING FOR CHURCH					
Third Party Photocopying and Artwork	0			0	0
Organ Maintenance Appeal Fund			0	0	0
Mission & Music			707	707	2,363
Church Restricted Maintenance Fund			20	20	89
Flower Fund			155	155	515
Benefactor's Fund			0	0	0
Other Donations*	0		816	816	3,626
Total Other Fund Raising for Church	0	0	1,698	1,698	6,593

*Included here are restricted donations towards Office, Catering and Events costs.

5a HMRC Furlough Grants			15,893	15,893	0
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In 2020, whilst we continued to pay staff full salaries, we took advantage of the Government's furlough scheme to cover periods when restrictions meant they were unable to work.

6 PROPERTY INCOME	Unrestricted Funds £	Designated Funds £	Restricted Funds £	This Year Total £	Last Year Total £
Letting income	13,337		0	13,337	43,685
Manse Rental Income*	13,379			13,379	10,195
Bungalow Rental Income	7,673			7,673	10,287
Total property income	34,390	0	0	34,390	64,167

*Until 30th June 2019 we shared a Minister with Brookmans Park URC and as part of our cost sharing agreement 50% of our Manse Rental income, net of agents fees, was passed to Brookmans Park URC. This arrangement terminated on 30th June 2019.

7 MINISTRY & MISSION FUND	Unrestricted Funds £	Designated Funds £	Restricted Funds £	This Year Total £	Last Year Total £
The church contributes to the central URC costs of training and providing ministers (including the centralised payment of stipends, pension contributions and other benefits for ministers), running the denomination, and the wider mission of the national church.					

8 MINISTERIAL COSTS	Unrestricted Funds £	Designated Funds £	Restricted Funds £	This Year Total £	Last Year Total £
Minister's Expenses	0			0	-519
Manse Council Tax	0			0	-633
Manse Insurance	0			0	0
Manse Phone & Broadband	0			0	-213
Manse Water	0			0	0
Total Ministerial Costs	0	0	0	0	-1,364

As noted under 6, we had a cost sharing arrangement for Ministerial costs with Brookmans Park URC which terminated on 30th June 2019. The figures above represent our share of Minister's expenses, water, telephone and Council Tax for the first half year 2019 and 2018 adjustments.

9 OTHER MINISTRY/WORSHIP COSTS	Unrestricted Funds £	Designated Funds £	Restricted Funds £	This Year Total £	Last Year Total £
Expenses - Elders	-153		-145	-298	-926
Strategy Costs (hire of consultant)	0			0	0
Pulpit Fees	-2,280			-2,280	-1,800
Organist Fees & Director of Music Salary	-5,234			-5,234	-5,479
Licences and Music	-996			-996	-373
Total Other Ministry & Worship Costs	-8,663	0	-145	-8,808	-8,579

10 CHURCH RUNNING COSTS	Unrestricted Funds £	Designated Funds £	Restricted Funds £	This Year Total £	Last Year Total £
Gas	0	-3,204		-3,204	-4,174
Electricity	0	-4,154		-4,154	-4,286
Insurance	0	-4,315		-4,315	-4,316
Water Charges	0	-659		-659	-914
Caretaker's Salary, NI & Pension	-8,830	-3,912	-7,038	-19,779	-21,642
Premises Manager Salary	-11,697		-6,802	-18,498	-16,593
Lettings Officer Salary	-2,606		-1,604	-4,210	-4,050
Telephone and Broadband	-720			-720	-771
Office, Stationery and photocopying	-1,135		-789	-1,923	-3,629
Catering	-159		-76	-235	-410
Events	-71		-69	-140	-1,059
Darkes Fayre Costs from Preparations Fund			0	0	0
Drawdown from Flower Fund			-864	-864	-520
Organ Maintenance (from Organ Fund)			0	0	-459
Church Organ and Piano maintenance	-286			-286	-613
Other, including CRB costs	0			0	0
Lettings Admin. Costs	0			0	-190
Finance & Other admin expenses	-340			-340	-436
Accounts Examination	-540			-540	-540
Total church running costs	-26,382	-16,244	-17,241	-59,867	-64,601

FINANCIAL STATEMENTS YEAR ENDED 31 DECEMBER 2020

NOTES

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	This Year	Last Year
				2020 Total £	2019 Total £
11 PROGRAMME ACTIVITY COSTS					
Junior Church & Toddlers	0		-450	-450	0
Mission Materials & Advertising	-445			-445	-489
Church Liaison & Pastorate Expenses	-192			-192	-372
Mission & Music			-524	-524	-1,180
Specific fund expenditure				0	0
Total programme activity costs	-637	0	-974	-1,610	-2,041

