

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARY'S, HAYES, KENT

England & Wales · Charity number 1133878

Details

Other names HAYES (KENT) PAROCHIAL CHURCH COUNCIL

Status Registered

Legal form Previously excepted

Registered 2010-01-28

Register [View on the Charity Commission register](#)

Contact

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Activities

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

Activities: Promoting in the Ecclesiastical Parish the whole mission of the Church

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
- Bromley

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£175,257	£150,941	-	-
2023-12-31	£189,040	£153,742	-	-
2022-12-31	£140,808	£153,453	-	-
2021-12-31	£127,248	£167,348	-	-
2020-12-31	£185,611	£134,279	-	-

Trustees

Name	Role	Appointed
Clare Rebecca Scriven		2019-04-10
David James		2019-04-10
Edward Roberts		2021-04-26
Graham Charles John Collins		2025-04-06
Kate Louise Davies		2022-04-20
Mary Marjorie Stannard		2021-04-26
Mary Whytock		
Nicolas Gudinchet		2025-04-06
Olivia Truelove-Dodd		2024-04-17
Rev Amanda Spence		2022-11-09
Stuart Spence		2023-05-03
Susan Mary Powell		2024-04-17
Yvonne Lillian Pickford		2016-04-13

Accounts

THE PARISH CHURCH OF ST MARY THE VIRGIN

HAYES, KENT

ANNUAL REPORT

and

FINANCIAL STATEMENTS

of the

PARISH CHURCH COUNCIL

for the year ended 31st December 2024

Chairperson:	Revd. Amanda Spence
Curate	Revd. Tim Aldred
Verger:	Yvonne Pickford
Churchwarden:	Sue Powell
Secretary:	Mary Whytock
Treasurer:	Edward Roberts
Independent Examiner:	Ray Sargeant, Sargeant & Co

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

St Mary's Parochial Church Council (PCC) has the responsibility of co-operating with the Rector in promoting within the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the ancient church building and the Old Church Schools (OCS), used as the Church Hall, both of which are located in Hayes Street, Hayes.

Members of the PCC are either ex-officio or elected by the annual Parochial Church Meeting in accordance with the Church Representation Rules. PCC Members (trustees) who have served from 1st January 2024 until this report was approved are:

EX OFFICIO:-

Rector	Revd. Amanda Spence	
Curate	Revd. Tim Aldred	(from September 2024)
Verger:	Yvonne Pickford	
Churchwarden:	Sue Powell	
Representatives on the Deanery Synod:	Mary Whytock Ann Lawrance	(PCC Secretary)
CO-OPTED:	Edward Roberts Clare Scriven	Honorary Treasurer Safeguarding Officer
ELECTED:	David James Roger Rowe Rosemary Smith Mary Stannard Kate Davies Mark Willoughby Ann Lawrance Stuart Spence Sue Powell Olivia Truelove Dodd	(to 17 April 2024) (to 17 April 2024) (from 17 April 2024) (from 17 April 2024)
Church Administrator:	Brenda Harper	Appointed October 2015

Committees

The PCC operates through a number of committees, which meet between the full meetings of the PCC. A Standing committee exists that is required by law to transact business when necessary between PCC meetings, subject to any directions given by the PCC. The PCC have appointed a management group to oversee the day-to-day management issues of the OCS Complex, whose accounting detail is be within the Church's accounting system.

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

Statement of Trustees' Responsibilities

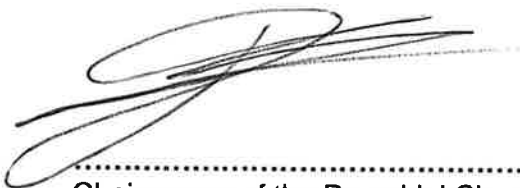
The Trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources for the charity for that year. In preparing these financial statements, the Trustees are required to:

- Select suitable accounting policies and apply them consistently;
- Observe the methods and principles in the Church Accounting Regulations 2006, the current Statement of Recommended Practice for Accounting and Reporting (FRS 102) and the Charities Act 2011;
- Make judgements and estimates that are reasonable and prudent;
- State whether (or not) applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping efficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the various accounting regulations as set out above. They are also responsible for the safeguarding of the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Board of Trustees and signed on its behalf by:



.....
Chairperson of the Parochial Church Council

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

Financial Review

The Church has operated a surplus in 2024 £16,162, for the first time post the pandemic, and a significant improvement compared to 2023 (£20,193). The turnaround largely due the operating activities from the Old Church Schools Complex (OCS) premises, an increase in income from donors, contributor, continued higher level of investment income, and a planned reduction in the offer payment to the Diocese.

The OCS premises hiring activities, generated a surplus of £33,440 an increase of £8.9k compared to 2023. The OCS Committee introduced a policy to hold 10% of annual surplus £3.3k in the fabric reserve for the ongoing maintenance of the property. OCS financial activities are detailed in Note 11.

The surplus has increased the general reserves above the required level to meet the PCC funding policy of six months expenditure, without drawing from designated reserves.

Income:

Income from donors increased in 2025, following the launch of a planned giving scheme in Q4, overall, to £58,065 (£52,465), with planned giving £45,436 (£41,368) boosted by higher collections and sundry income £12,629 (£11,097). Fee income £5,564 (£3,662) is higher than 2023 with an increased number of funeral and wedding services.

The OCS Income from activities in 2024 higher than prior year £60,058 (£42,336) with a full demand of hiring activity.

Expenditure:

Expenditure from ordinary activities was lower than 2023 including OCS, £131,560 (£135,073) with a lower Offer Payment to the Diocese £58,587 (£64,300). Utility costs were also lower than in 2023, benefiting from lower consumption.

OCS expenditure was £9k higher than prior year with increased costs aligned to higher use of the premises.

Outlook:

The outlook for 2025 is positive with continuation of higher anticipated Income from donors, following the planned giving scheme launch, and ongoing external demand for hiring of the OCS premises. The PCC agreed to increase the level of Offer Payment to support the Diocese, whilst maintaining balanced overall financial activities, to avoid a drawing required from Designated Reserves. The running costs will continue to remain similar to 2024, with a mild inflationary increase anticipated.

Reserves:

The value of Unrestricted reserves at the end of the year £430,767 (General and Designated) provides financial strength beyond the next financial year. A donation of £5,000 was granted from legacies to the Hayes Community Minibus Trust, to support replacement of the vehicle. The OCS complex designated reserve has been supplemented with a proportion of the surplus in 2024, £3,344 and there were no drawings from the fund or the Quinquennial funds.

Full details of reserves in Notes 9(b) and 9 (c).

Full details of reserves in Notes 9(b) and 9 (c).

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

Independent Examiner's Report to the Hayes (Kent) Parochial Church Council

This report on the accounts of the PCC for the year ended 31st December 2024, which are set out in the previous pages, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 (the "Regulations") and s.145 of the Charities Act 2011 (the "Act").

Respective responsibilities of trustees and examiner

As the members of the PCC you are responsible for the preparation of the accounts; you consider that the audit requirements of the Regulations and section 144(2) of the Act do not apply. It is my responsibility to issue this report on the accounts in accordance with the terms of the Regulations.

Basis of this report

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 145(5)(b) of the Act and to be found in the Church guidance, 2006 edition, issued by the Finance Division of the Archbishops' Council. The examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In connection with my examination no material matters have come to my attention which gives me cause to believe that in any material respect:

- accounting records were not kept in accordance with section 130 of the Act; or
- the accounts do not accord with those records; or
- the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Act or the Regulations other than any requirement that the accounts give a "true and fair" view which is not a matter considered as part of an independent examination.

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

Signed by:

Ray Sargeant

FOR
SARGEANT AND CO.

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

STATEMENT OF FINANCIAL ACTIVITIES for the year ended 31st December 2024

All figures in £'s

	Note	Unrestricted Funds		Restricted Funds	Total 2024	Total 2023
		General	Designated			
INCOMING RESOURCES						
<i>Incoming resources from donors</i>	2(a)	58,065	0	0	58,065	52,465
<i>Other voluntary income</i>	2(b)	0	1,003	13,984	14,987	59,200
<i>Income from events & activities</i>	2(c)	7,005	0	4,957	11,962	10,431
<i>Other ordinary income</i>	2(d)	70,427	40	100	70,567	51,904
<i>Income from investments</i>	2(e)	18,570	1,107	0	19,676	15,039
TOTAL INCOMING RESOURCES		<u>154,066</u>	<u>2,150</u>	<u>19,041</u>	<u>175,257</u>	<u>189,040</u>
RESOURCES USED						
<i>Missionary and charity giving</i>	3(a)	500	0	4,828	5,328	5,490
<i>Activities directly relating to the work of the church</i>	3(b)	129,366	5,000	9,553	143,919	146,539
<i>Fund-raising and publicity</i>	3(c)	0	0	0	0	0
<i>Church management and administration</i>	3(d)	1,695	0	0	1,695	1,713
TOTAL RESOURCES USED		<u>131,560</u>	<u>5,000</u>	<u>14,381</u>	<u>150,941</u>	<u>153,742</u>
NET INCOMING/(OUTGOING) RESOURCES		22,506	(2,850)	4,660	24,316	35,298
NET MOVEMENT IN FIXED ASSETS		-	-	-	0	-
GAINS AND LOSSES ON INVESTMENTS						
- realised		-	-	-	0	0
- unrealised		-	-	26	26	97
TRANSFERS BETWEEN FUNDS		(6,344)	6,344	0	0	0
NET MOVEMENT IN FUNDS		<u>16,162</u>	<u>3,494</u>	<u>4,686</u>	<u>24,342</u>	<u>35,395</u>
BALANCES BROUGHT FORWARD		50,190	360,921	33,442	444,553	409,157
BALANCES CARRIED FORWARD		<u>66,352</u>	<u>364,415</u>	<u>38,128</u>	<u>468,895</u>	<u>444,553</u>

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

STATEMENT OF FINANCIAL ACTIVITIES for the year ended 31st December 2023

All figures in £'s

	Note	<u>Unrestricted Funds</u>		<u>Restricted Funds</u>	<u>Total 2023</u>	<u>Total 2022</u>
		<u>General</u>	<u>Designated</u>			
INCOMING RESOURCES						
Incoming resources from donors	2(a)	52,465	0	0	52,465	53,431
Other voluntary income	2(b)	0	48,374	10,827	59,200	12,521
Income from events & activities	2(c)	5,397	0	5,035	10,431	14,315
Other ordinary income	2(d)	50,801	1,103	0	51,904	56,769
Income from investments	2(e)	14,218	821	0	15,039	3,772
TOTAL INCOMING RESOURCES		<u>122,881</u>	<u>50,298</u>	<u>15,861</u>	<u>189,040</u>	<u>140,808</u>
RESOURCES USED						
Missionary and charity giving	3(a)	500	0	4,990	5,490	5,715
Activities directly relating to the work of the church	3(b)	132,860	366	13,313	146,539	146,191
Fund-raising and publicity	3(c)	0	0	0	0	0
Church management and administration	3(d)	1,713	-	-	1,713	1,546
TOTAL RESOURCES USED		<u>135,073</u>	<u>366</u>	<u>18,302</u>	<u>153,742</u>	<u>153,453</u>
NET INCOMING/(OUTGOING) RESOURCES		(12,193)	49,932	(2,441)	35,298	(12,645)
NET MOVEMENT IN FIXED ASSETS		-	-	-	0	0
CLOSING GRANT FROM OCS TRUST		-	-	-	0	0
GAINS AND LOSSES ON INVESTMENTS						
- realised		-	-	-	0	0
- unrealised		-	-	97	97	(138)
TRANSFERS BETWEEN FUNDS		12,193	(12,245)	52	0	0
NET MOVEMENT IN FUNDS		<u>0</u>	<u>37,687</u>	<u>(2,292)</u>	<u>35,395</u>	<u>(12,782)</u>
BALANCES BROUGHT FORWARD		50,190	323,233	35,734	409,157	421,940
BALANCES CARRIED FORWARD		<u>50,190</u>	<u>360,921</u>	<u>33,442</u>	<u>444,553</u>	<u>409,158</u>

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

BALANCE SHEET AS AT 31ST DECEMBER 2024

All figures in £'s

	Note	<u>2024</u>	<u>2023</u>
FIXED ASSETS			
Tangible fixed assets	5(a)	0	0
Investment assets	5(b)	<u>1,156</u>	<u>1,130</u>
		<u>1,156</u>	<u>1,130</u>
CURRENT ASSETS			
Debtors	7	10,596	4,400
Prepayments and Accrued Income		452	280
Short term deposits:			
Diocese of Rochester		212,961	201,985
CCLA deposit fund		237,439	225,770
Cash at bank and in hand		<u>16,450</u>	<u>22,772</u>
		477,898	455,207
LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR			
	8	(10,160)	(11,785)
NET CURRENT ASSETS			
		<u>467,738</u>	<u>443,422</u>
NET ASSETS			
		<u>468,895</u>	<u>444,553</u>
FUNDS			
Unrestricted - General	9(a)	66,352	50,190
Unrestricted - Designated	9(b)	<u>364,415</u>	<u>360,921</u>
Total unrestricted funds		430,767	411,111
Restricted	9(c)	38,128	33,442
TOTAL FUNDS			
		<u>468,895</u>	<u>444,553</u>

Approved by the Parochial Church Council on 12th March 2025 and signed on its behalf by:

The Reverend Amanda Spence (Chairperson)



Edward Roberts (Honorary Treasurer)



The notes numbered one to eleven on the following pages form part of these accounts.

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS for the year ended 31st December 2024

CHARITY REGISTRATION

In accordance with the requirements of the Charities Act the PCC was registered as a separate charity with effect from 28th January 2010 (registration number: 1133878). The charity name is "The Parochial Church Council of the Ecclesiastical Parish of St Mary's, Hayes, Kent": however, the working name remains "Hayes (Kent) Parochial Church Council." The trustees are both the ex-officio and the elected members of the PCC.

1. ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006, the current Statement of Recommended Practice for Accounting and Reporting (FRS102 - applied from 1st January 2016) and the Charities Act 2011. The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value.

The accounts include all transactions, assets and liabilities for which the trustees are responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of Church members.

Funds

The *General Reserve* represents the funds of the PCC that are not subject to any restrictions regarding their use and are available for the general purposes of the PCC. The current policy of the PCC is for the General Reserve to be at a minimum level of £50,000, which is approximately six months' ordinary expenditure (Excluding OCS Complex). On this basis the trustees continue to adopt the going concern basis in preparing these financial statements.

Designated Funds and Reserves represent monies that have been set aside by the PCC for specific needs or projects, but which remain under the control of the PCC. As such they may be subject in the future to either re-designation or transfer back to the General Reserve.

Restricted Funds and Reserves represent monies that have been either donated or received in connection with a specific use, need or project and thus they may only be used in this connection. As such they are not normally available for the general use of the PCC.

Incoming Resources

Planning giving, collections and similar donations are recognised when received. Tax refunds (usually through Gift Aid) are accrued for in the same accounting period as the incoming resource to which they relate is received. Grants and legacies are accounted for as soon as the PCC is notified of legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain. Dividends are accounted for when payable, interest as and when accrued by the payer. All incoming resources are accounted for on a gross basis.

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (continued) for the year ended 31st December 2024

1. ACCOUNTING POLICIES (continued)

Resources Used

Grants and donations are accounted for when paid over, or when awarded if that award creates a binding obligation on the PCC. The diocesan "offer payment" is accounted for when payable, with any amount unpaid at 31st December provided for in the accounts as an operational (though not a legal) liability and thus shown as a creditor in the Balance Sheet.

All other expenditure is generally recognised when it is occurred and is accounted for gross. In addition accruals are raised at the end of each accounting period for expenditure which has been incurred in that period, but which has not been paid out by the period end.

Fixed Assets

Consecrated property and movable church furnishings

Consecrated and beneficed property is excluded from the accounts in accordance with the Charities Act 2011. Movable church furnishings held by the Rector and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. All expenditure incurred during the year on consecrated or benefice buildings and movable church furnishings, whether maintenance or improvement, is separately disclosed and usually written-off as expenditure in the accounts.

Other fixtures, fittings and office equipment

Equipment used within the church premises is usually written-off when the asset is acquired. Any exceptions to this policy are fully disclosed, together with a note regarding depreciation policy.

Gains and losses on investments

Realised gains or losses are recognised when investments are sold. Unrealised gains or losses are accounted for on the revaluation of investments at 31st December.

Current Assets

Debtors

Amounts owing to the PCC at 31st December in respect of fees, rents or other income are shown as debtors less any provision for amounts that may prove uncollectable.

Short-term deposits

Short-term deposits include cash held on deposit with either Barclays Bank, the Diocese of Rochester or in the CBF Church of England Deposit Fund.

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

**NOTES TO THE FINANCIAL STATEMENTS (continued)
for the year ended 31st December 2024**

All figures in £'s

2. INCOMING RESOURCES - 2024

	<u>Unrestricted Funds</u>		<u>Restricted</u>	<u>Total</u>	<u>Total</u>
	<u>General</u>	<u>Designated</u>	<u>Funds</u>	<u>2024</u>	<u>2023</u>
2(a) <i>Incoming resources from donors</i>					
Planned Giving:					
Covenants/Gift Aid	35,436	-	-	35,436	32,024
Income tax recoverable	10,000	-	-	10,000	9,344
Collections and boxes	9,735	-	-	9,735	8,463
Sundry donations	2,894	-	-	2,894	2,634
	<u>58,065</u>	<u>0</u>	<u>0</u>	<u>58,065</u>	<u>52,465</u>
2(b) <i>Other voluntary income</i>					
Churchyard donations	-	-	13,624	13,624	10,377
Youth and families' worker	-	503	360	863	5,050
Memorials and legacies	-	500	-	500	43,774
	<u>0</u>	<u>1,003</u>	<u>13,984</u>	<u>14,987</u>	<u>59,200</u>
2(c) <i>Income from events & activities</i>					
Fees	5,564	-	-	5,564	3,662
Magazine and bookstall	1,441	-	-	1,441	1,734
Fabric and bells fund	-	-	-	0	0
Organ fund	-	-	-	0	0
Flower fund	-	-	130	130	97
Parents and toddler group	-	-	-	0	0
Ringers' Guild	-	-	-	0	0
Fund-raising activities	-	-	4,828	4,828	4,938
	<u>7,005</u>	<u>0</u>	<u>4,957</u>	<u>11,962</u>	<u>10,431</u>
2(d) <i>Other ordinary income</i>					
Churchyard Income	-	-	-	0	0
Income from OCS flat	7,140	-	-	7,140	6,750
Income from OCS activities	60,058	-	-	60,058	42,336
Warm Spaces	0	40	-	40	1,103
Net movement in wedding deposits	-	-	100	100	0
Sundry Income	3,229	-	-	3,229	1,715
	<u>70,427</u>	<u>40</u>	<u>100</u>	<u>70,567</u>	<u>51,904</u>
2(e) <i>Income from investments</i>					
Dividends and interest	18,570	1,107	-	19,676	15,039
	<u>18,570</u>	<u>1,107</u>	<u>0</u>	<u>19,676</u>	<u>15,039</u>
TOTAL INCOMING RESOURCES	<u>154,066</u>	<u>2,150</u>	<u>19,041</u>	<u>175,257</u>	<u>189,040</u>

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (continued)
for the year ended 31st December 2024

All figures in £'s

2. INCOMING RESOURCES - 2023

	<u>Unrestricted Funds</u>		<u>Restricted</u>	<u>Total</u>	<u>Total</u>
	<u>General</u>	<u>Designated</u>	<u>Funds</u>	<u>2023</u>	<u>2022</u>
2(a) <i>Incoming resources from donors</i>					
<i>Planned Giving:</i>					
<i>Covenants/Gift Aid</i>	32,024	-	-	32,024	35,300
<i>Income tax recoverable</i>	9,344	-	-	9,344	9,133
<i>Collections and boxes</i>	8,463	-	-	8,463	4,863
<i>Sundry donations</i>	2,634	-	-	2,634	4,136
	<u>52,465</u>	<u>0</u>	<u>0</u>	<u>52,465</u>	<u>53,431</u>
2(b) <i>Other voluntary income</i>					
<i>Churchyard donations</i>	-	-	10,377	10,377	11,471
<i>Youth and families' worker</i>	-	4,600	450	5,050	1,050
<i>Memorials and legacies</i>	-	43,774	-	43,774	0
	<u>0</u>	<u>48,374</u>	<u>10,827</u>	<u>59,200</u>	<u>12,521</u>
2(c) <i>Income from events & activities</i>					
<i>Fees</i>	3,662	-	-	3,662	7,940
<i>Magazine and bookstall</i>	1,734	-	-	1,734	1,513
<i>Fabric and bells fund</i>	-	-	-	0	0
<i>Organ fund</i>	-	-	-	0	0
<i>Flower fund</i>	-	-	97	97	145
<i>Parents and toddler group</i>	-	-	-	0	0
<i>Ringers' Guild</i>	-	-	-	0	160
<i>Fund-raising activities</i>	-	-	4,938	4,938	4,557
	<u>5,397</u>	<u>0</u>	<u>5,035</u>	<u>10,431</u>	<u>14,315</u>
2(d) <i>Other ordinary income</i>					
<i>Churchyard Income</i>	-	-	-	0	0
<i>Income from OCS flat</i>	6,750	-	-	6,750	6,390
<i>Income from OCS activities</i>	42,336	-	-	42,336	45,330
<i>Warm Spaces</i>	0	1,103	-	1,103	0
<i>Net movement in wedding deposits</i>	-	-	-	0	0
<i>Sundry Income</i>	1,715	-	-	1,715	5,049
	<u>50,801</u>	<u>1,103</u>	<u>0</u>	<u>51,904</u>	<u>56,769</u>
2(e) <i>Income from investments</i>					
<i>Dividends and interest</i>	14,218	821	-	15,039	3,772
	<u>14,218</u>	<u>821</u>	<u>0</u>	<u>15,039</u>	<u>3,772</u>
TOTAL INCOMING RESOURCES	<u>122,881</u>	<u>50,298</u>	<u>15,861</u>	<u>189,040</u>	<u>140,808</u>

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (continued) for the year ended 31st December 2024

All figures in £'s

3. RESOURCES USED - 2024

	<u>Unrestricted Funds</u>		<u>Restricted</u>	<u>Total</u>	<u>Total</u>
	<u>General</u>	<u>Designated</u>	<u>Funds</u>	<u>2024</u>	<u>2023</u>
3(a) <i>Missionary and charity giving</i>					
Local Charities	20	-	3,073	3,093	1,933
National Charities	-	-	1,049	1,049	1,965
Overseas Charities	480	-	705	1,185	1,592
	<u>500</u>	<u>0</u>	<u>4,828</u>	<u>5,328</u>	<u>5,490</u>
3(b) <i>Activities directly relating to the work of the church</i>					
Ministry:					
"Offer" payment to Diocese	58,587	-	-	58,587	64,300
Administration costs	9,677	-	-	9,677	8,670
Rectory upkeep costs	3,815	-	0	3,815	5,579
Church service expenses	465	-	-	465	762
Youth and families' worker	-	-	-	0	0
General running expenses	5,490	-	-	5,490	4,999
General repairs	1,437	-	-	1,437	3,252
Insurance costs	3,083	-	-	3,083	3,446
Light, heat and water	4,916	-	-	4,916	11,198
Expenditure on magazine	1,776	-	-	1,776	1,786
Organist, choir and music	5,003	-	-	5,003	5,202
Churchyard expenditure	-	-	9,264	9,264	10,839
Flower fund	-	-	290	290	339
OCS Activities expenditure	33,758	-	-	33,758	24,618
Warm Spaces	-	-	-	0	366
Use of legacies	-	5,000	-	5,000	0
Sundry expenses	1,358	-	-	1,358	1,183
	<u>129,366</u>	<u>5,000</u>	<u>9,553</u>	<u>143,919</u>	<u>146,539</u>
3(c) <i>Fund-raising and publicity</i>					
Appeal expenses	-	-	-	0	0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
3(d) <i>Church management and administration</i>					
Accountancy and bank charges	1,695	-	-	1,695	1,713
	<u>1,695</u>	<u>0</u>	<u>0</u>	<u>1,695</u>	<u>1,713</u>
TOTAL RESOURCES USED	<u>131,560</u>	<u>5,000</u>	<u>14,381</u>	<u>150,941</u>	<u>153,742</u>

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

**NOTES TO THE FINANCIAL STATEMENTS (continued)
for the year ended 31st December 2024**

All figures in £'s

3. RESOURCES USED - 2023

	<u>Unrestricted Funds</u>		<u>Restricted</u>	<u>Total</u>	<u>Total</u>
	<u>General</u>	<u>Designated</u>	<u>Funds</u>	<u>2023</u>	<u>2022</u>
3(a) <i>Missionary and charity giving</i>					
<i>Local Charities</i>	20	-	1,913	1,933	2,479
<i>National Charities</i>	-	-	1,965	1,965	886
<i>Overseas Charities</i>	480	-	1,112	1,592	2,350
	<u>500</u>	<u>0</u>	<u>4,990</u>	<u>5,490</u>	<u>5,715</u>
3(b) <i>Activities directly relating to the work of the church</i>					
<i>Ministry:</i>					
<i>"Offer" payment to Diocese</i>	64,300	-	-	64,300	64,300
<i>Administration costs</i>	8,670	-	-	8,670	9,207
<i>Rectory upkeep costs</i>	3,445	-	2,134	5,579	1,359
<i>Church service expenses</i>	762	-	-	762	430
<i>Youth and families' worker</i>	-	-	-	0	0
<i>General running expenses</i>	4,999	-	-	4,999	2,284
<i>General repairs</i>	3,252	-	-	3,252	2,519
<i>Insurance costs</i>	3,446	-	-	3,446	3,320
<i>Light, heat and water</i>	11,198	-	-	11,198	8,860
<i>Expenditure on magazine</i>	1,786	-	-	1,786	1,776
<i>Organist, choir and music</i>	5,202	-	-	5,202	4,584
<i>Churchyard expenditure</i>	-	-	10,839	10,839	9,782
<i>Flower fund</i>	-	-	339	339	182
<i>Parents and Toddler Group</i>	-	-	-	0	0
<i>OCS Flat Costs</i>	-	-	-	0	0
<i>OCS Activities expenditure</i>	24,618	-	-	24,618	33,795
<i>Warm Spaces</i>	-	366	-	366	0
<i>Use of legacies</i>	-	-	-	0	0
<i>Sundry expenses</i>	1,183	-	-	1,183	3,793
	<u>132,860</u>	<u>366</u>	<u>13,313</u>	<u>146,539</u>	<u>146,191</u>
3(c) <i>Fund-raising and publicity</i>					
<i>Appeal expenses</i>	-	-	-	0	0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
3(d) <i>Church management and administration</i>					
<i>Accountancy and bank charges</i>	1,713	-	-	1,713	1,546
	<u>1,713</u>	<u>0</u>	<u>0</u>	<u>1,713</u>	<u>1,546</u>
TOTAL RESOURCES USED	<u>135,073</u>	<u>366</u>	<u>18,302</u>	<u>153,742</u>	<u>153,453</u>

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (continued) for the year ended 31st December 2024

All figures in £'s

4. STAFF COSTS	<u>2024</u>	<u>2023</u>
Wages and salaries	9,360	8,424
Pension costs	281	253
Social security costs	27	-
	<u>9,668</u>	<u>8,677</u>

The PCC employed Brenda Harper as the Church Administrator throughout both years.

