

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. MARY THE VIRGIN SWANLEY

England & Wales - Charity number 1133939

Details

Other names	THE PARCOHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. MARY THE VIRGIN SWANLEY, ST. MARY'S PCC SWANLEY
Status	Registered
Legal form	Previously excepted
Registered	2010-02-01
Register	View on the Charity Commission register

Contact

Address	22 Wansbury Way Swanley BR8 8DH
Phone	01322 662201
Website	www.swanleyparishchurch.org.uk

Activities

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

Activities: no information given

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
- Kent

Finances

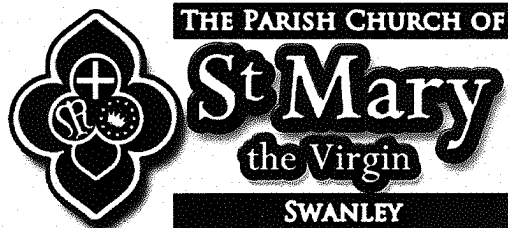
Period end	Income	Expenditure	Assets	Employees
2025-12-31	£48,670	£61,580	-	-
2024-12-31	£45,585	£64,324	-	-
2023-12-31	£55,008	£50,254	-	-
2022-12-31	£79,955	£75,845	-	-
2021-12-31	£69,291	£71,710	-	-
2020-12-31	£53,901	£47,987	-	-

Trustees

Name	Role	Appointed
CHRISTINE PARKES		
ELAINE LYDIA FITZSIMONS		2024-05-01
FATHER DANE BATLEY - GLADDEN		2016-11-26
Holly Attwood		2018-04-28
Janet Kitchener		2020-10-02
KEVIN JOHN MERRICK		
LARREE LLOYD		2016-04-28
RUTH COVE		2018-04-28
SANDRA JUNE MERRICK		
Valerie Beatrice Margaret Parker		2024-05-01

Accounts

Signed Accounts 2026
Parish records



PAROCHIAL CHURCH COUNCIL **ANNUAL REPORT FOR 2025**

**AND INDEPENDENTLY EXAMINED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2025**
approved by the Parochial Church Council in April 2026



THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST MARY THE VIRGIN SWANLEY

REGISTERED CHARITY No 1133939

The Church of England is not a single organization led by an archbishop: it is approximately 10,000 independent and self-governing charities who co-operate and agree to share regulations and resources, who are all served by archbishops and bishops together with diocesan support and national church institutions.

Every parish relies on gifts of money from its own parishioners and donors to run.

St Mary's is no different: we receive NO money from the government or any local council.

The "parish councils" on Council Tax bills "parish councils" are the local civil town or parish councils and NOT the church!

Our income is not sufficient to meet all our needs, in particular we are not contributing towards the provision of a priest.

Our thanks are due to the Diocese of Rochester who, recognizing our financial circumstances, have been extremely patient and kind.

Fr Dane Batley-Gladden
Vicar

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST MARY THE VIRGIN SWANLEY
ANNUAL REPORT & ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2025

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MINISTER AND OFFICERS

Ex-officio PCC Members & Trustees

Vicar & PCC Chairman

The Reverend Dane Batley-Gladden

Churchwardens

Christine Parkes

Kevin Merrick (*also PCC Vice Chair*)

Deanery Synod Representatives

Kevin Merrick

Vacancy

Elected PCC Members & Trustees

Holly Attwood (*Honorary Secretary*)

Sandra Merrick (*Honorary Treasurer*)

Ruth Cove

Larree Lloyd

Janet Kitchener

Elaine Fitzsimons

Val Parker

REGISTERED ADDRESS

St Mary's Church, London Road, Swanley, BR8 7AQ

ACCOUNTANTS

SARGEANT PARTNERSHIP LTD

Chartered Accountants

5 White Oak Square, London Road, Swanley, BR8 7AG

BANKERS

BARCLAYS BANK PLC

24 Lowfield Street, Dartford, DA1 1HD

2025 ANNUAL REPORT OF THE MINISTER AND OFFICERS

The Parochial Church Council of St Mary the Virgin, Swanley ('the PCC' or 'the Council') present their annual report and financial statements for the year ended 31st December 2025.

Basis of Preparation of Accounts

The PCC is a public benefit entity within the meaning of FRS 102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' 'true and fair view' provisions, together with FRS 102 (2019) as the applicable accounting standards and the 2019 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP (FRS 102)).

Objectives and activities for the purpose of public benefit

The PCC has the responsibility of co-operating with the vicar, the Reverend Dane Batley-Gladden, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the church of St Mary the Virgin, Swanley. The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community at St Mary's. The PCC intends that our worship puts faith into practice through sacrament, scripture, prayer and music.

When planning our activities we have considered the Charity Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion. In particular, we try to enable everyone to live out their faith as part of our parish community through:

Worship and prayer - learning about the gospel; and developing knowledge and trust in Jesus Christ as Saviour, master and friend.

Provision of pastoral care for people living in the parish - especially building on the opportunities given by our churchyard which is used by many people in the parish and available to everyone in the parish for burials and interment of ashes.

Missionary, evangelism and outreach – using our superb location and facilities to proclaim a welcoming community of faith ready to support people in many different ways.

As part of our general public benefit, we provide a place and space for spiritual refreshment and nourishment of the soul: regardless of denomination or even faith, the opportunity for reflection is a basic human characteristic and St Mary's is proud to be of service to all in this way.

To facilitate our work, it is important that we maintain the fabric of St Mary's Church and of the Hall and Churchyard and raising money to enable this to be done efficiently and effectively is vital.

Achievements and performance

Worship and prayer

The Parish Church of St Mary the Virgin Swanley was consecrated on 13th December 1901 and has served the town of Swanley ever since. It is firmly rooted in the traditionalist Anglo-Catholic part of the Church of England with worship centred on the five senses: encountering the Creator in each of them. We believe that a richness of faith flows for some from a glimpse of glory to be found in the holy sacrifice of Mass celebrated according to the Church's most ancient rites.

The knowledge that every human being is created within the love of God and precious to Him rescues every individual from feeling that their existence is pointless or worthless. We are not accidents of atoms, but Created and Loved. This powers our mission because we want every single person to know they are loved and thus be liberated to love in their turn.

Our week begins with the Sunday Mass at 10am and we follow the command of Jesus to “make me present” (often rendered in English: “in remembrance of me”) through our offering of bread and wine. That Real Presence gives us a sure sense of Jesus journeying alongside us, walking with us through life. We have a further service at 5pm, of Evening Prayer from the Book of Common Prayer, the Rosary or Vespers from the Roman Breviary. The afternoon services are predominantly said services with all service materials provided so that everyone can participate equally.

We are truly grateful for the volunteers who create and sustain our common life. In 2025 we were greatly blessed by the work of Dave Hooper in the churchyard and, indeed, in church. He provided a huge amount of support which has made a considerable difference. Alongside Dave is a whole host of others who each contribute hard work, sustained effort across years. Our firm intention for 2026 is to re-establish our weekly Wednesday Coffee Morning which was not only financially important to us, but also played a key role in our mission – bringing people in proximity to the church and then developing a relationship. Coffee Morning ceased when Covid hit and they did not resume; initially this was due to the NHS vaccine centre using the church hall but the problems with water ingress meant that the hall availability was too uncertain. We intend to resume coffee mornings as soon as we are able.

The Electoral Roll reported at our annual meeting in 2025 was 84 (76 in 2024) following the complete revision of the roll as required by statute.

Our community remains a set of networks, some of whom have no links to others whilst some are very closely intertwined. St Mary’s has a rich base of people from across the town of Swanley but we very definitely have more people from the west of town than the east. This gives us very fertile opportunities for mission and growth.

The Richborough Family, the Diocese of Rochester and Dartford Deanery

The Right Reverend Luke Irving-Capel was consecrated as Bishop of Richborough in February 2025 and visited us here in Swanley twice during the year. He celebrated a weekday Mass on one visit and then celebrated a Sunday Mass with Baptism and Confirmation. His encouragement and support were much appreciated as his pastoral heart showed through. We thank Fr Clive Jones, the Bishop’s Representative, who consistently provides advice, practical support and encouragement. He cares for and supports the whole of our constituency in the diocese of Rochester. In Lent we were delighted to have the Bishop of Tonbridge, the Right Reverend Simon Burton-Jones (who was Archdeacon of Rochester until his consecration as bishop) preach for us and in November the Bishop of Rochester, the Right Reverend Dr Jonathan Gibbs, presided and preached at our Civic service for Remembrance Sunday. The Venerable Sandra McCalla began her ministry as Archdeacon of Rochester in 2025, and with her arrival, the Bishop’s Senior Leadership Team was restored to full strength after a period of acting and interim appointments. Archdeacon Sandra has spent the year getting to know the archdeaconry and learning of its challenges and opportunities. The Deanery Synod has met regularly across the year, offering the chance both to speak about the challenges and opportunities here in Swanley but also to hear about the experiences of others. The Synod provides that key role of speaking and listening in our local context.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
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The Church Building

As 2025 came to an end we finally allowed ourselves to believe that we might have conquered the water problems in the hall. A prolonged dry spell meant that we couldn't be sure until very heavy showers returned and so we are delighted that we will be able to start using the hall again in 2026.

An important part of our ministry as Christians is that we cannot simply hand on the same building we ourselves received: it is absolutely vital that we upgrade and improve what we have received so that we do not fall behind the rest of society. In 2026, we are having an Energy and Net Zero Carbon Audit to help us see where effective investment might lead us.

Volunteers

Volunteers are the very life-blood of what we do. There are all kinds of people who do sterling work but who don't even themselves as volunteers, only good Christians or good humans. The work of the Church to recognize and celebrate the selfless offering of time and talents is set alongside the need to focus and develop effort so that we are all able to contribute to the needs of the community, be that the congregation or the wider parish – both are very important. Thank you to everyone who makes our church and our community a more loving and a safer place.

Fundraising

Our 2024 pattern, of socials for Christmas and the summer continued successfully in 2025, as did the excellent parish lunches which are so important in offering both hospitality and the mission opportunity which accompanies our delight in having those who join us for meals who are not part of our regular congregation.

The Hall

The Church Council has undertaken work to enable hiring the hall to commence in 2026.

The Churchyard

The Churchyard closed to new burials in 2021. Interments of ashes have continued.

Pastoral care & Safeguarding

A new Parish Safeguarding Office, Larree Lloyd, was appointed during 2025 and she has started well, ensuring that the training requirements have been completed and updated. Ensuring that DBS Certificates are up to date, she has reported to meeting of the Church Council about the next steps necessary and sought co-operation both within and outside the Council to meet our obligations. The Council places a high priority on making sure that St Mary's is a safe place for all and that we all understand the changing nature of expectations fed by failings of the past in the national church institutions. Across our congregation, members care for each other in a huge variety of ways: both spiritual and practical support is given. We are truly blessed in the ways in which care and love are not merely expressed but put into action.

Mission, evangelism and outreach

The Bible Society have now withdrawn their 2025 report "*The Quiet Revival*" however its broad approach echoed our own experiences of faith in Swanley. In 2025 there was a definite change to the ways in which (particularly young) people responded to the stories of faith and began exploring this aspect of life which they had largely ignored. The YouGov statistics underlying the report were shown to be faulty but there is a real lived experience across the traditions of the Church of England which indicates that there is a readiness to engage with faith.

The Church Council sees our communities in Swanley as small examples of a wider pattern: many people not realizing they are loved or lovable pushing others away thus increasing and embedding isolation and loneliness. Piercing this vicious cycle and preventing its recurrence can only be done by patient and long-term patterns of outreach and ministry. St Mary's therefore champions long-term engagement and sustainable patterns.

Ensuring long-term engagement and seeking to ensure that our lives of faith are lived visibly, I have been involved with St Mary's Primary School since I became Vicar in 2014. I offer a weekly Mass for Key Stage 2 together with additional services across the year. I am an ex-officio governor and have chaired the Governing Body since 2019. We also have an excellent relationship with High Firs Primary School and in 2026 am due to begin offering assemblies at the Orchards Academy. I have served as Mayor's Chaplain for the Town Council since 2017 and am chaplain and branch President of the local Royal British Legion. I am also serving as Padre of the local Royal Air Force Air Cadets. Members of the extended St Mary's family do extensive work in supporting a wide range of paid and voluntary organizations, clubs and societies.

Our website continues to offer information about the current activities and foundational traditions of St Mary's and, indeed, the whole of the traditional Anglo-Catholic approach to our Anglican heritage. At the heart of these is the understanding that every member of the physical parish is someone for whom we care, whether or not they come to church. This care is accompanied by explanations of all that we do here so no-one need arrive fearing they don't know what's happening. A monthly Newsletter has been produced for 11 years and is a valuable opportunity for information and teaching.

The "Ministers of Mission" in the Church of England are not the clergy, but the faithful who make up our congregations and extended family. Being a parish priest is a bit like conducting an orchestra: the work involved is helping everyone concentrate on the right things, so that together we make a difference to the people to whom we are sent. The work of mission is a work of great joy and there are many very effective missionaries in Swanley, for whose example and work we very thankful.

Ecumenical relationships

Friendship across Christian denominations is very important to our life of faith. We continue to share important times together, especially the Good Friday witness with our friends at the Holy Apostles' Roman Catholic Church. We are very grateful for the common work and witness of other Christians locally.

Financial review

Total income in 2025 was £48,670, an increase of more than £3,000 from 2024. Sadly, although expenditure declined by nearly £3,000 from 2024, it was still £61,580 and therefore £12,910 more than our income.

In 2025, the parish contributed £10,000 towards the nearly £70,000 cost of having a priest in post here. It is vital that we begin to approach covering our costs here because otherwise we simply will not have a priest in the parish. The rest of the Church of England does not owe Swanley a priest, if a community knows it needs the benefit of ordained ministry then it is up to that community to fund it, in no other way is a priest going to be provided.

By far our biggest area of expenditure outside the ministry is that of utility costs: every Church of England church must pay for its gas, electricity and water. There is sometimes a mistaken belief that these things are provided free of charge to churches and this is not so.

Similarly, we receive no help towards the cost of maintaining the building nor the churchyard. A single cut of the grass costs around £500. Those who pay once-only for a plot in the churchyard do not cover a single grass-cut, let alone the ongoing maintenance of strimming, hedge cutting and maintenance of the trees. The congregation must fund all of this.

As a Charity, the members of the PCC are trustees and their responsibilities include the preparation of financial statements for each financial year, which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year.

In preparing financial statements giving a true and fair view, the trustees follow best practice and:

- a) select suitable accounting policies and apply them consistently;
- b) make judgements and estimates that are reasonable and prudent;
- c) state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements;
- d) prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in operation;
- e) To make such accounts available to the public on request.

The trustees are responsible for keeping accounting records for six years which disclose with reasonable accuracy the financial position of the charity and which enable them to ascertain the financial position of the charity and ensure that the financial statements comply with applicable law and regulations. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Reserves policy

The Council believes it should have around three months' worth of basic running expenses in reserve which in 2025 equated to approximately £4,200. This was comfortably exceeded by the amount remaining in the current account or as cash in hand at the year end and not allocated to debtors.

Structure, governance and management

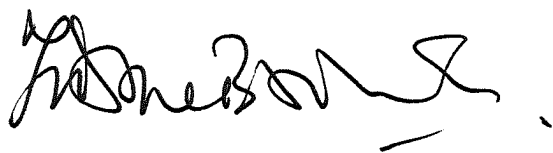
The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The PCC is a Registered Charity.

The method of appointment of PCC members is set out in the Church Representation Rules. At St Mary's the membership of the PCC consists of the incumbent (our vicar), churchwardens, and members elected by those members of the congregation who are on the electoral roll of the church along with members of relevant synods who join the PCC ex officio. All those who are members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC. PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding PCC expenditure priorities. The PCC meets four times a year with a full agenda, and there is an additional meeting to approve accounts in advance of the APCM. Given its wide responsibilities the PCC works through individuals, groups and, where appropriate, committees to focus on a particular aspect of the church's mission and activities.

Administrative information

St Mary's Church is situated in London Road, Swanley. It is part of the Diocese of Rochester within the Church of England and it has passed resolutions with regard to the ministry of Bishops and Priests. As a result it is under the episcopal care of the Bishop of Richborough, the Right Reverend Luke Irving-Capel.

The correspondence address is St Mary's Vicarage, London Road, Swanley, BR8 7AQ. Registered charity number 1133939.



Fr Dane Batley-Gladden, Vicar
29th April 2026

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST MARY THE VIRGIN SWANLEY
ANNUAL REPORT & ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2025

INDEPENDENT EXAMINER'S REPORT
TO THE MINISTER AND OFFICERS OF ST MARY THE VIRGIN, SWANLEY

Independent examiner's report to the trustees of The Parochial Church Council of the Ecclesiastical Parish of St Mary the Virgin, Swanley ('the Charity')

I report to the trustees of the Charity on my examination of the accounts of the Charity for the year ended 31 December 2025.

Responsibilities and basis of report

As trustees of the charity, the members of the PCC 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(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

I report in respect of my examination of the Trust's accounts carried out under Section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under Section 145(5)(b) of the Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the Trust as required by Section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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



Joanne Brown FCCA
Sargeant Partnership Limited
Chartered Accountants
5 White Oak Square
London Road
Swanley
Kent
BR8 7AG
29th April 2026

STATEMENT OF FINANCIAL ACTIVITIES

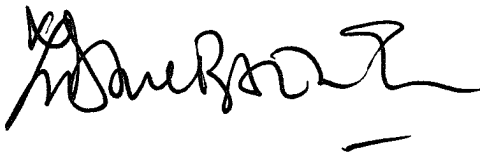
	Notes	Unrestricted Funds £	Restricted Funds £	Total 2025 £	Total 2024 £
INCOME					
Voluntary Resources	2(a)	17,462	2,497	19,959	18,126
Activities for Generating Funds	2(b)	7,242	-	7,242	6,922
Income from Investments	2(c)	-	7,943	7,943	5,848
Church Activities	2(d)	13,526	-	13,526	14,689
Other Income Resources	2(e)	-	-	-	-
Pilgrimages	2(f)	-	-	-	-
TOTAL INCOME		38,230	10,440	48,670	45,585
EXPENDITURE					
Church Activities	3(a)	54,331	1,212	55,543	59,158
Cost of generating voluntary income	3(b)	74	-	74	68
Fund-raising costs	3(c)	3,618	-	3,618	3,030
Church management and admin	3(d)	2,345	-	2,345	2,068
Pilgrimages	3(e)	-	-	-	-
TOTAL EXPENDITURE		60,368	1,212	61,580	64,324
Profit/(loss) on disposal of fixed assets		-	-	-	-
NET MOVEMENT IN FUNDS		(22,138)	9,228	(12,910)	(18,839)
Balance B/fwd 1 January		121,844	78,631	200,475	219,214
Balance C/fwd 31 December		99,706	87,859	187,565	200,475

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
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STATEMENT OF ASSETS AND LIABILITIES

	<i>Notes</i>	2025		2024	
		£	£	£	£
Fixed Assets					
Tangible	5	-	-	-	59,510
Current Assets					
Stock		14	-	13	-
Debtors	6	1,837	-	1,878	-
Short Term Deposits		5,648	-	8,514	-
Deposits in Diocesan Funds		170,405	-	172,596	-
Current Account and Cash in hand		10,885	-	19,505	-
		<u>188,789</u>		<u>202,506</u>	
Liabilities					
Creditors – amounts falling due in one year	7	1,224	-	2,031	-
		<u>187,565</u>	-	200,475	-
Net Current Assets					
		<u>187,565</u>	-	200,475	-
TOTAL NET ASSETS			<u>187,565</u>		200,475
PARISH FUNDS					
Unrestricted			99,706		121,844
Restricted	8		87,859		78,631
TOTAL FUNDS	9		<u>187,565</u>		200,475

Approved by the PCC on 10th February 2026 and signed on its behalf:



The Rev'd Dane Batley-Gladden
Chairman



Sandra Merrick
Honorary Treasurer

The notes on pages 13-19 form part of these accounts

NOTES TO THE FINANCIAL STATEMENTS

1a Accounting policies

Basis of preparation and assessment of going concern

The PCC is a public benefit entity within the meaning of FRS 102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' 'true and fair view' provisions, together with FRS 102 (2019) as the applicable accounting standards and the 2019 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP (FRS 102)).

The accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts.

1b Funds

Endowment funds are capital, given in such a form that only the interest may be spent whilst the original gift remains intact. The interest may be used either as restricted or unrestricted funds depending on the purpose for which the endowment was established.

St Mary's has no endowment funds and therefore there is no column shown for them in these accounts.