12 SUPPORT OF OUTSIDE CAUSES					
Stroke Association	0	0	-190	-190	0
Homeless Action in Barnet	0	0	-234	-234	0
Crisis Homeless Charity	0	0	-460	-460	0
Essex & Herts Air Ambulance	0	0	-350	-350	0
Herts Musical Memories	0	0	-234	-234	0
Hornsey Moravian Church - following fire	0	0	-100	-100	0
DIPPS (Defibrillators in Public Places)	0	0	-1,200	-1,200	0
Peace Hospice - Harvest Collections.	0	0	-304	-304	0
Royal Free Charity - Caroline Wick	0	0		0	-189
Rev. Nick Brindley - leaving collections.	0	0		0	-1,000
Christian Aid	0	0		0	-202
CTPB summer Club - Stainer concert	0	0		0	-105
Ugandan Church Roof Appeal	0	0	-1,151	-1,151	0
Total support of outside causes	0	0	-4,223	-4,223	-1,496

In addition to the above donations to Outside Causes from Church funds, Christian Aid Collections were £340

These donations are not included in our accounts.

Our total support for outside causes was therefore £4,563 in 2020.

13 MAINTENANCE OF CHURCH BUILDINGS					
Routine Church Repairs & Maintenance	0	-2,771	-14,828	-17,599	-19,075
Major repair/renovation projects	0	0	-2,181	-2,181	-67,586
Health & Safety and Admin	0	0	-1,920	-1,920	-3,486
Total maintenance of church buildings	0	-2,771	-18,929	-21,700	-90,146

14 MAINTENANCE OF MANSE & BUNGALOW					
Manse Repairs & Maintenance	0		0	0	0
Bungalow repairs & Maintenance	0		0	0	0

15 ASSETS USED FOR CHURCH PURPOSES

The church building, the manse at 1 Cedar Close, Potters Bar and the bungalow at 245 Darkes Lane, Potters Bar are vested in URC Thames North Trust as trustees and are not church assets. They are held for the benefit of Potters Bar URC in accordance with the statutory trusts applicable to URC properties under the URC Acts.

For insurance purposes the church buildings are insured by the church for £4,618,673 for the church complex, £306,491 for the manse and £141,360 for the bungalow. The church contents are insured by the church for £682,602 manse for £5,000 and bungalow for £5,065.

16 INVESTMENTS HELD FOR CHURCH PURPOSES

In addition to current and reserve bank accounts, the church has a deposit account and an Investment fund with CCLA Investment Management Ltd. Income from the church deposit account is paid to the church.

In addition a current bank account, the Church Nursery School has a deposit account with CCLA Investment Management Ltd. Income from the Nursery School deposit account is paid to the Nursery School.

The total value of CCLA funds was as follows:

	31.12.2020	31.12.2019
Cash (COIF Charities Deposit Fund)	£39,069	£52,839
Non-Cash (COIF Charities Investment Fund)	£215,994	£202,956
	<u>£255,063</u>	<u>£255,795</u>

FINANCIAL STATEMENTS YEAR ENDED 31 DECEMBER 2020

TREASURER'S STATEMENT

I have prepared the financial statements on pages 1 to 5 for the year ended 31 December 2020 from the accounting records of the church.

Robert Anthony Hillyard



(signature)

15th February 2021

(date)

INDEPENDENT EXAMINER'S REPORT

I report on the financial statements of Potters Bar URC for the year ended 31 December 2020, which are set out on pages 1 to 5.

Respective responsibilities

The church is responsible for the preparation of the financial statements, and considers that the audit requirement of Section 145 of the Charities Act 2011 (the Act) does not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under Section 145(5)(b) of the Act, whether particular matters have come to my attention.

Basis of Independent Examiner's report

My examination was carried out in accordance with the General Directions of the Charity Commissioners. An examination includes a review of the accounting records kept by the church and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeking explanations 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 material matters have come to my attention which gives me cause to believe in any respect:

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

I have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding to be reached.

Signed by the Independent Examiner:



date: 13.03.21

Name and address of the Independent Examiner:

Joan L. Fryett F.M.A.A.T.
Unit 5 East Lodge Village
East Lodge Lane
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