5. FIXED ASSETS FOR USE BY THE PCC

5(a) <i>Tangible fixed assets</i>	<u>2024</u>	<u>2023</u>
Gross and Net Book Value		
At 1st January	-	-
Additions	-	-
Depreciation	-	-
Disposals	-	-
At 31st December	<u>0</u>	<u>0</u>

The Trustees have taken a fresh view of the OCS land and buildings and decided not to ascribe a value from hereon (and restate the previous year) due to the historic nature of the building, its inalienable nature and the lack of any supportable evidence for a valuation. By way of information the building ceased to be a school with ownership "transferring" to the Church in 1938: however no note of any consideration is available. The current insured value of the buildings is c£3.0m.

5(b) <i>Investments</i>	<u>2024</u>	<u>2023</u>
Income Shares		
At 1st January	1,130	1,033
Additions	-	-
Disposals	-	-
Revaluation Gain/(Loss)	26	97
At 31st December	<u>1,156</u>	<u>1,130</u>

The investment represents bequeathed shares held by the Diocesan Board of Finance, the income of which is paid to the PCC. The current value is as notified by the Diocese.

6. RELATED PARTY TRANSACTIONS

The total amount received (excluding any associated Gift Aid) during the year, either by way of Planned Giving or donations, from any person (or their spouse/partner) who was a Trustee at any point in 2024 amounted to £4,540 (£5,040) in respect of Unrestricted Funds and nil in respect of Restricted Funds.

The total amount paid by way of expenses, as opposed to reimbursement in the normal course for materials and/or services purchased on behalf of the PCC, to Trustees during the year amounted to nil.

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

**NOTES TO THE FINANCIAL STATEMENTS (continued)
for the year ended 31st December 2024**

All figures in £'s

7. DEBTORS	<u>2024</u>	<u>2023</u>
Gift aid recoverable	10,596	4,400
Other debtors	0	0
	<u>10,596</u>	<u>4,400</u>

8. LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR	<u>2024</u>	<u>2023</u>
OCS receipts subject to refund	100	168
Hayes Herald advance income	-	-
Year-end accruals	9,883	10,849
Sundry other creditors	177	769
	<u>10,160</u>	<u>11,785</u>

9. ANALYSIS OF DESIGNATED AND RESTRICTED FUNDS

9(a) <i>General Funds</i>	<u>2024</u>	<u>2023</u>
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The movements on the Unrestricted General Fund are summarised in the Statement of Financial Activities, with detail contained in Notes 2 and 3.

Income during the year	154,066	122,881
Outgoings during the year	(131,560)	(135,073)
Fund Transfers (net)	(6,344)	12,193
Net Movement	16,162	0
At 1st January	50,190	50,190
At 31st December	<u>66,352</u>	<u>50,190</u>
Represented by:-		
Fixed Assets	-	-
Current Assets	76,512	61,975
Current Liabilities	(10,160)	(11,785)
	<u>66,352</u>	<u>50,190</u>

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (continued) for the year ended 31st December 2024

All figures in £'s

9. ANALYSIS OF DESIGNATED AND RESTRICTED FUNDS (continued)

9(b) *Designated Funds*

	<u>Sundry Memorials Legacies</u>	<u>Wedding Deposit Fund</u>	<u>Youth and Families' Worker</u>	<u>OCS Complex</u>	<u>Fabric Reserve</u>	<u>Warm Spaces Reserve</u>
Income in 2024	500	-	503	3,344	4,107	40
Outgoings in 2024	(5,000)	-	-	-	-	-
Transfers/Depreciation	-	-	-	-	-	-
Net Movement	(4,500)	0	503	3,344	4,107	40
At 1st January	201,053	0	38,688	89,896	30,547	737
At 31st December	<u>196,553</u>	<u>0</u>	<u>39,191</u>	<u>93,240</u>	<u>34,654</u>	<u>777</u>
Represented by:-						
Fixed Assets	-	-	-	-	-	-
Current Assets	196,553	0	39,191	93,240	34,654	777
Current Liabilities	-	-	-	-	-	-
	<u>196,553</u>	<u>0</u>	<u>39,191</u>	<u>93,240</u>	<u>34,654</u>	<u>777</u>
<i>Income in 2023</i>	43,774	-	4,600	2,447	3,821	1,103
<i>Outgoings in 2023</i>	-	-	-	-	0	(366)
<i>Transfers/Depreciation</i>	(17,691)	-	-	-	-	-
<i>Net Movement</i>	26,082	0	4,600	2,447	3,821	737
<i>At 1st January</i>	174,971	0	34,088	87,449	26,725	0
<i>At 31st December</i>	<u>201,053</u>	<u>0</u>	<u>38,688</u>	<u>89,896</u>	<u>30,547</u>	<u>737</u>

9(c) *Restricted Funds*

	<u>Churchyard Fund</u>	<u>Flower Fund</u>	<u>Youth and Families' Worker</u>	<u>Ringers' Guild Fund</u>	<u>OCS Flat Deposit Fund</u>	<u>Investment Fund</u>	<u>Sequestration Fund</u>	<u>Weddin Depos</u>
Income in 2024	13,624	130	360	-	-	-	-	10
Outgoings in 2024	(9,264)	(290)	-	-	-	-	0	-
Transfers/Revaluations	-	-	-	-	-	26	-	-
Net Movement	4,360	(160)	360	0	0	26	0	10
At 1st January	27,132	1,384	1,635	1,861	300	1,130	0	-
At 31st December	<u>31,492</u>	<u>1,224</u>	<u>1,995</u>	<u>1,861</u>	<u>300</u>	<u>1,156</u>	<u>0</u>	<u>10</u>
Represented by:-								
Fixed Assets	-	-	-	-	-	1,156	-	-
Current Assets	31,492	1,224	1,995	1,861	300	-	0	10
Current Liabilities	-	-	-	-	-	-	-	-
	<u>31,492</u>	<u>1,224</u>	<u>1,995</u>	<u>1,861</u>	<u>300</u>	<u>1,156</u>	<u>0</u>	<u>10</u>
<i>Income in 2023</i>	10,377	97	450	-	-	-	-	-
<i>Outgoings in 2023</i>	(10,839)	(339)	-	-	-	-	(2,134)	-
<i>Transfers/Revaluations</i>	-	-	-	-	-	97	-	-
<i>Net Movement</i>	(463)	(242)	450	0	0	97	(2,134)	-
<i>At 1st January</i>	27,595	1,626	1,185	1,861	300	1,033	2,134	-
<i>At 31st December</i>	<u>27,132</u>	<u>1,384</u>	<u>1,635</u>	<u>1,861</u>	<u>300</u>	<u>1,130</u>	<u>0</u>	<u>10</u>

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (continued) for the year ended 31st December 2024

10. LONG SERVING TRUSTEES

Charity Governance Code (the "Code") recommends that trustees are appointed for an agreed length of time and the current policy of Hayes (Kent) PCC is that trustees who are not ex-officio are required to "step down" for at least one year at the end of their usual three-year appointment. The code also stipulates that if a trustee has served for more than nine years, then their reappointment should be subject to both a specific review and explained in the annual report.

Mary Whytock has served in her role as Honorary Secretary since 2008.

It is the intention that Mary Whytock continues in her role for another year, and this was discussed and passed as a motion at a meeting of the PCC on 12th March 2025. The rationale for this is her specific expertise and the lack of any alternative nominations.

11. OCS STATEMENT OF FINANCIAL ACTIVITIES

All figures in £'s

	<u>2024</u>
Income	
Flat Income	7,140
OCS Hiring Activities	<u>60,058</u>
	67,198
Expenditure	
Caretaker Costs	(2,328)
Business Rates	(71)
Cleaning	(12,634)
Insurance	(2,055)
Repair and maintenance	(3,291)
Sundry Expenses	(1,403)
Telephony	(202)
Utilities	(10,481)
Waste Management	(1,292)
Total Expenditure	(33,758)
Total Income/(Outgoings)	<u>33,440</u>
Surplus transfer to OCS Designated Reserve	(3,344)
Net Income/(Outgoings)	<u>30,096</u>

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

Additional Information Sheet not forming part of the formal Financial Statements

SUMMARY OF CHARITY GIVING 31 DECEMBER 2024

All figures in £'s

	<u>General Funds</u>	<u>Restricted Funds</u>	<u>Total 2024</u>	<u>Total 2023</u>
<i>Local Charities:</i>				
CASPA		608	608	461
Demelza House			0	154
Hayes Food Bank		730	730	244
St Christopher's		496	496	461
Friends of Rochester Cathedral	20		20	20
Ment4			0	52
Welcare		1,239	1,239	540
	<u>20</u>	<u>3,073</u>	<u>3,093</u>	<u>1,933</u>
<i>National Charities:</i>				
Children's Society		307	307	940
Mission to Seafarers		184	184	401
Royal British Legion		558	558	470
Save The Children Fund			0	154
	<u>0</u>	<u>1,049</u>	<u>1,049</u>	<u>1,965</u>
<i>Overseas Charities:</i>				
Christian Aid - General		214	214	778
Christian Aid Appeals		212	212	302
Rochester Diocese links		185	185	32
CMS re Specific Missionary Partners	480		480	480
Poverty and Hope Appeal		95	95	0
	<u>480</u>	<u>705</u>	<u>1,185</u>	<u>1,592</u>
Total Charity Giving	<u>500</u>	<u>4,828</u>	<u>5,328</u>	<u>5,490</u>
2023 Total	500	4,990	5,490	

It should be noted that due to a change in charity accounting rules as to what is allowed to be included in the formal accounts, as opposed to charity money that merely passes through the Church's accounts, the full amount above does not appear in the accounts.

Accounts

**THE PARISH CHURCH OF ST MARY THE VIRGIN
HAYES, KENT**

**ANNUAL REPORT
and
FINANCIAL STATEMENTS
of the
PARISH CHURCH COUNCIL
for the year ended 31st December 2023**

Chairperson: Revd Amanda Spence

Churchwardens: Yvonne Pickford

Secretary: Mary Whytock

Treasurer: Edward Roberts

Independent Examiner: Ray Sargeant, Sargeant & Co

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

St Mary's Parochial Church Council (PCC) has the responsibility of co-operating with the Rector in promoting within the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the ancient church building and the Old Church Schools (OCS), used as the Church Hall, both of which are located in Hayes Street, Hayes.

Members of the PCC are either ex-officio or elected by the annual Parochial Church Meeting in accordance with the Church Representation Rules. PCC Members (trustees) who have served from 1st January 2023 until this report was approved are:

EX OFFICIO:-

Rector	Revd. Amanda Spence	
Churchwardens:	Yvonne Pickford David James	(to 3 May 2023)
Representatives on the Deanery Synod:	Mary Whytock David James Ann Lawrance	(PCC Secretary) (to 3 May 2023) (from 3 May 2023)
CO-OPTED:	Edward Roberts Clare Scriven	Honorary Treasurer Safeguarding Officer
ELECTED:	Peter Wickert Carolyn Tooley Sarah Willis David James Roger Rowe Rosemary Smith Mary Stannard Kate Davies Mark Willoughby Ann Lawrance Stuart Spence	(to 3 May 2023) (to 3 May 2023) (to 3 May 2023) (from 3 May 2023) (from 3 May 2023)
Church Administrator:	Brenda Harper	Appointed October 2015

Committees

The PCC operates through a number of committees, which meet between the full meetings of the PCC. A Standing committee exists that is required by law to transact business when necessary between PCC meetings, subject to any directions given by the PCC. The PCC have appointed a management group to oversee the day-to-day management issues of the OCS Complex, whose accounting detail is be within the Church's accounting system.

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

Statement of Trustees' Responsibilities

The Trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources for the charity for that year. In preparing these financial statements, the Trustees are required to:

- Select suitable accounting policies and apply them consistently;
- Observe the methods and principles in the Church Accounting Regulations 2006, the current Statement of Recommended Practice for Accounting and Reporting (FRS 102) and the Charities Act 2011;
- Make judgements and estimates that are reasonable and prudent;
- State whether (or not) applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping efficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the various accounting regulations as set out above. They are also responsible for the safeguarding of the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Board of Trustees and signed on its behalf by:



Rev A Spence

.....
Chairperson of the Parochial Church Council

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

Financial Review

In our first full year of activity with our new Rector, the operating deficit £(12,193) was only slightly higher compared to 2022 £(10,149), with investment income being a significant contributor to minimising the deficit, £10.5k higher than prior year, with higher interest rates offsetting inflationary cost increases.

Another contributing factor was from the Old Church Schools Complex (OCS) premises hiring activities, which generated a surplus of £24,468 (£18,623), an increase of £5.9k compared to 2022. The OCS Committee introduced a policy to hold 10% of annual surplus £2.4k in the fabric reserve for the ongoing maintenance of the property. OCS financial activities are detailed in Note 11.

Overall, a transfer of £17.7k from designated legacy funds was required to meet the PCC funding policy of six months expenditure.

Income:

Income from donors reduced slightly to £52,465 (£53,141), with planned giving £41,368 (£44,433) partially offset by higher collections and sundry income £11,097 (£8,998). In late October 2023, the Church introduced digital giving, which collected donations of £278 in year. Fee income £3,662 (£4,976) is lower than 2022 with reduced number of funeral services.

The OCS Income from activities in 2023 lower than prior year £42,336 (£45,330) with slightly reduced hiring activity.

Expenditure:

Expenditure from ordinary activities was higher than 2022 including OCS, £135,073 (£129,235) with an Offer Payment to the Diocese £64,300 at the same level, but higher costs due to full year of costs for the Rectory £2.8k, higher Church running costs £2.5k, including repair to ceiling in the Lady Chapel, and higher energy costs £2.3k. The energy rates have been fixed until February 2025.

OCS expenditure was £2k lower than prior year with reduced building maintenance costs in year.

Outlook:

The outlook for 2024 remains challenging with expected ongoing level of deficit due to continuation of reduced level of Income and high running costs. The PCC agreed to reduce the level of Offer Payment to support reduction in deficit and level of drawing required from Designated Reserves.

Planned Giving, the main source of income, is expected to continue to at a similar rate and the PCC is hopeful that the digital giving platforms will enable growth in donations. The running costs will continue to remain high, following the sustained period of high inflation, albeit a lower inflationary outlook provides some welcome news to reduce further cost increases.

Expenditure is expected to be similar to 2023 and therefore an ongoing need to draw from Designated funds at a similar level to meet the reserve funding policy.

Reserves:

The Church gratefully received a new legacy donation £43,774 in the year, a welcome boost to the reserves, given ongoing drawings required to fund the operating deficit.

The value of Unrestricted reserves at the end of the year £411,111 (General and Designated) provides cover for the level of deficit anticipated in 2024. The OCS complex designated reserve has been supplemented with a proportion of the surplus +£2,447 and there were no drawings from the fund or the Quinquennial funds. Full details of reserves in Notes 9(b) and 9 (c).

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

Independent Examiner's Report to the Hayes (Kent) Parochial Church Council

This report on the accounts of the PCC for the year ended 31st December 2023, which are set out in the previous pages, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 (the "Regulations") and s.145 of the Charities Act 2011 (the "Act").

Respective responsibilities of trustees and examiner

As the members of the PCC you are responsible for the preparation of the accounts; you consider that the audit requirements of the Regulations and section 144(2) of the Act do not apply. It is my responsibility to issue this report on the accounts in accordance with the terms of the Regulations.

Basis of this report

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 145(5)(b) of the Act and to be found in the Church guidance, 2006 edition, issued by the Finance Division of the Archbishops' Council. The examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In connection with my examination no material matters have come to my attention which gives me cause to believe that in any material respect:

- accounting records were not kept in accordance with section 130 of the Act; or
- the accounts do not accord with those records; or
- the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Act or the Regulations other than any requirement that the accounts give a "true and fair" view which is not a matter considered as part of an independent examination.

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

Signed by:



Ray Sargeant

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

STATEMENT OF FINANCIAL ACTIVITIES for the year ended 31st December 2023

All figures in £'s

	Note	Unrestricted Funds		Restricted Funds	Total 2023	Total 2022
		General	Designated			
INCOMING RESOURCES						
<i>Incoming resources from donors</i>	2(a)	52,465	0	0	52,465	53,431
<i>Other voluntary income</i>	2(b)	0	48,374	10,827	59,200	12,521
<i>Income from events & activities</i>	2(c)	5,397	0	5,035	10,431	14,315
<i>Other ordinary income</i>	2(d)	50,801	1,103	0	51,904	56,769
<i>Income from investments</i>	2(e)	14,218	821	0	15,039	3,772
TOTAL INCOMING RESOURCES		<u>122,881</u>	<u>50,298</u>	<u>15,861</u>	<u>189,040</u>	<u>140,808</u>
RESOURCES USED						
<i>Missionary and charity giving</i>	3(a)	500	0	4,990	5,490	5,715
<i>Activities directly relating to the work of the church</i>	3(b)	132,860	366	13,313	146,539	146,191
<i>Fund-raising and publicity</i>	3(c)	0	0	0	0	0
<i>Church management and administration</i>	3(d)	1,713	0	0	1,713	1,546
TOTAL RESOURCES USED		<u>135,073</u>	<u>366</u>	<u>18,302</u>	<u>153,742</u>	<u>153,453</u>
NET INCOMING/(OUTGOING) RESOURCES		(12,193)	49,932	(2,441)	35,298	(12,645)
NET MOVEMENT IN FIXED ASSETS		-	-	-	0	-
GAINS AND LOSSES ON INVESTMENTS						
- realised		-	-	-	0	0
- unrealised		-	-	97	97	(138)
TRANSFERS BETWEEN FUNDS		12,193	(12,245)	52	0	0
NET MOVEMENT IN FUNDS		<u>0</u>	<u>37,687</u>	<u>(2,292)</u>	<u>35,395</u>	<u>(12,782)</u>
BALANCES BROUGHT FORWARD		50,190	323,233	35,734	409,157	421,940
BALANCES CARRIED FORWARD		<u>50,190</u>	<u>360,921</u>	<u>33,442</u>	<u>444,553</u>	<u>409,158</u>

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

STATEMENT OF FINANCIAL ACTIVITIES for the year ended 31st December 2022

All figures in £'s

	Note	Unrestricted Funds		Restricted Funds	Total 2022	Total 2021
		General	Designated			
INCOMING RESOURCES						
<i>Incoming resources from donors</i>	2(a)	53,181	250	0	53,431	64,750
<i>Other voluntary income</i>	2(b)	0	600	11,921	12,521	13,804
<i>Income from events & activities</i>	2(c)	6,489	160	7,666	14,315	10,714
<i>Other ordinary income</i>	2(d)	55,774	0	995	56,769	37,388
<i>Income from investments</i>	2(e)	3,642	129	0	3,772	592
TOTAL INCOMING RESOURCES		<u>119,086</u>	<u>1,139</u>	<u>20,582</u>	<u>140,808</u>	<u>127,248</u>
RESOURCES USED						
<i>Missionary and charity giving</i>	3(a)	1,159	0	4,557	5,715	5,383
<i>Activities directly relating to the work of the church</i>	3(b)	126,530	7,986	11,674	146,191	160,492
<i>Fund-raising and publicity</i>	3(c)	0	0	0	0	0
<i>Church management and administration</i>	3(d)	1,546	0	0	1,546	1,473
TOTAL RESOURCES USED		<u>129,235</u>	<u>7,986</u>	<u>16,231</u>	<u>153,453</u>	<u>167,348</u>
NET INCOMING/(OUTGOING) RESOURCES		(10,149)	(6,847)	4,351	(12,645)	(40,101)
NET MOVEMENT IN FIXED ASSETS		-	-	-	0	-
GAINS AND LOSSES ON INVESTMENTS						
- realised		-	-	-	0	0
- unrealised		-	-	(138)	(138)	0
TRANSFERS BETWEEN FUNDS		10,250	(10,250)	-	0	147
NET MOVEMENT IN FUNDS		<u>101</u>	<u>(17,097)</u>	<u>4,213</u>	<u>(12,782)</u>	<u>(39,954)</u>
BALANCES BROUGHT FORWARD		50,089	340,330	31,521	421,940	461,894
BALANCES CARRIED FORWARD		<u>50,190</u>	<u>323,233</u>	<u>35,734</u>	<u>409,157</u>	<u>421,940</u>

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

BALANCE SHEET AS AT 31ST DECEMBER 2023

All figures in £'s

	Note	<u>2023</u>	<u>2022</u>
FIXED ASSETS			
Tangible fixed assets	5(a)	0	0
Investment assets	5(b)	<u>1,130</u>	<u>1,033</u>
		<u>1,130</u>	<u>1,033</u>
CURRENT ASSETS			
Debtors	7	4,400	9,853
Prepayments and Accrued Income		280	3,025
Short term deposits:			
Diocese of Rochester		201,985	192,829
CCLA deposit fund		225,770	196,919
Cash at bank and in hand		<u>22,772</u>	<u>11,687</u>
		<u>455,207</u>	<u>414,312</u>
LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR	8	(11,785)	(6,188)
NET CURRENT ASSETS		<u>443,422</u>	<u>408,124</u>
NET ASSETS		<u>444,553</u>	<u>409,157</u>
FUNDS			
Unrestricted - General	9(a)	50,190	50,190
Unrestricted - Designated	9(b)	<u>360,921</u>	<u>323,233</u>
Total unrestricted funds		411,111	373,423
Restricted	9(c)	33,442	35,734
TOTAL FUNDS		<u>444,553</u>	<u>409,157</u>

Approved by the Parochial Church Council on 6th March 2024 and signed on its behalf by:

The Reverend Amanda Spence (Chairperson)



Edward Roberts (Honorary Treasurer)



The notes numbered one to eleven on the following pages form part of these accounts.

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS for the year ended 31st December 2023

CHARITY REGISTRATION

In accordance with the requirements of the Charities Act the PCC was registered as a separate charity with effect from 28th January 2010 (registration number: 1133878). The charity name is "The Parochial Church Council of the Ecclesiastical Parish of St Mary's, Hayes, Kent": however the working name remains "Hayes (Kent) Parochial Church Council." The trustees are both the ex-officio and the elected members of the PCC.

1. ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006, the current Statement of Recommended Practice for Accounting and Reporting (FRS102 - applied from 1st January 2016) and the Charities Act 2011. The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value.

The accounts include all transactions, assets and liabilities for which the trustees are responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of Church members.

Funds

The *General Reserve* represents the funds of the PCC that are not subject to any restrictions regarding their use and are available for the general purposes of the PCC. The current policy of the PCC is for the General Reserve to be at a minimum level of £50,000, which is approximately six months' ordinary expenditure (Excluding OCS Complex). On this basis the trustees continue to adopt the going concern basis in preparing these financial statements.

Designated Funds and Reserves represent monies that have been set aside by the PCC for specific needs or projects, but which remain under the control of the PCC. As such they may be subject in the future to either re-designation or transfer back to the General Reserve.

Restricted Funds and Reserves represent monies that have been either donated or received in connection with a specific use, need or project and thus they may only be used in this connection. As such they are not normally available for the general use of the PCC.

Incoming Resources

Planning giving, collections and similar donations are recognised when received. Tax refunds (usually through Gift Aid) are accrued for in the same accounting period as the incoming resource to which they relate is received. Grants and legacies are accounted for as soon as the PCC is notified of legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain. Dividends are accounted for when payable, interest as and when accrued by the payer. All incoming resources are accounted for on a gross basis.

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (continued) for the year ended 31st December 2023

1. ACCOUNTING POLICIES (continued)

Resources Used

Grants and donations are accounted for when paid over, or when awarded if that award creates a binding obligation on the PCC. The diocesan "offer payment" is accounted for when payable, with any amount unpaid at 31st December provided for in the accounts as an operational (though not a legal) liability and thus shown as a creditor in the Balance Sheet.

All other expenditure is generally recognised when it is occurred and is accounted for gross. In addition accruals are raised at the end of each accounting period for expenditure which has been incurred in that period, but which has not been paid out by the period end.

Fixed Assets

Consecrated property and movable church furnishings

Consecrated and beneficed property is excluded from the accounts in accordance with the Charities Act 2011. Movable church furnishings held by the Rector and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. All expenditure incurred during the year on consecrated or benefice buildings and movable church furnishings, whether maintenance or improvement, is separately disclosed and usually written-off as expenditure in the accounts.

Other fixtures, fittings and office equipment

Equipment used within the church premises is usually written-off when the asset is acquired. Any exceptions to this policy are fully disclosed, together with a note regarding depreciation policy.

Gains and losses on investments

Realised gains or losses are recognised when investments are sold. Unrealised gains or losses are accounted for on the revaluation of investments at 31st December.

Current Assets

Debtors

Amounts owing to the PCC at 31st December in respect of fees, rents or other income are shown as debtors less any provision for amounts that may prove uncollectable.

Short-term deposits

Short-term deposits include cash held on deposit with either Barclays Bank, the Diocese of Rochester or in the CBF Church of England Deposit Fund.