Restricted funds represent:

- a) income from trusts or endowment which may be expended only on those restricted objects provided in the terms of the trust or bequest,
and
- b) donations or grants received from a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given, any balance remaining unspent at the end of the year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund.

Interest on Restricted Funds: by PCC resolution, interest earned is allocated primarily to the Reserve Fund the object of which is church and hall maintenance. It remains within the competence of the Council to allocate interest to the restricted funds on this or an average balance basis by further resolution.

Unrestricted funds are general funds, which can be used for the ordinary purposes of the PCC.

Incoming Resources: Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the incoming resources to which they relate is received. Grants and Legacies are accounted for when the PCC is legally entitled to the amounts due. Interest as when it is accrued by the payer. All other income is recognised when it is received. All incoming resources are accounted for gross.

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

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Diocesan Share: The parish share is a voluntary payment which is set by the PCC as an aspiration in the Autumn of each year. The Council then uses its best endeavours to meet the offer made to the diocese as part of the annual cycle which is suggested by the Bishop. Any parish share unpaid at 31 December is therefore not provided for in these accounts.

1c Fixed Assets

Consecrated and benefice property of any kind is excluded from the accounts by section 10 of the Charities Act 2011.

Movable church furnishings held by the vicar and churchwardens on special trust from the PCC and which require a faculty for disposal are inalienable property, listed in the Church's inventory, which can be inspected (at any reasonable time.) For anything acquired prior to 2000, there is insufficient cost information available and therefore such assets are not valued in the financial statements.

Subsequently all equipment used within the church premises costing less than £1,000 is written off when incurred, any equipment costing £1,000 or more is depreciated on a straight line basis over 4 years.

NOTES TO THE FINANCIAL STATEMENTS

2 Income

	Unrestricted Funds £	Restricted Funds £	Total 2025 £	Total 2024 £
2a Voluntary Income				
Planned Giving & Gift Aid donations	10,421	-	10,421	10,181
Tax recoverable: Church	4,349	-	4,349	3,841
Collections: occasional offices	750	-	750	1,264
Collections: open plate	1,922	-	1,922	1,600
Donations: Maintenance & ministry	-	2,352	2,352	838
Mission Projects & Charity Funds donations	20	145	165	402
Total 2a Voluntary Income	17,462	2,497	19,959	18,126
2b Activities for generating funds				
Fairs and socials	3,776	-	3,776	3,193
Income from printing	152	-	152	231
Hall Letting	659	-	659	1,308
100 Club	2,655	-	2,655	2,290
Bingo	-	-	-	-
Total 2b Activities for generating funds	7,242	-	7,242	7,022
2c Income from investments				
Deposit accounts	-	7,943	7,943	5,848
Total 2c Income from investments	-	7,943	7,943	5,848
2d Income from church activities				
Social activities, coffee mornings, catering	2,217	-	2,217	1,626
Fees: funerals and weddings	7,852	-	7,852	8,915
Fees: organist, choir, sacristy	3,352	-	3,352	3,958
Bible Alive	105	-	105	90
Total 2d Income from church activities	13,526	-	13,526	14,589
2f Pilgrimages				
Walsingham Pilgrimage	-	-	-	-
Total 2f Pilgrimages	-	-	-	-
TOTAL INCOME	38,230	10,440	48,670	45,585

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST MARY THE VIRGIN SWANLEY
 ANNUAL REPORT & ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2025

NOTES TO THE FINANCIAL STATEMENTS

3 Expenditure

	Unrestricted Funds £	Restricted Funds £	Total 2025 £	Total 2024 £
3a Church activities				
Clergy Costs: Rochester Diocese & expenses	18,402	-	18,402	9,504
Organist, choir, sacristy, organ tuning	8,243	-	8,243	8,835
Church maintenance and utilities	10,266	-	10,266	17,149
Depreciation: curates house/equipment	-	-	-	-
Fellowship/bookstall/Bible Alive	99	-	99	108
Upkeep of churchyard/cemetery	6,725	-	6,725	7,560
Church hall running costs	7,092	-	7,092	6,587
Mission Projects & Charity Funds	3,504	1,212	4,716	9,415
Total 3a Church Activities	54,331	1,212	55,543	59,158
3b Generation of voluntary income				
Gift Aid envelopes	74	-	74	68
Total 3b Generation of voluntary income	74	-	74	68
3c Fundraising costs				
Fetes & Social Activities	2,038	-	2,038	1,470
100 club	1,580	-	1,580	1,560
Total 3c Fundraising costs	3,618	-	3,618	3,030
3d Church management and admin				
Photocopying/printing/stationery	2,024	-	2,024	1,379
Administration	321	-	321	689
Total 3d Church management and admin	2,345	-	2,345	2,068
3e Pilgrimages				
Walsingham Pilgrimage	-	-	-	-
Total 3e Pilgrimages	-	-	-	-
TOTAL EXPENDITURE	60,368	1,212	61,580	64,324

NOTES TO THE FINANCIAL STATEMENTS

4 Staff Costs

During the year the PCC employed a church hall cleaner part time amounting to £1,040 (£2,277 in 2024), which is included within church hall running costs. No payments were large enough to attract social security costs.

5 Fixed Assets

	Freehold Land and buildings £	Church Equipment £	Total £
<u>Cost</u>			
At 1 January 2025	-	3,992	3,992
Additions	-	-	-
Disposals	-	-	-
At 31 December 2025	-	3,992	3,992
<u>Depreciation</u>			
At 1 January 2025	-	3,992	3,992
Charge for the year	-	-	-
Depreciation on disposals	-	-	-
At 31 December 2025	-	3,992	3,992
<u>Net Book Value</u>			
At 31 December 2024	-	-	-
At 31 December 2025	-	-	-

6 Debtors

	£	Total 2025 £	Total 2024 £
HMRC gift aid	1,837	1,837	1,778
Kent Community NHS Trust	-	-	100
Total Debtors	1,837	1,837	1,878

7 Creditors: amounts falling due in one year

	£	Total 2025 £	Total 2024 £
Countrystyle Recycling	149	149	-
Ark Pest Control	64	64	-
British Gas	1,011	1,011	2,031
Total Creditors	1,224	1,224	2,031

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST MARY THE VIRGIN SWANLEY
 ANNUAL REPORT & ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2025

NOTES TO THE FINANCIAL STATEMENTS

8 Restricted Funds

	Balance 1 January 2024 £	Incoming Resources £	Resources Expended £	Transfers Between Restricted Funds £	Balance 31 December 2025 £
Church Activities					
Maintenance & Ministry Funds					
Reserve Fund	11,839	30	-	-	11,869
Organ Fund	1,470	-	-	-	1,470
Total Maintenance & Ministry	13,309	30	-	-	13,339
Mission Projects					
Melba Williams Memorial	50,523	-	-	-	50,523
C Parkes Birthday	607	-	-	-	607
Discretionary Fund	3	-	-	-	3
Servers' Robes/Priesthood Silver Jubilee	50	2,322	(1,212)	-	1,160
Churchyard Noticeboards	1,426	-	-	-	1,426
Heating Fund	21	-	-	-	21
Tabernacle Lighting	1	-	-	-	1
Churchyard Fence	2,416	-	-	-	2,416
Rose Ellis Kneeler	100	-	-	-	100
Children's Ministry	20	-	-	-	20
Total Mission Projects	55,167	2,322	(1,212)	-	56,277
Charity Funds					
Additional Curates Society	104	145	-	-	249
Total Charity Funds	104	145	-	-	249
Total Mission & Charity	68,580	2,497	(1,212)	-	69,865
Total Church Activities	68,580	2,497	(1,212)	-	69,865
Interest	9,599	7,943	-	-	17,542
Pilgrimage Funds					
Walsingham Weekend	452	-	-	-	452
Total Pilgrimages	452	-	-	-	452
Total Restricted Funds	78,631	10,440	(1,212)	-	87,859

9 Analysis of Net Assets by fund

	Unrestricted Funds £	Restricted Funds £	Total 2025 £	Total 2024 £
Tangible fixed assets	-	-	-	-
Current assets	100,930	87,859	188,789	202,506
Liabilities: amounts falling due in one year	(1,224)	-	(1,224)	(2,031)
Balance at 31 December 2025	99,706	87,859	187,565	200,475

Accounts



PAROCHIAL CHURCH COUNCIL **ANNUAL REPORT FOR 2024**

AND INDEPENDENTLY EXAMINED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2024

approved by the Parochial Church Council in April 2025



THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST MARY THE VIRGIN SWANLEY

REGISTERED CHARITY No 1133939

No parish in the Church of England receives money from the government, local councils or from taxation for its day-to-day running costs.

Every parish relies on gifts of money to run.

St Mary's is no different: we receive NO money from the government or any local council.

If you have a Council Tax bill and it refers to a "parish" this is the local town or parish council and NOT the church!

Our income is not sufficient to meet all our needs, in particular we are not contributing towards the provision of a priest.

Our thanks are due to the Diocese of Rochester who, recognizing our financial circumstances, have been extremely patient and kind.

Fr Dane Batley-Gladden
Vicar

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MINISTER AND OFFICERS

Ex-officio PCC Members & Trustees

Vicar & PCC Chairman

The Reverend Dane Batley-Gladden

Churchwardens

Christine Parkes

Kevin Merrick (*also PCC Vice Chair*)

Deanery Synod Representatives

Kevin Merrick (*from May 2024*)

Vacancy

Elected PCC Members & Trustees

Holly Attwood (*Honorary Secretary*)

Sandra Merrick (*Honorary Treasurer*)

Ruth Cove

Larree Lloyd

Toni Roast

Janet Kitchener

Elaine Fitzsimons (*from May 2024*)

Val Parker (*from May 2024*)

REGISTERED ADDRESS

St Mary's Church, London Road, Swanley, BR8 7AQ.

ACCOUNTANTS

SARGEANT PARTNERSHIP LTD

Chartered Accountants

5 White Oak Square, London Road, Swanley, BR8 7AG.

BANKERS

BARCLAYS BANK PLC

24 Lowfield Street, Dartford, DA1 1HD.

ANNUAL REPORT OF THE MINISTER AND OFFICERS

The Parochial Church Council of St Mary the Virgin, Swanley ('the PCC' or 'the Council') present their annual report and financial statements for the year ended 31st December 2024.

Basis of Preparation of Accounts

The PCC is a public benefit entity within the meaning of FRS 102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' 'true and fair view' provisions, together with FRS 102 (2019) as the applicable accounting standards and the 2019 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP (FRS 102)).

Objectives and activities for the purpose of public benefit

The PCC has the responsibility of co-operating with the vicar, the Reverend Dane Batley-Gladden, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the church of St Mary the Virgin, Swanley. The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community at St Mary's. The PCC intends that our worship puts faith into practice through sacrament, scripture, prayer and music.

When planning our activities we have considered the Charity Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion. In particular, we try to enable everyone to live out their faith as part of our parish community through:

Worship and prayer - learning about the gospel; and developing knowledge and trust in Jesus Christ as Saviour, master and friend.

Provision of pastoral care for people living in the parish - especially building on the opportunities given by our churchyard which is used by many people in the parish and available to everyone in the parish for burials and interment of ashes.

Missionary, evangelism and outreach – using our superb location and facilities to proclaim a welcoming community of faith ready to support people in many different ways.

As part of our general public benefit, we provide a place and space for spiritual refreshment and nourishment of the soul: regardless of denomination or even faith, the opportunity for reflection is a basic human characteristic and St Mary's is proud to be of service to all in this way.

To facilitate our work, it is important that we maintain the fabric of St Mary's Church and of the Hall and Churchyard and raising money to enable this to be done efficiently and effectively is vital.

Achievements and performance

Worship and prayer

St Mary's is rooted in the Anglo-Catholic tradition of the Church of England: this is built around the worship of almighty God in the Sacraments and teaching of the Church Universal across the centuries. Built upon the foundation of the offering of our prayer and praise in the Eucharist, the Mass, the Holy Communion (these three terms are all titles of the same service) with the True Presence of Jesus Christ under the form of bread and wine made present by the action of the Holy Spirit. The gift of the Spirit working among us and through us empowers us and propels us to take

the love of God to a world in which so many do not know they are loved. The Mission of St Mary's Swanley is to enable God's love to be seen, felt and understood by those in our town.

We offer the Mass in a sung service every Sunday at 10am, so that we begin each new week rooted in prayer and uplifted by our knowledge that we are fulfilled as human beings when we put into action all that God equips us to do. On Sunday afternoons, at 5pm, we offer a simple, said, evening service which takes the form of either Vespers from the Roman Breviary, Evening Prayer from the Book of Common Prayer or the Rosary. All are welcome at these services and there is never any prior knowledge assumed, so full service orders enable the participation of everyone from the newest beginner to the most experienced of Christians.

As is noted later in this report, Saint Mary's is helped and supported by a wonderful group of volunteers, many of whom have served this church and community for decades. So much of what they do is unobserved, but it is appreciated by all who see beyond the smooth-running and incremental improvements. In many parishes, there is a real difficulty in attracting any churchwardens, in this parish we are blessed to have had Christine Parkes and Kevin Merrick serve as churchwardens faithfully. Not only do they work for the present, but also for the future, as they both foster the next generation of our church - both old and young alike - with inclusion and delight. We have much for which to be grateful in they way they both exercise their ministries.

The Electoral Roll reported at our annual meeting in 2024 was 76 (74 in 2023.) A complete revision of the roll is due in 2025.

Although Mass attendance is always unpredictable, we have returned to a regular pattern of first-timers coming to join us simply because they were moved so to do. This is very encouraging and a really good sign of post-Covid recovery. The general trend in society to which we referred last year, (widespread anger which is never far from the surface) remains a challenge and is surely a consequence of the powerlessness which was so very obvious during the pandemic. Realizing that humans are not able simply to conquer everything in all circumstances has clearly been difficult for some. Building a community and a human society which knows itself to be dependent upon God's good Providence must be a priority for all Christian witness.

The Richborough Family, the Diocese of Rochester and Dartford Deanery

The Right Reverend Norman Banks, Bishop of Richborough, retired at the end of March 2024. We have missed him, his wisdom and his humour a lot. The Venerable Luke Irving-Capel was announced in December as Bishop Norman's successor and we look forward to welcoming him after his consecration in February 2025. We thank Fr Clive Jones, the Bishop's Representative, who consistently provides advice, practical support and encouragement. He is a tower of strength to the whole of our constituency in the diocese of Rochester. Andy Wooding Jones, the Archdeacon of Rochester, retired in the Autumn and his wise counsel and constant support are greatly missed; his successor, the Venerable Sandra McCalla was announced as his successor in December, to begin her ministry in early 2025. The Reverend Richard Mortimer came to the end of his five-year term as Area Dean in April. He was an exceptionally gifted Area Dean and St Mary's has much for which to be grateful in the ministry he offered. I was invited to succeed him and began my term as Area Dean in May 2024.

The Church Building

In 2024 we continued the process of restoring the hall and had roofing works to try and stop a persistent leak in there. We attempted to explore the drainage issues which were also causing water penetration into the hall but from the floor upwards. We hope to make progress for the next report. Fairly substantial work was required on the boiler and heating system for the church. The organ requires some substantial work and we are in the process of applying for a faculty. There is a lot of work to be done, including resurfacing of the church car park, sorting the drains issue and ensuring we are handing on to those who succeed us an improved church and churchyard, not merely a maintained one.

Volunteers

As already mentioned, we depend on volunteers: the Council would like to extend their warmest thanks for the hard work and commitment without which our church simply could not function. The roles are far too numerous to mention, but we are so very grateful for the hard work and commitment of those who make our ministry possible. A parishioner began to volunteer considerable time and experience for church maintenance and we are grateful to Dave for all he has done.

Fundraising

We were pleased to have summer and Christmas fairs, each accompanied by a Grand Draw, a pattern which we shall repeat in 2025. In addition we continued our annual set of Sunday Parish Lunches which are much appreciated.

The Hall

Given the repair issues still outstanding, it is not surprising that regular use of the hall has yet to be restored. This is kept under active review by the Council.

The Churchyard

Regular maintenance of the churchyard was continued in 2024 following the appointment of a new contractor. The churchyard is a much-appreciated asset to our town and we continue to look for ways to extend appreciation of it by the general population of Swanley. Although closed to new burials since 2021, it is frequently visited for its quiet and the ability to contemplate.

Pastoral care & Safeguarding

The various national crises regarding safeguarding of children and vulnerable adults in the Church of England does not help the mission and ministry of its parishes. For St Mary's safeguarding is at the core of all we do; it is well understood and the training offered by the national and diocesan authorities is accessed by members of this congregation in addition to the requirements for officers to complete it. The Council has given this a clear ongoing priority. The Council understands only too well that the Church in its widest sense is rightly held to higher standards than the rest of secular society and that the Church as a whole has sometimes failed to live up to the wholly reasonable expectations of victims and our wider society. The Council understands that we must play our part in restoring trust in the Church.

Pastoral care is exercised in a number of ways and the care which members of the family of faith here in Swanley have for each other is encouraging. This care extends well beyond the worshipping community and the Council pays tribute to all who are engaged in it.

Mission, evangelism and outreach

The Council understands that the whole of society is currently in a post-faith stage: there is no widespread understanding of the Church as an institution for all. Faith is seen by many as merely the same as any other leisure-time activity: the preserve of those who are interested and of little value to those on the outside. St Mary's believes that it is necessary to help all understand that the Church exists for the benefit of all, that God's creation is worthy of love and that the Church should reach into every aspect of our community in order that this love may be made real to all.

To that end, an important part of the the ministry offered by St Mary's is a "presence ministry" in as many aspects of the local community as possible. There is a weekly Mass at St Mary's Primary School, together with involvement in the school's governance, as I have served as a governor since 2014 and now chair the governing body. There are good links with High Firs Primary School, where I do assemblies. I have served as Mayor's Chaplain for a number of years for the Town Council and we have provided stalls for the council-organized Armed Forces Day. Members of the extended St Mary's family have a track record of involvement in a wide range of community groups, including assisting with the local foodbank and various clubs locally. We host the town's annual Civic Remembrance Service and also a Christmas Carol Service on behalf of the Mayor. I am also Chaplain and Honorary President for the local Royal British Legion and am still going through the processes to become Chaplain to the Chislehurst and Sidcup Sea Cadet Corps. All of these roles raise the visibility of faith and give the opportunity to explore and sustain a pathway to faith for many who are uncommitted. The Council looks forward to working with these and other organizations over the coming year.

Our website has continued to evolve and provides a huge range of explanatory material about the worship which will be encountered here. Our weekly Mass Books and monthly Newsletter also explain the Mass in detail and extend knowledge through articles and pointers to where additional information can be found.

Bringing new people into a relationship with Christ can only be done by the parish. It cannot be led by the centre, nor can any central structure do anything else except support the work done 'on the ground' in parishes. The centralising nature of much bureaucracy nationally continues to hamper mission rather than enable it so we are very pleased that the Diocese of Rochester has committed itself to a growth agenda which depends upon parish effort.

Ecumenical relationships

St Mary's continues to delight in the relationships with other churches and faiths in Swanley and beyond. Working together with our Roman Catholic colleagues for the celebration of the Stations of the Cross has been one very fruitful and enjoyable example of ways in which we can build up each other and rejoice in our common witness to Jesus Christ.

Financial review

Income in 2024 was £38,795 into unrestricted funds and £6,790 into restricted funds, making a total of £45,585.

Expenditure from unrestricted funds totalled £53,527 and from restricted funds £10,797: total expenditure was therefore £64,324.

The overall deficit was £18,839.

Yet in 2024 St Mary's has not contributed to the cost of having a priest in the parish and so other parishes must not only pay for their own priest, but also towards the cost of Swanley having its own priest. This cannot continue indefinitely and so the parish must work hard to maximise its income and provide a compelling case for the people of the parish to dig deep to support our work.

In no other way can we hope to survive in the long term. No other parish owes us a priest. No part of the Church of England owes us a priest, this must be paid for the people of the town who wish to benefit from such a ministry.

By far our biggest single item of expenditure is energy with church maintenance costs also significant, but churchyard expenses for maintenance, tree surgery and grass cutting are high, too. Although many in the town delight in the churchyard, there is no assistance towards its cost from any outside quarter and it requires a considerable investment of time and money.

At a time when personal incomes are under pressure, our congregation have largely maintained their giving, for which we are very grateful. The Diocese of Rochester took part in a national scheme for the roll-out of contactless giving, in which St Mary's was a successful applicant. This has significantly boosted our income and it is not an area in which we had expertise and so we would not have gone down this path had it not been for the scheme and so the Council wishes to record its appreciation and thanks to the Diocese and to the national Church structures which made it possible.

