

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. MARY THE VIRGIN, LEIGH, TONBRIDGE, KENT

England & Wales · Charity number 1133968

Details

Other names ST. MARY'S, LEIGH, TONBRIDGE

Status Registered

Legal form Previously excepted

Registered 2010-02-02

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

Contact

Address St Mary's Church
Church Hill
Leigh
Tonbridge
Kent
TN11 8RG

Phone 01732833022

Email lisasrotyr@gmail.com

Website www.stmarysleigh.org.uk

Activities

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

Activities: St Mary's Parochial Church Council has the responsibility of co-operating with the Vicar to promote, in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It is responsible for the maintenance of the Church of St. Mary the Virgin, Leigh, the attached Genner Rooms and surrounding churchyard.

Classification

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

Geography

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

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£64,802	£92,886	-	-
2023-12-31	£76,820	£116,945	-	-
2022-12-31	£74,203	£126,098	-	-
2021-12-31	£69,088	£150,231	-	-
2020-12-31	£71,153	£134,598	-	-

Trustees

Name	Role	Appointed
RICHARD THOMAS NEVARD	Chair	2015-05-11
Beryl Marie Swallow		2022-04-04
Gillian Bennie		2023-04-24
Helen Hobhouse		2023-04-24
James Benjamin Ward		2021-05-26
Julie Carol Porter		2017-04-10
Linda Evelyn Boyd		2023-04-24
Lisa Srotyr		2023-07-10
Madeleine Ruby McClintock		2026-04-13
Rachel Maud Littlejohn		2025-04-14
Sarah-Jane Hardy		2020-09-29
Timothy John O'Neill		2023-04-24

Accounts

**The Parochial Church Council of the Ecclesiastical
Parish of St Mary The Virgin, Leigh, Tonbridge,
Kent**

Annual Report And Unaudited Financial Statements

For The Year Ended 31 December 2024

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Legal And Administrative Information

Charity number 1133968

Vicar & Chairman Vacant
Lay Chairman Mr Richard Nevard Churchwarden (Elected April 2023)

Principal address St Mary's Church
High Street
Leigh
Tonbridge
Kent
TN11 8QR

Independent examiner Loucas
The Carriage House
Mill Street
Maidstone
Kent
ME15 6YE

Bankers Santander
Bridle Road
Bootle
Merseyside
L30 4GB

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Contents

	Page
Trustees' report	1 - 7
Statement of Trustees' responsibilities	8
Independent examiner's report	9
Statement of financial activities	10
Balance sheet	11
Notes to the financial statements	12 - 23

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Trustees' Report

For The Year Ended 31 December 2024

The Trustees present their annual report and financial statements for the year ended 31 December 2024.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Charities Act 2016 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)".

Objectives and activities

St Mary's Church is part of the Tonbridge Deanery and the Diocese of Rochester. The Parochial Church Council of St Mary's (the PCC) has the responsibility of co-operating with the incumbent (if any) in promoting in the ecclesiastical parish the whole mission of the church: pastoral, evangelistic, social and ecumenical. The PCC is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure and is a registered charity no. 1133968.

PCC members are responsible for making decisions on all matters of general concern and importance to the parish, including deciding on how the funds of the PCC are to be spent. The Trustees have had due regard to the Charity Commission's guidance under Charities Act 2016 on public benefit when considering the Charity's objectives and activities. St Mary's Church provides public benefit by offering a variety of styles of public worship and by providing an open, accessible and welcoming village resource.

The PCC elected in April 2024 agreed to continue the priorities and working groups set in May 2023

1. Services and regular activities (including study groups and pastoral care)
2. Quinquennial Repairs and fabric
3. Future Priestly leadership
4. Finance and Fund raising

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Trustees' Report (Continued)

For The Year Ended 31 December 2024

PCC Members and Trustees

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

Vicar:

Vacant

Churchwardens:

Richard Nevard (Lay Chairman)(+)

Linda Boyd (+)

Deanery Synod Representatives:

Julie Porter(+)

Gill Bennie (office manager)

Elected Members:

To seek re-election in 2025:

Barbara Baldock

Bel Swallow

To seek re-election in 2026:

Sarah-Jane Hardy

Helen Scott (+)

Stephanie Rutherford

Tim Oneil

Judy Howard

Julie Baggot

To seek re-election in 2027:

James Ward

Co-Opted

Members

Lisa Srotyr (+) (Co-opted Member since September 2023)

Darren Kelly (+) (Treasurer) (Co-opted Member since 8th April 2024)

Non-Members in attendance:

David Bennie (Youth and Families Minister)

(+) Denotes membership of the PCC Standing Committee, which meets six times a year and is empowered to transact the normal business of the PCC between meetings, subject to any directions given by the Council.

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Trustees' Report (Continued)

For The Year Ended 31 December 2024

The PCC met six times during the year.. Churchwardens are ex-officio Trustees, as are the Deanery Synod Representatives, providing the PCC with an important link between the parish and the wider structures of the church. Churchwardens are elected on an annual basis, up to an agreed maximum of six years. A further nine members are elected, a third of whom stand for re- election every three years. The new members and officials noted above were elected and appointed at the Annual Parochial Church Meeting held on 8th April 2024 and elected or co-opted at subsequent meetings of the Council, all others we either elected at APCMs or appointed previously. The size of the PCC is increased from April 2025 to 12 lay members as approved by the APCM in April 2024

1. Services and Regular Activities.

1.1 Church membership and attendance including all services was as follows:

	2024	2022
Number on electoral roll	94	94
Number on roll not resident in parish	19	15
Usual Sunday attendance – adults	50	45-60
Usual Sunday attendance - under the age of 16	18	10
Easter attendance inc Tenebrae & Walk of Witness	132	107
Christmas attendance Advent Christmas eve/day	731 331	338
Baptisms	2	1
Weddings & Blessings	2	6
Funerals in church	4	7, cremations
Interment of ashes	3	5, ashes 5

Staff, members of the PCC and volunteers have reinvigorated church activities with enthusiasm during 2024.