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (continued) for the year ended 31st December 2023

All figures in £'s

2. INCOMING RESOURCES - 2023

	<u>Unrestricted Funds</u>		<u>Restricted</u>	<u>Total</u>	<u>Total</u>
	<u>General</u>	<u>Designated</u>	<u>Funds</u>	<u>2023</u>	<u>2022</u>
2(a) <i>Incoming resources from donors</i>					
Planned Giving:					
Covenants/Gift Aid	32,024	-	-	32,024	35,300
Income tax recoverable	9,344	-	-	9,344	9,133
Collections and boxes	8,463	-	-	8,463	4,863
Sundry donations	2,634	-	-	2,634	4,136
	<u>52,465</u>	<u>0</u>	<u>0</u>	<u>52,465</u>	<u>53,431</u>
2(b) <i>Other voluntary income</i>					
Churchyard donations	-	-	10,377	10,377	11,471
Youth and families' worker	-	4,600	450	5,050	1,050
Memorials and legacies	-	43,774	-	43,774	0
	<u>0</u>	<u>48,374</u>	<u>10,827</u>	<u>59,200</u>	<u>12,521</u>
2(c) <i>Income from events & activities</i>					
Fees	3,662	-	-	3,662	7,940
Magazine and bookstall	1,734	-	-	1,734	1,513
Fabric and bells fund	-	-	-	0	0
Organ fund	-	-	-	0	0
Flower fund	-	-	97	97	145
Parents and toddler group	-	-	-	0	0
Ringers' Guild	-	-	-	0	160
Fund-raising activities	-	-	4,938	4,938	4,557
	<u>5,397</u>	<u>0</u>	<u>5,035</u>	<u>10,431</u>	<u>14,315</u>
2(d) <i>Other ordinary income</i>					
Churchyard Income	-	-	-	0	0
Income from OCS flat	6,750	-	-	6,750	6,390
Income from OCS activities	42,336	-	-	42,336	45,330
Warm Spaces	0	1,103	-	1,103	0
Net movement in wedding deposits	-	-	-	0	0
Sundry Income	1,715	-	-	1,715	5,049
	<u>50,801</u>	<u>1,103</u>	<u>0</u>	<u>51,904</u>	<u>56,769</u>
2(e) <i>Income from investments</i>					
Dividends and interest	14,218	821	-	15,039	3,772
	<u>14,218</u>	<u>821</u>	<u>0</u>	<u>15,039</u>	<u>3,772</u>
TOTAL INCOMING RESOURCES	<u>122,881</u>	<u>50,298</u>	<u>15,861</u>	<u>189,040</u>	<u>140,808</u>

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (continued) for the year ended 31st December 2022

All figures in £'s

2. INCOMING RESOURCES - 2022

	<u>Unrestricted Funds</u>		<u>Restricted</u>	<u>Total</u>	<u>Total</u>
	<u>General</u>	<u>Designated</u>	<u>Funds</u>	<u>2022</u>	<u>2021</u>
2(a) <i>Incoming resources from donors</i>					
Planned Giving:					
Covenants/Gift Aid	35,300	-	-	35,300	44,938
Income tax recoverable	9,133	-	-	9,133	10,722
Collections and boxes	4,863	-	-	4,863	2,700
Sundry donations	3,886	250	-	4,136	6,390
	<u>53,181</u>	<u>250</u>	<u>0</u>	<u>53,431</u>	<u>64,750</u>
2(b) <i>Other voluntary income</i>					
Churchyard donations	-	-	11,471	11,471	12,789
Youth and families' worker	-	600	450	1,050	1,015
Memorials and legacies	-	-	-	0	0
	<u>0</u>	<u>600</u>	<u>11,921</u>	<u>12,521</u>	<u>13,804</u>
2(c) <i>Income from events & activities</i>					
Fees	4,976	-	2,964	7,940	6,531
Magazine and bookstall	1,513	-	-	1,513	811
Fabric and bells fund	-	-	-	0	0
Organ fund	-	-	-	0	0
Flower fund	-	-	145	145	60
Parents and toddler group	-	-	-	0	0
Ringers' Guild	-	160	-	160	0
Fund-raising activities	-	-	4,557	4,557	3,312
	<u>6,489</u>	<u>160</u>	<u>7,666</u>	<u>14,315</u>	<u>10,714</u>
2(d) <i>Other ordinary income</i>					
Churchyard Income	-	-	-	0	0
Income from OCS flat	6,390	-	-	6,390	6,120
Income from OCS activities	45,330	-	-	45,330	30,202
Grant from OCS Trust	0	-	-	0	0
Net movement in wedding deposits	-	-	-	0	0
Sundry Income	4,054	-	995	5,049	1,066
	<u>55,774</u>	<u>0</u>	<u>995</u>	<u>56,769</u>	<u>37,388</u>
2(e) <i>Income from investments</i>					
Dividends and interest	3,642	129	-	3,772	592
	<u>3,642</u>	<u>129</u>	<u>0</u>	<u>3,772</u>	<u>592</u>
TOTAL INCOMING RESOURCES	<u>119,086</u>	<u>1,139</u>	<u>20,582</u>	<u>140,808</u>	<u>127,248</u>

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (continued) for the year ended 31st December 2023

All figures in £'s

3. RESOURCES USED - 2023

	<u>Unrestricted Funds</u>		<u>Restricted</u>	<u>Total</u>	<u>Total</u>
	<u>General</u>	<u>Designated</u>	<u>Funds</u>	<u>2023</u>	<u>2022</u>
3(a) <i>Missionary and charity giving</i>					
Local Charities	20	-	1,913	1,933	2,479
National Charities	-	-	1,965	1,965	886
Overseas Charities	480	-	1,112	1,592	2,350
	<u>500</u>	<u>0</u>	<u>4,990</u>	<u>5,490</u>	<u>5,715</u>
3(b) <i>Activities directly relating to the work of the church</i>					
Ministry:					
"Offer" payment to Diocese	64,300	-	-	64,300	64,300
Administration costs	8,670	-	-	8,670	9,207
Rectory upkeep costs	3,445	-	2,134	5,579	1,359
Church service expenses	762	-	-	762	430
Youth and families' worker	-	-	-	0	0
General running expenses	4,999	-	-	4,999	2,284
General repairs	3,252	-	-	3,252	2,519
Insurance costs	3,446	-	-	3,446	3,320
Light, heat and water	11,198	-	-	11,198	8,860
Expenditure on magazine	1,786	-	-	1,786	1,776
Organist, choir and music	5,202	-	-	5,202	4,584
Churchyard expenditure	-	-	10,839	10,839	9,782
Flower fund	-	-	339	339	182
OCS Activities expenditure	24,618	-	-	24,618	33,795
Warm Spaces	-	366	-	366	0
Use of legacies	-	-	-	0	0
Sundry expenses	1,183	-	-	1,183	3,793
	<u>132,860</u>	<u>366</u>	<u>13,313</u>	<u>146,539</u>	<u>146,191</u>
3(c) <i>Fund-raising and publicity</i>					
Appeal expenses	-	-	-	0	0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
3(d) <i>Church management and administration</i>					
Accountancy and bank charges	1,713	-	-	1,713	1,546
	<u>1,713</u>	<u>0</u>	<u>0</u>	<u>1,713</u>	<u>1,546</u>
TOTAL RESOURCES USED	<u>135,073</u>	<u>366</u>	<u>18,302</u>	<u>153,742</u>	<u>153,453</u>

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (continued)
for the year ended 31st December 2022

All figures in £'s

3. RESOURCES USED - 2022

	<u>Unrestricted Funds</u>		<u>Restricted</u>	<u>Total</u>	<u>Total</u>
	<u>General</u>	<u>Designated</u>	<u>Funds</u>	<u>2022</u>	<u>2021</u>
3(a) <i>Missionary and charity giving</i>					
Local Charities	539	-	1,789	2,327	2,264
National Charities	60	-	978	1,038	681
Overseas Charities	560	-	1,790	2,350	2,438
	<u>1,159</u>	<u>0</u>	<u>4,557</u>	<u>5,715</u>	<u>5,383</u>
3(b) <i>Activities directly relating to the work of the church</i>					
Ministry:					
"Offer" payment to Diocese	64,300	-	-	64,300	67,500
Administration costs	9,207	-	-	9,207	9,480
Rectory upkeep costs	644	-	715	1,359	3,347
Church service expenses	430	-	-	430	372
Youth and families' worker	-	-	-	0	0
General running expenses	2,284	-	-	2,284	2,693
General repairs	1,781	738	-	2,519	13,065
Insurance costs	3,320	-	-	3,320	3,192
Light, heat and water	8,860	-	-	8,860	4,192
Expenditure on magazine	1,776	-	-	1,776	1,332
Organist, choir and music	4,424	160	-	4,584	4,141
Churchyard expenditure	-	-	9,782	9,782	12,148
Flower fund	-	-	182	182	227
Parents and Toddler Group	-	-	-	0	0
OCS Flat Costs	0	-	-	0	0
OCS Activities expenditure	26,707	7,088	-	33,795	25,223
Use of legacies	-	-	-	0	5,950
Sundry expenses	2,798	-	995	3,793	7,631
	<u>126,530</u>	<u>7,986</u>	<u>11,674</u>	<u>146,191</u>	<u>160,492</u>
3(c) <i>Fund-raising and publicity</i>					
Appeal expenses	-	-	-	0	0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
3(d) <i>Church management and administration</i>					
Accountancy and bank charges	1,546	-	-	1,546	1,473
	<u>1,546</u>	<u>0</u>	<u>0</u>	<u>1,546</u>	<u>1,473</u>
TOTAL RESOURCES USED	<u>129,235</u>	<u>7,986</u>	<u>16,231</u>	<u>153,453</u>	<u>167,348</u>

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (continued) for the year ended 31st December 2023

All figures in £'s

4. STAFF COSTS	<u>2023</u>	<u>2022</u>
Wages and salaries	8,424	8,018
Pension costs	253	241
Social security costs	-	-
	<u>8,677</u>	<u>8,259</u>

The PCC employed Brenda Harper as the Church Administrator throughout both years.

5. FIXED ASSETS FOR USE BY THE PCC

5(a) <i>Tangible fixed assets</i>	<u>2023</u>	<u>2022</u>
Gross and Net Book Value		
At 1st January	-	-
Additions	-	-
Depreciation	-	-
Disposals	-	-
At 31st December	<u>0</u>	<u>0</u>

The Trustees have taken a fresh view of the OCS land and buildings and decided not to ascribe a value from hereon (and restate the previous year) due to the historic nature of the building, its inalienable nature and the lack of any supportable evidence for a valuation. By way of information the building ceased to be a school with ownership "transferring" to the Church in 1938: however no note of any consideration is available. The current insured value of the buildings is c£3.0m.

5(b) <i>Investments</i>	<u>2023</u>	<u>2022</u>
Income Shares		
At 1st January	1,033	1,171
Additions	-	-
Disposals	-	-
Revaluation Gain/(Loss)	<u>97</u>	<u>(138)</u>
At 31st December	<u>1,130</u>	<u>1,033</u>

The investment represents bequeathed shares held by the Diocesan Board of Finance, the income of which is paid to the PCC. The current value is as notified by the Diocese.

6. RELATED PARTY TRANSACTIONS

The total amount received (excluding any associated Gift Aid) during the year, either by way of Planned Giving or donations, from any person (or their spouse/partner) who was a Trustee at any point in 2023 amounted to £5,040 (£5,785) in respect of Unrestricted Funds and nil in respect of Restricted Funds.

The total amount paid by way of expenses, as opposed to reimbursement in the normal course for materials and/or services purchased on behalf of the PCC, to Trustees during the year amounted to nil.

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (continued) for the year ended 31st December 2023

All figures in £'s

7. DEBTORS	<u>2023</u>	<u>2022</u>
Gift aid recoverable	4,400	9,853
Other debtors	<u>0</u>	<u>0</u>
	<u>4,400</u>	<u>9,853</u>
8. LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR	<u>2023</u>	<u>2022</u>
OCS receipts subject to refund	168	100
Hayes Herald advance income	-	-
Year-end accruals	10,849	5,664
Sundry other creditors	<u>769</u>	<u>424</u>
	<u>11,785</u>	<u>6,188</u>
9. ANALYSIS OF DESIGNATED AND RESTRICTED FUNDS		
9(a) <i>General Funds</i>	<u>2023</u>	<u>2022</u>
The movements on the Unrestricted General Fund are summarised in the Statement of Financial Activities, with detail contained in Notes 2 and 3.		
Income during the year	122,881	119,086
Outgoings during the year	(135,073)	(129,235)
Fund Transfers (net)	<u>12,193</u>	<u>10,250</u>
Net Movement	0	101
At 1st January	<u>50,190</u>	<u>50,089</u>
At 31st December	<u>50,190</u>	<u>50,190</u>
Represented by:-		
Fixed Assets	-	-
Current Assets	61,975	56,378
Current Liabilities	<u>(11,785)</u>	<u>(6,188)</u>
	<u>50,190</u>	<u>50,190</u>

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

**NOTES TO THE FINANCIAL STATEMENTS (continued) All figures in £'s
for the year ended 31st December 2023**

9. ANALYSIS OF DESIGNATED AND RESTRICTED FUNDS (continued)

9(b) *Designated Funds*

	<u>Sundry Memorials Legacies</u>	<u>Wedding Deposit Fund</u>	<u>Youth and Families' Worker</u>	<u>OCS Complex</u>	<u>Fabric Reserve</u>	<u>Warm Spaces Reserve</u>
Income in 2023	43,774	-	4,600	2,447	3,821	1,103
Outgoings in 2023	-	-	-	-	0	(366)
Transfers/Depreciation	(17,691)	-	-	-	-	-
Net Movement	26,082	0	4,600	2,447	3,821	737
At 1st January	174,971	0	34,088	87,449	26,725	0
At 31st December	<u>201,053</u>	<u>0</u>	<u>38,688</u>	<u>89,896</u>	<u>30,547</u>	<u>737</u>
Represented by:-						
Fixed Assets	-	-	-	-	-	-
Current Assets	201,053	0	38,688	89,896	30,547	-
Current Liabilities	-	-	-	-	-	-
	<u>201,053</u>	<u>0</u>	<u>38,688</u>	<u>89,896</u>	<u>30,547</u>	<u>0</u>
<i>Income in 2022</i>	-	100	600	-	3,379	-
<i>Outgoings in 2022</i>	-	(100)	-	(7,088)	(738)	-
<i>Transfers/Depreciation</i>	(13,250)	-	-	-	-	-
<i>Net Movement</i>	(13,250)	0	600	(7,088)	2,641	0
<i>At 1st January</i>	188,221	0	33,488	94,537	24,084	0
<i>At 31st December</i>	<u>174,971</u>	<u>0</u>	<u>34,088</u>	<u>87,449</u>	<u>26,725</u>	<u>0</u>

9(c) *Restricted Funds*

	<u>Churchyard Fund</u>	<u>Flower Fund</u>	<u>Youth and Families' Worker</u>	<u>Ringers' Guild Fund</u>	<u>OCS Flat Deposit Fund</u>	<u>Investment Fund</u>	<u>Sequestration Fund</u>
Income in 2023	10,377	97	450	-	-	-	-
Outgoings in 2023	(10,839)	(339)	-	-	-	-	(2,134)
Transfers/Revaluations	-	-	-	-	-	97	-
Net Movement	(463)	(242)	450	0	0	97	(2,134)
At 1st January	27,595	1,626	1,185	1,861	300	1,033	2,134
At 31st December	<u>27,132</u>	<u>1,384</u>	<u>1,635</u>	<u>1,861</u>	<u>300</u>	<u>1,130</u>	<u>0</u>
Represented by:-							
Fixed Assets	-	-	-	-	-	1,130	-
Current Assets	27,132	1,384	1,635	1,861	300	-	0
Current Liabilities	-	-	-	-	-	-	-
	<u>27,132</u>	<u>1,384</u>	<u>1,635</u>	<u>1,861</u>	<u>300</u>	<u>1,130</u>	<u>0</u>
<i>Income in 2022</i>	11,471	145	450	160	-	-	2,964
<i>Outgoings in 2022</i>	(9,782)	(182)	-	(160)	-	-	(715)
<i>Transfers/Revaluations</i>	-	-	-	-	-	(138)	-
<i>Net Movement</i>	1,689	(37)	450	0	0	(138)	2,249
<i>At 1st January</i>	25,906	1,663	735	1,861	300	1,171	(114)
<i>At 31st December</i>	<u>27,595</u>	<u>1,626</u>	<u>1,185</u>	<u>1,861</u>	<u>300</u>	<u>1,033</u>	<u>2,134</u>

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

10. LONG SERVING TRUSTEES

Charity Governance Code (the "Code") recommends that trustees are appointed for an agreed length of time and the current policy of Hayes (Kent) PCC is that trustees who are not ex-officio are required to "step down" for at least one year at the end of their usual three-year appointment. The code also stipulates that if a trustee has served for more than nine years, then their reappointment should be subject to both a specific review and explained in the annual report.

Mary Whytock has served in her role as Honorary Secretary since 2008.

It is the intention that Mary Whytock continues in her role for another year, and this was discussed and passed as a motion at a meeting of the PCC on 6th March 2023. The rationale for this is her specific expertise and the lack of any alternative nominations.

11. OCS STATEMENT OF FINANCIAL ACTIVITIES

All figures in £'s

	<u>2023</u>
Income	
Flat Income	6,750
OCS Hiring Activities	<u>42,336</u>
	49,086
Expenditure	
Caretaker Costs	(1,809)
Business Rates	(69)
Cleaning	(11,838)
Insurance	(2,659)
Repair and maintenance	(1,297)
Sundry Expenses	(1,361)
Telephony	(182)
Utilities	(4,196)
Waste Management	<u>(1,207)</u>
Total Expenditure	(24,618)
Total Income/(Outgoings)	<u>24,468</u>
Surplus transfer to OCS Designated Reserve	(2,447)
Net Income/(Outgoings)	<u><u>22,022</u></u>

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

Additional Information Sheet (1) not forming part of the formal Financial Statements

SUMMARY OF CHARITY GIVING 31 DECEMBER 2023

All figures in £'s

	<u>General Funds</u>	<u>Restricted Funds</u>	<u>Total 2023</u>	<u>Total 2022</u>
<i>Local Charities:</i>				
CASPA		461	461	524
Demelza House		154	154	237
Hayes Food Bank		244	244	146
St Christopher's		461	461	152
Friends of Rochester Cathedral	20		20	20
Ment4		52	52	0
Welcare		540	540	1,400
	<u>20</u>	<u>1,913</u>	<u>1,933</u>	<u>2,479</u>
<i>National Charities:</i>				
Children's Society		940	940	202
Mission to Seafarers		401	401	95
Royal British Legion		470	470	443
Save The Children Fund		154	154	85
RNLI			0	60
	<u>0</u>	<u>1,965</u>	<u>1,965</u>	<u>886</u>
<i>Overseas Charities:</i>				
Christian Aid - General		778	778	320
Christian Aid DEC Appeals		301	301	664
Church Missionary Society			0	152
Mpwapwa Appeal		32	32	263
CMS re Specific Missionary Partners	480		480	560
Poverty and Hope Appeal			0	391
	<u>480</u>	<u>1,112</u>	<u>1,592</u>	<u>2,350</u>
Total Charity Giving	<u>500</u>	<u>4,990</u>	<u>5,490</u>	<u>5,715</u>
2021 Total	1,159	4,557	5,715	

It should be noted that due to a change in charity accounting rules as to what is allowed to be included in the formal accounts, as opposed to charity money that merely passes through the Church's accounts, the full amount above does not appear in the accounts.

Accounts

PCC Secretary's Report to 2023 APCM

Since the last APCM our prayers were finally answered and good tidings of great joy in the shape of an Angel from St Paulinus, Crayford, descended upon us! Yes, we welcomed The Reverend Amanda Spence in November.

There have been eight meetings of the PCC – ably chaired, before November, by Churchwarden, David James. As a PCC we are deeply indebted to David and Yvonne, as Churchwardens, for their extreme dedication to this Church, particularly during the Interregnum. Also, of course, to Becky Willoughby for her ministry and leading us out of difficult Covid times and preparing us for our new Incumbent! We are pleased that she is treading a new path and fulfilling her Christian journey.

It is best (for your sake) that I do not say anything about the Rectory and leave it to others to report!

Your PCC have deliberated on a wide range of issues and concerns. Our meetings always encourage discussion and involvement from all members, your elected PCC were: Clare Scriven, Carolyn Tooley, Peter Wickert, Roger Rowe, Rosemary Smith, Mary Stannard, Sarah Willis, Mark Willoughby and Kate Davies. At the APCM we say au revoir to Carolyn, Sarah and Peter – It is envisaged that Clare will remain on the PCC in her Safeguarding role. We are extremely indebted to them for their input and hard work. I will not bore you this year with all the matters that PCC members have legal responsibility for, suffice to say that all the elements and sub-committees have been as active as possible. They can be read in the Minutes which are posted after they have been approved.

Of course, we are all appreciative of Clare Wickert and her editorship of the Hayes Herald and those who have contributed to the website which is an increasingly essential reference and communication to St Mary's and its activities. Some important discussions and decisions have been made throughout the year, in parallel to the day to day running of our busy parish church with the available resources. Much discussion and thought has been spent on improvements to the Church and its finances. We have continued to support our CMS Mission partner and ensure provision for her. In fact, as I am sure our Treasurer has already explained, our finances will be under stringent scrutiny in the coming months by the Finance Committee and your PCC. We regret that fundraising has continued to be curtailed, hopefully it is opening up now.

I cannot emphasize enough the indebtedness of the PCC to Ed Roberts. He has kept our finances on track and updates us constantly with financial management and advice. We are indeed blessed to have him.

Our responsibilities are taken very seriously and we try to be as open as we can. If there is a problem which you feel needs representing, please contact anybody on the PCC, who will be pleased to assist you with your query.

We are aware that many different people make tremendous contributions to our community life enabling St Mary's to continue and develop our church's mission. We thank each of you and special thanks and gratitude to Amanda, our Rector, who leads us and makes our worship at St Mary's such a wonderful experience. So, I leave you with our Parish Mission Statement: **Bringing people together knowing that all are invited to share our love and worship of our Lord Jesus Christ.**

Mary Whytock – April 2023

Deanery Synod Report – APCM 2023

1. **DEANERY SYNOD – David James & Mary Whytock (St Mary's Deanery Synod Representatives)** The Bromley Deanery Synod (comprising Bromley clergy and laity) meets quarterly and the Bromley Deanery Chapter (the parallel meeting of Bromley clergy) meets monthly. Key points from the past 12 months:
2. **Personnel:** The new Bishop of Rochester, The Rt Revd Jonathan Gibbs, was present at a Deanery Synod in November. New Archdeacon for Bromley & Bexley Deanery recently appointed: The Ven Allie Kerr. There is an opportunity to meet her at Christchurch, Chislehurst on Tuesday 16 May. The Revd Canon Victoria Pask, is the Rural Dean, whom many of our congregation will know, and who has been an enormous support to us during the Interregnum. Jonathan Hutton is Secretary to the Deanery Synod. We are updated throughout the year of clergy appointments to the Deanery.
3. **Elections:** It is the responsibility of Deanery Reps to elect those who will serve on the General Synod. The Synod meets in July and November. Rochester Diocese elects 4 members to the House of Laity and 4 to the House of Clergy.
4. **General and Diocesan Briefings: Living in Love and Faith** – Updates on the CofE report and motion concerning this important, delicate and controversial issue have been given. It is still not clear how the CofE will go forward with identity, sexuality, relationships and marriage and the related issues that the Church needs to grapple with. The House of Bishops will report further at the General Synod in July.
5. **Presentations: Young People** - Laura Webster (Diocesan Children and Young People Mission & Ministry Advisor Bromley and Bexley), gave a presentation to encourage bringing young people into the church and suggested activities. She was willing to help any church in their quest for young families to join their church. **Welcare** – Presentation from CEO of Welcare, Anna Khan, giving the history, background and work of Welcare, including the current opportunities & challenges. She thanked the Bromley churches for the considerable financial support they give to the charity.
6. **Matters** – Throughout the year there have been various updates covering many issues – i.e. The Diocesan Board of Education; Investments; Safeguarding.

Mary Whytock – April 2023

**THE PARISH CHURCH OF ST MARY THE VIRGIN
HAYES, KENT**

**ANNUAL REPORT
and
FINANCIAL STATEMENTS
of the
PARISH CHURCH COUNCIL
for the year ended 31st December 2022**

Chairperson: Revd Amanda Spence

Churchwardens: Yvonne Pickford
David James

Secretary: Mary Whytock

Treasurer: Edward Roberts

Independent Examiner: Ray Sargeant, Sargeant & Co

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

St Mary's Parochial Church Council has the responsibility of co-operating with the Rector in promoting within the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the ancient church building and the Old Church Schools (OCS), used as the Church Hall, both of which are located in Hayes Street, Hayes.

Members of the PCC are either ex-officio or elected by the annual Parochial Church Meeting in accordance with the Church Representation Rules. PCC Members who have served from 1st January 2022 until this report was approved are:

EX OFFICIO:-

Rector	Revd. Amanda Spence	
Licensed Lay Minister:	Becky Willoughby	(to 30 September 2022)
Churchwardens:	Yvonne Pickford David James	
Representatives on the Deanery Synod:	Mary Whytock David James	(to April 2023) (PCC Secretary)
CO-OPTED:	Edward Roberts	Honorary Treasurer
ELECTED:	Carol Crouch Tudor Griffiths Francesca Lauri Barbara Marsden Clare Scriven Carolyn Tooley Peter Wickert Sarah Willis Roger Rowe Rosemary Smith Mary Stannard Kate Davies Mark Willoughby	(to 20 April 2022) (to 20 April 2022) (to 20 April 2022) (to 20 April 2022)
Church Administrator:	Brenda Harper	Appointed October 2015

Committees

The PCC operates through a number of committees, which meet between the full meetings of the PCC. A Standing committee exists that is required by law to transact business when necessary between PCC meetings, subject to any directions given by the PCC. The OCS Trust has ceased to exist and the PCC have appointed a management group to oversee the day-to-day management issues of the OCS Complex, whose accounting detail will be within the Church's accounting system.

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

Statement of Trustees' Responsibilities

The Trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources for the charity for that year. In preparing these financial statements, the Trustees are required to:

- Select suitable accounting policies and apply them consistently;
- Observe the methods and principles in the Church Accounting Regulations 2006, the current Statement of Recommended Practice for Accounting and Reporting (FRS 102) and the Charities Act 2011;
- Make judgements and estimates that are reasonable and prudent;
- State whether (or not) applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping efficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the various accounting regulations as set out above. They are also responsible for the safeguarding of the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Board of Trustees and signed on its behalf by:



.....
Chairperson of the Parochial Church Council

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

Financial Review

The Church had a full year of activity post the Covid19 pandemic, which resulted in a reduced level of operating deficit £(10,149) compared to 2021 £(24,491).

A significant contribution to the reduction in deficit was from a full year of availability for hiring the Old Church Schools Complex (OCS) premises which generated a surplus of £18,623, an increase of £13.6k compared to 2021. OCS financial activities are detailed in Note 11.

Despite the contribution from the OCS, a transfer of £13.25k from legacy funds was required to meet the PCC funding policy of six months expenditure.

Income:

Income from donors reduced significantly, with planned giving £44,433 (£55,660) and with collections and sundry income in line with prior year £8,998 (£9,090). Fee income £4,976 (£4,978) at the same level as 2021, but with Wedding celebrations contributing. The OCS Income in 2022 £45,330 (£30,202) with increased activity with full year availability.

Sundry income included one-off energy support grant £1,854 from the Diocese.

Expenditure:

Expenditure from Ordinary activities was broadly in-line with 2021 (including OCS activities), with an Offer Payment to the Diocese £64,300 lower than in 2021 (£67,500), but higher costs due to energy rate increase for gas supplies. The energy rates have been hedged for the next two fiscal years. Administration and other running costs at similar levels to 2021.

Outlook:

The outlook for 2023 remains challenging with expected higher deficit due to continuation of reduced level of Income.

Planned Giving, the main source of income, is expected to continue to be lower, with sadness, in part due to the loss of some of our Church community members and the period of high inflation resulting in an unfavorable economic environment for all.

Expenditure is expected to be similar to 2022 and therefore an ongoing need to be a supplement of funding from Designated funds once again to meet the reserve funding policy.

Reserves:

The value of Unrestricted reserves at the end of the year £373,423 (General and Designated) provides cover for the level of deficit anticipated in 2023. The OCS complex designated reserve was utilised for windows replacement in the year and there was only minor repair drawn Quinquennial funds from to bench cover, with a donation towards the cost. Full details of reserves in Notes 9(b) and 9 (c).

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

Independent Examiner's Report to the Hayes (Kent) Parochial Church Council

This report on the accounts of the PCC for the year ended 31st December 2022, which are set out in the previous pages, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 (the "Regulations") and s.145 of the Charities Act 2011 (the "Act").

Respective responsibilities of trustees and examiner

As the members of the PCC you are responsible for the preparation of the accounts; you consider that the audit requirements of the Regulations and section 144(2) of the Act do not apply. It is my responsibility to issue this report on the accounts in accordance with the terms of the Regulations.

Basis of this report

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 145(5)(b) of the Act and to be found in the Church guidance, 2006 edition, issued by the Finance Division of the Archbishops' Council. The examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In connection with my examination no material matters have come to my attention which gives me cause to believe that in any material respect:

- accounting records were not kept in accordance with section 130 of the Act; or
- the accounts do not accord with those records; or
- the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Act or the Regulations other than any requirement that the accounts give a "true and fair" view which is not a matter considered as part of an independent examination.

