



**Annual Report and Financial Statements of the Parochial Church Council
for the year ending 31 December 2020**



Incumbent:

The Revd Phillip Johnson
The Vicarage
12 Lambourne Ave
Malvern WR14 1NL

Bank:

CAF Bank Ltd.

Independent Examiner:

Ms Mary Walters
5, The Howsells
Malvern WR14 1AD

2020 Annual Report and Financial Statement

1. Aim and purposes

The primary object of all PCCs is the promotion of the gospel of our Lord Jesus Christ according to the doctrines and practices of the Church of England. The PCC (Powers) Measure 1956 states that the PCC 'is to cooperate with the incumbent', the Reverend Phillip Johnson, 'in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical'.

The PCC is also specifically responsible for the maintenance of the fabric of the church buildings, the associated churchyards at St Matthias' Church and St Peter's Church and the maintenance of the Hall attached to the Church of the Ascension.

When planning our activities for the year and our response to the Covid epidemic, the incumbent and the PCC have considered the Commission's guidance on public benefit, particularly the specific guidance on charities for the advancement of religion. Our focus is to enable people to live out their faith as part of our parish community through:

- Worship and prayer - learning about the Gospel and developing their knowledge of the Christian faith.
- Provision of pastoral care for people living in the parish.
- Working closely with the schools in our parish (three church schools and one state)

To facilitate this work, it is important that we continue to invest in the maintenance and upgrade of the fabric of the three church buildings in our care and the associated Church Hall.

2. Objectives and Activities

The PCC began 2020 with an initial plan to continue the progress made in 2019, this was of course disrupted by the pandemic. The focus of last year therefore became:

- Ensuring that worship was able to continue online from March to August, and then live from September to December.
- Applying for over £40,000 worth of grants to build our ability to continue worship and serve our community.
- Providing pastoral care and connection to those living in our parish.
- Develop a number of innovative digital experiences including a weekly "magazine programme" on DVD for those in isolation without access to the internet.

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- Develop a new staff structure as we planned to grow through reopening in the Autumn.

3. Achievements and performance

Worship

At the beginning of the year the timing of the Sunday Sung Eucharist service changed from 10:00am to 9:45am to facilitate the launch of a 11:15 am Contemporary Service at St. Peter's. This service was launched in February 2020.



Immediately, from the start of lockdown Father Phillip continually provided a 9:45am on-line Sunday morning Eucharist Service and a live-streamed 11:15am Contemporary Worship Service. The Parish's grateful thanks to Mrs Barbara Johnson for becoming a video editor overnight and for months of dedicated video editing must be recorded.

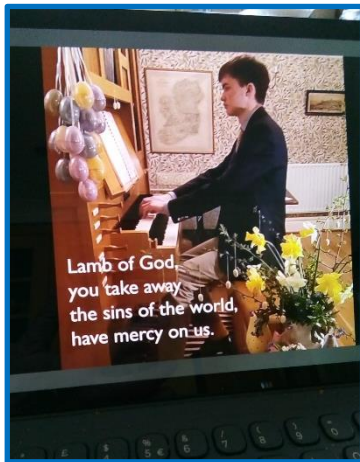
Members of the congregation recorded the readings and prayers for the 9:45 am service. In total 121 videos were recorded in 2020 and people watched these for over a thousand hours.

DVDs of services were delivered to those without internet access.

In person services resumed in September 2020. A full range of Christmas services took place within Covid restrictions, many of which were also live-streamed.



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Due to relocating, Graham Davies resigned from his role as Parish Organist in March and Peter Johnson took on the position in September. The Parish were grateful for the contributions of organ music for recorded services provided by 17-year-old David Bryson.

We are delighted that Allen Hudson has been licensed as a Licensed Lay Minister in the Parish and our grateful thanks goes to our Licensed Lay Ministers, Allen, Mike Hancox and Eileen Tomlin and Fr Anthony Gann and Fr Ted Stokes for all they do to support Fr Phillip.

Pastoral Care

At the beginning of the lock-down a team was formed to keep in touch with the most vulnerable people in the congregation. Around 30 people were identified who needed regular contact, and during the remainder of 2020 the Pastoral team made well over 1,000 phone calls, phoning weekly, offering a friendly ear, and helping in practical ways.