1.2 Volunteers

Volunteers are the backbone of church activities and include gardeners, cleaners, openers and closers, magazine deliverers, magazine editor, the community choir, pastoral workers, children's workers and house group leaders. Volunteers regularly provide refreshments in the Genner rooms and at special events. Special mention should be made of the bell ringing team, including a clock winder, and the volunteers who climb the tower when necessary. The St James' Guild has 18 volunteers, who clean the church weekly and do extra duties when weddings and funerals take place. We are also grateful to the flower arrangers for bringing some fantastic examples of God's beauty into the Church.

1.3 Staff

The Church Administrator is available on Monday and Wednesdays to meet parishioners and has two other mornings working from home when she responds to email and phone calls. Her hours were increased to help cope with the inter-regnum. The Youth and Families Minister usually attends the church on Wednesday mornings for prayers, conducts a service on Sunday mornings either in church or in Jessica's Hall, and has two evening house groups. He also prepares and delivers projects for Gambia Projects Overseas, a charity supported by St Mary's.

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Trustees' Report (Continued)

For The Year Ended 31 December 2024

1.4 Services

Services continued according to our regular pattern aiming to provide for the diverse traditions, following the liturgical calendar and providing services with a local flavor. Family services are also broadcast on YouTube. The Churchwardens have built a new team of retired Vicars, who receive a fee for each service. We continue to have the paid service of a full-time Youth and Families Minister and the voluntary service of a Pastoral Assistant, who also acts as Funeral Verger. On 3 occasions during the year we have not been able to find a vicar to take a service. On these occasions the Churchwardens have sort permission from the Archdeacon for alternative arrangements. We are especially grateful to members of the congregation who have assisted us at these times. We have been fortunate that there has been enthusiasm for hymn singing and the community choir group attend the first Sunday each month. We also have support from two regular organists for our services. Home Communion has taken place 6 times. We had 4 funeral services, 3 interment of ashes and the All Souls service on 3rd November.

1.5 Children

Forest Church, which started in the early days of the COVID pandemic in 2020, takes place in Jessica's Hall and occasionally in a garden or farm. Work is ongoing to bring the formula and spirit of Forest Church, and the involvement of children, into the church building. Volunteers provided a lively parent and toddler group – Totzone – on Monday mornings, bringing 40 different families into a connection with the church during the year. Leigh Primary School has developed a closer links with the Church during 2024 and held services in the Church. Scribbles pre-school have visited on 5 occasions and drawn inspiration from our stained glass windows for craft activities..

During the APCM in 2024 David Bennie announced his intention to retire in the summer or 2025. The PCC has been working to develop plans to continue our ministry to children and families. It is proving difficult to recruit for similar roles in the diocese so we anticipate that volunteers will be important in this ministry.

1.6 Safeguarding

St. Mary's Church is committed to the safeguarding and protection of children, young people and vulnerable adults. The PCC has complied with the duty under Section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have regard to House of Bishops' guidance on safeguarding children and vulnerable adults). It has adopted the House of Bishops' Safeguarding Policy: Promoting a Safer Church, Safeguarding Policy Statement for Children, Young People and Adults. Copies of this are posted on the church notice boards and "A Church near you" website.

The website has the contact name and number of the Parish Safeguarding Officer (PSO) and our safeguarding policy on the front page and a link to the policy.

St Mary's PCC has adopted the use of the Parish Safeguarding Dashboard to monitor its safeguarding.

A safeguarding report features on the agenda of every PCC meeting. All appointments to roles are subject to appropriate checks in line with the Safer Recruitment Policy and continued training, which is monitored and logged.

There were no serious safeguarding incidents or concerns reported at St. Mary's since the 2023 APCM.

Parish Safeguarding Officer: Lisa Srotyr,
Lead Recruiter (DBS) & Parish Safeguarding Administrator: Gill Bennie

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Trustees' Report (Continued)

For The Year Ended 31 December 2024

1.7 Risk Assessment

Risk assessments were undertaken and reviewed in 2023 in the light of changing and emerging risks.

1.8 Music

St Mary's retains the services of two organists and has links with other local organists for weddings and funerals. A guitarist/singer and keyboardist (Roy & Jenny Etherton) play at family services. Since 3rd March 2024 the St Mary's 'pop-up choir' led by Alex Haynes and Chris Scott and welcomes all comers in the choir stalls on the first Sunday of each month. In total up to 16 members have sung on 14 occasions over the last 12 months, including Easter Sunday and Remembrance Sunday. There is a genuine sense of fun and team work between the choir members and our lovely organist Liz Maslin with whom we have a great working relationship. Approximately 12 sing on first Sundays.

1.9 Pastoral Work

The pastoral team continues under the leadership of the Pastoral Assistant. Training materials supplied by the Diocese were followed, supported by our (now retired) LLM. The volunteer group is now actively monitoring the well-being of vulnerable members of the parish.