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

Signed by:

Ray Sargeant -

Ray Sargeant

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

**STATEMENT OF FINANCIAL ACTIVITIES
for the year ended 31st December 2022**

All figures in £'s

	Note	<u>Unrestricted Funds</u>		<u>Restricted</u>	<u>Total</u>	<u>Total</u>
		<u>General</u>	<u>Designated</u>	<u>Funds</u>	<u>2022</u>	<u>2021</u>
INCOMING RESOURCES						
<i>Incoming resources from donors</i>	2(a)	53,181	250	0	53,431	64,750
<i>Other voluntary income</i>	2(b)	0	600	11,921	12,521	13,804
<i>Income from events & activities</i>	2(c)	6,489	160	7,666	14,315	10,714
<i>Other ordinary income</i>	2(d)	55,774	0	995	56,769	37,388
<i>Income from investments</i>	2(e)	3,642	129	0	3,772	592
TOTAL INCOMING RESOURCES		<u>119,086</u>	<u>1,139</u>	<u>20,582</u>	<u>140,808</u>	<u>127,248</u>
RESOURCES USED						
<i>Missionary and charity giving</i>	3(a)	1,159	0	4,557	5,715	5,383
<i>Activities directly relating to the work of the church</i>	3(b)	126,530	7,986	11,674	146,191	160,492
<i>Fund-raising and publicity</i>	3(c)	0	0	0	0	0
<i>Church management and administration</i>	3(d)	1,546	0	0	1,546	1,473
TOTAL RESOURCES USED		<u>129,235</u>	<u>7,986</u>	<u>16,231</u>	<u>153,453</u>	<u>167,348</u>
NET INCOMING/(OUTGOING) RESOURCES		(10,149)	(6,847)	4,351	(12,645)	(40,101)
NET MOVEMENT IN FIXED ASSETS		-	-	-	0	-
GAINS AND LOSSES ON INVESTMENTS						
- realised		-	-	-	0	0
- unrealised		-	-	(138)	(138)	0
TRANSFERS BETWEEN FUNDS		10,250	(10,250)	-	0	147
NET MOVEMENT IN FUNDS		<u>101</u>	<u>(17,097)</u>	<u>4,213</u>	<u>(12,782)</u>	<u>(39,954)</u>
BALANCES BROUGHT FORWARD		50,089	340,330	31,521	421,940	461,894
BALANCES CARRIED FORWARD		<u>50,190</u>	<u>323,233</u>	<u>35,734</u>	<u>409,157</u>	<u>421,940</u>

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

STATEMENT OF FINANCIAL ACTIVITIES for the year ended 31st December 2021

All figures in £'s

	Note	<u>Unrestricted Funds</u>		<u>Restricted Funds</u>	<u>Total 2021</u>	<u>Total 2020</u>
		<u>General</u>	<u>Designated</u>			
INCOMING RESOURCES						
Incoming resources from donors	2(a)	60,220	0	4,530	64,750	60,280
Other voluntary income	2(b)	0	580	13,224	13,804	14,147
Income from events & activities	2(c)	5,789	0	4,925	10,714	7,290
Other ordinary income	2(d)	37,388	0	0	37,388	13,329
Income from investments	2(e)	537	55	0	592	1,825
TOTAL INCOMING RESOURCES		<u>103,934</u>	<u>635</u>	<u>22,678</u>	<u>127,248</u>	<u>96,871</u>
RESOURCES USED						
Missionary and charity giving	3(a)	2,071	0	3,312	5,383	4,926
Activities directly relating to the work of the church	3(b)	124,880	16,860	18,752	160,492	127,782
Fund-raising and publicity	3(c)	0	0	0	0	0
Church management and administration	3(d)	1,473	-	-	1,473	1,572
TOTAL RESOURCES USED		<u>128,424</u>	<u>16,860</u>	<u>22,064</u>	<u>167,348</u>	<u>134,279</u>
NET INCOMING/(OUTGOING) RESOURCES		(24,491)	(16,224)	615	(40,100)	(37,408)
NET MOVEMENT IN FIXED ASSETS		-	-	-	0	0
CLOSING GRANT FROM OCS TRUST		-	-	-	0	88,740
GAINS AND LOSSES ON INVESTMENTS						
- realised		-	-	-	0	0
- unrealised		-	-	147	147	66
TRANSFERS BETWEEN FUNDS		2,070	(2,250)	180	0	0
NET MOVEMENT IN FUNDS		<u>(22,421)</u>	<u>(18,474)</u>	<u>941</u>	<u>(39,954)</u>	<u>51,398</u>
BALANCES BROUGHT FORWARD		72,509	358,805	30,580	461,894	410,496
BALANCES CARRIED FORWARD		<u>50,089</u>	<u>340,330</u>	<u>31,521</u>	<u>421,940</u>	<u>461,894</u>

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

BALANCE SHEET AS AT 31ST DECEMBER 2022

All figures in £'s

	Note	<u>2022</u>	<u>2021</u>
FIXED ASSETS			
Tangible fixed assets	5(a)	0	0
Investment assets	5(b)	<u>1,033</u>	<u>1,171</u>
		<u>1,033</u>	<u>1,171</u>
CURRENT ASSETS			
Debtors	7	9,853	11,402
Prepayments and Accrued Income		3,025	651
Short term deposits:			
Diocese of Rochester		192,829	189,211
CCLA deposit fund		196,919	214,284
Cash at bank and in hand		<u>11,687</u>	<u>10,480</u>
		414,312	426,028
LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR			
	8	(6,188)	(5,259)
NET CURRENT ASSETS		<u>408,124</u>	<u>420,769</u>
NET ASSETS		<u>409,157</u>	<u>421,940</u>
FUNDS			
Unrestricted - General	9(a)	50,190	50,089
Unrestricted - Designated	9(b)	<u>323,233</u>	<u>340,330</u>
Total unrestricted funds		373,423	390,419
Restricted	9(c)	35,734	31,521
TOTAL FUNDS		<u>409,157</u>	<u>421,940</u>

Approved by the Parochial Church Council on 7th March 2023 and signed on its behalf by:

The Reverend Amanda Spence (Chairperson)



Edward Roberts (Honorary Treasurer)



The notes numbered one to eleven on the following pages form part of these accounts.

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS for the year ended 31st December 2022

CHARITY REGISTRATION

In accordance with the requirements of the Charities Act the PCC was registered as a separate charity with effect from 28th January 2010 (registration number: 1133878). The charity name is "The Parochial Church Council of the Ecclesiastical Parish of St Mary's, Hayes, Kent": however the working name remains "Hayes (Kent) Parochial Church Council." The trustees are both the ex-officio and the elected members of the PCC.

1. ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006, the current Statement of Recommended Practice for Accounting and Reporting (FRS102 - applied from 1st January 2016) and the Charities Act 2011. The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value.

The accounts include all transactions, assets and liabilities for which the trustees are responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of Church members.

Funds

The *General Reserve* represents the funds of the PCC that are not subject to any restrictions regarding their use and are available for the general purposes of the PCC. The current policy of the PCC is for the General Reserve to be at a minimum level of £50,000, which is approximately six months' ordinary expenditure. On this basis the trustees continue to adopt the going concern basis in preparing these financial statements.

Designated Funds and Reserves represent monies that have been set aside by the PCC for specific needs or projects, but which remain under the control of the PCC. As such they may be subject in the future to either re-designation or transfer back to the General Reserve.

Restricted Funds and Reserves represent monies that have been either donated or received in connection with a specific use, need or project and thus they may only be used in this connection. As such they are not normally available for the general use of the PCC.

Incoming Resources

Planning giving, collections and similar donations are recognised when received. Tax refunds (usually through Gift Aid) are accrued for in the same accounting period as the incoming resource to which they relate is received. Grants and legacies are accounted for as soon as the PCC is notified of legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain. Dividends are accounted for when payable, interest as and when accrued by the payer. All incoming resources are accounted for on a gross basis.

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (continued) for the year ended 31st December 2022

1. ACCOUNTING POLICIES (continued)

Resources Used

Grants and donations are accounted for when paid over, or when awarded if that award creates a binding obligation on the PCC. The diocesan "offer payment" is accounted for when payable, with any amount unpaid at 31st December provided for in the accounts as an operational (though not a legal) liability and thus shown as a creditor in the Balance Sheet.

All other expenditure is generally recognised when it is occurred and is accounted for gross. In addition accruals are raised at the end of each accounting period for expenditure which has been incurred in that period, but which has not been paid out by the period end.

Fixed Assets

Consecrated property and movable church furnishings

Consecrated and beneficed property is excluded from the accounts in accordance with the Charities Act 2011. Movable church furnishings held by the Rector and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. All expenditure incurred during the year on consecrated or benefice buildings and movable church furnishings, whether maintenance or improvement, is separately disclosed and usually written-off as expenditure in the accounts.

Other fixtures, fittings and office equipment

Equipment used within the church premises is usually written-off when the asset is acquired. Any exceptions to this policy are fully disclosed, together with a note regarding depreciation policy.

Gains and losses on investments

Realised gains or losses are recognised when investments are sold. Unrealised gains or losses are accounted for on the revaluation of investments at 31st December.

Current Assets

Debtors

Amounts owing to the PCC at 31st December in respect of fees, rents or other income are shown as debtors less any provision for amounts that may prove uncollectable.

Short-term deposits

Short-term deposits include cash held on deposit with either Barclays Bank, the Diocese of Rochester or in the CBF Church of England Deposit Fund.

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (continued) for the year ended 31st December 2022

All figures in £'s

2. INCOMING RESOURCES - 2022

	Unrestricted Funds		Restricted	Total	Total
	General	Designated	Funds	2022	2021
2(a) <i>Incoming resources from donors</i>					
Planned Giving:					
Covenants/Gift Aid	35,300	-	-	35,300	44,938
Income tax recoverable	9,133	-	-	9,133	10,722
Collections and boxes	4,863	-	-	4,863	2,700
Sundry donations	3,886	250	-	4,136	6,390
	<u>53,181</u>	<u>250</u>	<u>0</u>	<u>53,431</u>	<u>64,750</u>
2(b) <i>Other voluntary income</i>					
Churchyard donations	-	-	11,471	11,471	12,789
Youth and families' worker	-	600	450	1,050	1,015
Memorials and legacies	-	-	-	0	0
	<u>0</u>	<u>600</u>	<u>11,921</u>	<u>12,521</u>	<u>13,804</u>
2(c) <i>Income from events & activities</i>					
Fees	4,976	-	2,964	7,940	6,531
Magazine and bookstall	1,513	-	-	1,513	811
Fabric and bells fund	-	-	-	0	0
Organ fund	-	-	-	0	0
Flower fund	-	-	145	145	60
Parents and toddler group	-	-	-	0	0
Ringers' Guild	-	160	-	160	0
Fund-raising activities	-	-	4,557	4,557	3,312
	<u>6,489</u>	<u>160</u>	<u>7,666</u>	<u>14,315</u>	<u>10,714</u>
2(d) <i>Other ordinary income</i>					
Churchyard Income	-	-	-	0	0
Income from OCS flat	6,390	-	-	6,390	6,120
Income from OCS activities	45,330	-	-	45,330	30,202
Grant from OCS Trust	0	-	-	0	0
Net movement in wedding deposits	-	-	-	0	0
Sundry Income	4,054	-	995	5,049	1,066
	<u>55,774</u>	<u>0</u>	<u>995</u>	<u>56,769</u>	<u>37,388</u>
2(e) <i>Income from investments</i>					
Dividends and interest	3,642	129	-	3,772	592
	<u>3,642</u>	<u>129</u>	<u>0</u>	<u>3,772</u>	<u>592</u>
TOTAL INCOMING RESOURCES	<u>119,086</u>	<u>1,139</u>	<u>20,582</u>	<u>140,808</u>	<u>127,248</u>

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (continued)
for the year ended 31st December 2021

All figures in £'s

2. INCOMING RESOURCES - 2021

	<u>Unrestricted Funds</u>		<u>Restricted</u>	<u>Total</u>	<u>Total</u>
	<u>General</u>	<u>Designated</u>	<u>Funds</u>	<u>2021</u>	<u>2020</u>
2(a) <i>Incoming resources from donors</i>					
<i>Planned Giving:</i>					
<i>Covenants/Gift Aid</i>	44,938	-	-	44,938	43,762
<i>Income tax recoverable</i>	10,722	-	-	10,722	9,802
<i>Collections and boxes</i>	2,700	-	-	2,700	3,192
<i>Sundry donations</i>	1,860	-	4,530	6,390	3,524
	<u>60,220</u>	<u>0</u>	<u>4,530</u>	<u>64,750</u>	<u>60,280</u>
2(b) <i>Other voluntary income</i>					
<i>Churchyard donations</i>	-	-	12,789	12,789	11,624
<i>Youth and families' worker</i>	-	580	435	1,015	660
<i>Memorials and legacies</i>	-	-	-	0	1,863
	<u>0</u>	<u>580</u>	<u>13,224</u>	<u>13,804</u>	<u>14,147</u>
2(c) <i>Income from events & activities</i>					
<i>Fees</i>	4,978	-	1,553	6,531	3,448
<i>Magazine and bookstall</i>	811	-	-	811	1,236
<i>Fabric and bells fund</i>	-	-	-	0	30
<i>Organ fund</i>	-	0	-	0	100
<i>Flower fund</i>	-	-	60	60	61
<i>Parents and toddler group</i>	-	-	-	0	0
<i>Ringers' Guild</i>	-	0	-	0	0
<i>Fund-raising activities</i>	-	-	3,312	3,312	2,415
	<u>5,789</u>	<u>0</u>	<u>4,925</u>	<u>10,714</u>	<u>7,290</u>
2(d) <i>Other ordinary income</i>					
<i>Churchyard Income</i>	-	-	-	0	0
<i>Income from OCS flat</i>	6,120	-	-	6,120	6,080
<i>Income from OCS activities</i>	30,202	-	-	30,202	0
<i>Grant from OCS Trust</i>	0	-	-	0	6,300
<i>Net movement in wedding deposits</i>	-	-	-	0	0
<i>Sundry Income</i>	1,066	-	-	1,066	949
	<u>37,388</u>	<u>0</u>	<u>0</u>	<u>37,388</u>	<u>13,329</u>
2(e) <i>Income from investments</i>					
<i>Dividends and interest</i>	537	55	-	592	1,825
	<u>537</u>	<u>55</u>	<u>0</u>	<u>592</u>	<u>1,825</u>
TOTAL INCOMING RESOURCES	<u>103,934</u>	<u>635</u>	<u>22,678</u>	<u>127,248</u>	<u>96,871</u>

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (continued)
for the year ended 31st December 2022

All figures in £'s

3. RESOURCES USED - 2022

	Unrestricted Funds		Restricted Funds	Total 2022	Total 2021
	General	Designated			
3(a) <i>Missionary and charity giving</i>					
Local Charities	539	-	1,789	2,327	2,264
National Charities	60	-	978	1,038	681
Overseas Charities	560	-	1,790	2,350	2,438
	<u>1,159</u>	<u>0</u>	<u>4,557</u>	<u>5,715</u>	<u>5,383</u>
3(b) <i>Activities directly relating to the work of the church</i>					
Ministry:					
"Offer" payment to Diocese	64,300	-	-	64,300	67,500
Administration costs	9,207	-	-	9,207	9,480
Rectory upkeep costs	644	-	715	1,359	3,347
Church service expenses	430	-	-	430	372
Youth and families' worker	-	-	-	0	0
General running expenses	2,284	-	-	2,284	2,693
General repairs	1,781	738	-	2,519	13,065
Insurance costs	3,320	-	-	3,320	3,192
Light, heat and water	8,860	-	-	8,860	4,192
Expenditure on magazine	1,776	-	-	1,776	1,332
Organist, choir and music	4,424	160	-	4,584	4,141
Churchyard expenditure	-	-	9,782	9,782	12,148
Flower fund	-	-	182	182	227
Parents and Toddler Group	-	-	-	0	0
OCS Flat Costs	0	-	-	0	0
OCS Activities expenditure	26,707	7,088	-	33,795	25,223
Use of legacies	-	-	-	0	5,950
Sundry expenses	2,798	-	995	3,793	7,631
	<u>126,530</u>	<u>7,986</u>	<u>11,674</u>	<u>146,191</u>	<u>160,492</u>
3(c) <i>Fund-raising and publicity</i>					
Appeal expenses	-	-	-	0	0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
3(d) <i>Church management and administration</i>					
Accountancy and bank charges	1,546	-	-	1,546	1,473
	<u>1,546</u>	<u>0</u>	<u>0</u>	<u>1,546</u>	<u>1,473</u>
TOTAL RESOURCES USED	<u>129,235</u>	<u>7,986</u>	<u>16,231</u>	<u>153,453</u>	<u>167,348</u>

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (continued) for the year ended 31st December 2021

All figures in £'s

3. RESOURCES USED - 2021

	<u>Unrestricted Funds</u>		<u>Restricted</u>	<u>Total</u>	<u>Total</u>
	<u>General</u>	<u>Designated</u>	<u>Funds</u>	<u>2021</u>	<u>2020</u>
3(a) <i>Missionary and charity giving</i>					
<i>Local Charities</i>	631	-	1,633	2,264	2,690
<i>National Charities</i>	-	-	681	681	113
<i>Overseas Charities</i>	1,440	-	998	2,438	2,122
	<u>2,071</u>	<u>0</u>	<u>3,312</u>	<u>5,383</u>	<u>4,926</u>
3(b) <i>Activities directly relating to the work of the church</i>					
<i>Ministry:</i>					
<i>"Offer" payment to Diocese</i>	67,500	-	-	67,500	67,800
<i>Administration costs</i>	9,480	-	-	9,480	8,440
<i>Rectory upkeep costs</i>	1,679	-	1,667	3,347	3,083
<i>Church service expenses</i>	372	-	-	372	721
<i>Youth and families' worker</i>	-	-	-	0	0
<i>General running expenses</i>	2,693	-	-	2,693	4,068
<i>General repairs</i>	2,155	10,910	-	13,065	1,683
<i>Insurance costs</i>	3,192	-	-	3,192	3,314
<i>Light, heat and water</i>	4,192	-	-	4,192	4,749
<i>Expenditure on magazine</i>	1,332	-	-	1,332	1,295
<i>Organist, choir and music</i>	4,141	-	-	4,141	3,869
<i>Churchyard expenditure</i>	-	-	12,148	12,148	12,942
<i>Flower fund</i>	-	-	227	227	100
<i>Parents and Toddler Group</i>	-	-	-	0	0
<i>Refurbishments - OCS Flat</i>	0	-	-	0	114
	25,223	-	-	25,223	0
<i>Use of legacies</i>	-	5,950	-	5,950	14,831
<i>Sundry expenses</i>	2,921	-	4,710	7,631	772
	<u>124,880</u>	<u>16,860</u>	<u>18,752</u>	<u>160,492</u>	<u>127,782</u>
3(c) <i>Fund-raising and publicity</i>					
<i>Appeal expenses</i>	-	-	-	0	0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
3(d) <i>Church management and administration</i>					
<i>Accountancy and bank charges</i>	1,473	-	-	1,473	1,572
	<u>1,473</u>	<u>0</u>	<u>0</u>	<u>1,473</u>	<u>1,572</u>
TOTAL RESOURCES USED	<u>128,424</u>	<u>16,860</u>	<u>22,064</u>	<u>167,348</u>	<u>134,279</u>

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (continued) for the year ended 31st December 2022

All figures in £'s

4. STAFF COSTS	<u>2022</u>	<u>2021</u>
Wages and salaries	8,018	7,644
Pension costs	241	229
Social security costs	-	-
	<u>8,259</u>	<u>7,873</u>

The PCC employed Brenda Harper as the Church Administrator throughout both years.

5. FIXED ASSETS FOR USE BY THE PCC

5(a) <i>Tangible fixed assets</i>	<u>2022</u>	<u>2021</u>
Gross and Net Book Value		
At 1st January	-	-
Additions	-	-
Depreciation	-	-
Disposals	-	-
At 31st December	<u>0</u>	<u>0</u>

The Trustees have taken a fresh view of the OCS land and buildings and decided not to ascribe a value from hereon (and restate the previous year) due to the historic nature of the building, its inalienable nature and the lack of any supportable evidence for a valuation. By way of information the building ceased to be a school with ownership "transferring" to the Church in 1938: however no note of any consideration is available. The current insured value of the buildings is c£2.7m.

5(b) <i>Investments</i>	<u>2022</u>	<u>2021</u>
Income Shares		
At 1st January	1,171	1,024
Additions	-	-
Disposals	-	-
Revaluation Gain/(Loss)	<u>(138)</u>	<u>147</u>
At 31st December	<u>1,033</u>	<u>1,171</u>

The investment represents bequeathed shares held by the Diocesan Board of Finance, the income of which is paid to the PCC. The current value is as notified by the Diocese.

6. RELATED PARTY TRANSACTIONS

The total amount received (excluding any associated Gift Aid) during the year, either by way of Planned Giving or donations, from any person (or their spouse/partner) who was a Trustee at any point in 2022 amounted to £5,785 (£6,342) in respect of Unrestricted Funds and nil (nil) in respect of Restricted Funds.

The total amount paid by way of expenses, as opposed to reimbursement in the normal course for materials and/or services purchased on behalf of the PCC, to Trustees during the year amounted to £750 (£1,000).

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (continued) for the year ended 31st December 2022

All figures in £'s

	<u>2022</u>	<u>2021</u>
7. DEBTORS		
Gift aid recoverable	9,853	11,402
Other debtors	<u>0</u>	<u>0</u>
	<u>9,853</u>	<u>11,402</u>
8. LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR		
OCS receipts subject to refund	100	260
Hayes Herald advance income	-	-
Year-end accruals	5,664	4,617
Sundry other creditors	<u>424</u>	<u>383</u>
	<u>6,188</u>	<u>5,259</u>
9. ANALYSIS OF DESIGNATED AND RESTRICTED FUNDS		
9(a) <i>General Funds</i>	<u>2022</u>	<u>2021</u>
The movements on the Unrestricted General Fund are summarised in the Statement of Financial Activities, with detail contained in Notes 2 and 3.		
Income during the year	119,086	103,934
Outgoings during the year	(129,235)	(128,424)
Fund Transfers (net)	<u>10,250</u>	<u>2,070</u>
Net Movement	101	(22,421)
At 1st January	<u>50,089</u>	<u>72,509</u>
At 31st December	<u>50,190</u>	<u>50,089</u>
Represented by:-		
Fixed Assets	-	-
Current Assets	56,378	55,348
Current Liabilities	<u>(6,188)</u>	<u>(5,259)</u>
	<u>50,190</u>	<u>50,089</u>

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (continued) All figures in £'s for the year ended 31st December 2022

9. ANALYSIS OF DESIGNATED AND RESTRICTED FUNDS (continued)

9(b) Designated Funds

	<u>Sundry Memorials Legacies</u>	<u>Wedding Deposit Fund</u>	<u>Youth and Families' Worker</u>	<u>OCS Complex</u>	<u>Fabric Reserve</u>
Income in 2022	-	100	600	-	3,379
Outgoings in 2022	-	(100)	-	(7,088)	(738)
Transfers/Depreciation	(13,250)	-	-	-	-
Net Movement	(13,250)	0	600	(7,088)	2,641
At 1st January	188,221	0	33,488	94,537	24,084
At 31st December	174,971	0	34,088	87,449	26,725
Represented by:-					
Fixed Assets	-	-	-	-	-
Current Assets	174,971	0	34,088	87,449	26,725
Current Liabilities	-	-	-	-	-
	174,971	0	34,088	87,449	26,725
<i>Income in 2021</i>	-	-	580	-	3,055
<i>Outgoings in 2021</i>	(5,950)	-	-	-	(10,910)
<i>Transfers/Depreciation</i>	(5,250)	-	-	-	-
<i>Net Movement</i>	(11,200)	0	580	0	(7,854)
<i>At 1st January</i>	199,421	0	32,908	94,537	31,938
<i>At 31st December</i>	188,221	0	33,488	94,537	24,084

9(c) Restricted Funds

	<u>Churchyard Fund</u>	<u>Flower Fund</u>	<u>Youth and Families' Worker</u>	<u>Ringers' Guild Fund</u>	<u>OCS Flat Deposit Fund</u>	<u>Investment Fund</u>	<u>Sequestration Fund</u>
Income in 2022	11,471	145	450	160	-	-	2,964
Outgoings in 2022	(9,782)	(182)	-	(160)	-	-	(715)
Transfers/Revaluations	-	-	-	-	-	(138)	-
Net Movement	1,689	(37)	450	0	0	(138)	2,249
At 1st January	25,906	1,663	735	1,861	300	1,171	(114)
At 31st December	27,595	1,626	1,185	1,861	300	1,033	2,134
Represented by:-							
Fixed Assets	-	-	-	-	-	1,033	-
Current Assets	27,595	1,626	1,185	1,861	300	-	2,134
Current Liabilities	-	-	-	-	-	-	-
	27,595	1,626	1,185	1,861	300	1,033	2,134
<i>Income in 2021</i>	12,789	60	435	-	-	-	1,553
<i>Outgoings in 2021</i>	(12,227)	(148)	-	-	-	-	(1,667)
<i>Transfers/Revaluations</i>	79	(79)	-	-	-	147	-
<i>Net Movement</i>	641	(167)	435	0	0	147	(114)
<i>At 1st January</i>	25,265	1,830	300	1,861	300	1,024	0
<i>At 31st December</i>	25,906	1,663	735	1,861	300	1,171	(114)

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

10. LONG SERVING TRUSTEES

Charity Governance Code (the "Code") recommends that trustees are appointed for an agreed length of time and the current policy of Hayes (Kent) PCC is that trustees who are not ex-officio are required to "step down" for at least one year at the end of their usual three-year appointment. The code also stipulates that if a trustee has served for more than nine years, then their reappointment should be subject to both a specific review and explained in the annual report.

Mary Whytock has served in her role as Honorary Secretary since 2008.

It is the intention that Mary Whytock continues in her role for another year, and this was discussed and passed as a motion at a meeting of the PCC on 7th March 2022. The rationale for this is her specific expertise and the lack of any alternative nominations.

11. OCS STATEMENT OF FINANCIAL ACTIVITIES

	All figures in £'s
Income	45,330
Expenditure	
Alarm Maintenance	(78)
Caretaker Costs	(3,044)
Business Rates	(197)
Cleaning	(9,977)
Insurance	(2,623)
Repair and maintenance	(2,911)
Sundry Expenses	(1,382)
Telephony	(483)
Utilities	(4,572)
Waste Management	(1,441)
Total Expenditure	<u>(26,707)</u>
Net Income/(Outgoings)	<u>18,623</u>

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

Additional Information Sheet (1) not forming part of the formal Financial Statements

SUMMARY OF CHARITY GIVING 31 DECEMBER 2022

All figures in £'s

	<u>General</u> <u>Funds</u>	<u>Restricted</u> <u>Funds</u>	<u>Total</u> <u>2022</u>	<u>Total</u> <u>2021</u>
<i>Local Charities:</i>				
Bromley Food Bank		0	0	166
CASPA		524	524	620
Demelza House		237	237	58
Hayes Food Bank		146	146	0
St Christopher's		152	152	0
Friends of Rochester Cathedral	20		20	20
Welcare	519	881	1,400	1,400
	<u>539</u>	<u>1,941</u>	<u>2,479</u>	<u>2,264</u>
<i>National Charities:</i>				
Children's Society		202	202	50
Mission to Seafarers		95	95	167
Royal British Legion		443	443	406
Save The Children Fund		85	85	58
RNLI	60	0	60	0
	<u>60</u>	<u>826</u>	<u>886</u>	<u>681</u>
<i>Overseas Charities:</i>				
Christian Aid - General		320	320	573
Christian Aid DEC Appeals		664	664	151
Church Missionary Society		152	152	25
Mpwapwa Appeal		263	263	0
CMS re Specific Missionary Partners	560		560	1,440
Poverty and Hope Appeal		391	391	249
	<u>560</u>	<u>1,790</u>	<u>2,350</u>	<u>2,438</u>
Total Charity Giving	<u>1,159</u>	<u>4,557</u>	<u>5,715</u>	<u>5,383</u>
2021 Total	2,071	3,312	5,383	

**THE PARISH CHURCH OF ST MARY THE VIRGIN
HAYES, KENT**

**ANNUAL REPORT
and
FINANCIAL STATEMENTS
of the
PARISH CHURCH COUNCIL
for the year ended 31st December 2022**

Chairperson: Revd Amanda Spence

Churchwardens: Yvonne Pickford
David James

Secretary: Mary Whytock

Treasurer: Edward Roberts

Independent Examiner: Ray Sargeant, Sargeant & Co

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

St Mary's Parochial Church Council has the responsibility of co-operating with the Rector in promoting within the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the ancient church building and the Old Church Schools (OCS), used as the Church Hall, both of which are located in Hayes Street, Hayes.