A weekly "magazine programme" was recorded by a small team on DVD and delivered to those in isolation without access to the internet. Local young people painted pictures to bring a smile to the elderly. During the summer, 20 'Bags of Love' were delivered, containing puzzles, pens, colouring books, notecards, stamps and biscuits, to give a bit of cheer. These were followed with 'Grow bags' containing cress seeds, a plastic tray and the medium to grow cress on window-sills, and later, lavender bags made by congregation members and others in the community, accompanied by greetings cards.

At Christmas, those who were still self-isolating received a pot of narcissus bulbs with a tiny gingerbread house made by one of the congregation. Everyone in the congregation received a Christmas card from the Parish.



Our services of occasional offices were greatly reduced due to the Covid epidemic, the team performed no weddings, no baptisms after March and although the number of funerals The Team officiated at did not decrease as significantly, after March almost all the services took place at local crematoriums, churchyards and cemetery.

Anna Chaplaincy

In September, an Anna Chaplaincy was established in the Parish and one of our License Lay Readers, Eileen Tomlin was enrolled as an Anna Chaplain.

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As well as continuing the pastoral work previously mentioned she has also maintained contact with 5 Care Homes, delivering greetings cards, prayer cards, pictures, hearts and rainbows from young people and gifts of craft packs to use for their activities. At Christmas 'knitters' made around 200 angels which were blessed at church and then put into bags with a card for each resident in the Care Homes. The Anna Chaplain also made cards for the staff at the homes.

The Anna Chaplain kept in touch with people in the community who are Carers or those who had recently left hospital. It is to be hoped that the Anna Chaplaincy will create new way of engaging with people in the community.

Children and Schools

In the early months of 2020, our weekly Monday Tots, for babies and pre-school aged children in the local community, group ran. The Team kept in touch with the children by delivering over thirty Easter and Christmas activity packs.

As visitors were unable to enter schools due to Covid restrictions weekly video assemblies were recorded for them to use.

In the Autumn the Parish's Arts Lead ran an after-school Radio club at St. Peter's church for pupils at a local Primary School.

A range of Christmas services which would appeal to families were held: Outside Carols, Christingle, Crib Services and Edible Nativity.



4. Financial Report 2020

Total income for the year ended 31st December 2020 was £207,995 while expenditure totalled £210,964 resulting in a deficit of £2,968 as detailed in the accounts. The immediate financial impact of the pandemic has been the loss of income due to suspension of church services, being unable to hold fundraising events and a reduction in hall lettings. This drop in General Fund income is reflected in a net movement in funds deficit of £5,773. We have

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however been able to secure several grants towards the streaming of online services, which have been viewed by many and increased our presence in the wider community. We are also very grateful for a £22,500 Heritage Fund grant plus Council grants to compensate for COVID related income loss. We have also been fortunate to benefit from an increase in giving from new and existing members of our congregations at St Matthias and St Peter's. It was still necessary however to transfer a total of £58,459 from investments over the year to the general fund to cover our commitments. Despite these transfers we were unable to pay our monthly Parish Share to the Diocese for the last two and a half months, whilst still leaving sufficient funds for regular running costs. It was explained to the PCC that, given the national situation, the Diocesan policy is to ask parishes to pay whatever they can this year. They did not expect churches to draw down on their reserves to pay Parish Share. A significant number of grants and donations have been raised for the new Dementia Centre which, following the upgrading of St Matthias Link Room will, we hope, provide a much-needed facility in Malvern. The promising attendance at the new contemporary service at St Peter's plus next year's 175th anniversary of St Matthias, along with the Ascension Church Contemplation courses indicate our confidence as a growing concern.

Reserves Policy

The Operational Reserve Fund contains £46,612 representing three months of expenditure, designated for emergencies only.

Restricted and Endowment Funds

The PCC holds and administers a number of these funds as detailed on the Balance sheet. Restricted funds totalled £20,205 and Endowment funds totalled £44,014 as at 31st December 2020.