1.10 Community

St Mary's has continued to support a local food bank and local charities. The church stayed open for private prayer all year round thanks to a 10 strong team of volunteers who open and close the church. Mark Attwood has successfully taken over the editorship of our community magazine. Due to illness Hi-Rez designs was not been able to continue setting and printing and we are grateful to Mark for taking on the setting in addition to editing and to WFM Print for taking over the printing. We realise now that Hi-Rez was generously supporting the magazine at far below market rate. Distribution and collection of subscriptions have been reorganised distribution is now in both hard copy and digital formats.

Coffee Stop on Wednesdays is thriving, drawing in walkers and badminton players and other members of the church and community. The film club which meets once a month is also thriving and popular.

The PCC considers away giving as a core value but in the light of our financial position has reluctantly reduced the value in 2024. However some gifts committed in previous years were disbursed in 2024. 1/3 to overseas charities including Gambia Projects Overseas, 1/3 to national charities and 1/3 to local charities. The PCC supports and values our continuing link with St Thomas & St Luke's in Charlton.

1.11 House Groups

Approximately 55 parishioners attend House groups led by Jane Withers (3) David Bennie (2) and Madeleine McLintock (1), that continue to flourish meeting in people's homes in the evenings and also a daytime meeting in the Genner Rooms on Thursday mornings. Parishioners were also invited to join Lent study groups lead by Rev Mandy Carr of St George's Weald.

1.12 Home Communion

The PCC has encouraged the introduction of home communion for parishioners who find it difficult to get to regular services. We are grateful to Dr Sally Musson for making this possible on 6 occasions.

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Trustees' Report (Continued)

For The Year Ended 31 December 2024

2. Quinquennial Repairs and Fabric

2.1 Church Building

Routine maintenance of electrical equipment, the boiler and clock has been completed. The boiler has exceeded its planned life and will need replacing in the near future. The Quinquennial Inspection of August 2022 highlights minor repairs that the PCC completed in 2024. Planning to treat the more extensive problems with the tower is progressing. All the retrospective faculties have been approved. The PCC appointed Mrs Jodie Edwards as our new architectural advisor. She is also a member of the DAC. We are grateful to Ian Angus who provided this advice to us for over 30 years until the closure of the practice he worked at.

2.2 Churchyard

Grass cutting for much of the churchyard is contracted out and regular working parties led by Bruce & Nicky Williams have maintained the new churchyard and other tasks. The PCC continues to be mindful of managing the churchyard to promote biodiversity and to encourage the growth of wild flowers in the churchyard extension. Volunteers maintain the memorial wall and planting.

2.3 Vicarage

The vicarage is owned by the diocese who decide on its use. They are currently carrying out extensive maintenance work and we understand it is their intention to let the property on the open market.

3. Future Priestly Leadership

Lionel retired in October 2022, since then at the request of the then Archdeacon of Tonbridge we have been working with Rev Mandy Carr and St George's Weald to try to establish a joint benefice. It has become clear that now is not the right time for this and we have written to the Bishop of Rochester saying that we have now agreed to cease work on this idea. However the external national shortage of vicars and our poor finances remain unchanged so a different merger remains the probable outcome.

We ask for your prayers and support as we try to understand God's will for the future of our parish. It is hoped that more detail can be given at the time of the APCM.

4. Finance and Fundraising

4.1 Fundraising

The majority of personal giving is usually received through collections at services and regular monthly or quarterly contributions. Gift Aid is reclaimed on as many eligible donations as possible. The PCC is encouraging members of the congregation to join the parish giving scheme as this enables us to claim Gift Aid quicker and use less of the treasurer's time.

We do not use third party suppliers to assist us with our fundraising. The charity has not voluntarily subscribed to any fundraising standards or schemes for fundraising regulation. There have been no complaints to the charity regarding fundraising. The charity is mindful of the need to protect vulnerable people and other members of the public from any unreasonable intrusion on their privacy, such as being unreasonably persistent or placing undue pressure on a person to give money or other property.

Since fewer people now carry cash the PCC has introduced a card machine and QR code to facilitate on-line giving. It is the policy of the PCC that a minimum of 50% of any collection made in the church should go toward unrestricted church funds.

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Trustees' Report (Continued)

For The Year Ended 31 December 2024

Financial review

The PCC reported an operating deficit of £28,084 (2023: £40,125) which, when investment gains of £7,849 (2023: gains of £20,784) were taken into account, resulted in net expenditure of £20,235 for the year (2023: £19,341). Planned giving continues to be considerably less than operating expenditure. The PCC is participating in a pilot of the National Cornerstone fundraising initiative.

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six-month's expenditure. The Trustees considers that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

Reserves

Free unrestricted reserves stood at £347,009 at the year end (2023: £361,809). Designated reserves stood at £30,414 (2023: £37,249), being £21,518 in respect of the Memorial Wall Fund and £8,896 held in the Church Repair Fund. The restricted fund = Friends of St Mary's contained £12,942 (2023: £11,542). The PCC's Investment Policy allows the annual operating deficit to be funded by its unrestricted reserves over the long term.

Going concern

The Trustees have evaluated the circumstances in which the PCC operates. The PCC has unrestricted reserves of over £350,000 and the Trustees have therefore concluded that there are no material uncertainties that cast doubt on the charity's ability to continue as a going concern over the medium term.

The Trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Statement Of Trustees' Responsibilities

For The Year Ended 31 December 2024

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

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

In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2016, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. 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.

The Trustees' Report was approved by the Board of Trustees



Richard Nevard

Trustee

26 March 2025

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Independent Examiner's Report

To The Trustees Of The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

I report to the Trustees on my examination of the financial statements of The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent (the charity) for the year ended 31 December 2024.

Responsibilities and basis of report

As the Trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2016 (the 2016 Act).