Members of the PCC are either ex-officio or elected by the annual Parochial Church Meeting in accordance with the Church Representation Rules. PCC Members who have served from 1st January 2022 until this report was approved are:

EX OFFICIO:-

Rector	Revd. Amanda Spence	
Licensed Lay Minister:	Becky Willoughby	(to 30 September 2022)
Churchwardens:	Yvonne Pickford David James	
Representatives on the Deanery Synod:	Mary Whytock David James	(to April 2023) (PCC Secretary)
CO-OPTED:	Edward Roberts	Honorary Treasurer
ELECTED:	Carol Crouch Tudor Griffiths Francesca Lauri Barbara Marsden Clare Scriven Carolyn Tooley Peter Wickert Sarah Willis Roger Rowe Rosemary Smith Mary Stannard Kate Davies Mark Willoughby	(to 20 April 2022) (to 20 April 2022) (to 20 April 2022) (to 20 April 2022)
Church Administrator:	Brenda Harper	Appointed October 2015

Committees

The PCC operates through a number of committees, which meet between the full meetings of the PCC. A Standing committee exists that is required by law to transact business when necessary between PCC meetings, subject to any directions given by the PCC. The OCS Trust has ceased to exist and the PCC have appointed a management group to oversee the day-to-day management issues of the OCS Complex, whose accounting detail will be within the Church's accounting system.

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

Statement of Trustees' Responsibilities

The Trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources for the charity for that year. In preparing these financial statements, the Trustees are required to:

- Select suitable accounting policies and apply them consistently;
- Observe the methods and principles in the Church Accounting Regulations 2006, the current Statement of Recommended Practice for Accounting and Reporting (FRS 102) and the Charities Act 2011;
- Make judgements and estimates that are reasonable and prudent;
- State whether (or not) applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping efficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the various accounting regulations as set out above. They are also responsible for the safeguarding of the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Board of Trustees and signed on its behalf by:



.....
Chairperson of the Parochial Church Council

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

Financial Review

The Church had a full year of activity post the Covid19 pandemic, which resulted in a reduced level of operating deficit £(10,149) compared to 2021 £(24,491).

A significant contribution to the reduction in deficit was from a full year of availability for hiring the Old Church Schools Complex (OCS) premises which generated a surplus of £18,623, an increase of £13.6k compared to 2021. OCS financial activities are detailed in Note 11.

Despite the contribution from the OCS, a transfer of £13.25k from legacy funds was required to meet the PCC funding policy of six months expenditure.

Income:

Income from donors reduced significantly, with planned giving £44,433 (£55,660) and with collections and sundry income in line with prior year £8,998 (£9,090). Fee income £4,976 (£4,978) at the same level as 2021, but with Wedding celebrations contributing. The OCS Income in 2022 £45,330 (£30,202) with increased activity with full year availability.

Sundry income included one-off energy support grant £1,854 from the Diocese.

Expenditure:

Expenditure from Ordinary activities was broadly in-line with 2021 (including OCS activities), with an Offer Payment to the Diocese £64,300 lower than in 2021 (£67,500), but higher costs due to energy rate increase for gas supplies. The energy rates have been hedged for the next two fiscal years. Administration and other running costs at similar levels to 2021.

Outlook:

The outlook for 2023 remains challenging with expected higher deficit due to continuation of reduced level of Income.

Planned Giving, the main source of income, is expected to continue to be lower, with sadness, in part due to the loss of some of our Church community members and the period of high inflation resulting in an unfavorable economic environment for all.

Expenditure is expected to be similar to 2022 and therefore an ongoing need to be a supplement of funding from Designated funds once again to meet the reserve funding policy.

Reserves:

The value of Unrestricted reserves at the end of the year £373,423 (General and Designated) provides cover for the level of deficit anticipated in 2023. The OCS complex designated reserve was utilised for windows replacement in the year and there was only minor repair drawn Quinquennial funds from to bench cover, with a donation towards the cost. Full details of reserves in Notes 9(b) and 9 (c).

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

Independent Examiner's Report to the Hayes (Kent) Parochial Church Council

This report on the accounts of the PCC for the year ended 31st December 2022, which are set out in the previous pages, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 (the "Regulations") and s.145 of the Charities Act 2011 (the "Act").

Respective responsibilities of trustees and examiner

As the members of the PCC you are responsible for the preparation of the accounts; you consider that the audit requirements of the Regulations and section 144(2) of the Act do not apply. It is my responsibility to issue this report on the accounts in accordance with the terms of the Regulations.

Basis of this report

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 145(5)(b) of the Act and to be found in the Church guidance, 2006 edition, issued by the Finance Division of the Archbishops' Council. The examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In connection with my examination no material matters have come to my attention which gives me cause to believe that in any material respect:

- accounting records were not kept in accordance with section 130 of the Act; or
- the accounts do not accord with those records; or
- the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Act or the Regulations other than any requirement that the accounts give a "true and fair" view which is not a matter considered as part of an independent examination.

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

Signed by:

Ray Sargeant -

Ray Sargeant

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

**STATEMENT OF FINANCIAL ACTIVITIES
for the year ended 31st December 2022**

All figures in £'s

	Note	<u>Unrestricted Funds</u>		<u>Restricted</u>	<u>Total</u>	<u>Total</u>
		<u>General</u>	<u>Designated</u>	<u>Funds</u>	<u>2022</u>	<u>2021</u>
INCOMING RESOURCES						
<i>Incoming resources from donors</i>	2(a)	53,181	250	0	53,431	64,750
<i>Other voluntary income</i>	2(b)	0	600	11,921	12,521	13,804
<i>Income from events & activities</i>	2(c)	6,489	160	7,666	14,315	10,714
<i>Other ordinary income</i>	2(d)	55,774	0	995	56,769	37,388
<i>Income from investments</i>	2(e)	3,642	129	0	3,772	592
TOTAL INCOMING RESOURCES		<u>119,086</u>	<u>1,139</u>	<u>20,582</u>	<u>140,808</u>	<u>127,248</u>
RESOURCES USED						
<i>Missionary and charity giving</i>	3(a)	1,159	0	4,557	5,715	5,383
<i>Activities directly relating to the work of the church</i>	3(b)	126,530	7,986	11,674	146,191	160,492
<i>Fund-raising and publicity</i>	3(c)	0	0	0	0	0
<i>Church management and administration</i>	3(d)	1,546	0	0	1,546	1,473
TOTAL RESOURCES USED		<u>129,235</u>	<u>7,986</u>	<u>16,231</u>	<u>153,453</u>	<u>167,348</u>
NET INCOMING/(OUTGOING) RESOURCES		(10,149)	(6,847)	4,351	(12,645)	(40,101)
NET MOVEMENT IN FIXED ASSETS		-	-	-	0	-
GAINS AND LOSSES ON INVESTMENTS						
- realised		-	-	-	0	0
- unrealised		-	-	(138)	(138)	0
TRANSFERS BETWEEN FUNDS		10,250	(10,250)	-	0	147
NET MOVEMENT IN FUNDS		<u>101</u>	<u>(17,097)</u>	<u>4,213</u>	<u>(12,782)</u>	<u>(39,954)</u>
BALANCES BROUGHT FORWARD		50,089	340,330	31,521	421,940	461,894
BALANCES CARRIED FORWARD		<u>50,190</u>	<u>323,233</u>	<u>35,734</u>	<u>409,157</u>	<u>421,940</u>

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

STATEMENT OF FINANCIAL ACTIVITIES for the year ended 31st December 2021

All figures in £'s

	Note	<u>Unrestricted Funds</u>		<u>Restricted Funds</u>	<u>Total 2021</u>	<u>Total 2020</u>
		<u>General</u>	<u>Designated</u>			
INCOMING RESOURCES						
Incoming resources from donors	2(a)	60,220	0	4,530	64,750	60,280
Other voluntary income	2(b)	0	580	13,224	13,804	14,147
Income from events & activities	2(c)	5,789	0	4,925	10,714	7,290
Other ordinary income	2(d)	37,388	0	0	37,388	13,329
Income from investments	2(e)	537	55	0	592	1,825
TOTAL INCOMING RESOURCES		<u>103,934</u>	<u>635</u>	<u>22,678</u>	<u>127,248</u>	<u>96,871</u>
RESOURCES USED						
Missionary and charity giving	3(a)	2,071	0	3,312	5,383	4,926
Activities directly relating to the work of the church	3(b)	124,880	16,860	18,752	160,492	127,782
Fund-raising and publicity	3(c)	0	0	0	0	0
Church management and administration	3(d)	1,473	-	-	1,473	1,572
TOTAL RESOURCES USED		<u>128,424</u>	<u>16,860</u>	<u>22,064</u>	<u>167,348</u>	<u>134,279</u>
NET INCOMING/(OUTGOING) RESOURCES		(24,491)	(16,224)	615	(40,100)	(37,408)
NET MOVEMENT IN FIXED ASSETS		-	-	-	0	0
CLOSING GRANT FROM OCS TRUST		-	-	-	0	88,740
GAINS AND LOSSES ON INVESTMENTS						
- realised		-	-	-	0	0
- unrealised		-	-	147	147	66
TRANSFERS BETWEEN FUNDS		2,070	(2,250)	180	0	0
NET MOVEMENT IN FUNDS		<u>(22,421)</u>	<u>(18,474)</u>	<u>941</u>	<u>(39,954)</u>	<u>51,398</u>
BALANCES BROUGHT FORWARD		72,509	358,805	30,580	461,894	410,496
BALANCES CARRIED FORWARD		<u>50,089</u>	<u>340,330</u>	<u>31,521</u>	<u>421,940</u>	<u>461,894</u>

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

BALANCE SHEET AS AT 31ST DECEMBER 2022

All figures in £'s

	Note	<u>2022</u>	<u>2021</u>
FIXED ASSETS			
Tangible fixed assets	5(a)	0	0
Investment assets	5(b)	<u>1,033</u>	<u>1,171</u>
		<u>1,033</u>	<u>1,171</u>
CURRENT ASSETS			
Debtors	7	9,853	11,402
Prepayments and Accrued Income		3,025	651
Short term deposits:			
Diocese of Rochester		192,829	189,211
CCLA deposit fund		196,919	214,284
Cash at bank and in hand		<u>11,687</u>	<u>10,480</u>
		414,312	426,028
LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR			
	8	(6,188)	(5,259)
NET CURRENT ASSETS		<u>408,124</u>	<u>420,769</u>
NET ASSETS		<u>409,157</u>	<u>421,940</u>
FUNDS			
Unrestricted - General	9(a)	50,190	50,089
Unrestricted - Designated	9(b)	<u>323,233</u>	<u>340,330</u>
Total unrestricted funds		373,423	390,419
Restricted	9(c)	35,734	31,521
TOTAL FUNDS		<u>409,157</u>	<u>421,940</u>

Approved by the Parochial Church Council on 7th March 2023 and signed on its behalf by:

The Reverend Amanda Spence (Chairperson)



Edward Roberts (Honorary Treasurer)



The notes numbered one to eleven on the following pages form part of these accounts.

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS for the year ended 31st December 2022

CHARITY REGISTRATION

In accordance with the requirements of the Charities Act the PCC was registered as a separate charity with effect from 28th January 2010 (registration number: 1133878). The charity name is "The Parochial Church Council of the Ecclesiastical Parish of St Mary's, Hayes, Kent": however the working name remains "Hayes (Kent) Parochial Church Council." The trustees are both the ex-officio and the elected members of the PCC.

1. ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006, the current Statement of Recommended Practice for Accounting and Reporting (FRS102 - applied from 1st January 2016) and the Charities Act 2011. The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value.

The accounts include all transactions, assets and liabilities for which the trustees are responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of Church members.

Funds

The *General Reserve* represents the funds of the PCC that are not subject to any restrictions regarding their use and are available for the general purposes of the PCC. The current policy of the PCC is for the General Reserve to be at a minimum level of £50,000, which is approximately six months' ordinary expenditure. On this basis the trustees continue to adopt the going concern basis in preparing these financial statements.

Designated Funds and Reserves represent monies that have been set aside by the PCC for specific needs or projects, but which remain under the control of the PCC. As such they may be subject in the future to either re-designation or transfer back to the General Reserve.

Restricted Funds and Reserves represent monies that have been either donated or received in connection with a specific use, need or project and thus they may only be used in this connection. As such they are not normally available for the general use of the PCC.

Incoming Resources

Planning giving, collections and similar donations are recognised when received. Tax refunds (usually through Gift Aid) are accrued for in the same accounting period as the incoming resource to which they relate is received. Grants and legacies are accounted for as soon as the PCC is notified of legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain. Dividends are accounted for when payable, interest as and when accrued by the payer. All incoming resources are accounted for on a gross basis.

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (continued) for the year ended 31st December 2022

1. ACCOUNTING POLICIES (continued)

Resources Used

Grants and donations are accounted for when paid over, or when awarded if that award creates a binding obligation on the PCC. The diocesan "offer payment" is accounted for when payable, with any amount unpaid at 31st December provided for in the accounts as an operational (though not a legal) liability and thus shown as a creditor in the Balance Sheet.

All other expenditure is generally recognised when it is occurred and is accounted for gross. In addition accruals are raised at the end of each accounting period for expenditure which has been incurred in that period, but which has not been paid out by the period end.

Fixed Assets

Consecrated property and movable church furnishings

Consecrated and beneficed property is excluded from the accounts in accordance with the Charities Act 2011. Movable church furnishings held by the Rector and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. All expenditure incurred during the year on consecrated or benefice buildings and movable church furnishings, whether maintenance or improvement, is separately disclosed and usually written-off as expenditure in the accounts.

Other fixtures, fittings and office equipment

Equipment used within the church premises is usually written-off when the asset is acquired. Any exceptions to this policy are fully disclosed, together with a note regarding depreciation policy.

Gains and losses on investments

Realised gains or losses are recognised when investments are sold. Unrealised gains or losses are accounted for on the revaluation of investments at 31st December.

Current Assets

Debtors

Amounts owing to the PCC at 31st December in respect of fees, rents or other income are shown as debtors less any provision for amounts that may prove uncollectable.

Short-term deposits

Short-term deposits include cash held on deposit with either Barclays Bank, the Diocese of Rochester or in the CBF Church of England Deposit Fund.

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (continued) for the year ended 31st December 2022

All figures in £'s

2. INCOMING RESOURCES - 2022

	Unrestricted Funds		Restricted	Total	Total
	General	Designated	Funds	2022	2021
2(a) <i>Incoming resources from donors</i>					
Planned Giving:					
Covenants/Gift Aid	35,300	-	-	35,300	44,938
Income tax recoverable	9,133	-	-	9,133	10,722
Collections and boxes	4,863	-	-	4,863	2,700
Sundry donations	3,886	250	-	4,136	6,390
	<u>53,181</u>	<u>250</u>	<u>0</u>	<u>53,431</u>	<u>64,750</u>
2(b) <i>Other voluntary income</i>					
Churchyard donations	-	-	11,471	11,471	12,789
Youth and families' worker	-	600	450	1,050	1,015
Memorials and legacies	-	-	-	0	0
	<u>0</u>	<u>600</u>	<u>11,921</u>	<u>12,521</u>	<u>13,804</u>
2(c) <i>Income from events & activities</i>					
Fees	4,976	-	2,964	7,940	6,531
Magazine and bookstall	1,513	-	-	1,513	811
Fabric and bells fund	-	-	-	0	0
Organ fund	-	-	-	0	0
Flower fund	-	-	145	145	60
Parents and toddler group	-	-	-	0	0
Ringers' Guild	-	160	-	160	0
Fund-raising activities	-	-	4,557	4,557	3,312
	<u>6,489</u>	<u>160</u>	<u>7,666</u>	<u>14,315</u>	<u>10,714</u>
2(d) <i>Other ordinary income</i>					
Churchyard Income	-	-	-	0	0
Income from OCS flat	6,390	-	-	6,390	6,120
Income from OCS activities	45,330	-	-	45,330	30,202
Grant from OCS Trust	0	-	-	0	0
Net movement in wedding deposits	-	-	-	0	0
Sundry Income	4,054	-	995	5,049	1,066
	<u>55,774</u>	<u>0</u>	<u>995</u>	<u>56,769</u>	<u>37,388</u>
2(e) <i>Income from investments</i>					
Dividends and interest	3,642	129	-	3,772	592
	<u>3,642</u>	<u>129</u>	<u>0</u>	<u>3,772</u>	<u>592</u>
TOTAL INCOMING RESOURCES	<u>119,086</u>	<u>1,139</u>	<u>20,582</u>	<u>140,808</u>	<u>127,248</u>

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (continued)
for the year ended 31st December 2021

All figures in £'s

2. INCOMING RESOURCES - 2021

	<u>Unrestricted Funds</u>		<u>Restricted</u>	<u>Total</u>	<u>Total</u>
	<u>General</u>	<u>Designated</u>	<u>Funds</u>	<u>2021</u>	<u>2020</u>
2(a) <i>Incoming resources from donors</i>					
<i>Planned Giving:</i>					
<i>Covenants/Gift Aid</i>	44,938	-	-	44,938	43,762
<i>Income tax recoverable</i>	10,722	-	-	10,722	9,802
<i>Collections and boxes</i>	2,700	-	-	2,700	3,192
<i>Sundry donations</i>	1,860	-	4,530	6,390	3,524
	<u>60,220</u>	<u>0</u>	<u>4,530</u>	<u>64,750</u>	<u>60,280</u>
2(b) <i>Other voluntary income</i>					
<i>Churchyard donations</i>	-	-	12,789	12,789	11,624
<i>Youth and families' worker</i>	-	580	435	1,015	660
<i>Memorials and legacies</i>	-	-	-	0	1,863
	<u>0</u>	<u>580</u>	<u>13,224</u>	<u>13,804</u>	<u>14,147</u>
2(c) <i>Income from events & activities</i>					
<i>Fees</i>	4,978	-	1,553	6,531	3,448
<i>Magazine and bookstall</i>	811	-	-	811	1,236
<i>Fabric and bells fund</i>	-	-	-	0	30
<i>Organ fund</i>	-	0	-	0	100
<i>Flower fund</i>	-	-	60	60	61
<i>Parents and toddler group</i>	-	-	-	0	0
<i>Ringers' Guild</i>	-	0	-	0	0
<i>Fund-raising activities</i>	-	-	3,312	3,312	2,415
	<u>5,789</u>	<u>0</u>	<u>4,925</u>	<u>10,714</u>	<u>7,290</u>
2(d) <i>Other ordinary income</i>					
<i>Churchyard Income</i>	-	-	-	0	0
<i>Income from OCS flat</i>	6,120	-	-	6,120	6,080
<i>Income from OCS activities</i>	30,202	-	-	30,202	0
<i>Grant from OCS Trust</i>	0	-	-	0	6,300
<i>Net movement in wedding deposits</i>	-	-	-	0	0
<i>Sundry Income</i>	1,066	-	-	1,066	949
	<u>37,388</u>	<u>0</u>	<u>0</u>	<u>37,388</u>	<u>13,329</u>
2(e) <i>Income from investments</i>					
<i>Dividends and interest</i>	537	55	-	592	1,825
	<u>537</u>	<u>55</u>	<u>0</u>	<u>592</u>	<u>1,825</u>
TOTAL INCOMING RESOURCES	<u>103,934</u>	<u>635</u>	<u>22,678</u>	<u>127,248</u>	<u>96,871</u>

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (continued)
for the year ended 31st December 2022

All figures in £'s

3. RESOURCES USED - 2022

	Unrestricted Funds		Restricted Funds	Total 2022	Total 2021
	General	Designated			
3(a) <i>Missionary and charity giving</i>					
Local Charities	539	-	1,789	2,327	2,264
National Charities	60	-	978	1,038	681
Overseas Charities	560	-	1,790	2,350	2,438
	<u>1,159</u>	<u>0</u>	<u>4,557</u>	<u>5,715</u>	<u>5,383</u>
3(b) <i>Activities directly relating to the work of the church</i>					
Ministry:					
"Offer" payment to Diocese	64,300	-	-	64,300	67,500
Administration costs	9,207	-	-	9,207	9,480
Rectory upkeep costs	644	-	715	1,359	3,347
Church service expenses	430	-	-	430	372
Youth and families' worker	-	-	-	0	0
General running expenses	2,284	-	-	2,284	2,693
General repairs	1,781	738	-	2,519	13,065
Insurance costs	3,320	-	-	3,320	3,192
Light, heat and water	8,860	-	-	8,860	4,192
Expenditure on magazine	1,776	-	-	1,776	1,332
Organist, choir and music	4,424	160	-	4,584	4,141
Churchyard expenditure	-	-	9,782	9,782	12,148
Flower fund	-	-	182	182	227
Parents and Toddler Group	-	-	-	0	0
OCS Flat Costs	0	-	-	0	0
OCS Activities expenditure	26,707	7,088	-	33,795	25,223
Use of legacies	-	-	-	0	5,950
Sundry expenses	2,798	-	995	3,793	7,631
	<u>126,530</u>	<u>7,986</u>	<u>11,674</u>	<u>146,191</u>	<u>160,492</u>
3(c) <i>Fund-raising and publicity</i>					
Appeal expenses	-	-	-	0	0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
3(d) <i>Church management and administration</i>					
Accountancy and bank charges	1,546	-	-	1,546	1,473
	<u>1,546</u>	<u>0</u>	<u>0</u>	<u>1,546</u>	<u>1,473</u>
TOTAL RESOURCES USED	<u>129,235</u>	<u>7,986</u>	<u>16,231</u>	<u>153,453</u>	<u>167,348</u>

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (continued) for the year ended 31st December 2021

All figures in £'s

3. RESOURCES USED - 2021

	<u>Unrestricted Funds</u>		<u>Restricted</u>	<u>Total</u>	<u>Total</u>
	<u>General</u>	<u>Designated</u>	<u>Funds</u>	<u>2021</u>	<u>2020</u>
3(a) <i>Missionary and charity giving</i>					
<i>Local Charities</i>	631	-	1,633	2,264	2,690
<i>National Charities</i>	-	-	681	681	113
<i>Overseas Charities</i>	1,440	-	998	2,438	2,122
	<u>2,071</u>	<u>0</u>	<u>3,312</u>	<u>5,383</u>	<u>4,926</u>
3(b) <i>Activities directly relating to the work of the church</i>					
<i>Ministry:</i>					
<i>"Offer" payment to Diocese</i>	67,500	-	-	67,500	67,800
<i>Administration costs</i>	9,480	-	-	9,480	8,440
<i>Rectory upkeep costs</i>	1,679	-	1,667	3,347	3,083
<i>Church service expenses</i>	372	-	-	372	721
<i>Youth and families' worker</i>	-	-	-	0	0
<i>General running expenses</i>	2,693	-	-	2,693	4,068
<i>General repairs</i>	2,155	10,910	-	13,065	1,683
<i>Insurance costs</i>	3,192	-	-	3,192	3,314
<i>Light, heat and water</i>	4,192	-	-	4,192	4,749
<i>Expenditure on magazine</i>	1,332	-	-	1,332	1,295
<i>Organist, choir and music</i>	4,141	-	-	4,141	3,869
<i>Churchyard expenditure</i>	-	-	12,148	12,148	12,942
<i>Flower fund</i>	-	-	227	227	100
<i>Parents and Toddler Group</i>	-	-	-	0	0
<i>Refurbishments - OCS Flat</i>	0	-	-	0	114
	25,223	-	-	25,223	0
<i>Use of legacies</i>	-	5,950	-	5,950	14,831
<i>Sundry expenses</i>	2,921	-	4,710	7,631	772
	<u>124,880</u>	<u>16,860</u>	<u>18,752</u>	<u>160,492</u>	<u>127,782</u>
3(c) <i>Fund-raising and publicity</i>					
<i>Appeal expenses</i>	-	-	-	0	0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
3(d) <i>Church management and administration</i>					
<i>Accountancy and bank charges</i>	1,473	-	-	1,473	1,572
	<u>1,473</u>	<u>0</u>	<u>0</u>	<u>1,473</u>	<u>1,572</u>
TOTAL RESOURCES USED	<u>128,424</u>	<u>16,860</u>	<u>22,064</u>	<u>167,348</u>	<u>134,279</u>

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (continued) for the year ended 31st December 2022

All figures in £'s

4. STAFF COSTS	<u>2022</u>	<u>2021</u>
Wages and salaries	8,018	7,644
Pension costs	241	229
Social security costs	-	-
	<u>8,259</u>	<u>7,873</u>

The PCC employed Brenda Harper as the Church Administrator throughout both years.

5. FIXED ASSETS FOR USE BY THE PCC

5(a) <i>Tangible fixed assets</i>	<u>2022</u>	<u>2021</u>
Gross and Net Book Value		
At 1st January	-	-
Additions	-	-
Depreciation	-	-
Disposals	-	-
At 31st December	<u>0</u>	<u>0</u>

The Trustees have taken a fresh view of the OCS land and buildings and decided not to ascribe a value from hereon (and restate the previous year) due to the historic nature of the building, its inalienable nature and the lack of any supportable evidence for a valuation. By way of information the building ceased to be a school with ownership "transferring" to the Church in 1938: however no note of any consideration is available. The current insured value of the buildings is c£2.7m.

5(b) <i>Investments</i>	<u>2022</u>	<u>2021</u>
Income Shares		
At 1st January	1,171	1,024
Additions	-	-
Disposals	-	-
Revaluation Gain/(Loss)	<u>(138)</u>	<u>147</u>
At 31st December	<u>1,033</u>	<u>1,171</u>

The investment represents bequeathed shares held by the Diocesan Board of Finance, the income of which is paid to the PCC. The current value is as notified by the Diocese.

6. RELATED PARTY TRANSACTIONS

The total amount received (excluding any associated Gift Aid) during the year, either by way of Planned Giving or donations, from any person (or their spouse/partner) who was a Trustee at any point in 2022 amounted to £5,785 (£6,342) in respect of Unrestricted Funds and nil (nil) in respect of Restricted Funds.

The total amount paid by way of expenses, as opposed to reimbursement in the normal course for materials and/or services purchased on behalf of the PCC, to Trustees during the year amounted to £750 (£1,000).