Designated Funds

The PCC designates additional unrestricted reserves to be retained for an agreed purpose. These are reviewed on an annual basis and returned to the general fund if no longer considered justified. Designated funds totalled £64,529 as at 31st December 2020 as detailed on the Balance sheet.

Investments

The PCC held a number of investment assets at 31st December 2020 as detailed in the Statement of Assets and Liabilities. As described above we had to draw on these funds during the year to cover our running costs, which has also led to a drop in dividend income.

My thanks as always go to Martin Purser for all his help with the accounts, Anne Hancox for recording and paying in the collections and to Jenny Purser for banking and recording the planned giving envelopes throughout the year. Thanks also to Peter Edwards for reclaiming the gift aid on donations which brings in an invaluable source of income. It is hoped to make savings following the introduction of a new accounting system next year, plus having the benefit of a new Parish Office.

Eileen Watson PCC Treasurer

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5. Plans for the future period

This year we hope to realise many of the plans we had for 2020.

We will continue to place a significant focus on our Children and Families' ministry alongside our work in local schools. We hope to launch The Ascension Centre for Contemplation and Reconciliation and be able to build on our plans for SPARC.

We plan to introduce a range of new services on Sunday evenings at 5:00pm and a monthly concert series.

We hope to continue to offer on-line services and events for those who do not wish to or cannot attend our churches in person.

St. Matthias' 175 Celebrations 'Making the Malvern Link' are designed to reach out to all community stakeholders and emphasize our churches as the heart of the community.

Following on from the success of our Christmas celebrations in 2020, we hope to develop this area of worship and outreach further in 2021.

As a result of a successful crowdfunding campaign in 2020, we will be opening a Dementia Meeting Centre in The Link Room at St. Matthias' Church two days a week in partnership with Age UK in June.

6. Risk Management

The principal risks implicit in the running of the Parish involve Finance, Public Liability, Employment Liability and Safeguarding. Arrangements for management and mitigating risk include the adoption and observance of policies and practices to ensure appropriate oversight and governance of risk-bearing activities and insurance against unforeseen occurrences.

The PCC sets, and periodically reviews, levels of authority to commit to expenditure appropriate to daily operations, routine maintenance and major projects. Banking transactions require the approval of two authorised signatories. Financial forecasts and performance to date are routinely reviewed by the Standing Committee and the PCC. Financial activity, reporting and auditing follow the recommendations and guidelines of the PCC Accountability Guide (fifth edition) including its references to Charity Commission requirements.

Risk and Safety Inspection Documents are available for Church buildings and surrounds. Regular statutory inspections of fire safety appliances and electrical and heating installations are commissioned, the most recent being in 2020.

In respect of Safeguarding, the PCC has adopted the Safeguarding Policy (2017) formulated by the Archbishop's Council in compliance with the Safeguarding and Clergy

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Discipline Measure 2016 and continues to give due regard to the Safeguarding Policy in everything we undertake. We have a new Safeguarding Officer, who has proactively sought ongoing clarification of detailed guidance and requirements from the Diocese of Worcester and has undergone all required training. The Parish has signed up to and is using the Diocese Safeguarding Dashboard.

The Finance working party continually reassess our current and future risks to identify where further risk mitigation measures, including additional training and use of professional services, are required.

7. Structure, governance and management

There are three church buildings in the Parish namely, the Church of the Ascension, St Matthias' Church and St Peter's Church. All have equal status and together constitute the Parish Church. Each church continues to be used for worship and for additional activities in ways which reflect their location and their varying attributes.

Financial and administrative control of all three churches rests with the PCC which is the responsible legal body. The financial statements for the Parish are prepared on an accrual basis, in accordance with the Church Accounting Regulations and Charity Commission Financial Guidance.

The method of appointment of PCC members is set out in the Church Representation Rules. All church attendees are encouraged to register on the Electoral Roll, members of which are the electors of the PCC. There are 90 people on the Roll revised in September 2020. Members elected to the PCC have a three-year term of office so that a third of the membership retires each year. Apart from the elected lay members, the Council includes the incumbent (the Chair), the churchwardens, a licensed lay minister and two representatives from the Parish elected to serve on the Deanery Synod.