Our lectionaries and Book of the Gospels were life-expired and so the opportunity offered by the widespread adoption of the English Standard Version (UK Catholic Edition) of the Bible in England and Wales meant that we took advantage of pre-order discounts to secure the books we needed at a reduced rate. Generous gifts from some members of the congregation added to a memorial gift received some years ago to secure these very fine additions to our worship.

As a Charity, the members of the PCC are trustees and their responsibilities include the preparation of financial statements for each financial year, which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year.

In preparing financial statements giving a true and fair view, the trustees follow best practice and:

- a) select suitable accounting policies and apply them consistently;
- b) make judgements and estimates that are reasonable and prudent;
- c) state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements;
- d) prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in operation;
- e) To make such accounts available to the public on request.

The trustees are responsible for keeping accounting records for six years which disclose with reasonable accuracy the financial position of the charity and which enable them to ascertain the financial position of the charity and ensure that the financial statements comply with applicable law and regulations. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Reserves policy

The Council believes it should have around three months' worth of basic running expenses in reserve which in 2023 equated to approximately £4,200. This was comfortably exceeded by the amount remaining in the current account or as cash in hand at the year end and not allocated to debtors.

Structure, governance and management

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

The method of appointment of PCC members is set out in the Church Representation Rules. At St Mary's the membership of the PCC consists of the incumbent (our vicar), churchwardens, and members elected by those members of the congregation who are on the electoral roll of the church along with members of relevant synods who join the PCC ex officio. All those who are members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC. PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding PCC expenditure priorities. The PCC meets four times a year with a full agenda, and there is an additional meeting to approve accounts in advance of the APCM. Given its wide responsibilities the PCC works through individuals, groups and, where appropriate, committees to focus on a particular aspect of the church's mission and activities.

Administrative information

St Mary's Church is situated in London Road, Swanley. It is part of the Diocese of Rochester within the Church of England and it has passed resolutions with regard to the ministry of Bishops and Priests. As a result it is under the episcopal care of the Bishop of Richborough, the Right Reverend Norman Banks until his retirement at Easter 2024. Until a successor is appointed, the parish will come under the episcopal jurisdiction of the Right Reverend Jonathan Baker, the Bishop of Fulham.

The correspondence address is St Mary's Vicarage, London Road, Swanley, BR8 7AQ. Registered charity number 1133939.

Fr Dane Batley-Gladden, Vicar

7th April 2025

INDEPENDENT EXAMINER'S REPORT
TO THE MINISTER AND OFFICERS OF ST MARY THE VIRGIN, SWANLEY

I report on the accounts of the PCC for the year ended 31st December 2024, which are set out on pages 11 and 12 and their accompanying notes on pages 13 to 19.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

As trustees of the charity, the members of the PCC 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(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

I report in respect of my examination of the Trust's accounts carried out under Section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under Section 145(5)(b) of the Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the Trust as required by Section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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



Joanne Brown

Sargeant Partnership Limited
Chartered Accountants
5 White Oak Square
London Road
Swanley
Kent
BR8 7AG

Date:

1st May 2025

STATEMENT OF FINANCIAL ACTIVITIES

	Note s	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
<u>INCOME</u>					
Voluntary Resources	2(a)	17,184	942	18,126	35,948
Activities for Generating Funds	2(b)	6,922		6,922	5,229
Income from Investments	2(c)		5,848	5,848	2,241
Church Activities	2(d)	14,689		14,689	11,590
Other Income Resources	2(e)				-
Pilgrimages	2(f)				-
TOTAL INCOME		38,795	6,790	45,585	55,008
<u>EXPENDITURE</u>					
Church Activities	3(a)	48,361	10,797	59,158	45,094
Cost of generating voluntary income	3(b)	68		68	51
Fund-raising costs	3(c)	3,030		3,030	3,026
Church management and admin	3(d)	2,068		2,068	2,083
Pilgrimages	3(e)				-
TOTAL EXPENDITURE		53,527	10,797	64,324	50,254
Profit/(loss) on disposal of fixed assets					70,073
<u>NET MOVEMENT IN FUNDS</u>		(14,732)	(4,007)	(18,839)	74,827
Balance B/fwd 1 January		136,576	82,638	219,214	144,387
Balance C/fwd 31 December		121,844	78,631	200,475	219,214

STATEMENT OF ASSETS AND LIABILITIES

	Notes	2024		2023	
		£	£	£	£
Fixed Assets					
Tangible	5	-	-	-	59,510
Current Assets					
Stock		13		13	
Debtors	6	1,878		1,827	
Short Term Deposits		8,514		6,299	
Deposits in Diocesan Funds		172,596		68,436	
Current Account and Cash in hand		19,505		25,958	
		<u>202,506</u>		<u>220,517</u>	
Liabilities					
Creditors – amounts falling due in one year	7	<u>2,031</u>		1,303	
Net Current Assets				219,214	
TOTAL NET ASSETS			<u>200,475</u>		219,214
PARISH FUNDS					
Unrestricted			121,844		136,576
Restricted	8		78,631		82,638
TOTAL FUNDS	9		<u>200,475</u>		219,214

Approved by the PCC on and signed on its behalf:

The Rev'd Dane Batley-Gladden
 Chairman

Sandra Merrick
 Honorary Treasurer

The notes on pages 13-19 form part of these accounts

NOTES TO THE FINANCIAL STATEMENTS

1a Accounting policies

Basis of preparation and assessment of going concern

The PCC is a public benefit entity within the meaning of FRS 102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' 'true and fair view' provisions, together with FRS 102 (2019) as the applicable accounting standards and the 2019 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP (FRS 102)).

The accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts.

1b Funds

Endowment funds are capital, given in such a form that only the interest may be spent whilst the original gift remains intact. The interest may be used either as restricted or unrestricted funds depending on the purpose for which the endowment was established.

St Mary's has no endowment funds and therefore there is no column shown for them in these accounts.

Restricted funds represent:

- a) income from trusts or endowment which may be expended only on those restricted objects provided in the terms of the trust or bequest,
and
- b) donations or grants received from a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given, any balance remaining unspent at the end of the year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund.

Interest on Restricted Funds: by PCC resolution, interest earned is allocated primarily to the Reserve Fund the object of which is church and hall maintenance. It remains within the competence of the Council to allocate interest to the restricted funds on this or an average balance basis by further resolution.

Unrestricted funds are general funds, which can be used for the ordinary purposes of the PCC.

Incoming Resources: Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the incoming resources to which they relate is received. Grants and Legacies are accounted for when the PCC is legally entitled to the amounts due. Interest as when it is accrued by the payer. All other income is recognised when it is received. All incoming resources are accounted for gross.

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

Diocesan Share: The parish share is a voluntary payment which is set by the PCC as an aspiration in the Autumn of each year. The Council then uses its best endeavours to meet the offer made to the diocese as part of the annual cycle which is suggested by the Bishop. Any parish share unpaid at 31 December is therefore not provided for in these accounts.

1c Fixed Assets

Consecrated and benefice property of any kind is excluded from the accounts by section 10 of the Charities Act 2011.

Movable church furnishings held by the vicar and churchwardens on special trust from the PCC and which require a faculty for disposal are inalienable property, listed in the Church's inventory, which can be inspected (at any reasonable time.) For anything acquired prior to 2000, there is insufficient cost information available and therefore such assets are not valued in the financial statements.

Subsequently all equipment used within the church premises costing less than £1,000 is written off when incurred, any equipment costing £1,000 or more is depreciated on a straight line basis over 4 years.

The PCC owned 26% of the value of the curate's house in Pinks Hill, Swanley so it was included at a deemed cost being its 2003 valuation, its cost being depreciated at £1,000 with effect from 2006.

The property was sold during the 2023 financial year and has now been fully removed from financial reports.

NOTES TO THE FINANCIAL STATEMENTS

2 Income

	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
2a Voluntary Income				
Planned Giving & Gift Aid donations	10,181		10,181	11,018
Tax recoverable: Church	3,841		3,841	3,743
Collections: occasional offices	1,264		1,264	1,655
Collections: open plate	1,600		1,600	462
Donations: Maintenance & ministry		838	838	18,990
Mission Projects & Charity Funds donations	298	104	402	80
Total 2a Voluntary Income	17,184	942	18,126	35,948
2b Activities for generating funds				
Fairs and socials	3,193		3,193	2,539
Income from printing	231		231	343
Hall Letting	1,308		1,308	-
100 Club	2,290		2,290	2,347
Bingo				-
Total 2b Activities for generating funds	7,022		7,022	5,229
2c Income from investments				
Deposit accounts		5,848	5,848	2,241
Total 2c Income from investments		5,848	5,848	2,241
2d Income from church activities				
Social activities, coffee mornings, catering	1,626		1,626	1,658
Fees: funerals and weddings	8,915		8,915	7,071
Fees: organist, choir, sacristy	3,958		3,958	2,753
Bible Alive	90		90	108
Total 2d Income from church activities	14,589		14,589	11,590
2f Pilgrimages				
Walsingham Pilgrimage				-
Total 2f Pilgrimages				-
TOTAL INCOME	38,795	6,790	45,585	55,008

NOTES TO THE FINANCIAL STATEMENTS

3 Expenditure

	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
3a Church activities				
Clergy Costs: Rochester Diocese & expenses	9,504		9,504	5,912
Organist, choir, sacristy, organ tuning	8,835		8,835	8,365
Church maintenance and utilities	15,767	1,382	17,149	13,423
Depreciation: curates house/equipment				1,000
Fellowship/bookstall/Bible Alive	108		108	90
Upkeep of churchyard/cemetery	7,560		7,560	6,460
Church hall running costs	6,587		6,587	9,720
Mission Projects & Charity Funds		9,415	9,415	124
Total 3a Church Activities	48,361	10,797	59,158	45,094
3b Generation of voluntary income				
Gift Aid envelopes				51
Total 3b Generation of voluntary income	68		68	51
3c Fundraising costs				
Fetes & Social Activities	1,470		1,470	1,466
100 club	1,560		1,560	1,560
Total 3c Fundraising costs	3,030		3,030	3,026
3d Church management and admin				
Photocopying/printing/stationery	1,379		1,379	1,439
Administration	689		689	644
Total 3d Church management and admin	2,068		2,068	2,083
3e Pilgrimages				
Walsingham Pilgrimage				-
Total 3e Pilgrimages				-
TOTAL EXPENDITURE	53,527	10,797	64,324	50,254

NOTES TO THE FINANCIAL STATEMENTS

4 Staff Costs

During the year the PCC employed a church hall cleaner part time amounting to £2,277 (£1,240 in 2023), which is included within church hall running costs. No payments were large enough to attract social security costs.

5 Fixed Assets

	Freehold Land and buildings £	Church Equipment £	Total £
<u>Cost</u>			
At 1 January 2024	-	3,992	3,992
Additions	-	-	-
Disposals	-	-	-
At 31 December 2024	-	3,992	3,992
<u>Depreciation</u>			
At 1 January 2024	-	3,992	3,992
Charge for the year	-	-	-
Depreciation on disposals	-	-	-
At 31 December 2024	-	3,992	3,992
<u>Net Book Value</u>			
At 31 December 2023	-	-	-
At 31 December 2024	-	-	-

6 Debtors

	£	Total 2024 £	Total 2023 £
HMRC gift aid	1,778	1,778	1,827
KENT Community	100	100	
Total Debtors	1,878	1,878	1,827

7 Creditors: amounts falling due in one year

	£	Total 2024 £	Total 2023 £
Hall Decoration			-
Maintenance boiler repairs			-
Organ repairs			-
British Gas	£2,031	£2,031	1,303
Car park repairs			-
Total Creditors	£2,031	£2,031	1,303

NOTES TO THE FINANCIAL STATEMENTS

8 Restricted Funds

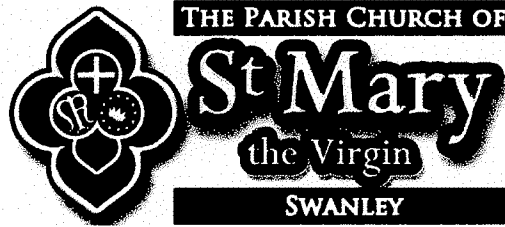
	Balance 1 January 2024 £	Incoming Resources £	Resources Expended £	Transfers Between Restricted Funds £	Balance 31 December 2024 £
Church Activities					
Maintenance & Ministry Funds					
Reserve Fund	11,839				11,839
Organ Fund	1,470				1,470
Total Maintenance & Ministry	13,309				13,309
Mission Projects					
Melba Williams Memorial	59,521		8,998		50,523
C Parkes Birthday	607				607
Discretionary Fund	64	250	311		3
Narthex	-				0
Lectionaries and Gospel Book	1,000	488	1,488		0
Churchyard Tap Fund	50				50
Churchyard Noticeboards	1,426				1,426
Heating Fund	21				21
Tabernacle Lighting	1				1
Churchyard Fence	2,416				2,416
Rose Ellis Kneeler	0	100			100
Children's Ministry	20				20
Total Mission Projects	65,126	838	(10,797)		55,167
Charity Funds					
Additional Curates Society	-	104			104
The Mission to Seafarers	-				
Total Charity Funds	-	104			104
Total Mission & Charity	78,435	942	(10,797)		68,580
Total Church Activities	78,435	942	(10,797)		68,580
Interest	3,751	5,848			9,599
Pilgrimage Funds					
Walsingham Weekend	452				
Total Pilgrimages	452				452
Total Restricted Funds	82,638	6790	(10,797)		78,631

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST MARY THE VIRGIN SWANLEY
 ANNUAL REPORT & ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2024

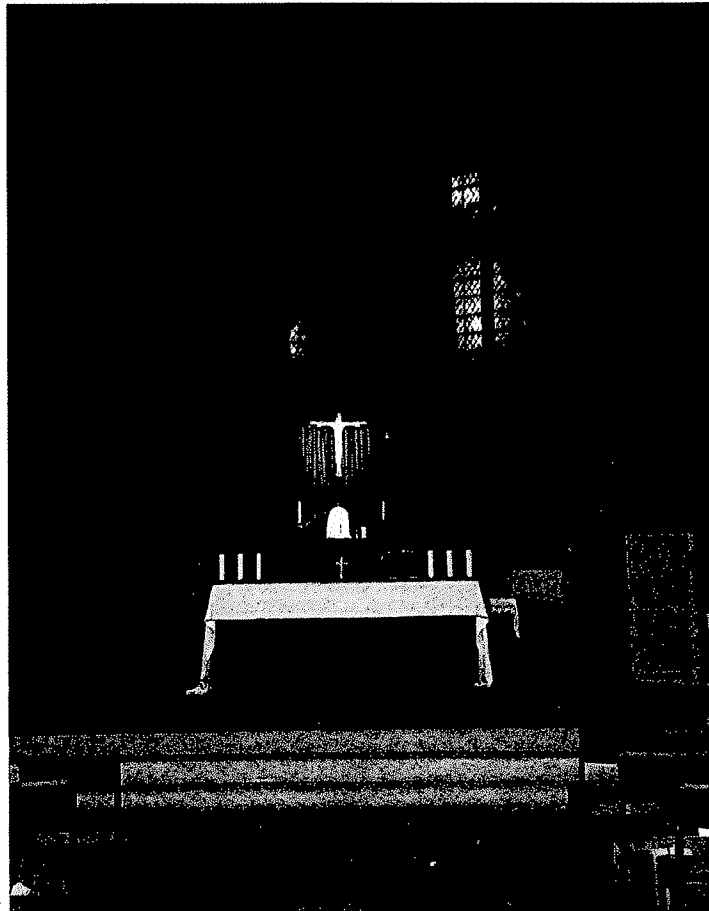
9 Analysis of Net Assets by fund

	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
Tangible fixed assets	-	-	-	-
Current assets	123,875	78,631	202,506	220,517
Liabilities: amounts falling due in one year	(2,031)	0	(2,031)	(1,303)
Balance at 31 December	121,844	78,631	200,475	219,214

Accounts



PAROCHIAL CHURCH COUNCIL
ANNUAL REPORT FOR 2023
AND INDEPENDENTLY EXAMINED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023
approved by the Parochial Church Council in April 2024



THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST MARY THE VIRGIN SWANLEY

ST MARY THE VIRGIN SWANLEY
ANNUAL REPORT & ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2023

A Brief Note

The most important figures are:

our ordinary income: **£55,008**

and our ordinary expenditure: **£50,254**

On the face of it, we have more coming in than going out so surely that's a good thing?

We have paid less than £3,000 to the Diocese of Rochester towards the cost of our parish priest. Thanks be to God, the diocese pays the stipend for the priests whether or not parishes have paid their share. The diocese must bear the full cost of the stipend for the priest, plus pension contributions, national insurance contributions, training, supervision, maintaining the vicarage and supporting the ministry. All this takes the stipend of around £30,000 up to more than £60,000 as the cost of having a vicar in post.

And we paid less than £3,000.

We owe the diocese of Rochester huge thanks for supporting us as we recover from Covid. Their patience cannot be limitless, however! We must pay our way and these accounts must be read with the knowledge that we are not doing that at present.

Fr Dane Batley-Gladden
Vicar

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MINISTER AND OFFICERS

Ex-officio PCC Members & Trustees

Vicar & PCC Chairman

The Reverend Dane Batley-Gladden

Churchwardens

Christine Parkes

Kevin Merrick (*also PCC Vice Chair*)

Deanery Synod Representatives

Paula Davies

Vacancy

Elected PCC Members & Trustees

Holly Attwood (*Honorary Secretary*)

Sandra Merrick (*Honorary Treasurer*)

Ruth Cove

Larree Lloyd

Toni Roast

Janet Kitchener

REGISTERED ADDRESS

St Mary's Church, London Road, Swanley, BR8 7AQ.

ACCOUNTANTS

SARGEANT PARTNERSHIP LLP

Chartered Accountants

5 White Oak Square, London Road, Swanley, BR8 7AG.

BANKERS

BARCLAYS BANK PLC

24 Lowfield Street, Dartford, DA1 1HD.

ANNUAL REPORT OF THE MINISTER AND OFFICERS

The Parochial Church Council of St Mary the Virgin, Swanley ('the PCC' or 'the Council') present their annual report and financial statements for the year ended 31st December 2023.

Basis of Preparation of Accounts

The PCC is a public benefit entity within the meaning of FRS 102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' 'true and fair view' provisions, together with FRS 102 (2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP (FRS 102)).

Objectives and activities for the purpose of public benefit

The PCC has the responsibility of co-operating with the vicar, the Reverend Dane Batley-Gladden, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the church of St Mary the Virgin, Swanley. The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community at St Mary's. The PCC intends that our worship puts faith into practice through sacrament, scripture, prayer and music.

When planning our activities we have considered the Charity Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion. In particular, we try to enable everyone to live out their faith as part of our parish community through:

Worship and prayer - learning about the gospel; and developing knowledge and trust in Jesus Christ as Saviour, master and friend.

Provision of pastoral care for people living in the parish - especially building on the opportunities given by our churchyard which is used by many people in the parish and available to everyone in the parish for burials and interment of ashes.

Missionary, evangelism and outreach – using our superb location and facilities to proclaim a welcoming community of faith ready to support people in many different ways.

As part of our general public benefit, we provide a place and space for spiritual refreshment and nourishment of the soul: regardless of denomination or even faith, the opportunity for reflection is a basic human characteristic and St Mary's is proud to be of service to all in this way.

To facilitate our work, it is important that we maintain the fabric of St Mary's Church and of the Hall and Churchyard and raising money to enable this to be done efficiently and effectively is vital.

Achievements and performance

Worship and prayer

The central act of worship each week is our 10am Sunday Mass when with Sacrament, Scripture, song, prayer and uplifted hearts we commit ourselves afresh to the service of God, the love of Him and of His people and, indeed, the Father's whole creation. We also have an evening service at 5pm which is either Evening Prayer from the Book of Common Prayer, Vespers or the Rosary, these are smaller, quieter and more reflective services often much valued by those attending because of these very characteristics.

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We celebrate a said Mass every weekday (except Monday, the Vicar's day off) and we have a range of Communicants, a majority of whom are not with us for the Sunday services. There is a weekly Mass at St Mary's Church of England Primary School, Baptisms are celebrated regularly in church as are funerals, marriages and many other acts of worship.

None of this would be possible without an immense effort on the part of so many to maintain the building and grounds and support the Vicar in his ministry. On a personal note, I should like to pay special tribute to our Churchwardens, Christine Parkes and Kevin Merrick. They have served for many years and their commitment to God, to the people of Swanley and the ministry of the Church has been wonderful to see. I owe them both a great deal and should like to pay them special thanks. Most of what we all do is unseen but they both work hard in ways which simply cannot be fully appreciated by most who experience our parish's ministry.

