

# 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 28<sup>th</sup> 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](mailto: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 <sup>th</sup> March 2016	
Frank Palmer	22 <sup>nd</sup> March 2018	28th Sept 2020
Janet Ann O'Connor	28 <sup>th</sup> March 2019	9th March 2022
Alastair Matheson Maclean	28 <sup>th</sup> March 2019	
Robert Anthony Hillyard	28 <sup>th</sup> March 2019	9th March 2022
Anthony Clive Corfe	28 <sup>th</sup> 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 21<sup>st</sup> 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 50<sup>th</sup> 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 Hertsmer 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**

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## FINANCIAL STATEMENTS YEAR ENDED 31 DECEMBER 2021

## RECEIPTS AND PAYMENTS ACCOUNT

		Unrestricted	Designated	Restricted	This Year	Last Year
	Note	Funds £	Funds £	Funds £	2021	2020
RECEIPTS					Total £	Total £
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
<b>Total receipts</b>		<b>66,170</b>	<b>144,442</b>	<b>33,485</b>	<b>244,097</b>	<b>233,329</b>
<b>PAYMENTS</b>						
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
<b>Total payments</b>		<b>-84,914</b>	<b>-137,929</b>	<b>-33,515</b>	<b>-256,359</b>	<b>-207,280</b>
<b>NET RECEIPTS / (PAYMENTS)</b>		<b>-18,745</b>	<b>6,513</b>	<b>-30</b>	<b>-12,262</b>	<b>26,049</b>
<b>TRANSFERS between funds</b>	2	18,745	-1,950	0	16,795	19,015
<b>CHANGE IN INVESTMENT VALUE</b>	2&16	0	6,195	159	6,354	6,230
<b>TOTAL FUNDS b/fwd 1 January</b>		0	102,072	6,880	108,952	76,673
<b>TOTAL FUNDS c/fwd 31 December</b>		<b>0</b>	<b>96,036</b>	<b>7,008</b>	<b>103,045</b>	<b>108,952</b>

## STATEMENT OF ASSETS AND LIABILITIES

<b>Monetary assets</b>						
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
<b>Total monetary assets</b>	2	<b>0</b>	<b>96,036</b>	<b>7,008</b>	<b>103,045</b>	<b>108,952</b>
<b>Other assets</b>						
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
<b>Assets used for church purposes</b>						
Buildings	16	Church buildings and manse				
Church contents	16	Furnishings and equipment				
<b>Liabilities</b>						
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)

The notes on pages 2 to 5 form part of this financial statement



## 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
<b>Totals for designated funds - Cash</b>	<b>102,072</b>	<b>29,504</b>	<b>-16,795</b>	<b>-18,745</b>	<b>96,036</b>
<b>Totals for designated funds - Non-Cash</b>	<b>209,953</b>	<b>29,913</b>	<b>0</b>	<b>0</b>	<b>239,866</b>
<b>Totals for designated funds</b>	<b>312,025</b>	<b>59,417</b>	<b>-16,795</b>	<b>-18,745</b>	<b>335,902</b>

## 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.

**Nursery Early Years Pupil Premium/Income Deprivation Affecting Children Index Fund (EYPP/IDACI)**

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	<b>Fund name &amp; purpose:</b>	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
	<b>Totals for restricted funds - Cash</b>	6,880	27,263	-27,135	7,008
	<b>Totals for restricted funds - Non-Cash</b>	6,042	861	0	6,902
	<b>Totals for restricted funds</b>	12,922	28,124	-27,135	13,911

## FINANCIAL STATEMENTS YEAR ENDED 31 DECEMBER 2021

## NOTES

## 3 MONIES RAISED FOR OUTSIDE CAUSES

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	This Year 2021 Total £	Last Year 2020 Total £
Donations for Charities			6,270	6,270	2,042
Minister's leaving gift.				0	0
<b>Total raised for outside causes</b>	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
<b>Total Gift Aid</b>	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
<b>Total Other Fund Raising for Church</b>	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
<b>Total property income</b>	57,435	0	0	57,435	34,390

## 7 MINISTRY &amp; 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.					
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## 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
<b>Total Ministerial Costs</b>	0	0	0	0	0

## FINANCIAL STATEMENTS YEAR ENDED 31 DECEMBER 2021

## NOTES

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	This Year 2021 Total £	Last Year 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
<b>Total Other Ministry &amp; Worship Costs</b>	<b>-8,316</b>	<b>0</b>	<b>-41</b>	<b>-8,358</b>	<b>-8,808</b>
<b>10 CHURCH RUNNING COSTS</b>					
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
<b>Total church running costs</b>	<b>-54,608</b>	<b>0</b>	<b>-7,031</b>	<b>-61,639</b>	<b>-59,867</b>
<b>11 PROGRAMME ACTIVITY COSTS</b>					
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
<b>Total programme activity costs</b>	<b>-916</b>	<b>0</b>	<b>-1,409</b>	<b>-2,325</b>	<b>-1,610</b>

## FINANCIAL STATEMENTS YEAR ENDED 31 DECEMBER 2021

NOTES	Unrestricted	Designated	Restricted	This Year	Last Year
	Funds £	Funds £	Funds £	2021 Total £	2020 Total £
<b>12 SUPPORT OF OUTSIDE CAUSES</b>					
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 Community Church Project	0	0	-5,796	-5,796	0
Ugandan Church Roof & Floor Appeal	0	0	-1,086	-1,086	-1,151
<b>Total support of outside causes</b>	<b>0</b>	<b>0</b>	<b>-7,500</b>	<b>-7,500</b>	<b>-4,223</b>