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (continued) for the year ended 31st December 2022

All figures in £'s

	<u>2022</u>	<u>2021</u>
7. DEBTORS		
Gift aid recoverable	9,853	11,402
Other debtors	<u>0</u>	<u>0</u>
	<u>9,853</u>	<u>11,402</u>
8. LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR		
OCS receipts subject to refund	100	260
Hayes Herald advance income	-	-
Year-end accruals	5,664	4,617
Sundry other creditors	<u>424</u>	<u>383</u>
	<u>6,188</u>	<u>5,259</u>
9. ANALYSIS OF DESIGNATED AND RESTRICTED FUNDS		
9(a) <i>General Funds</i>	<u>2022</u>	<u>2021</u>
The movements on the Unrestricted General Fund are summarised in the Statement of Financial Activities, with detail contained in Notes 2 and 3.		
Income during the year	119,086	103,934
Outgoings during the year	(129,235)	(128,424)
Fund Transfers (net)	<u>10,250</u>	<u>2,070</u>
Net Movement	101	(22,421)
At 1st January	<u>50,089</u>	<u>72,509</u>
At 31st December	<u>50,190</u>	<u>50,089</u>
Represented by:-		
Fixed Assets	-	-
Current Assets	56,378	55,348
Current Liabilities	<u>(6,188)</u>	<u>(5,259)</u>
	<u>50,190</u>	<u>50,089</u>

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (continued) All figures in £'s for the year ended 31st December 2022

9. ANALYSIS OF DESIGNATED AND RESTRICTED FUNDS (continued)

9(b) Designated Funds

	<u>Sundry Memorials Legacies</u>	<u>Wedding Deposit Fund</u>	<u>Youth and Families' Worker</u>	<u>OCS Complex</u>	<u>Fabric Reserve</u>
Income in 2022	-	100	600	-	3,379
Outgoings in 2022	-	(100)	-	(7,088)	(738)
Transfers/Depreciation	(13,250)	-	-	-	-
Net Movement	(13,250)	0	600	(7,088)	2,641
At 1st January	188,221	0	33,488	94,537	24,084
At 31st December	174,971	0	34,088	87,449	26,725
Represented by:-					
Fixed Assets	-	-	-	-	-
Current Assets	174,971	0	34,088	87,449	26,725
Current Liabilities	-	-	-	-	-
	174,971	0	34,088	87,449	26,725
<i>Income in 2021</i>	-	-	580	-	3,055
<i>Outgoings in 2021</i>	(5,950)	-	-	-	(10,910)
<i>Transfers/Depreciation</i>	(5,250)	-	-	-	-
<i>Net Movement</i>	(11,200)	0	580	0	(7,854)
<i>At 1st January</i>	199,421	0	32,908	94,537	31,938
<i>At 31st December</i>	188,221	0	33,488	94,537	24,084

9(c) Restricted Funds

	<u>Churchyard Fund</u>	<u>Flower Fund</u>	<u>Youth and Families' Worker</u>	<u>Ringers' Guild Fund</u>	<u>OCS Flat Deposit Fund</u>	<u>Investment Fund</u>	<u>Sequestration Fund</u>
Income in 2022	11,471	145	450	160	-	-	2,964
Outgoings in 2022	(9,782)	(182)	-	(160)	-	-	(715)
Transfers/Revaluations	-	-	-	-	-	(138)	-
Net Movement	1,689	(37)	450	0	0	(138)	2,249
At 1st January	25,906	1,663	735	1,861	300	1,171	(114)
At 31st December	27,595	1,626	1,185	1,861	300	1,033	2,134
Represented by:-							
Fixed Assets	-	-	-	-	-	1,033	-
Current Assets	27,595	1,626	1,185	1,861	300	-	2,134
Current Liabilities	-	-	-	-	-	-	-
	27,595	1,626	1,185	1,861	300	1,033	2,134
<i>Income in 2021</i>	12,789	60	435	-	-	-	1,553
<i>Outgoings in 2021</i>	(12,227)	(148)	-	-	-	-	(1,667)
<i>Transfers/Revaluations</i>	79	(79)	-	-	-	147	-
<i>Net Movement</i>	641	(167)	435	0	0	147	(114)
<i>At 1st January</i>	25,265	1,830	300	1,861	300	1,024	0
<i>At 31st December</i>	25,906	1,663	735	1,861	300	1,171	(114)

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

10. LONG SERVING TRUSTEES

Charity Governance Code (the "Code") recommends that trustees are appointed for an agreed length of time and the current policy of Hayes (Kent) PCC is that trustees who are not ex-officio are required to "step down" for at least one year at the end of their usual three-year appointment. The code also stipulates that if a trustee has served for more than nine years, then their reappointment should be subject to both a specific review and explained in the annual report.

Mary Whytock has served in her role as Honorary Secretary since 2008.

It is the intention that Mary Whytock continues in her role for another year, and this was discussed and passed as a motion at a meeting of the PCC on 7th March 2022. The rationale for this is her specific expertise and the lack of any alternative nominations.

11. OCS STATEMENT OF FINANCIAL ACTIVITIES

	All figures in £'s
Income	45,330
Expenditure	
Alarm Maintenance	(78)
Caretaker Costs	(3,044)
Business Rates	(197)
Cleaning	(9,977)
Insurance	(2,623)
Repair and maintenance	(2,911)
Sundry Expenses	(1,382)
Telephony	(483)
Utilities	(4,572)
Waste Management	(1,441)
Total Expenditure	<u>(26,707)</u>
Net Income/(Outgoings)	<u>18,623</u>

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

Additional Information Sheet (1) not forming part of the formal Financial Statements

SUMMARY OF CHARITY GIVING 31 DECEMBER 2022

All figures in £'s

	<u>General</u> <u>Funds</u>	<u>Restricted</u> <u>Funds</u>	<u>Total</u> <u>2022</u>	<u>Total</u> <u>2021</u>
<i>Local Charities:</i>				
Bromley Food Bank		0	0	166
CASPA		524	524	620
Demelza House		237	237	58
Hayes Food Bank		146	146	0
St Christopher's		152	152	0
Friends of Rochester Cathedral	20		20	20
Welcare	519	881	1,400	1,400
	<u>539</u>	<u>1,941</u>	<u>2,479</u>	<u>2,264</u>
<i>National Charities:</i>				
Children's Society		202	202	50
Mission to Seafarers		95	95	167
Royal British Legion		443	443	406
Save The Children Fund		85	85	58
RNLI	60	0	60	0
	<u>60</u>	<u>826</u>	<u>886</u>	<u>681</u>
<i>Overseas Charities:</i>				
Christian Aid - General		320	320	573
Christian Aid DEC Appeals		664	664	151
Church Missionary Society		152	152	25
Mpwapwa Appeal		263	263	0
CMS re Specific Missionary Partners	560		560	1,440
Poverty and Hope Appeal		391	391	249
	<u>560</u>	<u>1,790</u>	<u>2,350</u>	<u>2,438</u>
Total Charity Giving	<u>1,159</u>	<u>4,557</u>	<u>5,715</u>	<u>5,383</u>
2021 Total	2,071	3,312	5,383	

Accounts

THE PARISH CHURCH OF ST MARY THE VIRGIN

HAYES, KENT

ANNUAL REPORT

and

FINANCIAL STATEMENTS

of the

PARISH CHURCH COUNCIL

for the year ended 31st December 2021

Chairman: Mr David James

Churchwarden: Mrs Yvonne Pickford

Secretary: Mrs Mary Whytock

Treasurer: Mr Edward Roberts

Independent Examiner: Ray Sargeant, Sargeant & Co

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

St Mary's Parochial Church Council has the responsibility of co-operating with the Rector in promoting within the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the ancient church building and the Old Church Schools (OCS), used as the Church Hall, both of which are located in Hayes Street, Hayes.

Members of the PCC are either ex-officio or elected by the annual Parochial Church Meeting in accordance with the Church Representation Rules. PCC Members who have served from 1st January 2021 until this report was approved are:

EX OFFICIO:-

Rector	The Revd Napoleon John	(Resigned July 2021)
Licensed Lay Minister:	Mrs Becky Willoughby	
Churchwardens:	Mrs Yvonne Pickford Mr David James	Appointed October 2020 Chairman
Representatives on the Deanery Synod:	Mrs Mary Whytock Mrs Yvonne Pickford Mr Mark Willoughby	(to April 2023) (PCC Secretary) (to April 2020)
CO-OPTED:	Mr Richard Truelove Mr Edward Roberts	(Resigned April 2021) Honorary Treasurer
ELECTED:	Mrs Shirley Neal Mrs Carol Crouch Mr Tudor Griffiths Ms Francesca Lauri Mrs Barbara Marsden Mrs Clare Scriven Mrs Carolyn Tooley Mr Peter Wickert Mrs Sarah Willis Mr Roger Rowe Mrs Rosemary Smith Mrs Mary Stannard	(Resigned February 2021) (to April 2022)
Church Administrator:	Mrs Brenda Harper	Appointed October 2015

Committees

The PCC operates through a number of committees, which meet between the full meetings of the PCC. A Standing committee exists that is required by law to transact business when necessary between PCC meetings, subject to any directions given by the PCC. The OCS Trust has ceased to exist and the PCC have appointed a management group to oversee the day-to-day management issues of the OCS Complex, whose accounting detail will be within the Church's accounting system.

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

Statement of Trustees' Responsibilities

The Trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources for the charity for that year. In preparing these financial statements, the Trustees are required to:

- Select suitable accounting policies and apply them consistently;
- Observe the methods and principles in the Church Accounting Regulations 2006, the current Statement of Recommended Practice for Accounting and Reporting (FRS 102) and the Charities Act 2011;
- Make judgements and estimates that are reasonable and prudent;
- State whether (or not) applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping efficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the various accounting regulations as set out above. They are also responsible for the safeguarding of the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Board of Trustees and signed on its behalf by:



.....
Chairman of the Parochial Church Council

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

Financial Review

It was another financially challenging year in 2021, with the pandemic impacting Church opening in the early part of the year and ongoing impact throughout, reflected in the operating deficit £(24,491), a slight increase compared to 2020 £(23,964).

The general fund decreased by £22k in the year, after support by a transfer of £5.3k from legacy funds to meet the PCC funding policy of six months expenditure.

The Old Church Schools Complex (OCS) is reported within the operating activities, within the direct management of the Parochial Church Council, previously via a grant from the OCS Trust. Despite reduced opening in the early part of the year, and with higher cleaning costs for operations, the OCS generated a surplus £4,979 compared with a grant from the OCS Trust in 2020 of £6,300. OCS financial activities are detailed Note 11.

Income:

Income from donors was largely similar to 2020, with planned giving £55,660 (£53,564) offset by lower collections and sundry income. Fee income £4,978 (£3,448) increased sadly due to a higher number of funerals. The OCS Income in 2021 £30,202 an increase in activity with re-opening in the spring, compared to 2020 recorded in the OCT Trust accounts.

Expenditure:

Expenditure from Ordinary activities was broadly in-line with 2020 (Excluding OCS activities), with an Offer Payment to the Diocese broadly flat £67,500, Administration and other running costs at similar levels to 2020.

Outlook:

The outlook for 2022 remains equally challenging compared to 2021. The level of deficit in-year is anticipated to be similar, with income levels and expenditure both largely similar and therefore likely need to be a supplement of funding from Designated funds once again to meet the reserve funding policy.

Reserves:

The value of Unrestricted reserves at the end of the year £390,419 (General and Designated) remains a strong position for the short term. There were a number of Church building repairs carried out in the year with expenditure £10,910 drawn from designated Quinquennial funds. The OCS complex designated reserve transferred last year has not been utilised in 2021. Full details of reserves in Notes 9(b) and 9 (c).

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

Independent Examiner's Report to the Hayes (Kent) Parochial Church Council

This report on the accounts of the PCC for the year ended 31st December 2021, which are set out in the previous pages, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 (the "Regulations") and s.145 of the Charities Act 2011 (the "Act").

Respective responsibilities of trustees and examiner

As the members of the PCC you are responsible for the preparation of the accounts; you consider that the audit requirements of the Regulations and section 144(2) of the Act do not apply. It is my responsibility to issue this report on the accounts in accordance with the terms of the Regulations.

Basis of this report

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 145(5)(b) of the Act and to be found in the Church guidance, 2006 edition, issued by the Finance Division of the Archbishops' Council. The examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.


Independent examiner's statement

In connection with my examination no material matters have come to my attention which gives me cause to believe that in any material respect:

- accounting records were not kept in accordance with section 130 of the Act; or
- the accounts do not accord with those records; or
- the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Act or the Regulations other than any requirement that the accounts give a "true and fair" view which is not a matter considered as part of an independent examination.

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

Signed by:


Ray Sargeant

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

STATEMENT OF FINANCIAL ACTIVITIES for the year ended 31st December 2021

All figures in £'s

	Note	Unrestricted Funds		Restricted Funds	Total 2021	Total 2020
		General	Designated			
INCOMING RESOURCES						
<i>Incoming resources from donors</i>	2(a)	60,220	0	4,530	64,750	60,280
<i>Other voluntary income</i>	2(b)	0	580	13,224	13,804	14,147
<i>Income from events & activities</i>	2(c)	5,789	0	4,925	10,714	7,290
<i>Other ordinary income</i>	2(d)	37,388	0	0	37,388	13,329
<i>Income from investments</i>	2(e)	537	55	0	592	1,825
TOTAL INCOMING RESOURCES		<u>103,934</u>	<u>635</u>	<u>22,678</u>	<u>127,248</u>	<u>96,871</u>
RESOURCES USED						
<i>Missionary and charity giving</i>	3(a)	2,071	0	3,312	5,383	4,926
<i>Activities directly relating to the work of the church</i>	3(b)	124,880	16,860	18,752	160,492	127,782
<i>Fund-raising and publicity</i>	3(c)	0	0	0	0	0
<i>Church management and administration</i>	3(d)	1,473	0	0	1,473	1,572
TOTAL RESOURCES USED		<u>128,424</u>	<u>16,860</u>	<u>22,064</u>	<u>167,348</u>	<u>134,279</u>
NET INCOMING/(OUTGOING) RESOURCES		(24,491)	(16,224)	615	(40,100)	(37,408)
NET MOVEMENT IN FIXED ASSETS		-	-	-	0	-
CLOSING GRANT FROM OCS TRUST		-	-	-	0	88,740
GAINS AND LOSSES ON INVESTMENTS						
- realised		-	-	-	0	0
- unrealised		-	-	147	147	66
TRANSFERS BETWEEN FUNDS		2,070	(2,250)	180	0	0
NET MOVEMENT IN FUNDS		<u>(22,421)</u>	<u>(18,474)</u>	<u>941</u>	<u>(39,954)</u>	<u>51,397</u>
BALANCES BROUGHT FORWARD		72,509	358,805	30,580	461,894	410,496
BALANCES CARRIED FORWARD		<u>50,089</u>	<u>340,330</u>	<u>31,521</u>	<u>421,940</u>	<u>461,894</u>

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

STATEMENT OF FINANCIAL ACTIVITIES for the year ended 31st December 2020

All figures in £'s

	Note	<u>Unrestricted Funds</u>		<u>Restricted Funds</u>	<u>Total</u> <u>2020</u>	<u>Total</u> <u>2019</u>
		<u>General</u>	<u>Designated</u>			
INCOMING RESOURCES						
Incoming resources from donors	2(a)	60,280	0	0	60,280	69,085
Other voluntary income	2(b)	0	2,223	11,924	14,147	23,258
Income from events & activities	2(c)	4,684	130	2,476	7,290	18,611
Other ordinary income	2(d)	13,329	0	0	13,329	21,624
Income from investments	2(e)	1,734	92	0	1,825	2,768
TOTAL INCOMING RESOURCES		<u>80,027</u>	<u>2,444</u>	<u>14,400</u>	<u>96,871</u>	<u>135,345</u>
RESOURCES USED						
Missionary and charity giving	3(a)	2,511	0	2,415	4,926	7,748
Activities directly relating to the work of the church	3(b)	99,908	14,831	13,042	127,782	137,585
Fund-raising and publicity	3(c)	0	0	0	0	0
Church management and administration	3(d)	1,572	-	-	1,572	1,930
TOTAL RESOURCES USED		<u>103,991</u>	<u>14,831</u>	<u>15,457</u>	<u>134,279</u>	<u>147,263</u>
NET INCOMING/(OUTGOING) RESOURCES		(23,964)	(12,387)	(1,058)	(37,408)	(11,918)
NET MOVEMENT IN FIXED ASSETS		-	-	-	0	0
CLOSING GRANT FROM OCS TRUST		-	88,740	-	88,740	0
GAINS AND LOSSES ON INVESTMENTS						
- realised		-	-	-	0	0
- unrealised		-	-	66	66	151
TRANSFERS BETWEEN FUNDS		27,847	(27,358)	(489)	0	0
NET MOVEMENT IN FUNDS		<u>3,883</u>	<u>48,995</u>	<u>(1,481)</u>	<u>51,397</u>	<u>(11,767)</u>
BALANCES BROUGHT FORWARD		68,626	309,810	32,060	410,496	422,263
BALANCES CARRIED FORWARD		<u>72,509</u>	<u>358,805</u>	<u>30,580</u>	<u>461,894</u>	<u>410,496</u>

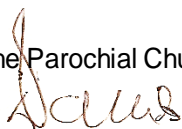
HAYES (KENT) PAROCHIAL CHURCH COUNCIL

BALANCE SHEET AS AT 31ST DECEMBER 2021

All figures in £'s

	Note	<u>2021</u>	<u>2020</u>
FIXED ASSETS			
Tangible fixed assets	5(a)	0	0
Investment assets	5(b)	<u>1,171</u>	<u>1,024</u>
		<u>1,171</u>	<u>1,024</u>
CURRENT ASSETS			
Debtors	7	11,402	11,113
Prepayments and Accrued Income		651	-
Short term deposits:			
Diocese of Rochester		189,211	201,678
CCLA deposit fund		214,284	234,165
Cash at bank and in hand		<u>10,480</u>	<u>17,805</u>
		<u>426,028</u>	<u>464,761</u>
LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR	8	(5,259)	(3,892)
NET CURRENT ASSETS		<u>420,769</u>	<u>460,869</u>
NET ASSETS		<u>421,940</u>	<u>461,894</u>
FUNDS			
Unrestricted - General	9(a)	50,089	72,509
Unrestricted - Designated	9(b)	<u>340,330</u>	<u>358,805</u>
Total unrestricted funds		390,419	431,314
Restricted	9(c)	31,521	30,580
TOTAL FUNDS		<u>421,940</u>	<u>461,894</u>

Approved by the Parochial Church Council on 7th March 2022 and signed on its behalf by:



David James (Chairman)



Edward Roberts (Honorary Treasurer)

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS for the year ended 31st December 2021

CHARITY REGISTRATION

In accordance with the requirements of the Charities Act the PCC was registered as a separate charity with effect from 28th January 2010 (registration number: 1133878). The charity name is “The Parochial Church Council of the Ecclesiastical Parish of St Mary’s, Hayes, Kent”: however the working name remains “Hayes (Kent) Parochial Church Council”. The trustees are both the ex-officio and the elected members of the PCC.

1. ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006, the current Statement of Recommended Practice for Accounting and Reporting (FRS102 - applied from 1st January 2016) and the Charities Act 2011. The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value.

The accounts include all transactions, assets and liabilities for which the trustees are responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of Church members.

Funds

The *General Reserve* represents the funds of the PCC that are not subject to any restrictions regarding their use and are available for the general purposes of the PCC. The current policy of the PCC is for the General Reserve to be at a minimum level of £50,000, which is approximately six months’ ordinary expenditure. On this basis the trustees continue to adopt the going concern basis in preparing these financial statements.

Designated Funds and Reserves represent monies that have been set aside by the PCC for specific needs or projects but which remain under the control of the PCC. As such they may be subject in the future to either re-designation or transfer back to the General Reserve.

Restricted Funds and Reserves represent monies that have been either donated or received in connection with a specific use, need or project and thus they may only be used in this connection. As such they are not normally available for the general use of the PCC.

Incoming Resources

Planning giving, collections and similar donations are recognised when received. Tax refunds (usually through Gift Aid) are accrued for in the same accounting period as the incoming resource to which they relate is received. Grants and legacies are accounted for as soon as the PCC is notified of legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain. Dividends are accounted for when payable, interest as and when accrued by the payer. All incoming resources are accounted for on a gross basis.

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (continued) for the year ended 31st December 2021

1. ACCOUNTING POLICIES (continued)

Resources Used

Grants and donations are accounted for when paid over, or when awarded if that award creates a binding obligation on the PCC. The diocesan “offer payment” is accounted for when payable, with any amount unpaid at 31st December provided for in the accounts as an operational (though not a legal) liability and thus shown as a creditor in the Balance Sheet.

All other expenditure is generally recognised when it is occurred and is accounted for gross. In addition accruals are raised at the end of each accounting period for expenditure which has been incurred in that period but which has not been paid out by the period end.

Fixed Assets

Consecrated property and movable church furnishings

Consecrated and beneficed property is excluded from the accounts in accordance with the Charities Act 2011. Movable church furnishings held by the Rector and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. All expenditure incurred during the year on consecrated or benefice buildings and movable church furnishings, whether maintenance or improvement, is separately disclosed and usually written-off as expenditure in the accounts.

Other fixtures, fittings and office equipment

Equipment used within the church premises is usually written-off when the asset is acquired. Any exceptions to this policy are fully disclosed, together with a note regarding depreciation policy.

Gains and losses on investments

Realised gains or losses are recognised when investments are sold. Unrealised gains or losses are accounted for on the revaluation of investments at 31st December.

Current Assets

Debtors

Amounts owing to the PCC at 31st December in respect of fees, rents or other income are shown as debtors less any provision for amounts that may prove uncollectable.

Short-term deposits

Short-term deposits include cash held on deposit with either Barclays Bank, the Diocese of Rochester or in the CBF Church of England Deposit Fund.

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (continued) for the year ended 31st December 2021

All figures in £'s

2. INCOMING RESOURCES - 2021

	<u>Unrestricted Funds</u>		<u>Restricted Funds</u>	<u>Total 2021</u>	<u>Total 2020</u>
	<u>General</u>	<u>Designated</u>			
2(a) <i>Incoming resources from donors</i>					
Planned Giving:					
Covenants/Gift Aid	44,938	-	-	44,938	43,762
Income tax recoverable	10,722	-	-	10,722	9,802
Collections and boxes	2,700	-	-	2,700	3,192
Sundry donations	1,860	-	4,530	6,390	3,524
	<u>60,220</u>	<u>0</u>	<u>4,530</u>	<u>64,750</u>	<u>60,280</u>
2(b) <i>Other voluntary income</i>					
Churchyard donations	-	-	12,789	12,789	11,624
Youth and families' worker	-	580	435	1,015	660
Memorials and legacies	-	-	-	0	1,863
	<u>0</u>	<u>580</u>	<u>13,224</u>	<u>13,804</u>	<u>14,147</u>
2(c) <i>Income from events & activities</i>					
Fees	4,978	-	1,553	6,531	3,448
Magazine and bookstall	811	-	-	811	1,236
Fabric and bells fund	-	-	-	0	30
Organ fund	-	0	-	0	100
Flower fund	-	-	60	60	61
Parents and toddler group	-	-	-	0	0
Ringers' Guild	-	-	-	0	0
Fund-raising activities	-	-	3,312	3,312	2,415
	<u>5,789</u>	<u>0</u>	<u>4,925</u>	<u>10,714</u>	<u>7,290</u>
2(d) <i>Other ordinary income</i>					
Churchyard Income	-	-	-	0	0
Income from OCS flat	6,120	-	-	6,120	6,080
Income from OCS activities	30,202	-	-	30,202	0
Grant from OCS Trust	0	-	-	0	6,300
Net movement in wedding deposits	-	-	-	0	0
Sundry Income	1,066	-	-	1,066	949
	<u>37,388</u>	<u>0</u>	<u>0</u>	<u>37,388</u>	<u>13,329</u>
2(e) <i>Income from investments</i>					
Dividends and interest	537	55	-	592	1,825
	<u>537</u>	<u>55</u>	<u>0</u>	<u>592</u>	<u>1,825</u>
TOTAL INCOMING RESOURCES	<u>103,934</u>	<u>635</u>	<u>22,678</u>	<u>127,248</u>	<u>96,871</u>

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (continued) for the year ended 31st December 2021

All figures in £'s

2. INCOMING RESOURCES - 2020

	<u>Unrestricted Funds</u>		<u>Restricted</u>	<u>Total</u>	<u>Total</u>
	<u>General</u>	<u>Designated</u>	<u>Funds</u>	<u>2020</u>	<u>2019</u>
2(a) <i>Incoming resources from donors</i>					
<i>Planned Giving:</i>					
Covenants/Gift Aid	43,762	-	-	43,762	47,956
Income tax recoverable	9,802	-	-	9,802	10,707
Collections and boxes	3,192	-	-	3,192	7,458
Sundry donations	3,524	-	-	3,524	2,965
	<u>60,280</u>	<u>0</u>	<u>0</u>	<u>60,280</u>	<u>69,085</u>
2(b) <i>Other voluntary income</i>					
Churchyard donations	-	-	11,624	11,624	12,598
Youth and families' worker	-	360	300	660	660
Memorials and legacies	-	1,863	-	1,863	10,000
	<u>0</u>	<u>2,223</u>	<u>11,924</u>	<u>14,147</u>	<u>23,258</u>
2(c) <i>Income from events & activities</i>					
Fees	3,448	-	-	3,448	10,390
Magazine and bookstall	1,236	-	-	1,236	1,625
Fabric and bells fund	-	30	-	30	30
Organ fund	-	100	-	100	440
Flower fund	-	-	61	61	465
Parents and toddler group	-	-	-	0	0
Ringers' Guild	-	-	-	0	20
Fund-raising activities	-	-	2,415	2,415	5,641
	<u>4,684</u>	<u>130</u>	<u>2,476</u>	<u>7,290</u>	<u>18,611</u>
2(d) <i>Other ordinary income</i>					
Churchyard Income	-	-	-	0	0
Income from OCS flat	6,080	-	-	6,080	5,880
Grant from OCS Trust	6,300	-	-	6,300	14,000
Net movement in wedding deposits	-	-	-	0	-50
Sundry Income	949	-	-	949	1,794
	<u>13,329</u>	<u>0</u>	<u>0</u>	<u>13,329</u>	<u>21,624</u>
2(e) <i>Income from investments</i>					
Dividends and interest	1,734	92	-	1,825	2,768
	<u>1,734</u>	<u>92</u>	<u>0</u>	<u>1,825</u>	<u>2,768</u>
TOTAL INCOMING RESOURCES	<u>80,027</u>	<u>2,444</u>	<u>14,400</u>	<u>96,871</u>	<u>135,345</u>

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (continued) for the year ended 31st December 2021

All figures in £'s

3. RESOURCES USED - 2021

	<u>Unrestricted Funds</u>		<u>Restricted</u>	<u>Total</u>	<u>Total</u>
	<u>General</u>	<u>Designated</u>	<u>Funds</u>	<u>2021</u>	<u>2020</u>
3(a) <i>Missionary and charity giving</i>					
Local Charities	631	-	1,633	2,264	2,690
National Charities	-	-	681	681	113
Overseas Charities	1,440	-	998	2,438	2,122
	<u>2,071</u>	<u>0</u>	<u>3,312</u>	<u>5,383</u>	<u>4,926</u>
3(b) <i>Activities directly relating to the work of the church</i>					
Ministry:					
"Offer" payment to Diocese	67,500	-	-	67,500	67,800
Administration costs	9,480	-	-	9,480	8,440
Rectory upkeep costs	1,679	-	1,667	3,347	3,083
Church service expenses	372	-	-	372	721
Youth and families' worker	-	-	-	0	0
General running expenses	2,693	-	-	2,693	4,068
General repairs	2,155	10,910	-	13,065	1,683
Insurance costs	3,192	-	-	3,192	3,314
Light, heat and water	4,192	-	-	4,192	4,749
Expenditure on magazine	1,332	-	-	1,332	1,295
Organist, choir and music	4,141	-	-	4,141	3,869
Churchyard expenditure	-	-	12,148	12,148	12,942
Flower fund	-	-	227	227	100
Parents and Toddler Group	-	-	-	0	0
OCS Flat Costs	0	-	-	0	114
OCS Activities expenditure	25,223	-	-	25,223	0
Use of legacies	-	5,950	-	5,950	14,831
Sundry expenses	2,921	-	4,710	7,631	772
	<u>124,880</u>	<u>16,860</u>	<u>18,752</u>	<u>160,492</u>	<u>127,782</u>
3(c) <i>Fund-raising and publicity</i>					
Appeal expenses	-	-	-	0	0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
3(d) <i>Church management and administration</i>					
Accountancy and bank charges	1,473	-	-	1,473	1,572
	<u>1,473</u>	<u>0</u>	<u>0</u>	<u>1,473</u>	<u>1,572</u>
TOTAL RESOURCES USED	<u>128,424</u>	<u>16,860</u>	<u>22,064</u>	<u>167,348</u>	<u>134,279</u>

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (continued) for the year ended 31st December 2021

All figures in £'s

3. RESOURCES USED - 2020

	<u>Unrestricted Funds</u>		<u>Restricted</u>	<u>Total</u>	<u>Total</u>
	<u>General</u>	<u>Designated</u>	<u>Funds</u>	<u>2020</u>	<u>2019</u>
3(a) <i>Missionary and charity giving</i>					
<i>Local Charities</i>	1,071	-	1,620	2,690	3,060
<i>National Charities</i>	-	-	113	113	1,600
<i>Overseas Charities</i>	1,440	-	682	2,122	3,088
	<u>2,511</u>	<u>0</u>	<u>2,415</u>	<u>4,926</u>	<u>7,748</u>
3(b) <i>Activities directly relating to the work of the church</i>					
<i>Ministry:</i>					
<i>"Offer" payment to Diocese</i>	67,800	-	-	67,800	67,800
<i>Administration costs</i>	8,440	-	-	8,440	8,517
<i>Rectory upkeep costs</i>	3,083	-	-	3,083	3,192
<i>Church service expenses</i>	721	-	-	721	833
<i>Youth and families' worker</i>	-	-	-	0	16,498
<i>General running expenses</i>	4,068	-	-	4,068	4,175
<i>General repairs</i>	1,683	-	-	1,683	1,773
<i>Insurance costs</i>	3,314	-	-	3,314	3,270
<i>Light, heat and water</i>	4,749	-	-	4,749	4,583
<i>Expenditure on magazine</i>	1,295	-	-	1,295	2,220
<i>Organist, choir and music</i>	3,869	-	-	3,869	5,538
<i>Churchyard expenditure</i>	-	-	12,942	12,942	13,020
<i>Flower fund</i>	-	-	100	100	655
<i>Parents and Toddler Group</i>	-	-	-	0	47
<i>Refurbishments - OCS Flat</i>	114	-	-	114	829
<i>Use of legacies</i>	-	14,831	-	14,831	3,096
<i>Sundry expenses</i>	772	-	-	772	1,538
	<u>99,908</u>	<u>14,831</u>	<u>13,042</u>	<u>127,782</u>	<u>137,585</u>
3(c) <i>Fund-raising and publicity</i>					
<i>Appeal expenses</i>	-	-	-	0	0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
3(d) <i>Church management and administration</i>					
<i>Accountancy and bank charges</i>	1,572	-	-	1,572	1,930
	<u>1,572</u>	<u>0</u>	<u>0</u>	<u>1,572</u>	<u>1,930</u>
TOTAL RESOURCES USED	<u>103,991</u>	<u>14,831</u>	<u>15,457</u>	<u>134,279</u>	<u>147,263</u>

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (continued) for the year ended 31st December 2021

All figures in £'s

4. STAFF COSTS	<u>2021</u>	<u>2020</u>
Wages and salaries	7,644	7,363
Pension costs	229	221
Social security costs	-	-
	<u>7,873</u>	<u>7,584</u>

The PCC employed Brenda Harper as the Church Administrator throughout both years.