As at our annual meeting in 2023 there were 74 parishioners (73 in 2022) on the Church Electoral Roll. The average weekly attendance, counted during October, was 35 (37 in 2022), but major festivals continue to attract many who not part of our regular worshipping community.

The numbers attending Mass continue to fluctuate, in a way which they did not before Covid. We have seen a large number of people come through our doors who are frightened. For many years, we in the West have lived a relatively quiet and stable life. The combination of Covid, the cost of living and energy crisis, the illegal and unwarranted invasion of Ukraine by Russia and the awful events in the Israel/Hamas dispute in Gaza have created a sense of worry and instability in many people. We have ministered to a large number of people who are fearful and who easily become angry. This creates real challenges as the amount of time needed to be alongside people, to pray with them and to build up their internal sense of the God who loves them and cares for them is provided by a very small group within the parish. It is a magnificent achievement that the parish supports as many people as we do, with such love and such care.

The Richborough Family, the Diocese of Rochester and Dartford Deanery

Our Bishop, the Right Reverend Norman Banks, the Bishop of Richborough, announced in 2023 that he would retire at Easter 2024. We shall miss him hugely and we are grateful for his kindness and his wisdom. We are fortunate that in our Archdeacon, Andy Wooding Jones, and our Area Dean, the Reverend Richard Mortimer, we are given loving support and a great deal of encouragement. Our diocesan bishop, Jonathan Bishop of Rochester, and our suffragan, Simon Bishop of Tonbridge, are also exceptionally caring and supportive for which we are very grateful. There is a whole team at the Diocesan Office who are available to us and helpful when we call upon them.

The Church Building

During the year we replaced the roof above the sacristy and worked on a range of downpipes and gullies to try and stem difficulties with the ingress of water. We redecorated the hall, replaced its ordinary and emergency lighting and refreshed the narthex area. This work will continue in 2024 so that we can reopen our hall. The costs incurred were substantial but some of the paintwork in the hall had not been re-done since it was built in 1976.

Volunteers

There is a committed core of volunteers at St Mary's, without which it would impossible for us to function. The Council would like to extend their thanks and appreciation for the hard work and commitment without which our ministry and mission could not be sustained.

Fundraising

We were pleased to have summer and Christmas coffee mornings, accompanied by a Grand Draw. In addition we restored a pattern of Sunday Parish Lunches which are much appreciated.

The Hall

As referred to under The Church Building, this year was very much one of identifying and commissioning restoration work on the hall. We had hoped to reopen quite quickly but as we looked at the condition of the hall it became clear that more work was required than originally thought. We are working hard to open fully in 2024.

The Churchyard

By Council resolution, the churchyard was closed to new burials at the end of 2021 due to lack of space although this does not affect reservations and existing grave spaces. This has led to a substantial reduction in the number of funerals undertaken by the parish since then. The Council appointed a new grounds maintenance contractor for the churchyard who has so far proved excellent.

Pastoral care & Safeguarding

The safeguarding of children and vulnerable adults is at the core of what it is to be a faithful Christian. The Church of England provides comprehensive training opportunities and the Council has given this a clear ongoing priority. Members of the Council as well as members of the wider congregation were given the opportunity to take the church's training programmes and the take-up of this continues to be encouraging. The Council understands only too well that the Church in its widest sense is rightly held to higher standards than the rest of secular society and has sometimes failed to live up to the wholly reasonable expectations of victims and our wider society. The Council understands that we must play our part in restoring trust in the Church.

Pastoral care is exercised in a number of ways and the care which members of the family of faith here in Swanley have for each other is encouraging. This care extends well beyond the worshipping community and the Council pays tribute to all who are engaged in it.

Mission, evangelism and outreach

The Council has continued to provide printed and online materials to provide information and encouragement to those who are exploring faith, as well those seeking to deepen an existing relationship with God.

Our website has continued to evolve and provides a huge range of explanatory material about the worship which will be encountered here. Our weekly Mass Books and monthly Newsletter also explain the Mass in detail and extend knowledge through articles and pointers to where additional information can be found.

Bringing new people into a relationship with Christ can only be done by the parish. It cannot be led by the centre, nor can any central structure do anything else except support the work done 'on the ground' in parishes. The centralising nature of much bureaucracy nationally continues to hamper mission rather than enable it so we are very pleased that the Diocese of Rochester has committed itself to a growth agenda which depends upon parish effort. St Mary's was delighted to host a meeting with our Archdeacon wholly focussed on mission. He gave encouragement, support and suggested ideas all of which have proved useful for discussion and action.

The Vicar has continued to serve as Mayor's Chaplain and provided prayers for Swanley Town Council meetings whilst the church has continued to host Remembrance Sunday, a Civic Carol Service and other services throughout the year. The Vicar is also Chaplain and Honorary President for the local Royal British Legion and is going through the processes to become Chaplain to the Chislehurst and Sidcup Sea Cadet Corps. All of these roles raise the visibility of faith and give the opportunity to explore and sustain a pathway to faith for many who are uncommitted. The Council looks forward to working with these and other organizations over the coming year.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST MARY THE VIRGIN SWANLEY
ANNUAL REPORT & ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2023

Ecumenical relationships

St Mary's continues to delight in the relationships with other churches and faiths in Swanley and beyond. Working together with our Roman Catholic colleagues for the celebration of the Stations of the Cross has been one very fruitful and enjoyable example of ways in which we can build up each other and rejoice in our common witness to Jesus Christ.

Financial review

After the decision to dispose of the former Curate's House on Pinks Hill in 2022, this was completed towards the end of 2023. The net profit on disposal has been included as an exceptional item in the accounts. The Council intends to use the majority of this money to add to the Melba Williams bequest so that we can add disabled toilet facilities. However, £10,000 will be retained for the provision of any future curate's accommodation and the Council will resurface the car park with the remainder.

The total ordinary income for the year was £55,008 (2022: 79,955) and expenditure was £50,254 (2022: £75,845). The reason for the reduction in income was that the NHS ceased to use the church hall as a vaccine centre at the end of December 2022. Planned congregational giving fell slightly but the increase in collections at occasional offices more than offset this reduction.

We remain grateful for the support of many faithful members of our congregation. We were very pleased to be notified in late 2023 that we had been allocated a free contactless giving machine by the diocese, using funds granted by the central Church of England and reliant upon central accounts funded by the National Giving Team. The machine will be introduced during the second quarter of 2024. The diocesan and national teams will support us in its introduction and monitor its usage so that its effectiveness can be measured. This is a good use of central resources and effort and we are very pleased to have been selected to take part in this initiative. The Council believes that this will drive an increase in giving at occasional offices and at services provided for our wider community.

By far the largest single item of expenditure is energy: the church is high-ceilinged and large. Increases in the cost of heating and lighting have affected us hugely. All costs have risen, however, out of proportion to what our congregation can afford by way of giving. We have spent much less in absolute terms on energy in 2023 because we have not had to heat the building in the way we did when we were hosting the vaccine centre but it is still a very large part of our overall spend.

As a Charity, the members of the PCC are trustees and their responsibilities include the preparation of financial statements for each financial year, which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year.

In preparing financial statements giving a true and fair view, the trustees follow best practice and:

- a) select suitable accounting policies and apply them consistently;
- b) make judgements and estimates that are reasonable and prudent;
- c) state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements;
- d) prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in operation;
- e) To make such accounts available to the public on request.

The trustees are responsible for keeping accounting records for six years which disclose with reasonable accuracy the financial position of the charity and which enable them to ascertain the financial position of the charity and ensure that the financial statements comply with applicable law and regulations. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Reserves policy

The Council believes it should have around three months' worth of basic running expenses in reserve which in 2023 equated to approximately £4,200. This was comfortably exceeded by the amount remaining in the current account or as cash in hand at the year end and not allocated to debtors.

Structure, governance and management

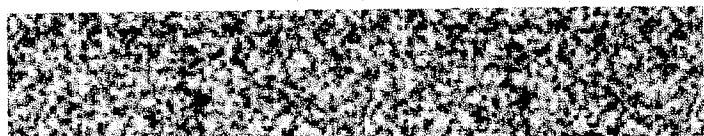
The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The PCC is a Registered Charity.

The method of appointment of PCC members is set out in the Church Representation Rules. At St Mary's the membership of the PCC consists of the incumbent (our vicar), churchwardens, and members elected by those members of the congregation who are on the electoral roll of the church along with members of relevant synods who join the PCC ex officio. All those who are members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC. PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding PCC expenditure priorities. The PCC meets four times a year with a full agenda, and there is an additional meeting to approve accounts in advance of the APCM. Given its wide responsibilities the PCC works through individuals, groups and, where appropriate, committees to focus on a particular aspect of the church's mission and activities.

Administrative information

St Mary's Church is situated in London Road, Swanley. It is part of the Diocese of Rochester within the Church of England and it has passed resolutions with regard to the ministry of Bishops and Priests. As a result it is under the episcopal care of the Bishop of Richborough, the Right Reverend Norman Banks until his retirement at Easter 2024. Until a successor is appointed, the parish will come under the episcopal jurisdiction of the Right Reverend Jonathan Baker, the Bishop of Fulham.

The correspondence address is St Mary's Vicarage, London Road, Swanley, BR8 7AQ. Registered charity number 1133939.



Fr Dane Batley-Gladden, Vicar

4th April 2024

INDEPENDENT EXAMINER'S REPORT
TO THE MINISTER AND OFFICERS OF ST MARY THE VIRGIN, SWANLEY

I report on the accounts of the PCC for the year ended 31st December 2023, which are set out on pages 11 and 12 and their accompanying notes on pages 13 to 19.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

As trustees of the charity, the members of the PCC 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(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to;

examine the accounts under the Regulations and Section 145 of the 2011 Act;

to follow the procedures laid down in the General Directions given by the Charities Commission under Section 145(5)(b) of the 2011 Act and;

to state whether particular matters have come to my attention.

BASIS OF INDEPENDENT EXAMINER'S REPORT

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity, and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and the seeking of explanations from the management committee 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

(a) to keep accounting records in accordance with Section 130 of the 2011 Act;

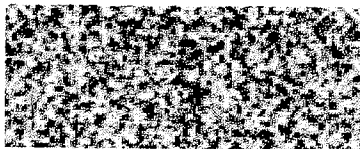
and

(b) to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act

have not been met;

or

2 to which, in my opinion, attention should have been drawn in order to enable a proper understanding of the accounts to be reached.



Joanne Brown

For and on behalf of
SARGEANT PARTNERSHIP LLP
Chartered Accountants
5 White Oak Square, London Road
Swanley, BR8 7AG

4th April 2024

STATEMENT OF FINANCIAL ACTIVITIES

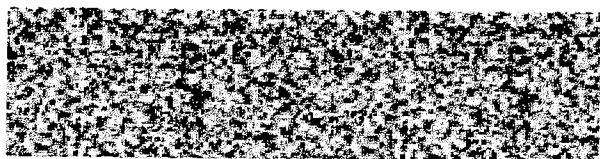
	Notes	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
INCOME					
Voluntary Resources	2(a)	16,996	18,952	35,948	18,310
Activities for Generating Funds	2(b)	5,229	-	5,229	41,918
Income from Investments	2(c)	-	2,241	2,241	879
Church Activities	2(d)	11,590	-	11,590	11,995
Other Income Resources	2(e)	-	-	-	1,751
Pilgrimages	2(f)	-	-	-	5,102
TOTAL INCOME		33,815	21,193	55,008	79,955
EXPENDITURE					
Church Activities	3(a)	42,340	2,754	45,094	67,065
Cost of generating voluntary income	3(b)	51	-	51	49
Fund-raising costs	3(c)	3,026	-	3,026	1,803
Church management and admin	3(d)	2,083	-	2,083	1,850
Pilgrimages	3(e)	-	-	-	5,078
TOTAL EXPENDITURE		47,500	2,754	50,254	75,845
Profit/(loss) on disposal of fixed assets		70,073	-	70,073	
NET MOVEMENT IN FUNDS		56,388	18,439	74,827	4,110
Balance B/fwd 1 January		80,188	64,199	144,387	140,277
Balance C/fwd 31 December		136,576	82,638	219,214	144,387

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST MARY THE VIRGIN SWANLEY
 ANNUAL REPORT & ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2023

STATEMENT OF ASSETS AND LIABILITIES

	Notes	2023		2022	
		£	£	£	£
Fixed Assets					
Tangible	5	-	-	-	59,510
Current Assets					
Stock		13		13	
Debtors	6	1,827		1,813	
Short Term Deposits		6,299		4,184	
Deposits in Diocesan Funds		68,436		66,311	
Current Account and Cash in hand		143,942		25,958	
		<u>220,517</u>		<u>98,279</u>	
Liabilities					
Creditors – amounts falling due in one year	7	1,303		13,402	
Net Current Assets		219,214		84,877	
TOTAL NET ASSETS			219,214		144,387
PARISH FUNDS					
Unrestricted		136,576		80,188	
Restricted	8	82,638		64,199	
TOTAL FUNDS	9		219,214		144,387

Approved by the PCC on 21st February 2024 and signed on its behalf:



The Rev'd Dane Batley-Gladden
Chairman



Sandra Merrick
Honorary Treasurer

The notes on pages 13-19 form part of these accounts

NOTES TO THE FINANCIAL STATEMENTS

1a Accounting policies

Basis of preparation and assessment of going concern

The PCC is a public benefit entity within the meaning of FRS 102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' 'true and fair view' provisions, together with FRS 102 (2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP (FRS 102)).

The accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts.

1b Funds

Endowment funds are capital, given in such a form that only the interest may be spent whilst the original gift remains intact. The interest may be used either as restricted or unrestricted funds depending on the purpose for which the endowment was established.

St Mary's has no endowment funds and therefore there is no column shown for them in these accounts.

Restricted funds represent:

- a) income from trusts or endowment which may be expended only on those restricted objects provided in the terms of the trust or bequest,
and
- b) donations or grants received from a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given, any balance remaining unspent at the end of the year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund.

Interest on Restricted Funds: by PCC resolution, interest earned is allocated primarily to the Reserve Fund the object of which is church and hall maintenance. It remains within the competence of the Council to allocate interest to the restricted funds on this or an average balance basis by further resolution.

Unrestricted funds are general funds, which can be used for the ordinary purposes of the PCC.

Incoming Resources: Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the incoming resources to which they relate is received. Grants and Legacies are accounted for when the PCC is legally entitled to the amounts due. Interest as when it is accrued by the payer. All other income is recognised when it is received. All incoming resources are accounted for gross.

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

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST MARY THE VIRGIN SWANLEY
ANNUAL REPORT & ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2023

Diocesan Share: The parish share is a voluntary payment which is set by the PCC as an aspiration in the Autumn of each year. The Council then uses its best endeavours to meet the offer made to the diocese as part of the annual cycle which is suggested by the Bishop. Any parish share unpaid at 31 December is therefore not provided for in these accounts.

1c Fixed Assets

Consecrated and benefice property of any kind is excluded from the accounts by section 10 of the Charities Act 2011.

Movable church furnishings held by the vicar and churchwardens on special trust from the PCC and which require a faculty for disposal are inalienable property, listed in the Church's inventory, which can be inspected (at any reasonable time.) For anything acquired prior to 2000, there is insufficient cost information available and therefore such assets are not valued in the financial statements.

Subsequently all equipment used within the church premises costing less than £1,000 is written off when incurred, any equipment costing £1,000 or more is depreciated on a straight line basis over 4 years.

The PCC owns 26% of the value of the curate's house in Pinks Hill, Swanley so it was included at a deemed cost being its 2003 valuation, its cost being depreciated at £1,000 with effect from 2006.

The property was sold during the 2023 financial year and has now been fully removed from financial reports.

NOTES TO THE FINANCIAL STATEMENTS

2 Income

	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
2a Voluntary Income				
Planned Giving & Gift Aid donations	11,018	-	11,018	11,708
Tax recoverable: Church	3,743	-	3,743	3,598
Collections: occasional offices	1,655	-	1,655	679
Collections: open plate	462	-	462	372
Donations: Maintenance & ministry	38	18,952	18,990	1,808
Mission Projects & Charity Funds donations	80	-	80	145
Total 2a Voluntary Income	16,996	18,952	35,948	18,310
2b Activities for generating funds				
Fairs and socials	2,539	-	2,539	1,410
Income from printing	343	-	343	404
Hall Letting	-	-	-	37,778
100 Club	2,347	-	2,347	2,326
Bingo	0	-	0	0
Total 2b Activities for generating funds	5,229	-	5,229	41,918
2c Income from investments				
Deposit accounts	-	2,241	2,241	879
Total 2c Income from investments	-	2,241	2,241	879
2d Income from church activities				
Social activities, coffee mornings, catering	1,658	-	1,658	184
Fees: funerals and weddings	7,071	-	7,071	7,258
Fees: organist, choir, sacristy	2,753	-	2,753	4,463
Bible Alive	108	-	108	90
Total 2d Income from church activities	11,590	-	11,590	11,995
2f Pilgrimages				
Walsingham Pilgrimage	-	-	-	5,102
Total 2f Pilgrimages	-	-	-	5,102
TOTAL INCOME	33,815	21,193	55,008	79,955

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST MARY THE VIRGIN SWANLEY
 ANNUAL REPORT & ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2023

NOTES TO THE FINANCIAL STATEMENTS

3 Expenditure

	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
3a Church activities				
Clergy Costs: Rochester Diocese & expenses	5,912	-	5,912	15,200
Organist, choir, sacristy, organ tuning	8,365	-	8,365	6,374
Church maintenance and utilities	10,780	2,643	13,423	26,055
Depreciation: curates house/equipment	1,000	-	1,000	1,000
Fellowship/bookstall/Bible Alive	90	-	90	99
Upkeep of churchyard/cemetery	6,460	-	6,460	5,882
Church hall running costs	9,720	--	9,720	12,365
Mission Projects & Charity Funds	13	111	124	90
Total 3a Church Activities	42,340	2,754	45,094	67,065
3b Generation of voluntary income				
Gift Aid envelopes	51	-	51	49
Total 3b Generation of voluntary income	51	-	51	49
3c Fundraising costs				
Fetes & Social Activities	1,466	-	1,466	763
100 club	1,560	-	1,560	1,040
Total 3c Fundraising costs	3,026	-	3,026	1,803
3d Church management and admin				
Photocopying/printing/stationery	1,439	-	1,439	1,404
Administration	644	-	644	446
Total 3d Church management and admin	2,083	-	2,083	1,850
3e Pilgrimages				
Walsingham Pilgrimage	-	-	-	5,078
Total 3e Pilgrimages	-	-	-	5,078
TOTAL EXPENDITURE	47,500	2,754	50,254	75,845

NOTES TO THE FINANCIAL STATEMENTS

4 Staff Costs

During the year the PCC employed a church hall cleaner part time amounting to £1,240 (£2,710 in 2022), which is included within church hall running costs. No payments were large enough to attract social security costs.