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
<b>Total maintenance of church buildings</b>	<b>-13,074</b>	<b>-16,795</b>	<b>-15,641</b>	<b>-45,510</b>	<b>-21,700</b>

**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
	<b>£292,191</b>	<b>£255,063</b>

## 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**

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Independent examiner's report	<b>7</b>



## FINANCIAL STATEMENTS YEAR ENDED 31 DECEMBER 2021

## RECEIPTS AND PAYMENTS ACCOUNT

		Unrestricted	Designated	Restricted	This Year	Last Year
	Note	Funds £	Funds £	Funds £	2021	2020
RECEIPTS					Total £	Total £
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
<b>Total receipts</b>		<b>66,170</b>	<b>144,442</b>	<b>33,485</b>	<b>244,097</b>	<b>233,329</b>
<b>PAYMENTS</b>						
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
<b>Total payments</b>		<b>-84,914</b>	<b>-137,929</b>	<b>-33,515</b>	<b>-256,359</b>	<b>-207,280</b>
<b>NET RECEIPTS / (PAYMENTS)</b>		<b>-18,745</b>	<b>6,513</b>	<b>-30</b>	<b>-12,262</b>	<b>26,049</b>
<b>TRANSFERS between funds</b>	2	18,745	-1,950	0	16,795	19,015
<b>CHANGE IN INVESTMENT VALUE</b>	2&16	0	6,195	159	6,354	6,230
<b>TOTAL FUNDS b/fwd 1 January</b>		0	102,072	6,880	108,952	76,673
<b>TOTAL FUNDS c/fwd 31 December</b>		<b>0</b>	<b>96,036</b>	<b>7,008</b>	<b>103,045</b>	<b>108,952</b>

## STATEMENT OF ASSETS AND LIABILITIES

<b>Monetary assets</b>						
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
<b>Total monetary assets</b>	2	<b>0</b>	<b>96,036</b>	<b>7,008</b>	<b>103,045</b>	<b>108,952</b>
<b>Other assets</b>						
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
<b>Assets used for church purposes</b>						
Buildings	16	Church buildings and manse				
Church contents	16	Furnishings and equipment				
<b>Liabilities</b>						
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)

The notes on pages 2 to 5 form part of this financial statement



## 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
<b>Totals for designated funds - Cash</b>	<b>102,072</b>	<b>29,504</b>	<b>-16,795</b>	<b>-18,745</b>	<b>96,036</b>
<b>Totals for designated funds - Non-Cash</b>	<b>209,953</b>	<b>29,913</b>	<b>0</b>	<b>0</b>	<b>239,866</b>
<b>Totals for designated funds</b>	<b>312,025</b>	<b>59,417</b>	<b>-16,795</b>	<b>-18,745</b>	<b>335,902</b>

## 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.

**Nursery Early Years Pupil Premium/Income Deprivation Affecting Children Index Fund (EYPP/IDACI)**

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	<b>Fund name &amp; purpose:</b>	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
	<b>Totals for restricted funds - Cash</b>	6,880	27,263	-27,135	7,008
	<b>Totals for restricted funds - Non-Cash</b>	6,042	861	0	6,902
	<b>Totals for restricted funds</b>	12,922	28,124	-27,135	13,911

## FINANCIAL STATEMENTS YEAR ENDED 31 DECEMBER 2021

## NOTES

## 3 MONIES RAISED FOR OUTSIDE CAUSES

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	This Year 2021 Total £	Last Year 2020 Total £
Donations for Charities			6,270	6,270	2,042
Minister's leaving gift.				0	0
<b>Total raised for outside causes</b>	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
<b>Total Gift Aid</b>	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
<b>Total Other Fund Raising for Church</b>	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
<b>Total property income</b>	57,435	0	0	57,435	34,390

## 7 MINISTRY &amp; 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
<b>Total Ministerial Costs</b>	0	0	0	0	0

## FINANCIAL STATEMENTS YEAR ENDED 31 DECEMBER 2021

## NOTES

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	This Year 2021 Total £	Last Year 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
<b>Total Other Ministry &amp; Worship Costs</b>	<b>-8,316</b>	<b>0</b>	<b>-41</b>	<b>-8,358</b>	<b>-8,808</b>
<b>10 CHURCH RUNNING COSTS</b>					
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
<b>Total church running costs</b>	<b>-54,608</b>	<b>0</b>	<b>-7,031</b>	<b>-61,639</b>	<b>-59,867</b>
<b>11 PROGRAMME ACTIVITY COSTS</b>					
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
<b>Total programme activity costs</b>	<b>-916</b>	<b>0</b>	<b>-1,409</b>	<b>-2,325</b>	<b>-1,610</b>

## FINANCIAL STATEMENTS YEAR ENDED 31 DECEMBER 2021

NOTES	Unrestricted	Designated	Restricted	This Year	Last Year
	Funds £	Funds £	Funds £	2021 Total £	2020 Total £
<b>12 SUPPORT OF OUTSIDE CAUSES</b>					
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 Community Church Project	0	0	-5,796	-5,796	0
Ugandan Church Roof & Floor Appeal	0	0	-1,086	-1,086	-1,151
<b>Total support of outside causes</b>	<b>0</b>	<b>0</b>	<b>-7,500</b>	<b>-7,500</b>	<b>-4,223</b>

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
<b>Total maintenance of church buildings</b>	<b>-13,074</b>	<b>-16,795</b>	<b>-15,641</b>	<b>-45,510</b>	<b>-21,700</b>

**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
	<b>£292,191</b>	<b>£255,063</b>

## 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