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2016 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2016 Act.

Independent examiner's statement

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

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2019.

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

- 1 accounting records were not kept in respect of the charity as required by section 130 of the 2016 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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

Athos Louca

Athos Louca, FCCA, ICPAC (Senior Statutory Auditor)
for and on behalf of
Loucas

The Carriage House
Mill Street
Maidstone
Kent
ME15 6YE

Dated: 26 March 2025

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Statement Of Financial Activities Including Income And Expenditure Account

For The Year Ended 31 December 2024

		Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
Notes							
Income and endowments from:							
Donations and legacies	3	32,918	1,400	34,318	34,032	490	34,522
Charitable activities	4	11,728	-	11,728	26,613	-	26,613
Other trading activities	5	-	-	-	180	-	180
Investments	6	17,556	-	17,556	15,505	-	15,505
Other income	7	1,200	-	1,200	-	-	-
Total income		63,402	1,400	64,802	76,330	490	76,820
Charitable activities	8	94,177	-	94,177	107,225	-	107,225
Other expenditure	14	(1,291)	-	(1,291)	9,720	-	9,720
Total expenditure		92,886	-	92,886	116,945	-	116,945
Net income/(expenditure)		(29,484)	1,400	(28,084)	(40,615)	490	(40,125)
Net gains on investments	15	7,849	-	7,849	20,784	-	20,784
Net movement in funds		(21,635)	1,400	(20,235)	(19,831)	490	(19,341)
Reconciliation of funds:							
Fund balances at 1 January 2024		399,058	11,542	410,600	418,889	11,052	429,941
Fund balances at 31 December 2024		377,423	12,942	390,365	399,058	11,542	410,600

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

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Balance Sheet

As At 31 December 2024

	Notes	2024 £	£	2023 £	£
Fixed assets					
Tangible assets	17		1,178		2,355
Investments	18		351,924		381,382
			<u>353,102</u>		<u>383,737</u>
Current assets					
Stocks	19	500		500	
Debtors	20	5,749		4,638	
Cash at bank and in hand		38,263		44,423	
		<u>44,512</u>		<u>49,561</u>	
Creditors: amounts falling due within one year	21	(7,249)		(22,698)	
Net current assets			<u>37,263</u>		<u>26,863</u>
Total assets less current liabilities			<u>390,365</u>		<u>410,600</u>
Income funds					
Friends of St Mary's		12,942		11,542	
	22		12,942		11,542
<u>Unrestricted funds</u>					
Designated funds:					
Memorial Wall fund		21,518		20,049	
Church Repair fund		8,896		17,200	
	23	30,414		37,249	
General unrestricted funds		<u>347,009</u>		<u>361,809</u>	
			<u>377,423</u>		<u>399,058</u>
			<u>390,365</u>		<u>410,600</u>

The financial statements were approved by the Trustees on 26 March 2025

Richard Nevard
Trustee

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Notes To The Financial Statements

For The Year Ended 31 December 2024

1 Accounting policies

Charity information

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent is part of the Tonbridge Deanery and the Diocese of Rochester. The Parochial Church Council of St Mary's (the PCC) has the responsibility of co-operating with the incumbent in promoting in the ecclesiastical parish the whole mission of the church: pastoral, evangelistic, social and ecumenical. The PCC is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure and is a registered charity no. 1133968.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Charities Act 2016 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

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

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

1.2 Going concern

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

1.3 Charitable funds

Unrestricted funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC.

Designated funds are unrestricted funds set aside by the PCC for specific purposes and can be re-designated by the PCC at any time. There are currently two designated funds: *The Memorial Wall Fund* is for the periodic extension, modification and maintenance of the Memorial Wall on the northern boundary of the churchyard. *The Church Repair Fund* is held by the Diocese on behalf of the PCC and is intended to contribute to the costs of work arising from the Quinquennial Inspection.

Restricted funds are those where donors have placed restrictions on the use of the funds. *The Friends of St Mary's Fund* was established in 2013 to hold donations given by those in the village who do not engage with the spiritual life of the St Mary's but nevertheless value the church's presence in the community.

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Notes To The Financial Statements (Continued)

For The Year Ended 31 December 2024

1 Accounting policies

(Continued)

1.4 Income

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

Collections are recognised when received by or on behalf of the PCC. Planned giving receivable under Gift Aid is recognised only when received. Income tax recoverable on Gift Aid donations is recognised when the income is recognised. Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably probable.

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

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

1.5 Expenditure

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

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

Charitable activities includes the direct costs of the Church and its mission as well as costs incurred in support of these activities.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures and fittings	25% on cost
-----------------------	-------------

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

Consecrated property and movable church furnishings

Consecrated and beneficed property of any kind is excluded from the accounts by s.96(2)(a) of the Charities Act 2011. Movable church furnishings held by the Rector and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. All expenditure incurred on consecrated or beneficed property, whether maintenance or improvements, is written off.

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Notes To The Financial Statements (Continued)

For The Year Ended 31 December 2024

1 Accounting policies

(Continued)

1.7 Fixed asset investments

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

1.8 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.9 Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the stocks to their present location and condition. Items held for distribution at no or nominal consideration are measured the lower of replacement cost and cost.

Net realisable value is the estimated selling price less all estimated costs of completion and costs to be incurred in marketing, selling and distribution.