The Parochial Church Council is the responsible legal body and receives reports on finance, fabric and other general matters at each of its meetings. In 2020 there were three substantive meetings of the PCC, two in person and one virtual.

In 2020 the Standing Committee regularly met virtually to make decisions on behalf of the PCC during the Covid 19 pandemic lockdown.

From September 2020 there have been four sub committees: finance, fabric, children, young persons and families and St. Matthias' 175 celebrations planning group.

There was also a Sub Committee which makes recommendations on what donations should be made to specific national and local charities with which we liaise.

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8. Administrative Information

Details of the three churches in the Parish of Malvern Link with Cowleigh, within the Diocese of Worcester are listed below:

- St Matthias Church, Church Road WR14 1LX
- Church of the Ascension, Somers Park Avenue WR14 1XA
- St Peter's Cowleigh Bank WR14 1QP

The principal contact address is the Vicarage, 12 Lambourne Avenue, Malvern WR14 1NL

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2020) and a charity registered with the Charity Commission - No.1133920.

The following served on the PCC during 2020:

Vicar (Chair)	Revd. Phillip Johnson
Licensed Lay Ministers	Eileen Tomlin, Mike Hancox (until Sept 2020)
Churchwardens	Joy Black (until Sept 2020), Richard Tandy, Anne Hancox, Mark Cook, David Sims (from Sept 2020)
Deanery Synod Representatives	Joy Black, Bob Leverett (until Nov 2020), Martin Purser (until Nov 2020), Alison Sims
Elected Members	John Price, Sue Tandy (until Sept 2020), Alison Sheehan-Hunt (until Sept. 2020), David Sims (until Sept 2020), Eileen Watson, Andrew Judd (until Sept 2020), Diana Stockford, Martin Purser (from Sept 2020) Ruth Lane (from Sept 2020), Ian Hopwood, (from Sept 2020)
Honorary Treasurer	Eileen Watson
Honorary Secretary	Maureen Panton (until Sept. 2020) Susan Maxfield-Phillips (from Sept. 2020)
Safeguarding Officer	Joy Black

Parish of Malvern Link with Cowleigh

End of Year Financial Statements

Year ending 31 December 2020

Approved by the Parochial Church Council on 24 February 2021 and signed on its behalf by The Revd Phillip Johnson (Vicar)

A handwritten signature in black ink, appearing to read 'P. Johnson', followed by a long, horizontal, wavy line.

Malvern Link with Cowleigh PCC Registered Charity No. 1133920

Statement of Financial Activities

1 January to 31 December 2020

	Note	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
Income and endowments from:							
Donations and legacies	2	110,411	22,738	52,016	—	185,166	130,352
Income from charitable activities	2	4,618	—	156	—	4,775	14,976
Other trading activities	2	10,451	1,705	—	—	12,157	33,391
Investments	2	3,578	—	—	—	3,578	5,334
Other income	2	2,318	—	—	—	2,318	—
Total income		131,377	24,444	52,173	—	207,995	184,054
Expenditure on:							
Raising funds	3	573	—	—	—	573	321
Expenditure on charitable activities	3	148,177	18,249	41,160	—	207,587	235,012
Other expenditure	3	43	1,724	1,036	—	2,803	18,892
Total expenditure		148,794	19,973	42,196	—	210,964	254,226
Net income / (expenditure) resources before transfer		(17,416)	4,470	9,977	—	(2,968)	(70,172)
Transfers							
Gross transfers between funds - in		35,051	68,785	10,287	—	114,123	152,231
Gross transfers between funds - out		(24,587)	(79,928)	(9,607)	—	(114,123)	(152,231)
Other recognised gains / losses							
Gains / losses on investment assets		1,179	1,750	—	1,989	4,920	14,686
Net movement in funds		(5,773)	(4,921)	10,656	1,989	1,951	(55,486)
Total funds brought forward		39,292	69,451	9,549	42,024	160,316	215,803
Total funds carried forward		33,519	64,529	20,205	44,014	162,268	160,316