5 Fixed Assets

	Freehold Land and buildings	Church Equipment	Total
	£	£	£
<u>Cost</u>			
At 1 January 2022	76,510	3,992	80,502
Additions	-	-	-
Disposals	(76,510)	-	(76,510)
At 31 December 2023	-	3,992	3,992
<u>Depreciation</u>			
At 1 January 2023	17,000	3,992	20,992
Charge for the year	1,000	-	1,000
Depreciation on disposals	(18,000)	-	(18,000)
At 31 December 2023	0.00	3,992	3,992
<u>Net Book Value</u>			
At 31 December 2022	59,510	-	59,510
At 31 December 2023	-	-	-

6 Debtors

	£	Total 2023	Total 2022
	£	£	£
HMRC gift aid	1,827	1,827	2,063
Total Debtors	1,827	1,827	2,063

7 Creditors: amounts falling due in one year

	£	Total 2023	Total 2022
	£	£	£
Hall Decoration	-	-	4,050
Maintenance boiler repairs	-	-	599
Organ repairs	-	-	1,000
British Gas	1,303	1,303	2,433
Car park repairs	-	-	5,320
Total Creditors	1,303	1,303	13,402

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST MARY THE VIRGIN SWANLEY
 ANNUAL REPORT & ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2023

NOTES TO THE FINANCIAL STATEMENTS

8 Restricted Funds

	Balance 1 January 2023 £	Incoming Resources £	Resources Expended £	Transfers between restricted funds £	Balance 31 December 2023 £
Church Activities					
Maintenance & Ministry Funds					
Reserve Fund	11,507	332	-	-	11,839
Organ Fund	1,470	-	-	-	1,470
Total Maintenance & Ministry	12,977	332			13,309
Mission Projects					
Melba Williams Memorial	40,994	18,527	-	-	59,521
C Parkes Birthday	607	-	-	-	607
Discretionary Fund	64	-	-	-	64
Narthex	2,643	-	2,643	-	-
Lectionaries and Gospel Book	1,000	-	-	-	1,000
Churchyard Tap Fund	50	-	-	-	50
Churchyard Noticeboards	1,426	-	-	-	1,426
Heating Fund	21	-	-	-	21
Tabernacle Lighting	1	-	-	-	1
Churchyard Fence	2,416	-	-	-	2,416
Wooden Candle Stand	18	94	112	-	0
Children's Ministry	20	-	-	-	20
Total Mission Projects	49,260	18,621	2,755	-	65,126
Charity Funds					
Additional Curates Society	-	-	-	-	-
The Mission to Seafarers	-	-	-	-	-
Total Charity Funds	-	-	-	-	-
Total Mission & Charity	49,260	18,621	2,755	-	65,126
Total Church Activities	62,237	18,953	2,755	-	78,435
Interest	1,510	2,241	-	-	3,751
Pilgrimage Funds					
Walsingham Weekend	452	-	-	-	-
Total Pilgrimages	452	-	-	-	452
Total Restricted Funds	64,199	21,193	2,754	-	82,638

9 Analysis of Net Assets by fund

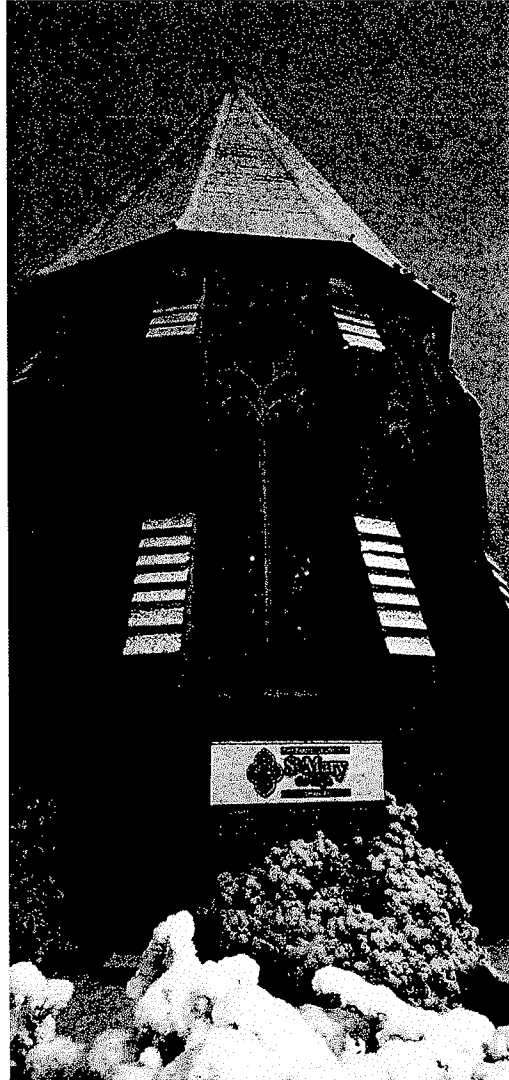
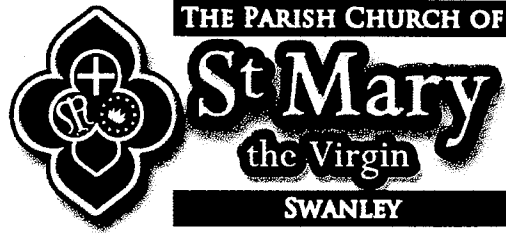
	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
Tangible fixed assets	-	-	-	59,510
Current assets	137,879	82,638	220,517	98,279
Liabilities: amounts falling due in one year	(1,303)	0	(1,303)	(13,402)

**As ever,
our thanks,
prayer and praise
are offered to our Heavenly Father
together with our prayers
for all His holy people
in our parish
and beyond it, too.**

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST MARY THE VIRGIN SWANLEY
ANNUAL REPORT & ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2023

Accounts

Signed Accounts 2022
Charity Commission



PAROCHIAL CHURCH COUNCIL **ANNUAL REPORT 2022**

AND INDEPENDENTLY EXAMINED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022

approved by the Parochial Church Council in May 2023

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST MARY THE VIRGIN SWANLEY

A Brief Explanation

The Church is not wealthy.

It has a lot of wealth.

These are different things!

That's because the wealth of the Church is tied up in land and in buildings. So it does not have ready cash to spend. The income from its land and buildings goes mainly towards the costs of retired clergy and the central costs of running the Church of England.

Every parish church in England is its own independent charity. We receive no money from the government, local councils or the central Church of England.

Every penny we need has to come from the people of Swanley.

Our vicar is paid for by the Diocese of Rochester and we are supposed to pay them that amount in our offering. We don't.

Last year we paid less than a sixth of what it costs to have a vicar. Soon, if parishes don't pay into the diocese what it costs to have a priest, then no priest will be provided.

We have to raise funds to pay the regular bills of our parish church, but on top of that we have to pay for our priest. Please pray for us, support us and work with us in this important task.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST MARY THE VIRGIN SWANLEY
ANNUAL REPORT & ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2022

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MINISTER AND OFFICERS

Ex-officio PCC Members & Trustees

Vicar & PCC Chairman

The Reverend Dane Batley-Gladden

Churchwardens

Christine Parkes

Kevin Merrick (*also PCC Vice Chair*)

Deanery Synod Representatives

Paula Davies

Vacancy (James Ashmore until September 2022)

Elected PCC Members & Trustees

Holly Attwood (*Honorary Secretary*)

Sandra Merrick (*Honorary Treasurer*)

Ruth Cove

Mary-Rose Ellis (*until 28 February 2023*)

Larree Lloyd

Toni Roast

Janet Kitchener

REGISTERED ADDRESS

St Mary's Church, London Road, Swanley, BR8 7AQ.

ACCOUNTANTS

SARGEANT PARTNERSHIP LLP

Chartered Accountants

5 White Oak Square, London Road, Swanley, BR8 7AG.

BANKERS

BARCLAYS BANK PLC

24 Lowfield Street, Dartford, DA1 1HD.

ANNUAL REPORT OF THE MINISTER AND OFFICERS

The Parochial Church Council of St Mary the Virgin, Swanley ('the PCC' or 'the Council') present their annual report and financial statements for the year ended 31st December 2022.

Basis of Preparation of Accounts

The PCC is a public benefit entity within the meaning of FRS 102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' 'true and fair view' provisions, together with FRS 102 (2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP (FRS 102)).

Objectives and activities for the purpose of public benefit

The PCC has the responsibility of co-operating with the vicar, the Reverend Dane Batley-Gladden, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the church of St Mary the Virgin, Swanley. The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community at St Mary's. The PCC intends that our worship puts faith into practice through sacrament, scripture, prayer and music.

When planning our activities we have considered the Charity Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion. In particular, we try to enable everyone to live out their faith as part of our parish community through:

Worship and prayer - learning about the gospel; and developing knowledge and trust in Jesus Christ as Saviour, master and friend.

Provision of pastoral care for people living in the parish - especially building on the opportunities given by our churchyard which is used by many people in the parish and available to everyone in the parish for burials and interment of ashes.

Missionary, evangelism and outreach – using our superb location and facilities to proclaim a welcoming community of faith ready to support people in many different ways.

As part of our general public benefit, we provide a place and space for spiritual refreshment and nourishment of the soul: regardless of denomination or even faith, the opportunity for reflection is a basic human characteristic and St Mary's is proud to be of service to all in this way.

To facilitate our work, it is important that we maintain the fabric of St Mary's Church and of the Hall and Churchyard and raising money to enable this to be done efficiently and effectively is vital.

Achievements and performance

Worship and prayer

Covid recovery continues but almost three complete years of disruption bring challenges for every parish church. The consistent teaching here has been that we cannot go 'back' to how things were but only 'forwards' into a new way of doing things. A number of our core volunteers died during the pandemic period but none of them directly from Covid. As a result, our weekly Mass numbers and the group of people available for routine tasks within the church have fallen sharply. Sunday Mass numbers, however, have recovered strongly. Provided the present progress remains, all Covid precautions will have been removed by 1 June 2023. There remains some nervousness and reserve both within the congregation and the wider community and the Council is sensitive to this.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
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During 2022 we removed the requirement to wear masks for singing and held a couple of social/fundraising events which had an emphasis on restarting and nurturing relationships with those who are not regular churchgoers.

Our central priority remains that those who walk through our doors should find a welcome worthy of the Lord Jesus Christ and a ready smile. In these ways, we make real the notion of the church that it doesn't exist for its members but instead for the sake of those who do not yet belong.

We expect to fully reinstate our coffee mornings and other outreach activities during the second half of 2023.

As at our annual meeting in May 2022 there were 73 parishioners (72 in 2021) on the Church Electoral Roll. The average weekly attendance, counted during October, was 37 (35 in 2021), but we continue to see spikes in attendance for major festivals.

The Diocese of Rochester and Dartford Deanery

The new Bishop of Rochester, the Right Reverend Jonathan Gibbs, began his ministry in 2022 and we have continued to be greatly blessed in our relationships with our wider diocese. Particular thanks goes to the Bishop of Tonbridge, Simon Burton-Jones, for his shepherding of our diocese during the vacancy at Rochester. We also thank Andy Wooding Jones, the Archdeacon of Rochester for his constant support and encouragement. The Reverend Richard Mortimer, the vicar of Christ Church Dartford, is Area Dean for Dartford and shows wonderful care and concern for clergy and lay people alike for which we record our appreciation.

The Church Building

The roof over the sacristy was entirely replaced in 2022, as we sought to solve a long-standing issue of leaks. We replaced all of the rainwater goods, too, and installed a new solution to prevent bird debris from constantly blocking a box gully. Work was also done to the hall roof, some electrical works in the hall were completed and also some repairs to both church boilers. The worn surface of the car park is of concern and patch repairs have been done, the likely longevity of which is uncertain.

Volunteers

There is a committed core of volunteers at St Mary's, without which it would be impossible for us to function. The Council would like to extend their thanks and appreciation for the hard work and commitment without which our ministry and mission could not be sustained.

Fundraising

Very little fundraising activity was undertaken as the hall was in use for the whole of the calendar year as a vaccine centre. We expect to re-establish a programme in the latter part of 2023.

The Hall

A local consortium of GP Practices hired the church hall for the whole of 2022 as a Vaccine Centre. The Council was delighted to be able to help our local community and provided the only space in the town which could have been used in the way – and for the length of time – necessary. The Council was notified at the end of November that the consortium would withdraw from the hall at the end of December 2022. The Council has commissioned work on the hall, but will spend January undertaking a detailed review of the hall's future needs and will then commission work as necessary before re-opening. The PCC wishes to thank all those who worked with us from the NHS.

The Churchyard

By Council resolution, the churchyard was closed to new burials at the end of 2021 due to lack of space although this does not affect reservations and existing grave spaces. This led to a substantial reduction in the number of funerals undertaken by the parish in 2022. The Council are engaged in ongoing discussions with Swanley Town Council who are the grounds maintenance contractor for

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
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ANNUAL REPORT & ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2022

Pastoral care & Safeguarding

The safeguarding of children and vulnerable adults is at the core of what it is to be a faithful Christian. The Church of England provides comprehensive training opportunities and the Council has given this a clear ongoing priority. Members of the Council as well as members of the wider congregation were given the opportunity to take the church's training programmes and the take-up of this has been encouraging.

Pastoral care is exercised in a number of ways and the care which members of the family of faith here in Swanley have for each other is encouraging. This care extends well beyond the worshipping community and the Council pays tribute to all who are engaged in it.

Mission, evangelism and outreach

The Council has continued to provide printed and online materials to provide information and encouragement to those who are exploring faith, as well those seeking to deepen an existing relationship with God.

Our website has continued to evolve and provides a huge range of explanatory material about the worship which will be encountered here. Our weekly Mass Books and monthly Newsletter also explain the Mass in detail and extend knowledge through articles and pointers to where additional information can be found.

By far the most important evangelistic element of the Church is the people who are practising their faith! The central Church ignores the prime role of the parish church at its peril. Centralised structures do not build the Kingdom of God, only people do that. We equip our people with mission and evangelistic tools in our sermons and our newsletters, preparing them for the exciting sharing of the Good News to which we are all committed. There is a steady stream of visitors and new enquirers at St Mary's and we are constantly delighted by that.

Ecumenical relationships

St Mary's continues to delight in the relationships with other churches and faiths in Swanley and beyond. Working together with our Roman Catholic colleagues for the celebration of the Stations of the Cross has been one very fruitful and enjoyable example of ways in which we can build up each other and rejoice in our common witness to Jesus Christ.

Financial review

Although numbers at our Sunday services have returned to pre-pandemic levels, the giving is nowhere near where it was. In 2019, our income from services in church and planned giving was £22,500. In 2022, at a time when general inflation has hit 10% but some of our utilities have seen a 30% increase in expenditure, the equivalent figure is £16,502. This is a real concern.

There is a general perception that the Church is rich and that towns such as Swanley cannot afford the high cost of ministry. Unfortunately, what is being seen in other church contexts is that what cannot be afforded is not provided. Historically, if an individual church could not pay its own vicar, it did not get its own vicar. Over the course of the last 40 or 50 years, this has not always been enforced, but there are signs that the wider church is returning to a position which says that an individual parish church can only have the ministry it can pay for. This message is largely unwelcome, but that doesn't make it disappear. The Church in its widest sense – nationally and internationally – has wealth in land and buildings but actually very little in cash. The Church has always relied on giving in the plate to fund its work today. What goes in inside the buildings be that services or improvements has always come from the faithful and not the central Church.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
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ANNUAL REPORT & ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2022

The Council is pleased that it managed to record a small surplus in 2022 (£4,110 as opposed to a deficit of just over £2,000 in 2021.) But this is against a backdrop of a worrying trend in giving. Fees for funerals and weddings fell from more than £18,000 in 2021 to £7,258 in 2022, a pace of reduction which has not yet stabilised following the closure of the churchyard to new burials.

The Council paid almost all of its regular and worship-related giving to the diocese of Rochester to cover our clergy costs, but this does not meet even a quarter of what they actually paid out in respect of our parish having an incumbent. We are very grateful to the diocese for their consistent and ongoing support.

The PCC continued to bear down on costs, ensuring value for money was an important consideration in every spending decision. This careful and sustained focus will be continuing.

The Council undertook a review of its stake in the curates house on the Pinks Hill estate. It formally notified the diocese of Rochester of its wish to engage in discussions about this and the result was a joint agreement to sell the house. It is hoped this will take place in 2023.

As a Charity, the members of the PCC are trustees and their responsibilities include the preparation of financial statements for each financial year, which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year.

In preparing financial statements giving a true and fair view, the trustees follow best practice and:

- a) select suitable accounting policies and apply them consistently;
- b) make judgements and estimates that are reasonable and prudent;
- c) state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements;
- d) prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in operation;
- e) To make such accounts available to the public on request.

The trustees are responsible for keeping accounting records for six years which disclose with reasonable accuracy the financial position of the charity and which enable them to ascertain the financial position of the charity and ensure that the financial statements comply with applicable law and regulations. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Reserves policy

The Council believes it should have around three months' worth of basic running expenses in reserve which in 2022 equated to approximately £7,200. This was comfortably exceeded by the amount remaining in the current account or as cash in hand at the year end and not allocated to debtors.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST MARY THE VIRGIN SWANLEY
ANNUAL REPORT & ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2022

Structure, governance and management

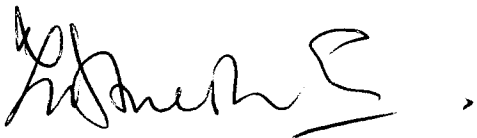
The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The PCC is a Registered Charity.

The method of appointment of PCC members is set out in the Church Representation Rules. At St Mary's the membership of the PCC consists of the incumbent (our vicar), churchwardens, and members elected by those members of the congregation who are on the electoral roll of the church along with members of relevant synods who join the PCC ex officio. All those who are members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC. PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding PCC expenditure priorities. The PCC meets four times a year with a full agenda, and there is an additional meeting to approve accounts in advance of the APCM. Given its wide responsibilities the PCC works through individuals, groups and, where appropriate, committees to focus on a particular aspect of the church's mission and activities.

Administrative information

St Mary's Church is situated in London Road, Swanley. It is part of the Diocese of Rochester within the Church of England and it has passed resolutions with regard to the ministry of Bishops and Priests. As a result it is under the episcopal care of the Bishop of Richborough, the Right Reverend Norman Banks. Bishop Norman's oversight, good humour and loving care are much appreciated by us all here.

The correspondence address is St Mary's Vicarage, London Road, Swanley, BR8 7AQ. Registered charity number 1133939.



Fr Dane Batley-Gladden, Vicar

12 April 2023

INDEPENDENT EXAMINER'S REPORT
TO THE MINISTER AND OFFICERS OF ST MARY THE VIRGIN, SWANLEY

I report on the accounts of the PCC for the year ended 31st December 2022, which are set out on pages 9 and 10 and their accompanying notes on pages 11 to 16.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

As trustees of the charity, the members of the PCC 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(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to;
examine the accounts under the Regulations and Section 145 of the 2011 Act;
to follow the procedures laid down in the General Directions given by the Charities Commission under Section 145(5)(b) of the 2011 Act and;
to state whether particular matters have come to my attention.

BASIS OF INDEPENDENT EXAMINER'S REPORT

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity, and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and the seeking of explanations from the management committee 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
- (a) to keep accounting records in accordance with Section 130 of the 2011 Act;
 - and
 - (b) to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act

have not been met;

- or
- 2 to which, in my opinion, attention should have been drawn in order to enable a proper understanding of the accounts to be reached.

 16 May 2023

Joanne Brown

For and on behalf of
SARGEANT PARTNERSHIP LLP
Chartered Accountants
5 White Oak Square, London Road
Swanley, BR8 7AG

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST MARY THE VIRGIN SWANLEY
 ANNUAL REPORT & ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2022

STATEMENT OF FINANCIAL ACTIVITIES

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
<u>INCOME</u>					
Voluntary Resources	2(a)	16,502	1,808	18,310	20,367
Activities for Generating Funds	2(b)	41,918		41,918	22,060
Income from Investments	2(c)		879	879	49
Church Activities	2(d)	11,995		11,995	23,466
Other Income Resources	2(e)	1,751		1,751	2,979
Pilgrimages	2(f)		5,102	5,102	370
TOTAL INCOME		72,166	7,789	79,955	69,291
<u>EXPENDITURE</u>					
Church Activities	3(a)	67,065		67,065	65,723
Cost of generating voluntary income	3(b)	49		49	37
Fund-raising costs	3(c)	1,803		1,803	2,405
Church management and admin	3(d)	1,850		1,850	2,605
Pilgrimages	3(e)		5,078	5,078	940
TOTAL EXPENDITURE		70,767	5,078	75,845	71,710
<u>NET MOVEMENT IN FUNDS</u>					
		1,399	2,711	4,110	(2,419)
Balance B/fwd 1 January		78,789	61,488	140,277	142,696
Balance C/fwd 31 December		80,188	64,199	144,387	140,277

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
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STATEMENT OF ASSETS AND LIABILITIES

	Notes	2022 £	£	2021 £	£
Fixed Assets					
Tangible	5		59,510		60,510
Current Assets					
Stock			13		13
Debtors	6		1,813		2,063
Short Term Deposits			4,184		10,166
Deposits in Diocesan Funds			66,311		65,450
Current Account and Cash in hand			25,958		12,375
			<u>98,279</u>		<u>90,067</u>
Liabilities					
Creditors – amounts falling due in one year	7		<u>13,402</u>		10,300
Net Current Assets			84,877		79,767
TOTAL NET ASSETS			<u>144,387</u>		<u>140,277</u>
PARISH FUNDS					
Unrestricted			80,188		78,789
Restricted	8		64,199		61,488
TOTAL FUNDS	9		<u>144,387</u>		<u>140,277</u>

Approved by the PCC on 7th February 2023 and signed on its behalf:



The Rev'd Dane Batley-Gladden
 Chairman



Sandra Merrick
 Honorary Treasurer

The notes on pages 12-17 form part of these accounts

NOTES TO THE FINANCIAL STATEMENTS

1a Accounting policies

Basis of preparation and assessment of going concern

The PCC is a public benefit entity within the meaning of FRS 102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' 'true and fair view' provisions, together with FRS 102 (2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP (FRS 102)).

The accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts.

1b Funds

Endowment funds are capital, given in such a form that only the interest may be spent whilst the original gift remains intact. The interest may be used either as restricted or unrestricted funds depending on the purpose for which the endowment was established.