1.10 Cash and cash equivalents

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

1.11 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Notes To The Financial Statements (Continued)

For The Year Ended 31 December 2024

1 Accounting policies

(Continued)

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

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

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.12 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

2 Critical accounting estimates and judgements

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

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

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Notes To The Financial Statements (Continued)

For The Year Ended 31 December 2024

3 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2024	2024	2024	2023	2023	2023
	£	£	£	£	£	£
Donations and gifts	31,894	1,400	33,294	31,937	490	32,427
Other	1,024	-	1,024	2,095	-	2,095
	<u>31,894</u>	<u>1,400</u>	<u>33,294</u>	<u>31,937</u>	<u>490</u>	<u>32,427</u>
Donations and gifts						
Planned giving Gift Aided	16,741	-	16,741	14,989	-	14,989
Planned giving CAF	1,250	-	1,250	2,531	-	2,531
Planned giving other	543	-	543	835	-	835
Collections	2,471	-	2,471	4,248	-	4,248
Sundry donations Gift Aided	3,039	-	3,039	2,000	-	2,000
Sundry donations other	1,469	1,165	2,634	1,074	490	1,564
Gift Aid recoverable	6,381	235	6,616	6,260	-	6,260
	<u>31,894</u>	<u>1,400</u>	<u>33,294</u>	<u>31,937</u>	<u>490</u>	<u>32,427</u>

4 Income from charitable activities

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Fees income - wedding and Funerals	5,101	13,669
Parish Magazine - sales & advertising	6,627	12,944
	<u>11,728</u>	<u>26,613</u>

5 Income from other trading activities

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Fundraising events	-	180
	<u>-</u>	<u>180</u>

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Notes To The Financial Statements (Continued)

For The Year Ended 31 December 2024

6 Income from investments

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Interest receivable	17,556	15,505

7 Other income

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Insurance claim	1,200	-

8 Expenditure on charitable activities

	Charitable Expenditure 2024 £	Charitable Expenditure 2023 £
Direct costs		
Staff costs	46,601	43,778
Depreciation and impairment	1,177	3,694
Ministry costs	13,552	20,174
Youth and families ministry	2,537	907
Church repairs and maintenance	29,174	21,529
Genner room expenses	-	158
Magazine and printing costs	5,116	5,475
	98,157	95,715
Grant funding of activities (see note 9)	(3,980)	11,510
	94,177	107,225
Analysis by fund		
Unrestricted funds	94,177	107,225

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Notes To The Financial Statements (Continued)

For The Year Ended 31 December 2024

9 Donations made

	Church activities 2024 £	Church activities 2023 £
Donations to institutions:		
Overseas Relief and Development Agencies		
Gambian Projects Overseas	-	1,500
Home Missions & other Church Organisations		
Friends of Rochester Cathedral	10	10
Friends of Kent Churches	10	-
Secular Charitable Organisations		
Leigh Primary School	-	-
Accrual for unpaid donations	-	10,000
Over accrual re 2023	(4,000)	-
	<u>(3,980)</u>	<u>11,510</u>

The PCC maintains a policy of giving a minimum of 10% of its donated income (excluding restricted income) to missions and charities, with particular emphasis given to those which operate from a Christian base. This has not been possible in 2023-2024 due to exceptional circumstances.

10 Net movement in funds	2024 £	2023 £
The net movement in funds is stated after charging/(crediting):		
Fees payable to the charity's independent examiner:		
- for other financial services	1,140	1,260
Depreciation of owned tangible fixed assets	1,177	3,694
	<u>2,317</u>	<u>4,954</u>

11 Independant Examiner's Remuneration

Fees payable to the Independant Examiner	2024 £	2023 £
Non-audit services		
Independant Examination	1,140	1,260
	<u>1,140</u>	<u>1,260</u>

Other expenditure includes payments to the independent examiners of £1,140 (2023: £1,260) for independent examination fees.

12 Trustees

Two trustees received remuneration of £15,295 and reimbursed expenses of £1,645.

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Notes To The Financial Statements (Continued)

For The Year Ended 31 December 2024

13 Employees

The average monthly number of employees during the year was:

	2024 Number	2023 Number
	3	3
	<u> </u>	<u> </u>

Employment costs

	2024 £	2023 £
Wages and salaries	46,601	43,778
	<u> </u>	<u> </u>

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

14 Other

	Unrestricted funds	Unrestricted funds
	2024	2023
Accrued expenditure	(5,000)	5,000
Office Admin costs	1,731	2,372
Internet	838	1,088
Independant Examintaion	1,140	1,260
	<u>(1,291)</u>	<u>9,720</u>

15 Gains and losses on investments

	Unrestricted funds	Unrestricted funds
	2024 £	2023 £
Gains/(losses) arising on:		
Revaluation of investments	7,849	20,784
	<u> </u>	<u> </u>

16 Taxation

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

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Notes To The Financial Statements (Continued)

For The Year Ended 31 December 2024

17 Tangible fixed assets

	Fixtures and fittings £
Cost	
At 1 January 2024	27,967
At 31 December 2024	27,967
Depreciation and impairment	
At 1 January 2024	25,612
Depreciation charged in the year	1,177
At 31 December 2024	26,789
Carrying amount	
At 31 December 2024	1,178
At 31 December 2023	2,355

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Notes To The Financial Statements (Continued)

For The Year Ended 31 December 2024

18 Fixed asset investments

	Unlisted investments £
Cost or valuation	
At 1 January 2024	381,382
Valuation changes	7,849
Disposals	(37,307)
At 31 December 2024	351,924
Carrying amount	
At 31 December 2024	351,924
At 31 December 2023	381,382

19 Stocks

	2024 £	2023 £
Raw materials and consumables	500	500

20 Debtors

	2024 £	2023 £
Amounts falling due within one year:		
Other debtors	5,537	4,638
Prepayments and accrued income	212	-
	5,749	4,638