Malvern Link with Cowleigh PCC Registered Charity No. 1133920

Balance sheet

As at 31 December 2020

	Note	Unrestricted	Designated	Restricted	Endowment	This year	Last year
Fixed assets							
Tangible assets	5	1,339	—	—	—	1,339	1,488
Investments	4	—	32,108	—	42,014	74,122	114,462
		1,339	32,108	—	42,014	75,461	115,950
Current assets							
Debtors	6	6,057	—	1,145	—	7,202	9,762
Cash at bank and in hand	4	27,367	32,421	19,060	2,000	80,849	36,423
		33,424	32,421	20,205	2,000	88,051	46,186
Liabilities							
Creditors: Amounts falling due in one year	7	1,244	—	—	—	1,244	1,819
		1,244	—	—	—	1,244	1,819
Net current assets less current liabilities		32,180	32,421	20,205	2,000	86,806	44,366
Total assets less current liabilities		33,519	64,529	20,205	44,014	162,268	160,316
Total net assets less liabilities		33,519	64,529	20,205	44,014	162,268	160,316
Represented by							
Unrestricted							
General fund		33,519	—	—	—	33,519	39,292
Designated							
Arts Fund		—	—	—	—	—	—
Fabric Fund		—	17,617	—	—	17,617	15,042
Mission Fund		—	300	—	—	300	408
Operational Reserve Fund		—	46,612	—	—	46,612	54,000
Restricted							
Ascension Fabric Fund		—	—	—	—	—	(8,604)
St M Organ Fund		—	—	—	—	—	5,578
St M Pathway and Sound system		—	—	—	—	—	781
St Peter's Fabric Fund		—	—	1,000	—	1,000	3,612
Vicar's Discretionary Fund		—	—	163	—	163	1,543
Audio Visual		—	—	—	—	—	—
Contemplation Fund		—	—	2,640	—	2,640	6,436
Dementia Fund		—	—	15,374	—	15,374	—
Mission Fund		—	—	—	—	—	—
Monday Club		—	—	927	—	927	—
St M Churchyard maintenance		—	—	100	—	100	200
Endowment							
St M Ecclesiastical and Churchyard Funds		—	—	—	44,014	44,014	42,024
Funds of the church		33,519	64,529	20,205	44,014	162,268	160,316

Malvern Link with Cowleigh PCC Registered Charity No. 1133920

Parish of Malvern Link with Cowleigh

Note 1 – Accounting Policies

The financial statements are prepared under the Church Accounting Regulations and Charity Commission financial guidance. The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value.

Funds

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

Restricted funds are those funds that must be spent on restricted purposes and details of the funds held and restrictions are provided, via PCC-specific notes where appropriate. Endowment funds, where the capital must be retained, are also explained via PCC-specific notes where appropriate.

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

INCOMING RESOURCES

Voluntary income and fundraising

Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain.

Grants and donations are included in the SOFA when any preconditions preventing their use by the PCC have been met. For collections and planned giving, this is when the funds are received. Gift Aid and other tax claims are included in the SOFA at the same time as the donations to which they relate.

Funds raised by fêtes, garden parties and similar events are accounted for gross. Sales of books and magazines from the church bookstall are accounted for gross.

Other income

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

Investment gains and losses

Realized gains or losses are recognized when investments are sold. Unrealized gains or losses are accounted for on an annual revaluation of investments at 31 December.

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

Gifts in kind for sale to fund the PCC are included in the accounts at their estimated market value at the date of gift, if feasible, or else recognised when sold by the charity.

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

RESOURCES EXPENDED

Grants

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC.

Activities directly relating to the work of the church

Parish Share is acknowledged by the Diocese as a request for voluntary payment. Any shortfall in one year should normally be treated as a creditor on the balance sheet. In exceptional circumstances the Diocesan policy is to ask parishes to pay whatever they can. They do not expect churches to draw down on their reserves to pay Parish Share.

Governance costs

Governance costs include costs of the preparation and examination of statutory accounts, the costs of trustees' meetings and cost of any legal advice to trustees on governance or constitutional matters.

ASSETS

Fixed assets

Consecrated property and movable church furnishings

Consecrated and beneficed property of any kind is excluded from the financial statements by Section 10(2) (a) and (c) of the Charities Act 2011.