5. FIXED ASSETS FOR USE BY THE PCC

5(a) <i>Tangible fixed assets</i>		<u>2021</u>	<u>2020</u>
Gross and Net Book Value	At 1st January	-	-
	Additions	-	-
	Depreciation	-	-
	Disposals	-	-
	At 31st December	<u>0</u>	<u>0</u>

The Trustees have taken a fresh view of the OCS land and buildings and decided not to ascribe a value from hereon (and restate the previous year) due to the historic nature of the building, its inalienable nature and the lack of any supportable evidence for a valuation. By way of information the building ceased to be a school with ownership "transferring" to the Church in 1938: however no note of any consideration is available. The current insured value of the buildings is c£2.7m.

5(b) <i>Investments</i>		<u>2021</u>	<u>2020</u>
Income Shares	At 1st January	1,024	958
	Additions	-	-
	Disposals	-	-
	Revaluation Gain/(Loss)	147	66
	At 31st December	<u>1,171</u>	<u>1,024</u>

The investment represents bequeathed shares held by the Diocesan Board of Finance, the income of which is paid to the PCC. The current value is as notified by the Diocese.

6. RELATED PARTY TRANSACTIONS

The total amount received (excluding any associated Gift Aid) during the year, either by way of Planned Giving or donations, from any person (or their spouse/partner) who was a Trustee at any point in 2021 amounted to £6,342 (£5,850) in respect of Unrestricted Funds and nil (£240) in respect of Restricted Funds.

The total amount paid by way of expenses, as opposed to reimbursement in the normal course for materials and/or services purchased on behalf of the PCC, to Trustees during the year amounted to £1,000 (£453).

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (continued) for the year ended 31st December 2021

All figures in £'s

7. DEBTORS	<u>2021</u>	<u>2020</u>
Gift aid recoverable	11,402	11,113
Other debtors	0	0
	<u>11,402</u>	<u>11,113</u>

8. LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR	<u>2021</u>	<u>2020</u>
Amount owed to OCS Trust	-	-
OCS receipts subject to refund	260	1,765
Hayes Herald advance income	-	-
Year-end accruals	4,617	1,488
Sundry other creditors	383	639
	<u>5,259</u>	<u>3,892</u>

9. ANALYSIS OF DESIGNATED AND RESTRICTED FUNDS

9(a) <i>General Funds</i>	<u>2021</u>	<u>2020</u>
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The movements on the Unrestricted General Fund are summarised in the Statement of Financial Activities, with detail contained in Notes 2 and 3.

Income during the year	103,934	80,027
Outgoings during the year	(128,424)	(103,991)
Fund Transfers (net)	2,070	27,847
Net Movement	(22,421)	3,883
At 1st January	72,509	68,626
At 31st December	<u>50,089</u>	<u>72,509</u>

Represented by:-

Fixed Assets	-	-
Current Assets	55,348	76,401
Current Liabilities	(5,259)	(3,892)
	<u>50,089</u>	<u>72,509</u>

NOTES TO THE FINANCIAL STATEMENTS (continued)
for the year ended 31st December 2021

All figures in £'s

9. ANALYSIS OF DESIGNATED AND RESTRICTED FUNDS (continued)

9(b) *Designated Funds*

	<u>Sundry Memorials Legacies</u>	<u>Wedding Deposit Fund</u>	<u>Fabric and Bells Fund</u>	<u>Organ Repair Fund</u>	<u>Youth and Families' Worker</u>	<u>OCS Complex</u>	<u>Fabric Reserve</u>
Income in 2021	-	-	-	-	580	-	3,055
Outgoings in 2021	(5,950)	-	-	-	-	-	(10,910)
Transfers/Depreciation	(5,250)	-	-	-	-	-	-
Net Movement	(11,200)	0	0	0	580	0	(7,854)
At 1st January	199,421	0	0	-	32,908	94,537	31,938
At 31st December	<u>188,221</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>33,488</u>	<u>94,537</u>	<u>24,084</u>
Represented by:-							
Fixed Assets	-	-	-	-	-	-	-
Current Assets	188,221	0	0	0	33,488	94,537	24,084
Current Liabilities	-	-	-	-	-	-	-
	<u>188,221</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>33,488</u>	<u>94,537</u>	<u>24,084</u>
<i>Income in 2020</i>	1,863	-	30	100	360	-	3,092
<i>Outgoings in 2020</i>	(14,831)	-	-	-	-	-	-
<i>Transfers/Depreciation</i>	(24,599)	-	(3,025)	(2,735)	-	88,740	-
<i>Net Movement</i>	(37,567)	0	(2,995)	(2,635)	360	88,740	3,092
<i>At 1st January</i>	236,988	0	2,995	2,635	32,548	5,797	28,847
<i>At 31st December</i>	<u>199,421</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>32,908</u>	<u>94,537</u>	<u>31,938</u>

9(c) *Restricted Funds*

	<u>Churchyard Fund</u>	<u>Flower Fund</u>	<u>Parents and Toddlers Group</u>	<u>Youth and Families' Worker</u>	<u>OCS Flat Deposit Fund</u>	<u>Investment Fund</u>	<u>Ringers' Guild Fund</u>	<u>Sequestration Fund</u>
Income in 2021	12,789	60	-	435	-	-	-	1,553
Outgoings in 2021	(12,227)	(148)	-	-	-	-	-	(1,667)
Transfers/Revaluations	79	(79)	-	-	-	147	-	-
Net Movement	641	(167)	0	435	0	147	0	(114)
At 1st January	25,265	1,830	0	300	300	1,024	1,861	0
At 31st December	<u>25,906</u>	<u>1,663</u>	<u>0</u>	<u>735</u>	<u>300</u>	<u>1,171</u>	<u>1,861</u>	<u>(114)</u>
Represented by:-								
Fixed Assets	-	-	-	-	-	1,171	-	-
Current Assets	25,906	1,663	0	735	300	-	1,861	0
Current Liabilities	-	-	-	-	-	-	-	114
	<u>25,906</u>	<u>1,663</u>	<u>0</u>	<u>735</u>	<u>300</u>	<u>1,171</u>	<u>1,861</u>	<u>114</u>
<i>Income in 2020</i>	11,624	61	-	300	-	-	-	-
<i>Outgoings in 2020</i>	(12,942)	(100)	-	-	-	-	-	-
<i>Transfers/Revaluations</i>	-	-	(89)	-	(400)	66	-	0
<i>Net Movement</i>	(1,318)	(40)	(89)	300	(400)	66	0	0
<i>At 1st January</i>	26,583	1,869	89	0	700	958	1,861	0
<i>At 31st December</i>	<u>25,265</u>	<u>1,830</u>	<u>0</u>	<u>300</u>	<u>300</u>	<u>1,024</u>	<u>1,861</u>	<u>0</u>

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

10. LONG SERVING TRUSTEES

Charity Governance Code (the "Code") recommends that trustees are appointed for an agreed length of time and the current policy of Hayes (Kent) PCC is that trustees who are not ex-officio are required to "step down" for at least one year at the end of their usual three-year appointment. The code also stipulates that if a trustee has served for more than nine years, then their reappointment should be subject to both a specific review and explained in the annual report.

Mary Whytock has served in her role as Honorary Secretary since 2008.

It is the intention that Mary Whytock continues in her role for another year and this was discussed and passed as a motion at a meeting of the PCC on 10th March 2021. The rationale for this is her specific expertise and the lack of any alternative nominations.

11. OCS STATEMENT OF FINANCIAL ACTIVITIES

Income	30,202
Expenditure	
Alarm Maintenance	(382)
Caretaker Costs	(2,971)
Business Rates	(67)
Cleaning	(11,105)
Insurance	(2,527)
Repair and maintenance	(2,654)
Sundry Expenses	(906)
Telephony	(491)
Utilities	(3,486)
Waste Management	(633)
Total Expenditure	<u>(25,223)</u>
Net Income/(Outgoings)	<u><u>4,979</u></u>

Accounts



**The Parish Church of
ST MARY THE VIRGIN
Hayes, Kent**

ANNUAL REPORT

of the

PAROCHIAL CHURCH COUNCIL

2021

HAYES (KENT) PAROCHIAL CHURCH COUNCIL Annual Report for 2020

St Mary's Parochial Church Council has the responsibility of co-operating with the Rector, present the Reverend Napoleon John, in promoting within the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the ancient church building and the Old Church Schools, used as the Church Hall, both of which are located in Hayes Street, Hayes.

Members of the PCC are either ex-officio or elected by the annual Parochial Church Meeting in accordance with the Church Representation Rules. PCC Members who have served from **1st January 2020** until this report was approved are:

* Trustee during 2020

EX OFFICIO:-

<i>Incumbent:</i>	The Revd Napoleon John	*	Chairman (January 2013)
<i>Licensed Lay Minister:</i>	Mrs Becky Willoughby	*	
<i>Churchwardens:</i>	Mrs Sarah Willis	*	Appointed April 2018 (Resigned October 2020)
	Mr Mark Willoughby	*	Appointed April 2019
	Mrs Yvonne Pickford	*	Appointed October 2020
<i>Representatives on the Deanery Synod:</i>	Mrs Mary Whytock	*	(to April 2023) (PCC Secretary)
	Mrs Yvonne Pickford	*	(to April 2020)
	Mr Mark Willoughby	"	"
	Mr David James	*	(to April 2023)
CO-OPTED:	Mr Richard Truelove	*	Honorary Treasurer

ELECTED:

Mrs Shirley Neal	*	(Resigned February 2021)
Mrs Carol Crouch	*	(to April 2022)
Mr Tudor Griffiths	*	"
Ms Francesca Lauri	*	"
Mrs Barbara Marsden	*	"
Mrs Clare Scriven	*	"
Mrs Carolyn Tooley	*	"
Mr Peter Wickert	*	"
Mrs Eileen Cohen	*	(Resigned October 2020)

Church Administrator: Mrs Brenda Harper Appointed October 2015

Committees

The PCC operates through a number of committees, which meet between the full meetings of the PCC. A Standing Committee exists that is required by law to transact business when necessary between PCC meetings, subject to any directions given by the PCC. The OCS Trust has ceased to exist and the PCC have appointed a management group to oversee the day-to-day management issues of the OCS Complex, whose accounting detail will be within the Church's accounting system.

RECTOR'S REVIEW – ANNUAL PARISH CHURCH MEETING 2021

And Finally

This is my ninth and the last review for St. Mary the Virgin Hayes. What shall I write in my last review? I can't yet say good bye to you, I am still here for the next few months. Perhaps, it is okay to begin the last review by referring to my first review, (2013) for St. Mary's Hayes. Not sure if many of us would remember 2013's review so let me remind it in part. The review started with the words, "What is your vision for Hayes Napo? I have been asked this question repeatedly since my arrival to St. Mary's Hayes in January. I have often responded saying; my hope for Hayes is HAYES"! What did I mean by 'HAYES'?

H, for holy living. "For he chose us in him before the creation of the world to be holy and blameless in his sight" (Ephesians 1:4). I expressed my hope that we may live lives that are worthy of the name of our Saviour.

A, for authority. Jesus said, "All authority in heaven and on earth has been given to me..." (Matthew 28:18-20). The one who has all authority has given us authority to proclaim and live his gospel. I said, I hope through my teaching and preaching you would have confidence in the message we have and be able to speak of your faith confidently.

Y for a Finnish word 'ystava' meaning 'friend'. The hope was expressed that through our attitude people around us would know, 'Jesus is a friend of sinners'.

E for evangelism. Hope that we will strike a right balance between maintenance (meaning maintaining what we have) and communicating the message we have with those who need to hear it.

S for service. To train men and women to be servants for Christ.

Probably a better way would be for you to reflect on the last eight plus years and see where we are today. But I guess a better chance for that would be your 'Vision Day' in May. I pray that you would prayerfully look back on the past years, thank God for what we managed to do together. Boldly recognise the areas of ministry where more work is needed and joyfully commit yourself to work on those areas with a new and fresh leadership.

Let me now say a few things about the year that is behind us. I hope you would agree that the year 2020 was exceptional by every measure. The doors of the parish church were locked up for five months between March and December. The first two months of 2021 also saw the public worship in person suspended, that is seven months of closer in one year. I believe never before the doors of this church were locked to the worshippers for so long. But as the situation was exceptional so was exceptional God's grace to us and the resilience of St. Mary's church family. In fact, so much that during the first lockdown our church slogan became, 'the doors are shut but the church remains open'. By God's grace, your prayerful support, your commitment to the Lord and your church the ministry continued one way or the other. In the first lockdown most of the time we ministered on Zoom from the Rectory. In the second and third lockdown we managed to Zoom and live stream services from the church building. My thanks are due to all of you for your unflinching support for your church and the Ministry Team.

During the extraordinary times we as a church, not only managed to keep the church going but our reach-out and ministry expanded too. Our LLM, Mrs Becky Willoughby was instrumental in setting up the Foodbank in Hayes, well done to Becky and her team. Our halls were very well looked after in these hard times. The booking Manager, Mrs Julie Clark did everything possible to open the halls for a group that was able to safely meet and she continued to give information and hope to other groups. Halls' management is a big project and I thank God for Julie and her team. And who can forget the resilience of our dear Churchwarden Mrs Yvonne Pickford and Mrs Brenda Harper, Administrator during those tough times.

On the financial front under the capable leadership of Mr Richard Truelove we managed to pay all the bills and our parish share. We also contributed generously to Diocesan's Covid 19 support fund so that some other church within our Diocese may be blessed. We are all aware Richard has resigned his position after many faithful years of service and I want to take this opportunity to record thank you for his work. I also thank God who has raised Mr Edward (Ed) Roberts to look after the church finances and I have every faith that like Richard, Ed is going to be a great asset for St. Mary's Hayes. And finally knowing God's grace extended to this church I have every reason to believe that my going too will be beneficial for you. In the Lord's time a right person will come to lead you in your ministry to your community and beyond. In closing I would like to say to you what St. Paul said to the Philippians church, "Rejoice in the Lord always; again I will say, Rejoice" (Philippians 4:4). May my God provide for all your needs!

Yours in Christ's services
Napo John

St Mary the Virgin Hayes - Safeguarding Report for APCM 2021

St Mary's Church promotes and maintains a safer culture that protects and promotes the welfare of children, young people and vulnerable adults.

All PCC members, along with the incumbent, have a duty of care to ensure the protection of the vulnerable in their Church Community. Safeguarding is an item on the monthly PCC agenda and any items of concern or updates can be discussed. The PCC are encouraged to complete the Foundation Level of Safeguarding Training, on top of the mandatory Basic Level, and members are in the process of completing this. In line with good practice contact details of the Safeguarding Officer and links to further support and information can now be found on the front page of the website.

Articles on Domestic Violence and Mental Health, have appeared in the Hayes Herald to help to raise awareness and to provide contact details for relevant organisations.

An online forum for Parish Safeguarding Officers in the Dioceses was held in January to share good practice, to provide further details about the latest advice and to discuss recent changes to the Dioceses Safeguarding Team. One of the outcomes of this meeting was for local Parish Safeguarding Officers to provide their contact details with each other to enable networking and further meetings to be set up.

In October a report by into Child Sexual Abuse was published, which found that the Church of England failed to protect children and young people from within its ranks and it made a number of significant recommendations. In line with this the Church will be reviewing its practices and forwarding revised guidelines which will be shared with Parishes in due course.

If you, or anyone you are in contact with has been affected by the publication of the report and wants to talk to someone independently about any concerns or experiences a new Safe Spaces helpline has been set up. This was launched at the end of September before the publication of the report and is a free, national support service independently run by Victim Support. You can contact the Safe Spaces team via telephone on: 0300 303 1056, via email: safespaces@victimsupport.org.uk or via their website: www.SafeSpacesEnglandandWales.org.uk

There have not been any Safeguarding issues in this year that have been referred to the Diocese Safeguarding Team.

The care and protection of children, young people and vulnerable adults involved in Church activities is the responsibility of the whole Church. Everyone who participates in the Church has a role to play in promoting a safer Church for all.

Should you have any concerns regarding the welfare of a child, young person or vulnerable adult, or wish to find out further information regarding Safeguarding you should contact the Church Safeguarding Officer in the first instance. If you are aware of any immediate danger then you should call 999.

Clare Scriven - Parish Safeguarding Officer

Telephone: 07512 053 362

Email: clare@stmaryshayeskent.co.uk

THE PARISH CHURCH OF ST MARY THE VIRGIN

HAYES, KENT

ANNUAL REPORT

and

FINANCIAL STATEMENTS

of the

PARISH CHURCH COUNCIL

for the year ended 31st December 2020

Rector:	The Reverend Napoleon John
Churchwardens:	Mrs Yvonne Pickford Mr Mark Willoughby
Secretary:	Mrs Mary Whytock
Treasurer:	Mr Richard Truelove
Independent Examiner:	David Wheeler, Bournier Bullock

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

Honorary Treasurer's Report for the year ended 31st December 2020

Understandably with the pandemic the Church's finances in 2020 are very different to normal and thus any comparison to either previous years and/or the budget set at the beginning or the year is somewhat academic. As such my report this year is a little different to usual, with direct comparisons kept to a minimum.

Although it is not possible to compute an exact sum, the view of the Finance Committee is that the pandemic has cost the Church around £20k, with nearly half of this figure being attributable to lost hiring income at the Old Church Schools. As a result, a one-off transfer of this amount has been made from our legacy funds. In addition some rationalisation of our other Funds has taken place, with the result that the General Fund has actually increased by just under £4k. The table below seeks to highlight the main numbers:

	2020	2019
Income from Ordinary Activities	£61,153	£78,304
Expenditure from Ordinary Activities	- £100,130	- £103,744
Deficit on Ordinary Items	- £38,977	- £25,440
Net Income from OCS Flat and Car Park	£5,966	£5,711
One-Off Donations	£3,524	£2,965
Interest	£1,734	£2,686
Charity Giving	- £2,511	- £2,107
Quinquennial Savings	- £3,000	- £3,000
OCS - Surplus Funds	£6,300	£14,000
COVID-19 Transfer from Legacies	£20,000	
Transfers from Designated/Restricted Funds	£10,847	
Final Result	£3,883	- £5,185

Income: The fall in total income was mainly due to three factors: (1) a fall of c£4,000 in loose plate; (2) a reduction in Fee income of nearly £7,000; and (3) a reduction in Pledged Giving of just over £5,000 (including Gift Aid).

Expenditure: Total expenditure decreased by just over £3,600 (circa 3.6%) as it was possible to save some costs during the Church's closure. However, the majority of expense items still remained including, aside from our payment to the Diocese, such things as insurance, fire safety and the costs of the Church Administrator.

Old Church Schools: In financial terms the biggest impact of the pandemic was the loss of hiring income at the OCS - this fell from £59,238 in 2019 to £27,731 in 2020, although this was partially mitigated by receipt of a £10k COVID grant from the Government. As a result of this income fall the usual grant from the OCS substantially reduced from £14k to £6.3k.

Other Notable Points: Firstly, the pandemic is also going to impact the current year as well and our best estimate is that, assuming some sort of return to normality from April onwards, there will be a further £10,000 negative impact. Secondly, research into the origins of the OCS Trust has shown that this trust should have been disbanded in 1974. As such the OCS finances have now been brought back under the Church's remit, albeit in a separate Designated Fund.

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

Statement of Trustees' Responsibilities

The Trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources for the charity for that year. In preparing these financial statements, the Trustees are required to:

- Select suitable accounting policies and apply them consistently;
- Observe the methods and principles in the Church Accounting Regulations 2006, the current Statement of Recommended Practice for Accounting and Reporting (FRS102) and the Charities Act 2011;
- Make judgements and estimates that are reasonable and prudent;
- State whether (or not) applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping efficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the various accounting regulations as set out above. They are also responsible for the safeguarding of the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Board of Trustees and signed on its behalf by:



.....
Napo John, Chairman of the Parochial Church Council

Date: 9 March 2021

HAYES (KENT) PAROCHIAL CHURCH COUNCIL**STATEMENT OF FINANCIAL ACTIVITIES
for the year ended 31st December 2020**

All figures in £'s

	Note	<u>Unrestricted Funds</u>		<u>Restricted Funds</u>	<u>Total 2020</u>	<u>Total 2019</u>
		<u>General</u>	<u>Designated</u>			
INCOMING RESOURCES						
<i>Incoming resources from donors</i>	2(a)	60,280	0	0	60,280	69,085
<i>Other voluntary income</i>	2(b)	0	2,223	11,924	14,147	23,258
<i>Income from events & activities</i>	2(c)	4,684	130	2,476	7,290	18,611
<i>Other ordinary income</i>	2(d)	13,329	0	0	13,329	21,624
<i>Income from investments</i>	2(e)	1,734	92	0	1,825	2,768
TOTAL INCOMING RESOURCES		<u>80,027</u>	<u>2,444</u>	<u>14,400</u>	<u>96,871</u>	<u>135,345</u>
RESOURCES USED						
<i>Missionary and charity giving</i>	3(a)	2,511	0	2,415	4,926	7,748
<i>Activities directly relating to the work of the church</i>	3(b)	99,908	14,831	13,042	127,782	137,586
<i>Fund-raising and publicity</i>	3(c)	0	0	0	0	0
<i>Church management and administration</i>	3(d)	1,572	0	0	1,572	1,930
TOTAL RESOURCES USED		<u>103,991</u>	<u>14,831</u>	<u>15,457</u>	<u>134,279</u>	<u>147,263</u>
NET INCOMING/(OUTGOING) RESOURCES		(23,964)	(12,387)	(1,058)	(37,408)	(11,918)
NET MOVEMENT IN FIXED ASSETS		-	-	-	0	-
CLOSING GRANT FROM OCS TRUST	11	-	88,740	-	88,740	-
GAINS AND LOSSES ON INVESTMENTS						
- realised		-	-	-	0	0
- unrealised		-	-	66	66	151
TRANSFERS BETWEEN FUNDS		27,847	(27,358)	(489)	0	0
NET MOVEMENT IN FUNDS		<u>3,883</u>	<u>48,995</u>	<u>(1,481)</u>	<u>51,397</u>	<u>(11,767)</u>
BALANCES BROUGHT FORWARD		68,626	309,810	32,060	410,496	422,263
BALANCES CARRIED FORWARD		<u>72,509</u>	<u>358,805</u>	<u>30,580</u>	<u>461,894</u>	<u>410,496</u>

HAYES (KENT) PAROCHIAL CHURCH COUNCIL**STATEMENT OF FINANCIAL ACTIVITIES
for the year ended 31st December 2019**

All figures in £'s

	Note	<u>Unrestricted Funds</u>		<u>Restricted Funds</u>	<u>Total 2019</u>	<u>Total 2018</u>
		<u>General</u>	<u>Designated</u>			
INCOMING RESOURCES						
Incoming resources from donors	2(a)	69,085	0	0	69,085	71,015
Other voluntary income	2(b)	0	10,000	13,258	23,258	14,348
Income from events & activities	2(c)	12,015	470	6,126	18,611	23,621
Other ordinary income	2(d)	21,674	0	(50)	21,624	33,339
Income from investments	2(e)	2,686	82	0	2,768	2,283
TOTAL INCOMING RESOURCES		<u>105,459</u>	<u>10,552</u>	<u>19,334</u>	<u>135,345</u>	<u>144,605</u>
RESOURCES USED						
Missionary and charity giving	3(a)	2,107	0	5,641	7,748	7,862
Activities directly relating to the work of the church	3(b)	103,607	19,595	14,383	137,585	208,080
Fund-raising and publicity	3(c)	0	0	0	0	0
Church management and administration	3(d)	1,930	-	-	1,930	336
TOTAL RESOURCES USED		<u>107,644</u>	<u>19,595</u>	<u>20,024</u>	<u>147,263</u>	<u>216,277</u>
NET INCOMING/(OUTGOING) RESOURCES		(2,185)	(9,043)	(690)	(11,918)	(71,672)
NET MOVEMENT IN FIXED ASSETS		-	-	-	0	(700)
GAINS AND LOSSES ON INVESTMENTS						
- realised		-	-	-	0	0
- unrealised		-	-	151	151	179
TRANSFERS BETWEEN FUNDS		(3,000)	3,000	-	0	0
NET MOVEMENT IN FUNDS		<u>(5,185)</u>	<u>(6,043)</u>	<u>(539)</u>	<u>(11,767)</u>	<u>(72,193)</u>
BALANCES BROUGHT FORWARD		73,811	315,853	32,599	422,263	494,456
BALANCES CARRIED FORWARD		<u>68,626</u>	<u>309,810</u>	<u>32,060</u>	<u>410,496</u>	<u>422,263</u>

HAYES (KENT) PAROCHIAL CHURCH COUNCIL**BALANCE SHEET AS AT 31ST DECEMBER 2020**

All figures in £'s

	Note	<u>2020</u>	<u>2019</u>
FIXED ASSETS			
Tangible fixed assets	5(a)	0	0
Investment assets	5(b)	<u>1,024</u>	<u>958</u>
		<u>1,024</u>	<u>958</u>
CURRENT ASSETS			
Debtors	7	11,113	13,285
Short term deposits:			
Diocese of Rochester		201,678	173,007
CCLA deposit fund		234,165	273,015
Cash at bank and in hand		<u>17,805</u>	<u>39,329</u>
		464,761	498,635
LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR	8	(3,892)	(89,098)
NET CURRENT ASSETS		<u>460,869</u>	<u>409,538</u>
NET ASSETS		<u>461,894</u>	<u>410,496</u>
FUNDS			
Unrestricted - General	9(a)	72,509	68,626
Unrestricted - Designated	9(b)	<u>358,805</u>	<u>309,810</u>
Total unrestricted funds		431,314	378,436
Restricted	9(c)	30,580	32,060
TOTAL FUNDS		<u>461,894</u>	<u>410,496</u>

Approved by the Parochial Church Council on 9th March 2021 and signed on its behalf by:

The Reverend Napoleon John (Chairman)



Richard Truelove (Honorary Treasurer)



The notes numbered one to eleven on the following pages form part of these accounts.