21 Creditors: amounts falling due within one year

	2024 £	2023 £
Trade creditors	978	1,439
Other creditors	240	-
Accruals and deferred income	6,031	21,259
	7,249	22,698

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Notes To The Financial Statements (Continued)

For The Year Ended 31 December 2024

22 Restricted funds

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

	At 1 January 2024	Incoming resources	At 31 December 2024
	£	£	£
Friends of St Mary's fund	11,542	1,400	12,942
	<u> </u>	<u> </u>	<u> </u>
Previous year:	At 1 January 2023	Incoming resources	At 31 December 2023
	£	£	£
Friends of St Mary's fund	11,052	490	11,542
	<u> </u>	<u> </u>	<u> </u>

23 Unrestricted funds

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

	At 1 January 2024	Incoming resources	Resources expended	Transfers	Gains and losses	At 31 December 2024
	£	£	£	£	£	£
Memorial Wall fund	20,049	1,469	-	-	-	21,518
Church repair fund	17,200	1,085	(10,589)	1,200	-	8,896
General funds	361,809	60,848	(82,297)	(1,200)	7,849	347,009
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
	399,058	63,402	(92,886)	-	7,849	377,423
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Notes To The Financial Statements (Continued)

For The Year Ended 31 December 2024

23 Unrestricted funds (Continued)

Previous year:	At 1 January 2023	Incoming resources	Resources expended	Transfers	Gains and losses	At 31 December 2023
	£	£	£	£	£	£
Memorial Wall fund	18,975	1,074	-	-	-	20,049
Church repair fund	16,000	-	-	1,200	-	17,200
General funds	383,914	75,256	(116,945)	(1,200)	20,784	361,809
	<u>418,889</u>	<u>76,330</u>	<u>(116,945)</u>	<u>-</u>	<u>20,784</u>	<u>399,058</u>

24 Analysis of net assets between funds

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
At 31 December 2024:			
Tangible assets	1,178	-	1,178
Investments	351,924	-	351,924
Current assets/(liabilities)	24,321	12,942	37,263
	<u>377,423</u>	<u>12,942</u>	<u>390,365</u>
	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
At 31 December 2023:			
Tangible assets	2,355	-	2,355
Investments	381,382	-	381,382
Current assets/(liabilities)	15,321	11,542	26,863
	<u>399,058</u>	<u>11,542</u>	<u>410,600</u>

25 Related party transactions

There were no disclosable related party transactions during the year (2023 - none).

Accounts

Charity registration number 1133968

**The Parochial Church Council of the Ecclesiastical
Parish of St Mary The Virgin, Leigh, Tonbridge,
Kent**

Annual Report And Unaudited Financial Statements

For The Year Ended 31 December 2023

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Legal And Administrative Information

Charity number	1133968
Vicar & Chairman	Vacant
Lay Chairman	Mr Richard Nevard Churchwarden (Elected April 2023)
Principal address	St Mary's Church High Street Leigh Tonbridge Kent TN11 8QR
Independent examiner	Loucas The Carriage House Mill Street Maidstone Kent ME15 6YE
Bankers	Santander Bridle Road Bootle Merseyside L30 4GB

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Contents

	Page
Trustees' report	1 - 6
Independent examiner's report	8
Statement of financial activities	9
Balance sheet	10
Notes to the financial statements	11 - 22

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Trustees' Report

For The Year Ended 31 December 2023

The Trustees present their annual report and financial statements for the year ended 31 December 2023.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Charities Act 2016 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)".

Objectives and activities

St Mary's Church is part of the Tonbridge Deanery and the Diocese of Rochester. The Parochial Church Council of St Mary's (the PCC) has the responsibility of co-operating with the incumbent in promoting in the ecclesiastical parish the whole mission of the church: pastoral, evangelistic, social and ecumenical. The PCC is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure and is a registered charity no. 1133968.

PCC members are responsible for making decisions on all matters of general concern and importance to the parish, including deciding on how the funds of the PCC are to be spent. The Trustees have had due regard to the Charity Commission's guidance under Charities Act 2016 on public benefit when considering the Charity's objectives and activities. St Mary's Church provides public benefit by offering a variety of styles of public worship and by providing an open, accessible and welcoming village resource.

The PCC's agreed the following priorities and created working groups for each in May 2023

1. Services and regular activities (including study groups and pastoral care)
2. Quinquennial Repairs and fabric
3. Future Priestly leadership
4. Finance and Fund raising

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Trustees' Report (Continued)

For The Year Ended 31 December 2023

1. Services and Regular Activities.

1.1 Church membership and attendance including all services was as follows:

	2023	2022
Number on electoral roll	94	100
Number on roll not resident in parish	15	15
Usual Sunday attendance – adults	45-60	40
Usual Sunday attendance - under the age of 16	10	10
Easter attendance	107	116
Christmas attendance	338	362
Baptisms	1	1
Weddings & Blessings	6	5
Funerals in church	7, cremations 5, ashes 5	6

Staff, members of the PCC and volunteers have reinvigorated church activities with enthusiasm during 2023.

1.2 Volunteers

Volunteers are the backbone of church activities and include gardeners, cleaners, openers and closers, magazine deliverers, pastoral workers, children's workers and house group leaders. Volunteers regularly provide refreshments in the Genner rooms and at special events. Special mention should be made of the bell ringing team, including a clock winder, and the volunteers who climb the tower when necessary. The St James' Guild has 18 volunteers, who clean the church weekly and do extra duties when weddings and funerals take place. We are also grateful to the flower arrangers for bringing some fantastic examples of God's beauty into the Church.