Movable church furnishings held by the incumbent and churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted for as inalienable property unless consecrated. They are listed in the Church's inventory, which can be inspected (at any reasonable time).

For inalienable property acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements.

For items acquired since 1 January 2000, where the trustees consider these to have enduring economic value, these are capitalized at cost and depreciated in the financial statements over their currently anticipated useful economic life (over four years unless otherwise stated) on a straight-line basis.

For items acquired since 1 January 2000, where the trustees instead consider these to be like-for-like replacement expenditure of no enduring economic value, these are written off when the expenditure is incurred.

All expenditure incurred in the year on consecrated or beneficed buildings, individual items under £1,000 or the repair of movable church furnishings acquired before 1 January 2000 is written off.

Other fixtures, fittings and office equipment

Items of office, communications, audio-visual and domestic equipment with an initial purchase price of greater than £1,750 at 2020 values are taken into the balance sheet at the time of purchase and depreciated (over a four year period unless otherwise stated) on a straight line basis. Acquisition of items with a purchase price of £1,750 or less are treated as expenditure.

Investments

Investments are valued at market value at 31 December.

Current assets

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

Short-term deposits include cash held on deposit either with the CBF Church of England Funds or at the bank.

LIABILITIES

Liabilities are recognised as soon as the legal or constructive obligation arises.

Note 2**Analysis of Income****1 January to 31 December 2020**

	<u>Unrestricted</u>	<u>Designated</u>	<u>Restricted</u>	<u>Endowment</u>	<u>This year</u>	<u>Last year</u>
Donations and legacies						
Gift Aid - Standing Orders	48,920	—	—	—	48,920	46,241
Gift Aid - Envelopes	5,776	—	35	—	5,811	9,895
Non Gift Aid planned giving	1,171	—	—	—	1,171	2,713
Loose plate collections	2,829	—	—	—	2,829	5,936
White Gift Aid Envelopes	1,352	—	165	—	1,517	2,053
Donations appeals etc	10,013	—	25,302	—	35,315	5,692
Hymn Book Appeal	—	—	—	—	—	2,279
Tax recoverable on Gift Aid	17,495	—	1,272	—	18,767	18,616
Legacies	—	8,238	—	—	8,238	550
Non-recurring one-off grants	17,777	14,500	18,509	—	50,786	14,329
Other funds generated	5,076	—	159	—	5,236	2,687
Arts Centre Grants and Donations	—	—	—	—	—	4,080
CYPF Donations	—	—	865	—	865	50
Ascension Toilet Grants and Donations	—	—	100	—	100	5,149
St M Organ Refurb Grants & Donations	—	—	168	—	168	2,576
Contemplation Grants and Donations	—	—	5,440	—	5,440	7,500
Total	110,411	22,738	52,016	—	185,166	130,352
Income from charitable activities						
Fees for weddings and funerals	4,618	—	—	—	4,618	13,559
Contemplation Sales Income	—	—	156	—	156	1,417
Total	4,618	—	156	—	4,775	14,976
Other trading activities						
Fundraising Gross	4,332	—	—	—	4,332	4,704
Church hall lettings - Link Room	1,217	—	—	—	1,217	6,756
Church hall lettings - Ascension	4,087	—	—	—	4,087	9,123
Church hall lettings - St Peter's	815	—	—	—	815	2,076
Arts Centre Events Sales	—	1,103	—	—	1,103	8,366
Arts Centre Hospitality Sales	—	602	—	—	602	2,364
Total	10,451	1,705	—	—	12,157	33,391
Investments						
Dividends	3,541	—	—	—	3,541	5,001
Bank and building society interest	36	—	—	—	36	83
Rent from lands or buildings	—	—	—	—	—	250
Total	3,578	—	—	—	3,578	5,334
Other income						
Insurance claims	2,318	—	—	—	2,318	—
Total	2,318	—	—	—	2,318	—
INCOME TOTAL	131,377	24,444	52,173	—	207,995	184,054