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS for the year ended 31st December 2020

CHARITY REGISTRATION

In accordance with the requirements of the Charities Act the PCC was registered as a separate charity with effect from 28th January 2010 (registration number: 1133878). The charity name is "The Parochial Church Council of the Ecclesiastical Parish of St Mary's, Hayes, Kent": however the working name remains "Hayes (Kent) Parochial Church Council". The trustees are both the ex-officio and the elected members of the PCC.

1. ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006, the current Statement of Recommended Practice for Accounting and Reporting (FRS102 - applied from 1st January 2016) and the Charities Act 2011. The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value.

The accounts include all transactions, assets and liabilities for which the trustees are responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of Church members.

Funds

The *General Reserve* represents the funds of the PCC that are not subject to any restrictions regarding their use and are available for the general purposes of the PCC. The current policy of the PCC is for the General Reserve to be at a minimum level of £50,000, which is approximately six months' ordinary expenditure. On this basis the trustees continue to adopt the going concern basis in preparing these financial statements.

Designated Funds and Reserves represent monies that have been set aside by the PCC for specific needs or projects but which remain under the control of the PCC. As such they may be subject in the future to either re-designation or transfer back to the General Reserve.

Restricted Funds and Reserves represent monies that have been either donated or received in connection with a specific use, need or project and thus they may only be used in this connection. As such they are not normally available for the general use of the PCC.

Incoming Resources

Planning giving, collections and similar donations are recognised when received. Tax refunds (usually through Gift Aid) are accrued for in the same accounting period as the incoming resource to which they relate is received. Grants and legacies are accounted for as soon as the PCC is notified of legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain. Dividends are accounted for when payable, interest as and when accrued by the payer. All incoming resources are accounted for on a gross basis.

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (continued) for the year ended 31st December 2020

1. ACCOUNTING POLICIES (continued)

Resources Used

Grants and donations are accounted for when paid over, or when awarded if that award creates a binding obligation on the PCC. The diocesan "offer payment" is accounted for when payable, with any amount unpaid at 31st December provided for in the accounts as an operational (though not a legal) liability and thus shown as a creditor in the Balance Sheet.

All other expenditure is generally recognised when it is occurred and is accounted for gross. In addition accruals are raised at the end of each accounting period for expenditure which has been incurred in that period but which has not been paid out by the period end.

Fixed Assets

Consecrated property and movable church furnishings

Consecrated and beneficed property is excluded from the accounts in accordance with the Charities Act 2011. Movable church furnishings held by the Rector and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. All expenditure incurred during the year on consecrated or benefice buildings and movable church furnishings, whether maintenance or improvement, is separately disclosed and usually written-off as expenditure in the accounts.

Other fixtures, fittings and office equipment

Equipment used within the church premises is usually written-off when the asset is acquired. Any exceptions to this policy are fully disclosed, together with a note regarding depreciation policy.

Gains and losses on investments

Realised gains or losses are recognised when investments are sold. Unrealised gains or losses are accounted for on the revaluation of investments at 31st December.

Current Assets

Debtors

Amounts owing to the PCC at 31st December in respect of fees, rents or other income are shown as debtors less any provision for amounts that may prove uncollectable.

Short-term deposits

Short-term deposits include cash held on deposit with either Barclays Bank, the Diocese of Rochester or in the CBF Church of England Deposit Fund.

HAYES (KENT) PAROCHIAL CHURCH COUNCIL**NOTES TO THE FINANCIAL STATEMENTS (continued)
for the year ended 31st December 2020**

All figures in £'s

2. INCOMING RESOURCES - 2020

	<u>Unrestricted Funds</u>		<u>Restricted</u>	<u>Total</u>	<u>Total</u>
	<u>General</u>	<u>Designated</u>	<u>Funds</u>	<u>2020</u>	<u>2019</u>
2(a) <i>Incoming resources from donors</i>					
Planned Giving:					
Covenants/Gift Aid	43,762	-	-	43,762	47,956
Income tax recoverable	9,802	-	-	9,802	10,707
Collections and boxes	3,192	-	-	3,192	7,458
Sundry donations	3,524	-	-	3,524	2,965
	<u>60,280</u>	<u>0</u>	<u>0</u>	<u>60,280</u>	<u>69,085</u>
2(b) <i>Other voluntary income</i>					
Churchyard donations	-	-	11,624	11,624	12,598
Youth and families' worker	-	360	300	660	660
Memorials and legacies	-	1,863	-	1,863	10,000
	<u>0</u>	<u>2,223</u>	<u>11,924</u>	<u>14,147</u>	<u>23,258</u>
2(c) <i>Income from events & activities</i>					
Fees	3,448	-	-	3,448	10,390
Magazine and bookstall	1,236	-	-	1,236	1,625
Fabric and bells fund	-	30	-	30	30
Organ fund	-	100	-	100	440
Flower fund	-	-	61	61	465
Parents and toddler group	-	-	-	0	0
Ringers' Guild	-	-	-	0	20
Fund-raising activities	-	-	2,415	2,415	5,641
	<u>4,684</u>	<u>130</u>	<u>2,476</u>	<u>7,290</u>	<u>18,611</u>
2(d) <i>Other ordinary income</i>					
Churchyard Income	-	-	-	0	0
Income from OCS flat	6,080	-	-	6,080	5,880
Grant from OCS Trust	6,300	-	-	6,300	14,000
Net movement in wedding deposits	-	-	-	0	(50)
Sundry Income	949	-	-	949	1,794
	<u>13,329</u>	<u>0</u>	<u>0</u>	<u>13,329</u>	<u>21,624</u>
2(e) <i>Income from investments</i>					
Dividends and interest	1,734	92	-	1,825	2,768
	<u>1,734</u>	<u>92</u>	<u>0</u>	<u>1,825</u>	<u>2,768</u>
TOTAL INCOMING RESOURCES	<u>80,027</u>	<u>2,444</u>	<u>14,400</u>	<u>96,871</u>	<u>135,345</u>

HAYES (KENT) PAROCHIAL CHURCH COUNCIL**NOTES TO THE FINANCIAL STATEMENTS (continued)
for the year ended 31st December 2020**

All figures in £'s

2. INCOMING RESOURCES - 2019

	<u>Unrestricted Funds</u>		<u>Restricted</u>	<u>Total</u>	<u>Total</u>
	<u>General</u>	<u>Designated</u>	<u>Funds</u>	<u>2019</u>	<u>2018</u>
2(a) <i>Incoming resources from donors</i>					
<i>Planned Giving:</i>					
<i>Covenants/Gift Aid</i>	47,956	-	-	47,956	46,568
<i>Income tax recoverable</i>	10,707	-	-	10,707	10,416
<i>Collections and boxes</i>	7,458	-	-	7,458	7,403
<i>Sundry donations</i>	2,965	-	-	2,965	6,628
	<u>69,085</u>	<u>0</u>	<u>0</u>	<u>69,085</u>	<u>71,015</u>
2(b) <i>Other voluntary income</i>					
<i>Churchyard donations</i>	-	-	12,598	12,598	1,603
<i>Youth and families' worker</i>	-	-	660	660	7,726
<i>Memorials and legacies</i>	-	10,000	-	10,000	5,018
	<u>0</u>	<u>10,000</u>	<u>13,258</u>	<u>23,258</u>	<u>14,348</u>
2(c) <i>Income from events & activities</i>					
<i>Fees</i>	10,390	-	-	10,390	12,908
<i>Magazine and bookstall</i>	1,625	-	-	1,625	1,872
<i>Fabric and bells fund</i>	-	30	-	30	60
<i>Organ fund</i>	-	440	-	440	380
<i>Flower fund</i>	-	-	465	465	679
<i>Parents and toddler group</i>	-	-	-	0	0
<i>Ringers' Guild</i>	-	-	20	20	1,841
<i>Fund-raising activities</i>	-	-	5,641	5,641	5,881
	<u>12,015</u>	<u>470</u>	<u>6,126</u>	<u>18,611</u>	<u>23,621</u>
2(d) <i>Other ordinary income</i>					
<i>Churchyard Income</i>	-	-	-	0	12,460
<i>Income from OCS flat</i>	5,880	-	-	5,880	5,880
<i>Grant from OCS Trust</i>	14,000	-	-	14,000	14,000
<i>Net movement in wedding deposits</i>	-	-	(50)	(50)	(300)
<i>Sundry Income</i>	1,794	-	-	1,794	1,300
	<u>21,674</u>	<u>0</u>	<u>(50)</u>	<u>21,624</u>	<u>33,339</u>
2(e) <i>Income from investments</i>					
<i>Dividends and interest</i>	2,686	82	-	2,768	2,283
	<u>2,686</u>	<u>82</u>	<u>0</u>	<u>2,768</u>	<u>2,283</u>
TOTAL INCOMING RESOURCES	<u>105,459</u>	<u>10,552</u>	<u>19,334</u>	<u>135,345</u>	<u>144,605</u>

HAYES (KENT) PAROCHIAL CHURCH COUNCIL**NOTES TO THE FINANCIAL STATEMENTS (continued)
for the year ended 31st December 2020**

All figures in £'s

3. RESOURCES USED - 2020

	<u>Unrestricted Funds</u>		<u>Restricted</u>	<u>Total</u>	<u>Total</u>
	<u>General</u>	<u>Designated</u>	<u>Funds</u>	<u>2020</u>	<u>2019</u>
3(a) <i>Missionary and charity giving</i>					
Local Charities	1,071	-	1,620	2,690	3,060
National Charities	-	-	113	113	1,600
Overseas Charities	1,440	-	682	2,122	3,088
	<u>2,511</u>	<u>0</u>	<u>2,415</u>	<u>4,926</u>	<u>7,748</u>
3(b) <i>Activities directly relating to the work of the church</i>					
Ministry:					
"Offer" payment to Diocese	67,800	-	-	67,800	67,800
Administration costs	8,440	-	-	8,440	8,517
Rectory upkeep costs	3,083	-	-	3,083	3,192
Church service expenses	721	-	-	721	833
Youth and families' worker	-	-	-	0	16,498
General running expenses	4,068	-	-	4,068	4,175
General repairs	1,683	-	-	1,683	1,773
Insurance costs	3,314	-	-	3,314	3,270
Light, heat and water	4,749	-	-	4,749	4,583
Expenditure on magazine	1,295	-	-	1,295	2,220
Organist, choir and music	3,869	-	-	3,869	5,538
Churchyard expenditure	-	-	12,942	12,942	13,020
Flower fund	-	-	100	100	655
Parents and Toddler Group	-	-	-	0	47
OCS Flat Costs	114	-	-	114	829
Use of legacies	-	14,831	-	14,831	3,096
Sundry expenses	772	-	-	772	1,538
	<u>99,908</u>	<u>14,831</u>	<u>13,042</u>	<u>127,782</u>	<u>137,586</u>
3(c) <i>Fund-raising and publicity</i>					
Appeal expenses	-	-	-	0	0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
3(d) <i>Church management and administration</i>					
Accountancy and bank charges	1,572	-	-	1,572	1,930
	<u>1,572</u>	<u>0</u>	<u>0</u>	<u>1,572</u>	<u>1,930</u>
TOTAL RESOURCES USED	<u>103,991</u>	<u>14,831</u>	<u>15,457</u>	<u>134,279</u>	<u>147,263</u>

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (continued)
for the year ended 31st December 2020

All figures in £'s

3. RESOURCES USED - 2019

	<u>Unrestricted Funds</u>		<u>Restricted</u>	<u>Total</u>	<u>Total</u>
	<u>General</u>	<u>Designated</u>	<u>Funds</u>	<u>2019</u>	<u>2018</u>
3(a) <i>Missionary and charity giving</i>					
Local Charities	667	-	2,393	3,060	3,011
National Charities	-	-	1,600	1,600	2,197
Overseas Charities	1,440	-	1,648	3,088	2,654
	<u>2,107</u>	<u>0</u>	<u>5,641</u>	<u>7,748</u>	<u>7,862</u>
3(b) <i>Activities directly relating to the work of the church</i>					
Ministry:					
"Offer" payment to Diocese	67,800	-	-	67,800	67,800
Administration costs	8,517	-	-	8,517	8,040
Rectory upkeep costs	3,192	-	-	3,192	3,117
Church service expenses	833	-	-	833	860
Youth and families' worker	-	15,838	660	16,498	28,392
General running expenses	4,175	-	-	4,175	4,401
General repairs	1,773	-	-	1,773	496
Insurance costs	3,270	-	-	3,270	3,189
Light, heat and water	4,583	-	-	4,583	3,895
Expenditure on magazine	2,220	-	-	2,220	2,460
Organist, choir and music	5,538	-	-	5,538	5,775
Churchyard expenditure	-	-	13,020	13,020	14,186
Flower fund	-	-	655	655	852
Parents and Toddler Group	-	-	47	47	0
Refurbishments - OCS Flat	168	661	-	829	52,608
Use of legacies	-	3,096	-	3,096	10,027
Sundry expenses	1,538	-	-	1,538	1,982
	<u>103,607</u>	<u>19,595</u>	<u>14,383</u>	<u>137,585</u>	<u>208,080</u>
3(c) <i>Fund-raising and publicity</i>					
Appeal expenses	-	-	-	0	0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
3(d) <i>Church management and administration</i>					
Accountancy and bank charges	1,930	-	-	1,930	336
	<u>1,930</u>	<u>0</u>	<u>0</u>	<u>1,930</u>	<u>336</u>
TOTAL RESOURCES USED	<u>107,644</u>	<u>19,595</u>	<u>20,024</u>	<u>147,263</u>	<u>216,277</u>

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (continued) for the year ended 31st December 2020

All figures in £'s

4. STAFF COSTS

	<u>2020</u>	<u>2019</u>
Wages and salaries	7,363	24,598
Pension costs	221	652
Social security costs	-	(1,931)
	<u>7,584</u>	<u>23,319</u>

The PCC employed Brenda Harper as the Church Administrator throughout both years and Charlotte Abernethy as the Youth and Families' Worker until 19th August 2019. The negative figure against Social Security costs in 2019 is due to a credit on account of Employment Allowance for both 2018 and 2019.

5. FIXED ASSETS FOR USE BY THE PCC

5(a) <i>Tangible fixed assets</i>	<u>2020</u>	<u>2019</u>
Gross and Net Book Value		
At 1st January	-	-
Additions	-	-
Depreciation	-	-
Disposals	-	-
At 31st December	<u>0</u>	<u>0</u>

The Trustees have taken a fresh view of the OCS land and buildings and decided not to ascribe a value from hereon (and restate the previous year) due to the historic nature of the building, its inalienable nature and the lack of any supportable evidence for a valuation. By way of information the building ceased to be a school with ownership "transferring" to the Church in 1938: however no note of any consideration is available. The current insured value of the buildings is c£2.7mn.

5(b) <i>Investments</i>	<u>2020</u>	<u>2019</u>
Income Shares		
At 1st January	958	807
Additions	-	-
Disposals	-	-
Revaluation Gain/(Loss)	66	151
At 31st December	<u>1,024</u>	<u>958</u>

The investment represents bequeathed shares held by the Diocesan Board of Finance, the income of which is paid to the PCC. The current value is as notified by the Diocese.

6. RELATED PARTY TRANSACTIONS

The total amount received (excluding any associated Gift Aid) during the year, either by way of Planned Giving or donations, from any person (or their spouse/partner) who was a Trustee at any point in 2020 amounted to £5,850 (£7,864) in respect of Unrestricted Funds and £240 (£240) in respect of Restricted Funds.

The total amount paid by way of expenses, as opposed to reimbursement in the normal course for materials and/or services purchased on behalf of the PCC, to Trustees during the year amounted to £453 (£1,169).

The Church has utilised Bourner Bullock, Chartered Accountants for the 2020 Independent Examination. Olivia Truelove-Dodd, who is the daughter of Richard Truelove (Honorary Treasurer), is employed by Bourner Bullock but is not involved in the Independent Examination.

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (continued) for the year ended 31st December 2020

All figures in £'s

7. DEBTORS

	<u>2020</u>	<u>2019</u>
Gift aid recoverable	11,113	13,285
Other debtors	0	0
	<u>11,113</u>	<u>13,285</u>

8. LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR

	<u>2020</u>	<u>2019</u>
Amount owed to OCS Trust	-	87,621
OCS receipts subject to refund	1,765	0
Hayes Herald advance income	-	480
Year-end accruals	1,488	960
Sundry other creditors	639	37
	<u>3,892</u>	<u>89,098</u>

9. ANALYSIS OF DESIGNATED AND RESTRICTED FUNDS

9(a) <i>General Funds</i>	<u>2020</u>	<u>2019</u>
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The movements on the Unrestricted General Fund are summarised in the Statement of Financial Activities, with detail contained in Notes 2 and 3.

Income during the year	80,027	105,459
Outgoings during the year	(103,991)	(107,644)
Fund Transfers (net)	27,847	(3,000)
Net Movement	3,883	(5,185)
At 1st January	68,626	73,811
At 31st December	<u>72,509</u>	<u>68,626</u>
Represented by:-		
Fixed Assets	-	-
Current Assets	76,401	157,724
Current Liabilities	(3,892)	(89,098)
	<u>72,509</u>	<u>68,626</u>

10. LONG SERVING TRUSTEES

Charity Governance Code (the "Code") recommends that trustees are appointed for an agreed length of time and the current policy of Hayes (Kent) PCC is that trustees who are not ex-officio are required to "step down" for at least one year at the end of their usual three-year appointment. The code also stipulates that if a trustee has served for more than nine years, then their reappointment should be subject to both a specific review and explained in the annual report.

Mary Whytock and Richard Truelove have both served for more than nine years in their specific roles of Honorary Secretary and Honorary Treasurer respectively. They have both been in situ in these roles since 2008. It is the intention that Mary Whytock continues in her role for another year and this was discussed and passed as a motion at a meeting of the PCC on 10th March 2021. The rationale for this is her specific expertise and the lack of any alternative nominations. Richard Truelove is retiring at the Annual Meeting in April 2021.

11. OLD CHURCH SCHOOLS TRUST

An investigation involving lawyers has concluded that the separate OCS Trust, under which the day-to-day activities of the Old Church Schools have been conducted, should have "lapsed" following the purchase of the Schools by the Church in January 1974. This has now been corrected following the approval and execution of various resolutions, with the net assets of the Trust being transferred to the Church by way of a special grant.

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

**NOTES TO THE FINANCIAL STATEMENTS (continued)
for the year ended 31st December 2020**

All figures in £'s

9. ANALYSIS OF DESIGNATED AND RESTRICTED FUNDS (continued)

9(b) *Designated Funds*

	<u>Sundry Memorials Legacies</u>	<u>Wedding Deposit Fund</u>	<u>Fabric and Bells Fund</u>	<u>Organ Repair Fund</u>	<u>Youth and Families' Worker</u>	<u>OCS Complex</u>	<u>Fabric Reserve</u>
Income in 2020	1,863	-	30	100	360	-	3,092
Outgoings in 2020	(14,831)	-	-	-	-	-	-
Transfers/Depreciation	(24,599)	-	(3,025)	(2,735)	-	88,740	-
Net Movement	(37,567)	0	(2,995)	(2,635)	360	88,740	3,092
At 1st January	236,988	0	2,995	2,635	32,548	5,797	28,847
At 31st December	<u>199,421</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>32,908</u>	<u>94,537</u>	<u>31,938</u>
Represented by:-							
Fixed Assets	-	-	-	-	-	-	-
Current Assets	199,421	0	0	0	32,908	94,537	31,938
Current Liabilities	-	-	-	-	-	-	-
	<u>199,421</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>32,908</u>	<u>94,537</u>	<u>31,938</u>
Income in 2019	10,000	50	30	440	-	-	3,082
Outgoings in 2019	(3,096)	(100)	-	-	(15,838)	(661)	-
Transfers/Depreciation	-	-	-	-	-	-	-
Net Movement	6,904	(50)	30	440	(15,838)	(661)	3,082
At 1st January	230,084	50	2,965	2,195	48,387	6,458	25,765
At 31st December	<u>236,988</u>	<u>0</u>	<u>2,995</u>	<u>2,635</u>	<u>32,548</u>	<u>5,797</u>	<u>28,847</u>

9(c) *Restricted Funds*

	<u>Churchyard Fund</u>	<u>Flower Fund</u>	<u>Parents and Toddlers Group</u>	<u>Youth and Families' Worker</u>	<u>OCS Flat Deposit Fund</u>	<u>Investment Fund</u>	<u>Ringers' Guild Fund</u>
Income in 2020	11,624	61	-	300	-	-	-
Outgoings in 2020	(12,942)	(100)	-	-	-	-	-
Transfers/Revaluations	-	-	(89)	-	(400)	66	-
Net Movement	(1,318)	(40)	(89)	300	(400)	66	0
At 1st January	26,583	1,869	89	0	700	958	1,861
At 31st December	<u>25,265</u>	<u>1,830</u>	<u>0</u>	<u>300</u>	<u>300</u>	<u>1,024</u>	<u>1,861</u>
Represented by:-							
Fixed Assets	-	-	-	-	-	1,024	-
Current Assets	25,265	1,830	0	300	300	-	1,861
Current Liabilities	-	-	-	-	-	-	-
	<u>25,265</u>	<u>1,830</u>	<u>0</u>	<u>300</u>	<u>300</u>	<u>1,024</u>	<u>1,861</u>
Income in 2019	12,598	465	-	660	-	-	20
Outgoings in 2019	(13,020)	(655)	(47)	(660)	-	-	-
Transfers/Revaluations	-	-	-	-	-	151	-
Net Movement	(422)	(190)	(47)	0	0	151	20
At 1st January	27,006	2,059	136	0	700	807	1,841
At 31st December	<u>26,583</u>	<u>1,869</u>	<u>89</u>	<u>0</u>	<u>700</u>	<u>958</u>	<u>1,861</u>

HAYES OLD CHURCH OF ENGLAND SCHOOL

Independent Examiner's Report to the Trustees

This report on the accounts of the Hayes Old Church of England School (the "OCS Trust") for the year ended 31st December 2020, which are set out in the previous pages, is in respect of an examination carried out under the Church Accounting Regulations 2006 (the "Regulations") and s.145 of the Charities Act 2011 (the "Act").

Respective responsibilities of trustees and examiner

As Trustees of the OCS Trust you are responsible for the preparation of the accounts; you consider that the audit requirements of the Regulations and section 144(2) of the Act do not apply. It is my responsibility to issue this report on the accounts in accordance with the terms of the Regulations.

Basis of this report

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 145(5)(b) of the Act and to be found in the Church guidance, 2006 edition, issued by the Finance Division of the Archbishop's Council. The examination includes a review of the accounting records kept by the OCS Trust and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In connection with my examination no material matters have come to my attention which gives me cause to believe that in any material respect:

- accounting records were not kept in accordance with section 130 of the Act; or
- the accounts do not accord with those records; or
- the accounts do not comply with the applicable accounting requirements concerning form and content of accounts set out in the Act or the Regulations other than any requirement that the accounts give a "true and fair" view which is not a matter considered as part of an independent examination.

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

Signed by:



David Wheeler, FCCA ACA

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

Additional Information Sheet (1) not forming part of the formal Financial Statements

SUMMARY OF CHARITY GIVING IN 2020

All figures in £'s

	<u>General</u> <u>Funds</u>	<u>Restricted</u> <u>Funds</u>	<u>Total</u> <u>2020</u>	<u>Total</u> <u>2019</u>
<i>Local Charities:</i>				
Bromley Food Bank		241	241	0
CASPA		715	715	1,081
Demelza House		73	73	166
Friends of Rochester Cathedral	20		20	20
Hayes Food Bank		241	241	0
St Christopher's Hospice			0	393
Welcare	1,051	350	1,400	1,400
	<u>1,071</u>	<u>1,620</u>	<u>2,690</u>	<u>3,060</u>
<i>National Charities:</i>				
Children's Society		113	113	639
Mission to Seafarers			0	139
Mothers' Union Charity			0	133
Royal British Legion			0	560
Save The Children Fund			0	130
	<u>0</u>	<u>113</u>	<u>113</u>	<u>1,600</u>
<i>Overseas Charities:</i>				
Christian Aid - General		160	160	2,528
Christian Aid Coronavirus Appeal		170	170	0
Church Missionary Society		99	99	611
CMS re Specific Missionary Partners	1,440		1,440	1,440
Cyclone Idai Appeal			0	195
Mpwapwa Tanzania Project			0	383
Poverty and Hope Appeal		254	254	214
Rochester Links re Confirmation			0	0
Traidcraft			0	120
	<u>1,440</u>	<u>682</u>	<u>2,122</u>	<u>5,491</u>
Total Charity Giving	<u>2,511</u>	<u>2,415</u>	<u>4,926</u>	<u>10,151</u>

There was understandably a significant reduction in the Church's ability to hold the usual fund-raising events due to the Coronavirus pandemic. As such any comparison to the previous year is not meaningful.

It should be noted that due to a change in charity accounting rules as to what is allowed to be included in the formal accounts, as opposed to charity money that merely passes through the Church's accounts, the full amount above does not appear in the accounts.

HAYES (KENT) PAROCHIAL CHURCH COUNCIL

Additional Information Sheet (2) not forming part of the formal Financial Statements

**SUMMARY INCOME AND EXPENDITURE FOR OCS TRUST
FOR YEAR ENDED 31ST DECEMBER 2020**

All figures in £'s

	<u>2020</u>	<u>2019</u>
<u>Income</u>		
Letting to Pre-School	10,593	12,256
Other Lettings	17,138	46,982
Sundry Income	10,000	0
	<u>37,731</u>	<u>59,238</u>
<u>Expenditure</u>		
Cleaning - Direct Costs	9,261	12,235
Cleaning Materials and Sundry Supplies	762	1,290
Fire Equipment	834	838
Insurance	2,625	2,590
Light, Heat and Water	3,568	4,908
Rates and Refuse Collections	1,207	1,464
Repairs and Refurbishments	7,627	7,689
Telephone	413	404
Sundry Expenses	1,955	1,130
	<u>28,252</u>	<u>32,549</u>
Surplus for Year	9,479	26,690
Grant to Hayes Parish Church	-6,300	-14,000
Special Grant to Hayes Parish Church	-88,740	
Overall Surplus/(Deficit)	<u>-85,561</u>	<u>12,690</u>
<u>General Reserve</u>		
Opening Balance	85,561	72,871
Surplus/(Deficit) as above	-85,561	12,690
Closing Balance	<u>0</u>	<u>85,561</u>

Please note that the above figures are subject to final audit