1.3 Staff

The Church Administrator is available on Monday and Wednesdays to meet parishioners and has two other mornings working from home when she responds to email and phone calls. Her hours were increased to help cope with the inter-regnum. The Youth and Families Minister usually attends the church on Wednesday mornings for prayers, conducts a service on Sunday mornings either in church or in Jessica's Hall, and has two evening house groups. He also prepares and delivers projects for Gambia Projects Overseas, a charity supported by St Mary's.

1.4 Services

Services continued according to our regular pattern aiming to provide for the diverse traditions, following the liturgical calendar and providing services with a local flavor. Family services are also broadcast on YouTube. The Churchwardens have built a new team of retired Vicars, who receive a fee for each service. We continue to have the paid service of a full-time Youth and Families Minister and the voluntary service of a Pastoral Assistant, who also acts as Funeral Verger.

1.5 Children

Forest Church, which started in the early days of the COVID pandemic in 2020, takes place in Jessica's Hall and occasionally in a garden or farm. Work is ongoing to bring the formula and spirit of Forest Church, and the involvement of children, into the church building. Volunteers provided a lively parent and toddler group – Totzone – on Monday mornings, bringing 40 different families into a connection with the church during the year. Volunteers responded positively to requests from the school to hold a Remembrance Service on the green and to make use of the church at other times, particularly at end of term and at Christmas with a pantomime and Carol Service.

1.6 Safeguarding

The PCC has appointed individuals to the requisite roles and continues to abide by its Safeguarding Policy. In this respect, the PCC is fully compliant with Diocesan requirements. During the year all staff and volunteers were encouraged to take appropriate safeguarding training for their roles

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Trustees' Report (Continued)

For The Year Ended 31 December 2023

1.7 Risk Assessment

Risk assessments were undertaken and reviewed in 2023 in the light of changing and emerging risks.

1.8 Music

St Mary's retains the services of two organists and has links with other local organists for weddings and funerals. A guitarist/singer and keyboardist play at family services. The Leigh Ladies Choir have performed a concert in the church and sang at occasional services. The PCC hopes this will become a regular monthly fixture in 2024.

1.9 Pastoral Work

A new pastoral team has been formed under the leadership of the Pastoral Assistant. Training materials supplied by the Diocese were followed, supported by our (now retired) LLM. The volunteer group is now actively monitoring the well-being of vulnerable members of the parish.

1.10 Community

St Mary's has continued to support a local food bank and local charities. The church stayed open for private prayer all year round thanks to a 10 strong team of volunteers who open and close the church. The last year has seen major changes in the Community News magazine. Cherry O'Neil handed over as editor after 22 years to Mark Attwood. Distribution and collection of subscriptions have been re-organised, consideration is being given to distribution in both hard copy and digital formats. Hi Rez Designs continue to produce a professional looking magazine.

Coffee Stop on Wednesdays is thriving, drawing in walkers and badminton players and other members of the church and community. The film club which meets once a month is also thriving and popular.

The PCC considers that away giving is a core value and has maintained our policy of giving away 10% of unrestricted income 1/3 to overseas charities including Gambia Projects Overseas, 1/3 to national charities and 1/3 to local charities. However, due to exceptional financial circumstances agreed to reduce the level of giving in 2023. The PCC supports and values our continuing link with St Thomas & St Luke's in Charlton.

1.11 House Groups

Approximately 50 parishioners attend House groups led by Jane Withers (3) and David Bennie (2), that continue to flourish meeting in people's homes in the evenings and also a daytime meeting in the Genner Rooms on Thursday mornings. Parishioners were also invited to join Lent study groups lead by Rev Mandy Carr of St George's Weald.

1.12 Home Communion

The PCC has encouraged the introduction of home communion for parishioners who find it difficult to get to regular services. We are grateful to Dr Sally Musson for making this possible.

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Trustees' Report (Continued)

For The Year Ended 31 December 2023

2. Quinquennial Repairs and Fabric

2.1 Church Building

Routine maintenance of electrical equipment, the boiler and clock has been completed. The boiler has exceeded its planned life and will need replacing in the near future. The Quinquennial Inspection of August 2022 highlights minor repairs that the PCC intends to carry out in 2024. Planning to treat the more extensive problems with the tower is progressing.

The outstanding faculty for the fitting of cameras for live streaming during Covid has been progressed.

2.2 Churchyard

Grass cutting for much of the churchyard is contracted out and regular working parties have been arranged to maintain the new churchyard and other tasks. The outstanding faculty for the planting of a Cherry tree in the new churchyard in 2022 has been completed. The PCC continues to be mindful of managing the churchyard to promote biodiversity and to encourage the growth of wild flowers in the churchyard extension. Volunteers maintain the memorial wall and planting. Work is in hand to remove growth on the back of Hall Place Gate house.

2.3 Vicarage

The vicarage is owned by the diocese who decide on its use. Nevertheless, the PCC maintains a watch over the property and pays for grass cutting and utilities. It is clear that significant refurbishment will be needed before the building can be occupied.

3. Future Priestly Leadership

On 2 October 2022, the parish entered an Interregnum. The Bishop suspended the Patron's rights of presentation until 20th Feb 2024. During the year the Churchwardens have had meetings with the Archdeacon and our Patron from CPAS on future priestly leadership. Discussions are continuing with St George's Weald on a possible future shared ministry. It is hoped that more detail can be given at the time of the APCM.