St Mary's has no endowment funds and therefore there is no column shown for them in these accounts.

Restricted funds represent:

- a) income from trusts or endowment which may be expended only on those restricted objects provided in the terms of the trust or bequest,
and
- b) donations or grants received from a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given, any balance remaining unspent at the end of the year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund.

Interest on Restricted Funds: by PCC resolution, interest earned is allocated primarily to the Reserve Fund the object of which is church and hall maintenance. It remains within the competence of the Council to allocate interest to the restricted funds on this or an average balance basis by further resolution.

Unrestricted funds are general funds, which can be used for the ordinary purposes of the PCC.

Incoming Resources: Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the incoming resources to which they relate is received. Grants and Legacies are accounted for when the PCC is legally entitled to the amounts due. Interest as when it is accrued by the payer. All other income is recognised when it is received. All incoming resources are accounted for gross.

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

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
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Diocesan Share: The parish share is a voluntary payment which is set by the PCC as an aspiration in the Autumn of each year. The Council then uses its best endeavours to meet the offer made to the diocese as part of the annual cycle which is suggested by the Bishop. Any parish share unpaid at 31 December is therefore not provided for in these accounts. Income from Pinks Hill is shown after deductions for dilapidations and improvements which are set by the Diocese of Rochester. The parish is not able to manage any rent arrears as the diocese manages the property. The PCC has agreed the sale of the Pinks Hill property which is expected to complete in 2023.

The Council believes that the parish offering is the first call on its basic resources. It will use its best endeavours to pay its parish offering in full in 2023 but this is not a legal liability.

1c Fixed Assets

Consecrated and benefice property of any kind is excluded from the accounts by section 10 of the Charities Act 2011.

Movable church furnishings held by the vicar and churchwardens on special trust from the PCC and which require a faculty for disposal are inalienable property, listed in the Church's inventory, which can be inspected (at any reasonable time.) For anything acquired prior to 2000, there is insufficient cost information available and therefore such assets are not valued in the financial statements.

Subsequently all equipment used within the church premises costing less than £1,000 is written off when incurred, any equipment costing £1,000 or more is depreciated on a straight line basis over 4 years.

The PCC owns 26% of the value of the curate's house in Pinks Hill, Swanley so it is included at a deemed cost being its 2003 valuation. Its cost being depreciated at £1,000 with effect from 2006. The Diocese of Rochester and the Church Council agreed in 2022 to sell the Pinks Hill property and the sale was agreed in December 2022, to complete during 2023.

The church hall is owned by the diocese and is not recognised as a PCC asset.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST MARY THE VIRGIN SWANLEY
 ANNUAL REPORT & ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2022

NOTES TO THE FINANCIAL STATEMENTS

2 Income

	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
2a Voluntary Income				
Planned Giving & Gift Aid donations	11,708		11,708	13,898
Tax recoverable: Church	3,598		3,598	3,164
Collections: occasional offices	679		679	1,474
Collections: open plate	372		372	553
Donations: Maintenance & ministry		1,808	1,808	1,093
Mission Projects & Charity Funds donations	145		145	185
Total 2a Voluntary Income	16,502	1,808	18,310	20,367
2b Activities for generating funds				
Fairs and socials	1,410		1,410	1,394
Income from printing	404		404	269
Hall Letting	37,778		37,778	16,621
100 Club	2,326		2,326	3,776
Bingo	0		0	0
Total 2b Activities for generating funds	41,918		41,918	22,060
2c Income from investments				
Deposit accounts		879	879	49
Total 2c Income from investments		879	879	49
2d Income from church activities				
Social activities, coffee mornings, catering	184		184	0
Fees: funerals and weddings	7,258		7,258	18,080
Fees: organist, choir, sacristy	4,463		4,463	5,278
Bible Alive	90		90	108
Total 2d Income from church activities	11,995		11,995	23,466
2e Other incoming resources				
Rental Pinks Hill	1,751		1,751	2,979
Total 2e Other incoming resources	1,751		1,751	2,979
2f Pilgrimages				
Walsingham Pilgrimage		5,102	5,102	370
Total 2f Pilgrimages		5,102	5,102	370
TOTAL INCOME	72,166	7,789	79,955	69,291

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
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NOTES TO THE FINANCIAL STATEMENTS

3 Expenditure

	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
3a Church activities				
Clergy Costs: Rochester Diocese & expenses	15,200		15,200	22,850
Organist, choir, sacristy, organ tuning	6,374		6,374	6,838
Church maintenance and utilities	26,055		26,055	18,478
Depreciation: curates house/equipment	1,000		1,000	1,000
Fellowship/bookstall/Bible Alive	99		99	111
Upkeep of churchyard/cemetery	5,882		5,882	5,878
Church hall running costs	12,365		12,365	10,043
Mission Projects & Charity Funds	90		90	525
Total 3a Church Activities	67,065		67,065	65,723
3b Generation of voluntary income				
Gift Aid envelopes	49		49	37
Total 3b Generation of voluntary income	49		49	37
3c Fundraising costs				
Fetes & Social Activities	763		763	325
100 club	1,040		1,040	2,080
Total 3c Fundraising costs	1,803		1,803	2,405
3d Church management and admin				
Photocopying/printing/stationery	1,404		1,404	1,356
Administration	446		446	1,249
Total 3d Church management and admin	1,850		1,850	2,605
3e Pilgrimages				
Walsingham Pilgrimage		5,078	5,078	940
Total 3e Pilgrimages		5,078	5,078	940
TOTAL EXPENDITURE	70,767	5,078	75,845	71,710

NOTES TO THE FINANCIAL STATEMENTS

4 Staff Costs

During the year the PCC employed a church hall cleaner part time amounting to £2,710 (£2,710 in 2021), which is included within church hall running costs. No payments were large enough to attract social security costs.

5 Fixed Assets

	Freehold Land and buildings	Church Equipment	Total
	£	£	£
<u>Cost</u>			
At 1 January 2022	76,510	3,992	80,502
Additions	0	0	0
Disposals	0	0	0
At 31 December 2022	76,510	3,992	80,502
<u>Depreciation</u>			
At 1 January 2022	16,000	3,992	19,992
Charge for the year	1,000	0	1,000
Depreciation on disposals	0	0	0
At 31 December 2022	17,000	3,992	20,992
<u>Net Book Value</u>			
At 31 December 2021	60,510		60,510
At 31 December 2022	59,510		59,510

6 Debtors

		Total 2022	Total 2021
	£	£	£
HMRC gift aid	1,813	1,813	-
Total Debtors	1,813	1,813	2,063

7 Creditors: amounts falling due in one year

		Total 2022	Total 2021
	£	£	£
Hall Decoration	4,050	4,050	-
Church Maintenance boiler repairs	599	599	-
Organ repairs	1,000	1,000	-
British Gas	2,433	2,433	-
Car park repairs	5,320	5,320	-
Total Creditors	13,402	13,402	10,300

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST MARY THE VIRGIN SWANLEY
 ANNUAL REPORT & ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2022

NOTES TO THE FINANCIAL STATEMENTS

8 Restricted Funds

	Balance 1 January 2022 £	Incoming Resources £	Resources Expended £	Transfers between restricted funds £	Balance 31 December 2022 £
Church Activities					
Maintenance & Ministry Funds					
Reserve Fund	10,699	808			11,507
Organ Fund	1,470				1,470
Total Maintenance & Ministry	12,169	808			12,977
Mission Projects					
Melba Williams Memorial	40,994				40,994
C Parkes Birthday	607				607
Discretionary Fund	64				64
Narthex	2,643				2,643
Books	0	1,000			1,000
Churchyard Tap Fund	50				50
Churchyard Noticeboards	1,426				1,426
Heating Fund	21				21
Tabernacle Lighting	1				1
Churchyard Fence	2,416				2,416
Wooden Candle Stand	18				18
Children's Ministry	20				20
Total Mission Projects	48,260	1,000			49,260
Charity Funds					
Additional Curates Society	0				
The Mission to Seafarers	0				
Total Charity Funds	0				
Total Mission & Charity	48,260	1000			49,260
Total Church Activities	60,429	1,808			62,237
Interest	631	879			1,510
Pilgrimage Funds					
Walsingham Weekend	428	5,102	5,078		452
Total Pilgrimages	428	5,102	5,078		452
Total Restricted Funds	61,488	7,789	5,078		64,199

9 Analysis of Net Assets by fund

	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
Tangible fixed assets	59,510		59,510	60,510
Current assets	34,080	64,199	98,279	90,067
Liabilities: amounts falling due in one year	(13,402)		(13,402)	10,300
Balance at 31 December	80,188	64,199	144,387	140,277

Accounts



Signed Accounts 2021
Charity Commission



PAROCHIAL CHURCH COUNCIL **ANNUAL REPORT 2021**

AND INDEPENDENTLY EXAMINED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2021

approved by the Parochial Church Council in April 2022

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST MARY THE VIRGIN SWANLEY

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MINISTER AND OFFICERS

Ex-officio PCC Members & Trustees

Vicar & PCC Chairman

The Reverend Dane Batley-Gladden

Churchwardens

Christine Parkes

Kevin Merrick (*also PCC Vice Chair*)

Deanery Synod Representatives

Paula Davies

James Ashmore

Elected PCC Members & Trustees

Holly Reardon (*Honorary Secretary*)

Sandra Merrick (*Honorary Treasurer*)

Ruth Cove

Mary-Rose Ellis

Larree Lloyd

Toni Roast

Janet Kitchener

REGISTERED ADDRESS

St Mary's Church, London Road, Swanley, BR8 7AQ.

ACCOUNTANTS

SARGEANT PARTNERSHIP LLP

Chartered Accountants

5 White Oak Square, London Road, Swanley, BR8 7AG.

BANKERS

BARCLAYS BANK PLC

24 Lowfield Street, Dartford, DA1 1HD.

ANNUAL REPORT OF THE MINISTER AND OFFICERS

The Parochial Church Council of St Mary the Virgin, Swanley ('the PCC' or 'the Council') present their annual report and financial statements for the year ended 31st December 2021.

Basis of Preparation of Accounts

The PCC is a public benefit entity within the meaning of FRS 102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' 'true and fair view' provisions, together with FRS 102 (2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP (FRS 102)).

Objectives and activities for the purpose of public benefit

The PCC has the responsibility of co-operating with the vicar, the Reverend Dane Batley-Gladden, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the church of St Mary the Virgin, Swanley. The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community at St Mary's. The PCC intends that our worship puts faith into practice through sacrament, scripture, prayer and music.

When planning our activities we have considered the Charity Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion. In particular, we try to enable everyone to live out their faith as part of our parish community through:

Worship and prayer - learning about the gospel; and developing knowledge and trust in Jesus Christ as Saviour, master and friend.

Provision of pastoral care for people living in the parish - especially building on the opportunities given by our churchyard which is used by many people in the parish and available to everyone in the parish for burials and interment of ashes.

Missionary, evangelism and outreach – using our superb location and facilities to proclaim a welcoming community of faith ready to support people in many different ways.

As part of our general public benefit, we provide a place and space for spiritual refreshment and nourishment of the soul: regardless of denomination or even faith, the opportunity for reflection is a basic human characteristic and St Mary's is proud to be of service to all in this way.

To facilitate our work, it is important that we maintain the fabric of St Mary's Church and of the Hall and Churchyard and raising money to enable this to be done efficiently and effectively is vital.

Achievements and performance

Worship and prayer

Covid continues. We cannot plan for a future in which there is no Covid because human experience suggests that once a virus such as this is within the human population it mutates and so avoids extinction often becoming less deadly as it does so. The hope and prayer of the Council is that this pandemic will loosen its hold on human populations across the world and that there can be a strong and sustained reintroduction of all that we hold so dear in our spiritual lives and worship.

We continued to apply our full Covid response until Autumn 2021: this included a limit of 30 people at all services (because the result of our risk assessment was that this was safe), that we would provide a Saturday Mass aimed at children at 4.30pm, and two Sunday Masses for all at 11am and 4.30pm.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
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We believed that, having adopted the limits and provision, it would be unlikely that we would need to reduce them further and this proved to be the case. We also continued to require booking for Mass and limited the interactions within the service and within our building.

Once we agreed it was safe so to do, we removed the 30 limit and discontinued the bookings process, restoring all the chairs into the nave and ceasing to operate a 2m social distance system. We also discontinued the three Masses and re-established our regular 10am Sunday Mass; we reintroduced singing, although we continue to require masks to be worn when singing at communal worship. The Council has noted that whilst the UK Government have discontinued the legal enforcement for protective measures it has emphatically not said measures are unnecessary which help slow the spread of the virus.

It was clear that many in our congregation welcomed the relaxations but were very clear that some protective measures would need to remain if they were to feel safe. The Council therefore concluded in December that any further relaxations would be aimed at Lent or Easter 2022, depending on infection rates and advice from church authorities. At the end of 2021, we had still not reintroduced the peace nor the chalice at Mass and the Council has not determined at what stage they might consider so doing.

We have continued to welcome all to attend our regular services and even when we were booking, we did not turn anyone away for lack of space. As at our annual meeting in May 2021 there were 72 parishioners (71 in 2020) on the Church Electoral Roll. The average weekly attendance, counted during October, was 35 (17 in 2019), but we continue to see spikes in attendance for major festivals.

Dartford Deanery

We continue to be blessed with good relationships in our deanery and pay tribute to the careful and sensitive ministry of Richard Mortimer (the Vicar of Christ Church, Dartford) who is our Area Dean. We are also grateful for fruitful relationships with the wider diocese and offer our thanks to Andy Wooding Jones, the Archdeacon of Rochester, and Simon Burton-Jones, the Bishop of Tonbridge, the latter leading the diocese following the retirement of James Langstaff as Bishop of Rochester. Bishop James was a good friend to us and he is much missed.

The Church Building

We continue to be plagued with roofing issues: both the hall and the sacristy still suffer from water ingress at random times and without a clear defect. We are working with contractors to try and solve both difficulties. The newest boiler developed a set of faults in December 2021 which meant that it did not fire up after any lengthy idle period. Commissioned work could not be completed in time for Christmas but was done in January. The Council has decided to change the way in which the heating system operates and work will be done on this in 2022.

Volunteers

There is a committed core of volunteers at St Mary's, without which it would be impossible for us to function. The Council would like to extend their thanks and appreciation for the hard work and commitment without which our ministry and mission could not be sustained.

Fundraising

Prior to Autumn 2021, the Council had resolved that it would operate within Government and national Church guidance and not offer fundraising opportunities. Just as we were about to consider re-opening, the church was approached and asked if it would consider an NHS consortium of GP Surgeries renting the hall to provide a vaccination clinic. The Council agreed to the request (additional details under "The Hall", below) and so undertook only very limited fundraising during the Autumn, because it did not have access to either kitchen facilities nor the space which the hall provides. There is no information as yet regarding when the hall might become free for our use once again.

The Hall

The Council considers that St Mary's Hall provides an important facility within our town: an affordable and centrally-placed venue suitable for smaller gatherings and home to a set of community events with which we are proud to be associated. The church's weekly coffee morning has been a very important part of our outreach and a way in which those new to Swanley can meet others in a relaxed and friendly setting. It was therefore with some care that the Council agreed to the NHS hire of our facilities for a vaccine centre. It was agreed on the basis that the number of suitable places in our locality, and which were available to hire, was very limited. Furthermore, the lack of suitable premises in Swanley could simply mean that vaccinations would not be provided in the town and this would mean a fairly large proportion of our neediest community would simply not be vaccinated. We saw this demonstrated in the early part of the vaccine programme when individuals referred to Bluewater or even to the Excel Centre were simply unable to travel to those locations. The PCC therefore took the view that not only was this a suitable use of our hall but also that this was a serious social good. The let was for a minimum term which could be extended through a rolling hire agreement. The Church could also not identify alternative uses which would provide the same level of consistent income across the year – a not unimportant consideration. One of the most pleasing outcomes of the hire is the number of visitors to the site who have been delighted to find an oasis of calm and peace in a busy town.

The Churchyard

The effects of the pandemic meant that there was a greater demand for new grave spaces in the course of 18 months than there had been over the previous three years combined. The Council therefore decided that it would not take applications for burials after the end of 2021 and that it would seek to close the churchyard at some point thereafter. Burials into existing or plots or unaffected by the closure, as are burials of ashes.

Pastoral care & Safeguarding

Keeping safe the most vulnerable members of our community is an important aspect of our work: the Church of England has developed a new training scheme for safeguarding: PCC members are required to undertake Basic and Foundation training and Leadership training is required for the incumbent and certain officers. The PCC considers that compliance with Charity Commission and national Church of England guidance is important and records training undertaken and offers alternative methods of training for those unable to access the online courses.

Throughout the pandemic, St Mary's continued to offer pastoral care and the Council is grateful that so many members of the church reach out to others and care for them spiritually and in their actions.

Mission, evangelism and outreach

The church ordinarily reaches out in a number of ways: through worship, a lively social life (including a regular Sunday Parish Lunch) and through printed and digital communications (including Facebook and our website.) For many years, the Council provided hall and cooking facilities at a reduced rate to the St Mary's Fellowship which met frequently and which raised money for charities. All these activities were either curtailed or prevented by Covid, but St Mary's has continued to seek ways to minister effectively and prayerfully.

The weekly Mass Book contains brief notices, our parish newsletter is produced monthly with a fuller set of advance information, together with teaching material and continues to generate an advertising income, which we are looking to build upon.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
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It is precisely because the church's social life has been much appreciated - as well as raising much-needed funds – that we will aim to restore them as soon as possible so we can continue to reach out and form relationships which frequently blossom. The Council is grateful to those who have offered their time and assistance regularly to enable these events to be successful.

Ecumenical relationships

St Mary's continues to delight in the relationships with other churches and faiths in Swanley and beyond. Working together with our Roman Catholic colleagues for the celebration of the Stations of the Cross has been one very fruitful and enjoyable example of ways in which we can build up each other and rejoice in our common witness to Jesus Christ.

Financial review

Overall income in 2021 was some £16,000 higher than in 2020 (approximately 65k compared with about £42k) – sadly, overall expenditure was nearly £24,000 higher in 2021 (nearly £72k rather than nearly £48k) and so we finished the year with a deficit of £2,419. The Council considers, however, that given the stresses and strains of the past two years that is not an unreasonable result.

The PCC notes with concern that the parish does not cover anywhere near the costs of a single cleric in its payments to the Diocese of Rochester and that if it did, that deficit would be more than £40,000. It is the Council's wish to record its appreciation of the Diocesan support for the ministry here in Swanley and to draw attention to this generosity. Other parishes have to give more than the cost of the ministry they receive in order for us to have a priest serving the parish full-time.

It is important to remember that no parish is entitled to a priest paid for by others and that each parish is responsible for raising the funds needed to provide its ministry.

As a Charity, the members of the PCC are trustees and their responsibilities include the preparation of financial statements for each financial year, which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year.

In preparing financial statements giving a true and fair view, the trustees follow best practice and:

- a) select suitable accounting policies and apply them consistently;
- b) make judgements and estimates that are reasonable and prudent;
- c) state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements;
- d) prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in operation;
- e) To make such accounts available to the public on request.

The trustees are responsible for keeping accounting records for six years which disclose with reasonable accuracy the financial position of the charity and which enable them to ascertain the financial position of the charity and ensure that the financial statements comply with applicable law and regulations. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Reserves policy

The Council believes it should have around three months' worth of basic running expenses in reserve which in 2021 equated to approximately £7,200. This was comfortably exceeded by the amount remaining in the current account or as cash in hand at the year end and not allocated to debtors.

Structure, governance and management

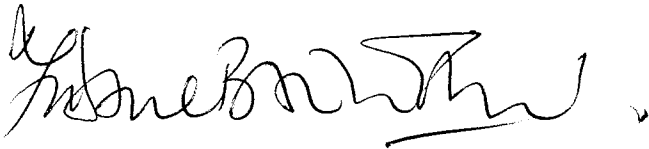
The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The PCC is a Registered Charity.

The method of appointment of PCC members is set out in the Church Representation Rules. At St Mary's the membership of the PCC consists of the incumbent (our vicar), churchwardens, and members elected by those members of the congregation who are on the electoral roll of the church along with members of relevant synods who join the PCC ex officio. All those who are members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC. PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding PCC expenditure priorities. The PCC meets four times a year with a full agenda, and there is an additional meeting to approve accounts in advance of the APCM. Given its wide responsibilities the PCC has a number of committees each dealing with a particular aspect of the church's mission and activities.

Administrative information

St Mary's Church is situated in London Road, Swanley. It is part of the Diocese of Rochester within the Church of England and it has passed resolutions with regard to the ministry of Bishops and Priests. As a result it is under the episcopal care of the Bishop of Richborough, the Right Reverend Norman Banks. To Bishop Norman particular appreciation and thanks are due as he carefully shepherded his parishes through lockdowns and the Covid crisis with humour and encouragement, enabling them to learn from each other and lean on each other.