Note 3

Analysis of Expenditure

1 January to 31 December 2020

	<u>Unrestricted</u>	<u>Designated</u>	<u>Restricted</u>	<u>Endowment</u>	<u>This year</u>	<u>Last year</u>
Raising funds						
Costs of applying for grants	449	—	—	—	449	—
Costs of stewardship campaign	104	—	—	—	104	117
Costs of fetes & other events	20	—	—	—	20	203
Total	573	—	—	—	573	321
Expenditure on charitable activities						
CYPF Equipment and Materials	60	259	—	—	319	954
CYPF Salaries and Admin	—	—	—	—	—	140
Interim Toilet	—	—	—	—	—	1,186
Ascension Toilet	—	—	—	—	—	53,862
Branding and Marketing	2,105	9,595	1,900	—	13,601	5,492
St Matthias Organ Refurb	—	—	—	—	—	30,320
Contemplation programme	—	—	407	—	407	9,083
Contemplation Library	—	—	1,069	—	1,069	599
Contemplation Equipment	—	—	4,422	—	4,422	29
Contemplation Training	—	—	3,455	—	3,455	—
Contemplation Course Running Costs	—	—	38	—	38	923
Giving to missionary societies	—	—	—	—	—	2,850
Giving - relief and development agencies	—	—	—	—	—	450
Home mission	156	—	1,390	—	1,546	1,079
Secular charities	—	—	—	—	—	2,200
Ministry parish share etc	56,066	—	—	—	56,066	69,368
Assistant staff costs	270	—	—	—	270	1,994
Staff Salaries	24,200	—	—	—	24,200	3,302
Working expenses of incumbent	2,568	—	—	—	2,568	3,142
Parsonage house expenses	478	—	—	—	478	—
Vicar's telephone	788	—	—	—	788	958
Education	—	—	—	—	—	127
Parish training and mission	1,866	—	238	—	2,105	2,431
Church running - insurance	5,561	—	—	—	5,561	5,488
Organ / piano tuning	312	—	—	—	312	480
Church maintenance	17,699	8,393	11,135	—	37,228	4,909
Cleaning	2,372	—	—	—	2,372	317
Upkeep of services	9,309	—	16,303	—	25,612	5,609
Music	47	—	—	—	47	—
Organist contract fee	2,666	—	—	—	2,666	3,666
New Hymn Books	—	—	—	—	—	2,781
Upkeep of churchyard	7,542	—	800	—	8,342	7,550
Administration	6,740	—	—	—	6,740	2,094
Visiting speakers / locums	—	—	—	—	—	55
St M Church running - electric	1,667	—	—	—	1,667	3,639
Asc Church running - electric	629	—	—	—	629	1,060
St P Church running - electric	334	—	—	—	334	405
St M Church running - gas	773	—	—	—	773	1,596
Asc Church running - gas	571	—	—	—	571	744
St P Church running - gas	1,137	—	—	—	1,137	1,363
St M Church running - water	206	—	—	—	206	138
Asc Church running -water	192	—	—	—	192	268
St P Church running - water	122	—	—	—	122	178
Asc Hall running - electricity	494	—	—	—	494	635
Asc Hall running - gas	797	—	—	—	797	889
Asc Hall running - maintenance	138	—	—	—	138	341
Governance costs examination/audit fee	300	—	—	—	300	300
Total	148,177	18,249	41,160	—	207,587	235,012

	<u>Unrestricted</u>	<u>Designated</u>	<u>Restricted</u>	<u>Endowment</u>	<u>This year</u>	<u>Last year</u>
Other expenditure						
Arts Centre Events Costs	—	923	—	—	923	10,326
Arts Centre Administration	43	470	—	—	513	6,132
Arts Centre Equipment Purchases	—	292	1,036	—	1,328	1,450
Arts Centre Hospitality Consumables	—	38	—	—	38	983
Total	43	1,724	1,036	—	2,803	18,892
EXPENDITURE TOTAL	148,794	19,973	42,196	—	210,964	254,226