The correspondence address is St Mary's Vicarage, London Road, Swanley, BR8 7AQ. Registered charity number 1133939.



(signed)

Fr Dane Batley-Gladden, Vicar

27 April 2022

INDEPENDENT EXAMINER'S REPORT
TO THE MINISTER AND OFFICERS OF ST MARY THE VIRGIN, SWANLEY

I report on the accounts of the PCC for the year ended 31st December 2021, which are set out on pages 9 and 10 and their accompanying notes on pages 11 to 16.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

As trustees of the charity, the members of the PCC 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(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to;

examine the accounts under the Regulations and Section 145 of the 2011 Act;
to follow the procedures laid down in the General Directions given by the Charities Commission under Section 145(5)(b) of the 2011 Act and;
to state whether particular matters have come to my attention.

BASIS OF INDEPENDENT EXAMINER'S REPORT

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity, and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and the seeking of explanations from the management committee 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

(a) to keep accounting records in accordance with Section 130 of the 2011 Act;

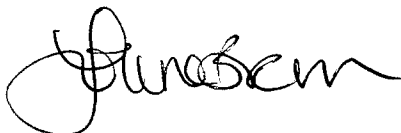
and

(b) to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act

have not been met;

or

2 to which, in my opinion, attention should have been drawn in order to enable a proper understanding of the accounts to be reached.



(signed)

Joanne Brown

For and on behalf of
SARGEANT PARTNERSHIP LLP
Chartered Accountants
5 White Oak Square, London Road
Swanley, BR8 7AG

4 JULY 2022

STATEMENT OF FINANCIAL ACTIVITIES

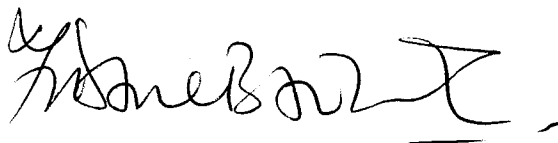
	Notes	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
<u>INCOME</u>					
Voluntary Resources	2(a)	19,154	1,213	20,367	24,118
Activities for Generating Funds	2(b)	22,060	0	22,060	6,093
Income from Investments	2(c)	0	49	49	271
Church Activities	2(d)	23,466	0	23,466	19,687
Other Income Resources	2(e)	2,979	0	2,979	2,792
Pilgrimages	2(f)	0	370	370	940
TOTAL INCOME		67,659	1,632	69,291	53,901
<u>EXPENDITURE</u>					
Church Activities	3(a)	61,103	4,620	65,723	42,569
Cost of generating voluntary income	3(b)	37	0	37	78
Fund-raising costs	3(c)	2,405	0	2,405	2,171
Church management and admin	3(d)	2,605	0	2,605	3,137
Pilgrimages	3(e)	0	940	940	32
TOTAL EXPENDITURE		66,150	5,560	71,710	47,987
<u>NET MOVEMENT IN FUNDS</u>					
		1,509	(3,928)	(2,419)	5,914
Balance B/fwd 1 January 2021		77,280	65,416	142,696	136,782
Balance C/fwd 31 December 2021		78,789	61,488	140,277	142,696

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST MARY THE VIRGIN SWANLEY
 ANNUAL REPORT & ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2021

STATEMENT OF ASSETS AND LIABILITIES

	Notes	2021		2020	
		£	£	£	£
Fixed Assets					
Tangible	5		60,510		61,510
Current Assets					
Stock			13		8
Debtors	6		2,063		2,054
Short Term Deposits			10,166		10,581
Deposits in Diocesan Funds			65,450		65,416
Current Account and Cash in hand			12,375		10,825
			90,067		88,884
Liabilities					
Creditors – amounts falling due in one year	7		10,300		7,698
Net Current Assets			79,767		81,186
TOTAL NET ASSETS			140,277		142,696
PARISH FUNDS					
Unrestricted			78,789		77,280
Restricted	8		61,488		65,416
TOTAL FUNDS	9		140,277		142,696

Approved by the PCC on 28 April 2022 and signed on its behalf:



(signed)
The Rev'd Dane Batley-Gladden
 Chairman



(signed)
Sandra Merrick
 Honorary Treasurer

The notes on pages 12-17 form part of these accounts

NOTES TO THE FINANCIAL STATEMENTS

1a Accounting policies

Basis of preparation and assessment of going concern

The PCC is a public benefit entity within the meaning of FRS 102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' 'true and fair view' provisions, together with FRS 102 (2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP (FRS 102)).

The accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts.

1b Funds

Endowment funds are capital, given in such a form that only the interest may be spent whilst the original gift remains intact. The interest may be used either as restricted or unrestricted funds depending on the purpose for which the endowment was established.

St Mary's has no endowment funds and therefore there is no column shown for them in these accounts.

Restricted funds represent:

- a) income from trusts or endowment which may be expended only on those restricted objects provided in the terms of the trust or bequest, and
- b) donations or grants received from a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given, any balance remaining unspent at the end of the year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund.

Interest on Restricted Funds: by PCC resolution, interest earned is allocated primarily to the Reserve Fund the object of which is church and hall maintenance. It remains within the competence of the Council to allocate interest to the restricted funds on this or an average balance basis by further resolution.

Unrestricted funds are general funds, which can be used for the ordinary purposes of the PCC.

Incoming Resources: Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the incoming resources to which they relate is received. Grants and Legacies are accounted for when the PCC is legally entitled to the amounts due. Interest as when it is accrued by the payer. All other income is recognised when it is received. All incoming resources are accounted for gross.

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

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST MARY THE VIRGIN SWANLEY
ANNUAL REPORT & ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2021

Diocesan Share: The parish share is a voluntary payment which is set by the PCC as an aspiration in the Autumn of each year. The Council then uses its best endeavours to meet the offer made to the diocese as part of the annual cycle which is suggested by the Bishop. Any parish share unpaid at 31 December is therefore not provided for in these accounts. Income from Pinks Hill is shown after deductions for dilapidations and improvements which are set by the Diocese of Rochester. The parish is not able to manage any rent arrears as the diocese manages the property, but the parish is aware that sums remain owing and the diocese is expecting to pursue these in 2022.

The Council believes that the parish offering is the first call on its basic resources. It will use its best endeavours to pay its parish offering in full in 2022 but this is not a legal liability.

1c Fixed Assets

Consecrated and benefice property of any kind is excluded from the accounts by section 10 of the Charities Act 2011.

Movable church furnishings held by the vicar and churchwardens on special trust from the PCC and which require a faculty for disposal are inalienable property, listed in the Church's inventory, which can be inspected (at any reasonable time.) For anything acquired prior to 2000, there is insufficient cost information available and therefore such assets are not valued in the financial statements.

Subsequently all equipment used within the church premises costing less than £1,000 is written off when incurred, any equipment costing £1,000 or more is depreciated on a straight line basis over 4 years.

The PCC owns 26% of the value of the curate's house in Pinks Hill, Swanley so it is included at a deemed cost being its 2003 valuation. Its cost being depreciated at £1,000 with effect from 2006.

The church hall is owned by the diocese and is not recognised as a PCC asset.

NOTES TO THE FINANCIAL STATEMENTS

2 Income

	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
2a Voluntary Income				
Planned Giving & Gift Aid donations	13,898	0	13,898	9,241
Tax recoverable: Church	3,164	0	3,164	3,352
Collections: occasional offices	1,474	0	1,474	2,767
Collections: open plate	553	0	553	505
Donations: Maintenance & ministry	0	1,093	1,093	8,128
Mission Projects & Charity Funds donations	65	120	185	125
Total 2a Voluntary Income	19,154	1,213	20,367	24,118
2b Activities for generating funds				
Fairs and socials	1,394	0	1,394	1,298
Income from printing	269	0	269	730
Hall Letting and cleaning	16,621	0	16,621	928
100 Club	3,776	0	3,776	3,097
Bingo	0	0	0	40
Total 2b Activities for generating funds	22,060	0	22,060	6,093
2c Income from investments				
Deposit accounts	0	49	49	271
Total 2c Income from investments	0	49	49	271
2d Income from church activities				
Social activities, coffee mornings, catering	0	0	0	1,742
Fees: funerals and weddings	18,080	0	18,080	14,912
Fees: organist, choir, sacristy	5,278	0	5,278	2,958
Bible Alive	108	0	108	75
Total 2d Income from church activities	23,466	0	23,466	19,687
2e Other incoming resources				
Rental Pinks Hill	2,979	0	2,979	2,792
Total 2e Other incoming resources	2,979	0	2,979	2,792
2f Pilgrimages				
Walsingham Pilgrimage	0	370	370	940
Total 2f Pilgrimages	0	370	370	940
TOTAL INCOME	67,659	1,632	69,291	53,901

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST MARY THE VIRGIN SWANLEY
 ANNUAL REPORT & ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2021

NOTES TO THE FINANCIAL STATEMENTS

3 Expenditure

	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
3a Church activities				
Clergy Costs: Rochester Diocese & expenses	22,850	0	22,850	11,901
Organist, choir, sacristy, organ tuning	6,838	0	6,838	3,783
Church maintenance and utilities	13,858	4,620	18,478	11,446
Depreciation: curates house/equipment	1,000	0	1,000	1,000
Fellowship/bookstall/Bible Alive	111	0	111	90
Upkeep of churchyard/cemetery	5,878	0	5,878	3,404
Church hall running costs	10,043	0	10,043	10,417
Mission Projects & Charity Funds	525	0	525	528
Total 3a Church Activities	61,103	4,620	65,723	42,569
3b Generation of voluntary income				
Gift Aid envelopes	37	0	37	78
Total 3b Generation of voluntary income	37	0	37	78
3c Fundraising costs				
Fetes & Social Activities	325	0	325	611
100 club	2,080	0	2,080	1,560
Total 3c Fundraising costs	2,405	0	2,405	2,171
3d Church management and admin				
Photocopying/printing/stationery	1,356	0	1,356	879
Administration	1,249	0	1,249	2,258
Total 3d Church management and admin	2,605	0	2,605	3,137
3e Pilgrimages				
Walsingham Pilgrimage	0	940	940	32
Total 3e Pilgrimages	0	940	940	32
TOTAL EXPENDITURE	66,150	5,560	71,710	47,987

NOTES TO THE FINANCIAL STATEMENTS

4 Staff Costs

During the year the PCC employed a church hall cleaner part time amounting to £2,710 (£2,710 in 2020), which is included within church hall running costs. No payments were large enough to attract social security costs.

5 Fixed Assets

	Freehold Land and buildings	Church Equipment	Total
	£	£	£
<u>Cost</u>			
At 1 January 2021	76,510	3,992	80,502
Additions	0	0	0
Disposals	0	0	0
At 31 December 2021	76,510	3,992	80,502
<u>Depreciation</u>			
At 1 January 2021	15,000	3,992	18,992
Charge for the year	1,000	0	1,000
Depreciation on disposals	0	0	0
At 31 December 2021	16,000	3,992	19,992
<u>Net Book Value</u>			
At 31 December 2020	61,510		61,510
At 31 December 2021	60,510		60,510

6 Debtors

	Total 2021	Total 2020
	£	£
HMRC gift aid	2,063	
Total Debtors	2,063	2,054

7 Creditors: amounts falling due in one year

	Total 2021	Total 2020
	£	£
Cemetery Waste	20	
Church Maintenance	4,620	
100 Club	520	
British Gas	4,620	
Pledges	520	
Total Creditors	10,300	7,698

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST MARY THE VIRGIN SWANLEY
 ANNUAL REPORT & ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2021

NOTES TO THE FINANCIAL STATEMENTS

8 Restricted Funds

	Balance 1 January 2021 £	Incoming Resources £	Resources Expended £	Transfers between restricted funds £	Balance 31 December 2021 £
Church Activities					
Maintenance & Ministry Funds					
Reserve Fund	9,606	1,093	0	0	10,699
Organ Fund	1,350	120	0	0	1,470
Total Maintenance & Ministry	10,956	1,213			12,169
Mission Projects					
Melba Williams Memorial	45,614	0	4,620	0	40,994
C Parkes Birthday	607	0	0	0	607
Discretionary Fund	64	0	0	0	64
Narthex	2,643	0	0	0	2,643
Churchyard Tap Fund	50	0	0	0	50
Churchyard Noticeboards	1,426	0	0	0	1,426
Heating Fund	21	0	0	0	21
Tabernacle Lighting	1	0	0	0	1
Churchyard Fence	2,416	0	0	0	2,416
Wooden Candle Stand	18	0	0	0	18
Children's Ministry	20	0	0	0	20
Total Mission Projects	52,880	0	4,620	0	48,260
Charity Funds					
Additional Curates Society	0	0	0	0	0
The Mission to Seafarers	0	0	0	0	0
Total Charity Funds	0	0	0	0	0
Total Mission & Charity	52,880	0	4,620	0	48,260
Total Church Activities	63,836	1,213	4,620	0	60,429
Interest	582	49	0	0	631
Pilgrimage Funds					
Walsingham Weekend	998	370	940	0	428
Total Pilgrimages	998	370	940	0	428
Total Restricted Funds	65,416	1,632	5,560	0	61,488

9 Analysis of Net Assets by fund

	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
Tangible fixed assets	60,510	0	60,510	61,510
Current assets	28,579	61,488	90,067	88,884
Liabilities: amounts falling due in one year	10,300	0	10,300	7,698
Balance at 31 December 2021	78,789	61,488	140,277	142,696

Accounts



St Mary's Accounts 2020
Copy for Father, Diane



PAROCHIAL CHURCH COUNCIL **ANNUAL REPORT 2020**

**AND INDEPENDENTLY EXAMINED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020**

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST MARY THE VIRGIN SWANLEY

REGISTERED CHARITY No 1133939

**St Mary's was entirely locked down,
with no public worship at all,
from mid-March until the beginning of July.**

**As soon as we were able,
we made provision for private prayer
– at considerable cost –
from June,
and on the first day we were allowed to be open
for the Liturgy once again,
we began our Covid Pattern.**

**Our Sunday Mass was divided into three separate
services: a Saturday afternoon Mass for children which
used the Sunday readings as the basis for a homily and
activity, a Sunday morning Mass with accompanying
music and a Sunday afternoon Mass with reflective
silence at its core.**

**Our weekday Masses have continued
their usual pattern.**

**Our capacity for all services was assessed as 30 people,
properly socially distancing and we set out the church to
ensure that we adhered to the regulations and kept
everyone as safe as we possibly could.**

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MINISTER AND OFFICERS

Ex-officio PCC Members & Trustees

Vicar & PCC Chairman

The Reverend Dane Batley-Gladden

Churchwardens

Christine Parkes

Kevin Merrick (*also PCC Vice Chair*)

Deanery Synod Representatives

Sian Phillips (*until October 2020*)

James Ashmore

Paula Davies (*from October 2020*)

Elected PCC Members & Trustees

Holly Reardon (*Honorary Secretary*)

Sandra Merrick (*Honorary Treasurer*)

Ruth Cove

Mary-Rose Ellis

Angela Farren

Larree Lloyd

Toni Roast

Paula Davies (*until October 2020 when elected to deanery synod*)

Janet Kitchener

REGISTERED ADDRESS

St Mary's Church, London Road, Swanley, BR8 7AQ.

ACCOUNTANTS

SARGEANT PARTNERSHIP LLP

Chartered Accountants

5 White Oak Square, London Road, Swanley, BR8 7AG.

BANKERS

BARCLAYS BANK PLC

24 Lowfield Street, Dartford, DA1 1HD.

PREFACE TO THE 2020 REPORT

The Diocese of Rochester took the decision in 2019 that it would move in line with the rest of the Church of England's dioceses and collect the portion of Statutory Fees to which it is entitled. Previously, these had been counted towards the offering made by parishes towards the cost of providing clergy. This was a step the diocese was entirely free to make and given that the whole Church of England had already taken it, it could hardly be described as a surprise.

In some parishes – for instance, those with few funerals or weddings – this would have a negligible effect on their offering. But for St Mary's Swanley, the effect of this was to remove a huge figure from our ordinary income with no hope of replacing it in a normal year: 2020 was, however, emphatically not a normal year and therefore the amount paid to the diocese beyond the rental of the Curates House on Pinks Hill and the Statutory Fees was nil.

On top of the diocesan change, there was a national change, too: whereas previously if an incumbent officiated at a funeral service at a Crematorium a proportion of the statutory fee was retained by the parish, the General Synod took the view that this was undesirable. This, despite the fact that it is parishes who provide incumbents with expenses of office to cover a huge swathe of administration costs borne by them in the course of the performance of their duties: stationery, phone, IT provision and supplies together with the fact that when incumbents are fulfilling these important statutory duties they are not available for other mission and ministry activities within the foundational bedrock of the Church: the parish.

The combination of these two decisions: the first entirely reasonable, the second wholly without understanding of the parish context, has presented parishes with an enormous challenge.

It is greatly to the credit of the Diocese of Rochester that they not only continued to allow parishes to retain part of the Crematorium fee but also they have shown the forbearance towards St Mary's and not only understood our parish context but been actively supportive as we have battled through this transition.

We need to be quite clear: although the incumbent's stipend is set at £27,260, the diocese has to pay for the pensions of the clergy, employer's national insurance contributions, for the upkeep of the vicarage, for the initial training of each cleric and for their continuing development and oversight. All this raises the cost of an incumbent to more than £60,000 each year.

It is not up to the diocese or the Church of England nationally to provide a priest in a parish: it is the responsibility of each individual parish. For any parish to be unable to meet this cost over a long period calls into question the viability of the ministry there and, but for the help of the Diocese of Rochester, we would be subject to great pressure: so we have several reasons to be grateful to the Diocese of Rochester and we record those thanks here.

Father Dane Batley-Gladden
Vicar & PCC Chairman.

ANNUAL REPORT OF THE MINISTER AND OFFICERS

The Parochial Church Council of St Mary the Virgin, Swanley ('the PCC' or 'the Council') present their annual report and financial statements for the year ended 31st December 2020.

Basis of Preparation of Accounts

The PCC is a public benefit entity within the meaning of FRS 102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' 'true and fair view' provisions, together with FRS 102 (2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP (FRS 102)).

Objectives and activities for the purpose of public benefit

The PCC has the responsibility of co-operating with the vicar, the Reverend Dane Batley-Gladden, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the church of St Mary the Virgin, Swanley. The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community at St Mary's. The PCC intends that our worship puts faith into practice through sacrament, scripture, prayer and music.

When planning our activities we have considered the Charity Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion. In particular, we try to enable everyone to live out their faith as part of our parish community through:

Worship and prayer - learning about the gospel; and developing knowledge and trust in Jesus Christ as Saviour, master and friend.

Provision of pastoral care for people living in the parish - especially building on the opportunities given by our churchyard which is used by many people in the parish and available to everyone in the parish for burials and interment of ashes.

Missionary, evangelism and outreach – using our superb site to proclaim a welcoming community of faith ready to support people in many different ways.

To facilitate this work, it is important that we maintain the fabric of St Mary's Church and of the Hall and Churchyard.

Achievements and performance

Worship and prayer

During two periods in the year the church and churchyard were entirely closed to visitors in line with the guidance issued by the Archbishops of Canterbury and York and adopted by the Bishop of Rochester interpreting the law protecting our country from the worst effects of Coronavirus. Even when we were able to be open, our numbers were limited and the character of the worship entirely changed given that there could be no singing, no exchange of the peace and no administration of the chalice. We greatly look forward to the re-establishment of all these important elements of our worship. We re-established services as soon as we were able after each lockdown and weekday services did not require prior notice but Sunday services were – and at the time of writing in March 2021, continue to be – required to be pre-booked.

The limitations on numbers and the overall effect of concern regarding Covid-19 has meant that our worship has been severely affected.

All are welcome to attend our regular services. As at our annual meeting in October 2020 (postponed from April due to the Covid 19 epidemic) there were 73 parishioners (71 in 2019 after the full Electoral Roll Revision) on the Church Electoral Roll. The average weekly attendance, counted during October, was 17 (67 in 2019), but this number increases on major festivals and the decline is due to the Covid limitations on numbers.

The centrality of the Cross and Resurrection to Catholic forms of worship are the bedrock and basis of our corporate life of prayer: the regular celebration of the Mass is at the heart of all that we do and aside from Monday (the vicar's day off) the Mass is celebrated daily. During non-Covid times, additional services such as the Stations of the Cross and Benediction, supplement our Mass offering and the Walsingham Pilgrimage and our annual Lent Course (usually a Bible study) are much appreciated additions.