Malvern Link with Cowleigh PCC Registered Charity No. 1133920

Note 4**Statement of Assets and Liabilities****As at 31 December 2020**

	Unrestricted	Designated	Restricted	Endowment	This year	Last year
Fixed assets - Investments						
St M Income Fund Investment -	—	11,237	—	—	11,237	25,588
St M Growth Fund Investment -	—	20,871	—	—	20,871	39,023
St M Churchyard Investment -	—	—	—	23,571	23,571	22,768
St M Ecclesiastical Investment -	—	—	—	18,442	18,442	17,255
St Peter's Income Fund Investment -	—	—	—	—	—	9,826
Totals	—	32,108	—	42,014	74,122	114,462
Fixed assets - Tangible assets						
Copier Printer -	1,339	—	—	—	1,339	1,488
Totals	1,339	—	—	—	1,339	1,488
Current assets - Cash at bank and in hand						
CAF current account -	25,336	32,417	18,960	2,000	78,713	23,498
St Matthias Churchyard account -	271	—	100	—	371	215
St Matthias CBF Deposit Account -	1,585	3	—	—	1,589	12,630
St Peter's CBF Deposit Fund -	169	—	—	—	169	74
Cash in hand -	4	—	—	—	4	4
Totals	27,367	32,421	19,060	2,000	80,849	36,423
Current assets - Debtors						
Accounts Receivable -	6,057	—	1,145	—	7,202	9,762
Totals	6,057	—	1,145	—	7,202	9,762
Liabilities - Creditors: Amounts falling due in one year						
Accounts Payable -	1,244	—	—	—	1,244	1,819
Totals	1,244	—	—	—	1,244	1,819
Grand total	33,519	64,529	20,205	44,014	162,268	160,316

Year ending 31 December 2020

Note 5 – Tangible fixed assets

In 2018 a Copier Printer was purchased, value £1,860 and depreciated each year at 10%

At 31/12/18 value £1,674

At 31/12/19 value £1,488

At 31/12/20 value £1,339

Note 6 – Debtors

	£
General Fund Gift Aid	<u>6,057</u>
Total Unrestricted	6,057
Dementia Fund Gift Aid	<u>1,145</u>
Total Restricted	1,145

Note 7 – Creditors

Total Gas & Power – December 2020	850
NEST Pensions – December 2020	95
Independent Examiner	<u>300</u>
Total Unrestricted	1,245

Note 8 – Trustee Remuneration, Expenses and Donations

Payments were made to PCC members for expenses, on production of receipts.

Note 9 – Related Party Transactions

The PCC paid Barbara Johnson £17,658 last year, being gross pay plus employer pension contributions. This represents salary as digital lead responsible for all our websites, streaming online services, video editing, graphic design and marketing. She was also employed as a Parish administrator until this post was filled in July. Barbara is married to Vicar Phillip Johnson. The PCC also paid Lay Minister Mike Hancox £1,075 for taking funerals last year. Mike is married to Churchwarden Anne Hancox.

Malvern Link with Cowleigh PCC Registered Charity No. 1133920

Independent examiner's report on the accounts



CHARITY COMMISSION
FOR ENGLAND AND WALES

Section A

Independent Examiner's Report

Report to the Trustees/ members of

Malvern Link with Cowleigh Parochial Church Council

On accounts for the year ended

31 December 2020

**Charity
no (if any)**

1133920

Set out on pages

1-10

Respective responsibilities of Trustees and examiner

The charity's Trustees are responsible for the preparation of the accounts. The charity's Trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act.
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

**Independent
examiner's statement**

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act: and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met: or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

M Walters

Date:

15-2-21

Name:

Mary Walters

**Relevant professional
qualification(s) or body
(if any):**

Chartered Institute of Management Accountants

Address:

Malvern, Worcestershire
WR14 1AD

Section B

Disclosure

Only complete if the examiner needs to highlight material problems.(E.g. accounting records have not been kept in accordance with s132 of the Charities' Act 2011 and those accounts do not comply with the requirements of the 2008 Regulations setting out the form and content of charity accounts; any material expenditure or action which appears not to be in accordance with the trusts of the charity; any failure to be provided with information and explanations by any past or present trustee, officer or employee; and any material consistency between the accounts and the Trustees' annual report.)

Not Applicable

**Give here brief details
of any items that the
examiner wishes to
disclose**

Not applicable