Dartford Deanery

The vicar regularly attends the Deanery Chapter meetings, which this have been mainly via the networking application Zoom. The Deanery Synod has also met via Zoom and representatives from St Mary's continue to play their part in this aspect of our shared life.

The Church Building

There have been a range of challenges this year: a large number of water leaks, reflecting the age of the water installation, together with some glass damage have taken up quite a lot of time. The Church Council will be considering the further development of the building and particularly whether the parish should embark on an ambitious project to move the building forward. There have been no changes to the physical structure of the building in nearly 50 years and it is time to consider what we are leaving future generations from our time of stewardship of this important parish asset. One of the church boilers broke down in late 2020 and had to be replaced, whilst the other one also ran into problems, the combined cost was just under £5,000. As a result of functioning with only one boiler, the heating had to be run throughout the latter half of December 2020 and early January 2021 with the result that the gas bill for the quarter was just under £3,000.

Volunteers

There is a committed core of volunteers at St Mary's, without which it would impossible for us to function. The Council would like to extend their thanks and appreciation for the hard work and commitment without which our ministry and mission could not be sustained.

Fundraising

For many years St Mary's has operated a model whereby the congregational giving on a Sunday has largely met the day-to-day running costs of the church building and fundraising has enabled the payment of the parish share to the diocese of Rochester. In a year when we have not been able to run any fundraising events, this has had a severe impact on income. Additionally, a number of very committed individuals have died during the course of the year and this will have an effect in the future. We look forward to re-establishing a programme of events as soon as we are able.

The Hall

The Hall was closed in March 2020 and has not re-opened since. During the year, slates fell from the church roof during a storm and damaged the glass roof to the hall. A temporary repair was put in place but we have not yet been able to obtain a permanent solution. The hall is an important source of revenue and we will aim to re-open it very swiftly, as the law allows.

The Churchyard

Those who live in the parish at the time of their death or who die in the parish are able to be buried in the churchyard. Such is the restriction on spaces available that the Church Council will be taking the final steps towards closure of the Churchyard in 2021-22. The remaining spaces will be used up and then it will be available only for limited burials of ashes, the use of reserved plots, and the re-opening of existing graves for those who qualify for it. Swanley Town Council now provide the grass-cutting and general maintenance service and we are grateful to them for all that they do under our contract with them.

Pastoral care & Safeguarding

There is a lively community of care both in Swanley generally and within the congregation at St Mary's. Home Communion is offered to the sick and housebound and there is an extensive set of networks for providing pastoral care, prayer and practical help. The parish has adopted the diocese of Rochester's model policies for the safeguarding of children and vulnerable adults. The Church of England's Safeguarding training has undergone a further alteration in 2020, and so during the course of 2021, this training will be undertaken to further strengthen our culture of watchfulness and care.

Mission, evangelism and outreach

The church reaches out in a number of ways: through worship (the Palm Sunday service starts out in Swanley Town Square and processes to Church), through a lively social life (including a regular Sunday Parish Lunch) and through printed and digital communications (including Facebook and our website.) The Council provides hall and cooking facilities at a reduced rate to the St Mary's Fellowship which meets frequently and which raises money for charities.

The weekly Mass Book contains brief notices, our parish newsletter is produced monthly with a fuller set of advance information, together with teaching material and continues to generate an advertising income, which we are looking to build upon.

The church's regular social life continues to be much appreciated. As well as raising funds, they enable us to reach out and form relationships which frequently blossom. The Council is grateful to those who offer their time and assistance regularly to enable these events to be successful.

St Mary's will be working to bring back all of the activities which are so important to us and to our people as soon as possible in 2021.

Ecumenical relationships

St Mary's continues to nurture and strengthen its links with those of other faiths both within Swanley and beyond it. We are very grateful to those who make these fruitful relationships possible. In 2020, the Church Council resolved to withdraw from Churches Together in Swanley and District as the Council did not feel they could commit to its programmes and to their funding. The work with other churches, to build and develop strong common witness continues, however, and remains an important work of witness.

Financial review

Income in 2020 totalled £53,901, down from £124,938 in the previous year. It should be noted that the 2019 figure included £45,000 from the will of Melba Williams and so a rather more meaningful comparison would be that ordinary income from the congregation and from services fell from £32,944 (£77,944, less £45,000) to £24,118. Expenditure, meanwhile, fell from £71,949 in 2019 to £47,987 in 2020. This left a surplus of £5,914.

Sadly, this surplus is an illusion: the gas bill of around £3,000 in early 2021 swallowed up a lot of it and we have not paid anything of note towards the Diocese of Rochester's costs in providing a priest for the parish. As we recorded in the preface to this report, we owe the diocese a considerable debt of gratitude for their support for it is by no means automatic and also by no means an entitlement.

As a Charity, the members of the PCC are trustees and their responsibilities include the preparation of financial statements for each financial year, which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year.

In preparing financial statements giving a true and fair view, the trustees follow best practice and:

- a) select suitable accounting policies and apply them consistently;
- b) make judgements and estimates that are reasonable and prudent;
- c) state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements;
- d) prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in operation;
- e) To make such accounts available to the public on request.

The trustees are responsible for keeping accounting records for six years which disclose with reasonable accuracy the financial position of the charity and which enable them to ascertain the financial position of the charity and ensure that the financial statements comply with applicable law and regulations. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Reserves policy

The policy of the Church Council is that we should have three months' worth of expenditure available to us and although in a Covid year it is difficult to be precise about three months of expenditure, it was estimated to be around £7,000. As at the year end, we had £7,415.

Structure, governance and management

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

The method of appointment of PCC members is set out in the Church Representation Rules. At St Mary's the membership of the PCC consists of the incumbent (our vicar), churchwardens, and members elected by those members of the congregation who are on the electoral roll of the church. All those who are members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC. PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding PCC expenditure priorities. The PCC meets four times a year with a full agenda, and there is an additional meeting to approve accounts in advance of the APCM. Given its wide responsibilities the PCC has a number of committees each dealing with a particular aspect of the church's mission and activities.


Administrative information

St Mary's Church is situated in London Road, Swanley. It is part of the Diocese of Rochester within the Church of England and it has passed resolutions with regard to the ministry of Bishops and Priests. As a result it is under the episcopal care of the Bishop of Richborough.

The correspondence address is St Mary's Vicarage, London Road, Swanley, BR8 7AQ. Registered charity number 1133939.

Conclusion

We have navigated a difficult year in conditions never-before seen in the lifetimes of any member of our congregation. That we have done so and covered so much of our running costs is entirely due to the generosity of our community: we are truly grateful to all those who have supported us and – in some ways much more importantly – encouraged us, during these challenging circumstances: thank you.



(signed)

Fr Dane Batley-Gladden, Vicar

26 March 2021

INDEPENDENT EXAMINER'S REPORT
TO THE MINISTER AND OFFICERS OF ST MARY THE VIRGIN, SWANLEY

I report on the accounts of the PCC for the year ended 31st December 2020, which are set out on pages 11 and 12 and their accompanying notes on pages 13 to 18.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

As trustees of the charity, the members of the PCC 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(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to;
examine the accounts under the Regulations and Section 145 of the 2011 Act;
to follow the procedures laid down in the General Directions given by the Charities Commission under Section 145(5)(b) of the 2011 Act and;
to state whether particular matters have come to my attention.

BASIS OF INDEPENDENT EXAMINER'S REPORT

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity, and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and the seeking of explanations from the management committee 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

(a) to keep accounting records in accordance with Section 130 of the 2011 Act;

and

(b) to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act

have not been met;

or

2 to which, in my opinion, attention should have been drawn in order to enable a proper understanding of the accounts to be reached.



(signed)
Joanne Brown

For and on behalf of
SARGEANT PARTNERSHIP LLP
Chartered Accountants
5 White Oak Square, London Road
Swanley, BR8 7AG

4 May 2021

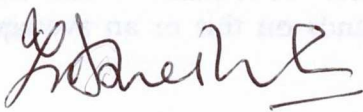
STATEMENT OF FINANCIAL ACTIVITIES

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
INCOME					
Voluntary Resources	2(a)	15,970	8,148	24,118	77,944
Activities for Generating Funds	2(b)	6,093	0	6,093	12,191
Income from Investments	2(c)	0	271	271	216
Church Activities	2(d)	19,687	0	19,687	26,229
Other Income Resources	2(e)	2,792	0	2,792	2,979
Pilgrimages	2(f)	0	940	940	5,379
TOTAL INCOME		44,542	9,359	53,901	124,938
EXPENDITURE					
Church Activities	3(a)	42,046	523	42,569	60,604
Cost of generating voluntary income	3(b)	78	0	78	119
Fund-raising costs	3(c)	2,171	0	2,171	3,486
Church management and admin	3(d)	3,137	0	3,137	2,451
Pilgrimages	3(e)	0	32	32	5,289
TOTAL EXPENDITURE		47,432	555	47,987	71,949
NET MOVEMENT IN FUNDS		(2,890)	8,804	5,914	52,989
Balance B/fwd 1 January 2020		80,170	56,612	136,782	83,793
Balance C/fwd 31 December 2021		77,280	65,416	142,696	136,782

STATEMENT OF ASSETS AND LIABILITIES

	Notes	2020		2019	
		£	£	£	£
Fixed Assets					
Tangible	5		61,510		62,510
Current Assets					
Stock			8		45
Debtors	6		2,054		21,995
Short Term Deposits			10,581		8,558
Deposits in Diocesan Funds			65,416		40,169
Current Account and Cash in hand			10,825		4,892
			88,884		75,659
Liabilities					
Creditors – amounts falling due in one year	7		7,698		1,387
Net Current Assets			81,186		74,272
TOTAL NET ASSETS			142,696		136,782
PARISH FUNDS					
Unrestricted			77,280		80,170
Restricted	8		65,416		56,612
TOTAL FUNDS	9		142,696		136,782

Approved by the PCC on 26 March 2021 and signed on its behalf:



(signed)
The Rev'd Dane Batley-Gladden
 Chairman



(signed)
Sandra Merrick
 Honorary Treasurer

The notes on pages 13-18 form part of these accounts

NOTES TO THE FINANCIAL STATEMENTS

Ia Accounting policies

Basis of preparation and assessment of going concern

The PCC is a public benefit entity within the meaning of FRS 102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' 'true and fair view' provisions, together with FRS 102 (2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP (FRS 102)).

The accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts.

Ib Funds

Endowment funds are capital, given in such a form that only the interest may be spent whilst the original gift remains intact. The interest may be used either as restricted or unrestricted funds depending on the purpose for which the endowment was established.

St Mary's has no endowment funds and therefore there is no column shown for them in these accounts.

Restricted funds represent:

- a) income from trusts or endowment which may be expended only on those restricted objects provided in the terms of the trust or bequest,
and
- b) donations or grants received from a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given, any balance remaining unspent at the end of the year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund.

Interest on Restricted Funds: by PCC resolution, interest earned is allocated primarily to the Reserve Fund the object of which is church and hall maintenance. It remains within the competence of the Council to allocate interest to the restricted funds on this or an average balance basis by further resolution.

Unrestricted funds are general funds, which can be used for the ordinary purposes of the PCC.

Incoming Resources: Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the incoming resources to which they relate is received. Grants and Legacies are accounted for when the PCC is legally entitled to the amounts due. Interest as when it is accrued by the payer. All other income is recognised when it is received. All incoming resources are accounted for gross.

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

Diocesan Share: The parish share is agreed at the start of each financial year and accounted for when paid. The Diocese of Rochester altered its arrangements for contributions by parishes towards the costs of providing clergy in 2015 at that time the Bishop of Rochester made clear that any offering made to the diocese is in the nature of a voluntary payment. Any parish share unpaid at 31 December is therefore not provided for in these accounts. St Mary's transfers the entirety of its share of the rental income from our curates house on Pinks Hill to the diocese. Income from Pinks Hill is shown after deductions for dilapidations and improvements which are set by the Diocese of Rochester. The property is managed by the Diocese and rented through their agents. In 2021, the lack of fundraising has meant that the parish was unable to make further payments towards the share.

The Council believes that the parish offering is the first call on its basic resources. It will use its best endeavours to pay its parish offering in full in 2021 but this is not a legal liability.

Ic Fixed Assets

Consecrated and benefice property of any kind is excluded from the accounts by section 10 of the Charities Act 2011.

Movable church furnishings held by the vicar and churchwardens on special trust from the PCC and which require a faculty for disposal are inalienable property, listed in the Church's inventory, which can be inspected (at any reasonable time.) For anything acquired prior to 2000, there is insufficient cost information available and therefore such assets are not valued in the financial statements.

Subsequently all equipment used within the church premises costing less than £1,000 is written off when incurred, any equipment costing £1,000 or more is depreciated on a straight line basis over 4 years.

The PCC owns 26% of the value of the curate's house in Pinks Hill, Swanley so it is included at a deemed cost being its 2003 valuation. Its cost being depreciated at £1,000 with effect from 2006.

The church hall is owned by the diocese and is not recognised as a PCC asset.

NOTES TO THE FINANCIAL STATEMENTS

2 Income

	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
2a Voluntary Income				
Planned Giving & Gift Aid donations	9,241	0	9,241	14,065
Tax recoverable: Church	3,352	0	3,352	3,641
Collections: occasional offices	2,767	0	2,767	3,067
Collections: open plate	505	0	505	1,399
Donations: Maintenance & ministry	0	8,128	8,128	55,020
Mission Projects & Charity Funds donations	105	20	125	752
Total 2a Voluntary Income	15,970	8,148	24,118	77,944
2b Activities for generating funds				
Fairs and socials	1,298	0	1,298	4,452
Income from printing	730	0	730	679
Hall Letting and cleaning	928	0	928	3,604
100 Club	3,097	0	3,097	3,109
Bingo	40	0	40	347
Total 2b Activities for generating funds	6,093	0	6,093	12,191
2c Income from investments				
Deposit accounts	0	271	271	216
Total 2c Income from investments	0	271	271	216
2d Income from church activities				
Social activities, coffee mornings, catering	1,742	0	1,742	6,267
Fees: funerals and weddings	14,912	0	14,912	13,619
Fees: organist, choir, sacristy	2,958	0	2,958	6,218
Bible Alive	75	0	75	125
Total 2d Income from church activities	19,687	0	19,687	26,229
2e Other incoming resources				
Rental Pinks Hill	2,792	0	2,792	2,979
Total 2e Other incoming resources	2,792	0	2,792	2,979
2f Pilgrimages				
Walsingham Pilgrimage	0	940	940	5,379
Total 2f Pilgrimages				5,379
TOTAL INCOME	44,542	9,359	53,901	124,938

NOTES TO THE FINANCIAL STATEMENTS

3 Expenditure

	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
3a Church activities				
Clergy Costs: Rochester Diocese & expenses	11,901	0	11,901	24,015
Organist, choir, sacristy, organ tuning	3,783	0	3,783	6,909
Church maintenance and utilities	11,446	0	11,446	8,740
Depreciation: curates house/equipment	1,000	0	1,000	1,000
Fellowship/bookstall/Bible Alive	90	0	90	110
Upkeep of churchyard/cemetery	3,404	0	3,404	2,809
Church hall running costs	10,417	0	10,417	9,506
Mission Projects & Charity Funds	5	523	528	7,515
Total 3a Church Activities	42,046	523	42,569	60,604
3b Generation of voluntary income				
Gift Aid envelopes	78	0	78	119
Total 3b Generation of voluntary income	78	0	78	119
3c Fundraising costs				
Fetes & Social Activities	611	0	611	1,926
100 club	1,560	0	1,560	1,560
Total 3c Fundraising costs	2,171	0	2,171	3,486
3d Church management and admin				
Photocopying/printing/stationery	879	0	879	1,731
Administration	2,258	0	2,258	720
Total 3d Church management and admin	3,137	0	3,137	2,451
3e Pilgrimages				
Walsingham Pilgrimage	0	32	32	5,289
Total 3e Pilgrimages	0	32	32	5,289
TOTAL EXPENDITURE	47,432	555	47,987	71,949

NOTES TO THE FINANCIAL STATEMENTS

4 Staff Costs

During the year the PCC employed a cleaner part time amounting to £2,710 (£2,710 in 2019). No payments were large enough to attract social security costs. The cleaner continued working throughout the year, as opening for private prayer and then public worship meant that although the church hall was not in use, the church and its entrance area required enhanced cleaning.

5 Fixed Assets

	Freehold Land and buildings	Church Equipment	Total
	£	£	£
Cost			
At 1 January 2020	76,510	3,992	80,502
Additions	-	-	-
Disposals	-	-	-
At 31 December 2020	76,510	3,992	80,502
Depreciation			
At 1 January 2020	14,000	3,992	17,992
Charge for the year	1,000	-	1,000
Depreciation on disposals	-	-	-
At 31 December 2020	15,000	3,992	18,992
Net Book Value			
At 31 December 2019	62,510	-	62,510
At 31 December 2020	61,510	-	61,510

6 Debtors

	Total 2020	Total 2019
	£	£
HMRC gift aid	2,054	1,995
Other 2020 Creditors	0	20,000
Total Debtors	2,054	21,995

7 Creditors: amounts falling due in one year

	Total 2020	Total 2019
	£	£
Digital River Ireland Ltd	1,840	0
British Gas	1,126	0
Stevenson Heating	4,732	0
2020 Creditors	0	1,387
Total Creditors	7,698	1,387

NOTES TO THE FINANCIAL STATEMENTS

8 Restricted Funds

	Balance 1 January 2020 £	Incoming Resources £	Resources Expended £	Transfers between restricted funds £	Total £	Balance 31 December 2020 £
Church Activities						
Maintenance & Ministry Funds						
Reserve Fund	5,878	3,728	0	0	9,606	9,606
Organ Fund	1,350	0	0	0	1,350	1,350
Total Maintenance & Ministry	7,228	3,728	0	0	10,956	10,956
Mission Projects						
Melba Williams Memorial	45,614	0	0	0	45,614	45,614
C Parkes Birthday	607	0	0	0	607	607
Discretionary Fund	64	0	0	0	64	64
Narthex	90	3,000	447	0	2,643	2,643
Churchyard Tap Fund	50	1,400	0	0	1,450	1,450
Churchyard Noticeboards	26	0	0	0	26	26
Heating Fund	21	0	0	0	21	21
Tabernacle Lighting	1	0	0	0	1	1
Churchyard Fence	2,396	20	0	0	2,416	2,416
Wooden Candle Stand	18	0	0	0	18	18
Children's Ministry	25	0	5	0	20	20
Total Mission Projects	48,912	4,420	452	0	52,880	52,880
Charity Funds						
Additional Curates Society	0	0	0	0	0	0
The Mission to Seafarers	71	0	71	0	0	0
Total Charity Funds	71	0	71	0	0	0
Total Mission & Charity	48,983	4,420	523	0	52,880	52,880
Total Church Activities	56,211	8,148	523	0	63,836	63,836
Interest	311	271	0	0	582	582
Pilgrimage Funds						
Walsingham Weekend	90	940	32	0	998	998
Total Pilgrimages	90	940	32	0	998	998
Total Restricted Funds	56,612	9,359	555	0	65,416	65,416

9 Analysis of Net Assets by fund

	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
Tangible fixed assets	61,510	0	61,510	62,510
Current assets	23,468	65,416	88,884	75,659
Liabilities: amounts falling due in one year	7,698	0	7,698	(1,387)
Balance at 31 December 2021	77,280	65,416	142,696	136,782

	2017	2016	2015	2014	2013
Assets					
Current assets					
Cash and cash equivalents	1,200	1,500	1,800	2,100	2,400
Accounts receivable	300	350	400	450	500
Inventory	150	180	210	240	270
Prepaid expenses	50	60	70	80	90
Other current assets	100	120	140	160	180
Non-current assets					
Property, plant, and equipment	5,000	5,500	6,000	6,500	7,000
Intangible assets	1,000	1,100	1,200	1,300	1,400
Other non-current assets	200	250	300	350	400
Liabilities					
Current liabilities					
Accounts payable	200	250	300	350	400
Short-term debt	100	120	140	160	180
Other current liabilities	50	60	70	80	90
Non-current liabilities					
Long-term debt	3,000	3,200	3,400	3,600	3,800
Other non-current liabilities	500	550	600	650	700
Equity					
Common stock	1,000	1,000	1,000	1,000	1,000
Retained earnings	2,000	2,500	3,000	3,500	4,000
Other equity	500	500	500	500	500

NOTES TO THE FINANCIAL STATEMENTS

THE COMPANY'S FINANCIAL STATEMENTS FOR THE YEAR ENDED 2017

AND THE COMPANY'S FINANCIAL STATEMENTS FOR THE YEAR ENDED 2016