4. Finance and Fundraising

4.1 Fundraising

The majority of personal giving is usually received through collections at services and regular monthly or quarterly contributions. Gift Aid is reclaimed on as many eligible donations as possible.

We do not use third party suppliers to assist us with our fundraising. The charity has not voluntarily subscribed to any fundraising standards or schemes for fundraising regulation. There have been no complaints to the charity regarding fundraising. The charity is mindful of the need to protect vulnerable people and other members of the public from any unreasonable intrusion on their privacy, such as being unreasonably persistent or placing undue pressure on a person to give money or other property.

Since fewer people now carry cash the PCC has introduced a card machine and QR code to facilitate on-line giving. It is the policy of the PCC that a minimum of 50% of any collection made in the church should go toward unrestricted church funds.

Financial review

The PCC reported an operating deficit of £40,125 (2022: £50,835) which, when investment gains of £20,784 (2022: losses of £59,483) were taken into account, resulted in net expenditure of £19,341 for the year (2022: £110,318). Planned giving continues to be considerably less than operating expenditure. The PCC is participating in a pilot of the National Cornerstone fundraising initiative.

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six-month's expenditure. The Trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Trustees' Report (Continued)

For The Year Ended 31 December 2023

Reserves

Free unrestricted reserves stood at £361,809 at the year end (2022: £383,914). Designated reserves stood at £37,249 (2022: £34,975), being £20,049 in respect of the Memorial Wall Fund and £17,200 held in the Church Repair Fund. The restricted fund = Friends of St Mary's contained £11,542 (2022: £11,052). The PCC's Investment Policy allows the annual operating deficit to be funded by its unrestricted reserves over the long term.

Going concern

The Trustees have evaluated the circumstances in which the PCC operates. The PCC has unrestricted reserves of over £350,000 and the Trustees have therefore concluded that there are no material uncertainties that cast doubt on the charity's ability to continue as a going concern over the medium term.

The Trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

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

Vicar:

Vacant

Churchwardens:

Richard Nevard (Lay Chairman)(+)

Linda Boyd (+)

Deanery Synod Representatives:

Julie Porter(+)

Gill Bennie (office manager)

Elected Members:

To seek re-election in 2024:

James Ward

To seek re-election in 2025:

Barbara Baldock

Bel Swallow

To seek re-election in 2026:

Sarah-Jane Hardy

Helen Scott (+)

Stephanie Rutherford

Tim Oneil

Judy Howard

Julie Baggot

Co-Opted Member

Lisa Srotyr (+)(Secretary) (Co-opted Member since September 2023)

Non-Members in attendance:

David Bennie (Youth and Families Minister)

Lisa Srotyr (+)(Secretary) (Co-opted Member since September 2023)

Satish Mathur (+)(Treasurer)

(+) Denotes membership of the PCC Standing Committee, which meets six times a year and is empowered to transact the normal business of the PCC between meetings, subject to any directions given by the Council.

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Trustees' Report (Continued)
For The Year Ended 31 December 2023

The PCC met six times during the year.. Churchwardens are ex-officio Trustees, as are the Deanery Synod Representatives, providing the PCC with an important link between the parish and the wider structures of the church. Churchwardens are elected on an annual basis, up to an agreed maximum of six years. A further nine members are elected, a third of whom stand for re- election every three years. The new members and officials noted above were elected and appointed at the Annual Parochial Church Meeting held on 24th April 2023 and elected or co-opted at subsequent meetings of the Council, all others we either elected at APCMs or appointed previously.

The Trustees' report was approved by the Board of Trustees.

Richard Nevard
Trustee
Dated:

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Statement Of Trustees' Responsibilities

For The Year Ended 31 December 2023

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

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

In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2016, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. 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.

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Independent Examiner's Report

To The Trustees Of The Parochial Church Council of the Ecclesiastical Parish of St Mary
The Virgin, Leigh, Tonbridge, Kent

I report to the Trustees on my examination of the financial statements of The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent (the charity) for the year ended 31 December 2023.

Responsibilities and basis of report

As the Trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2016 (the 2016 Act).

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2016 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2016 Act.

Independent examiner's statement

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

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2019.

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

- 1 accounting records were not kept in respect of the charity as required by section 130 of the 2016 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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



Athos Louca, FCCA, ICPAC (Senior Statutory Auditor)
for and on behalf of
Loucas

The Carriage House
Mill Street
Maidstone
Kent
ME15 6YE

Dated: 18/4/2024

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Statement Of Financial Activities Including Income And Expenditure Account

For The Year Ended 31 December 2023

		Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
	Notes						
Income from:							
Donations and legacies	3	34,032	490	34,522	37,370	1,060	38,430
Charitable activities	4	26,613	-	26,613	18,053	-	18,053
Other trading activities	5	180	-	180	1,194	-	1,194
Investments	6	15,505	-	15,505	17,586	-	17,586
Total income		76,330	490	76,820	74,203	1,060	75,263
Expenditure on:							
Raising funds	7	5,475	-	5,475	5,666	-	5,666
Charitable activities	9	101,750	-	101,750	114,555	-	114,555
Other expenditure	13	9,720	-	9,720	5,877	-	5,877
Total expenditure		116,945	-	116,945	126,098	-	126,098
Net gains/(losses) on investments	14	20,784	-	20,784	(59,483)	-	(59,483)
Net income/(expenditure) and movement in funds		(40,615)	490	(40,125)	(51,895)	1,060	(50,835)
Reconciliation of funds:							
Fund balances at 1 January 2023		418,889	11,052	429,941	530,267	9,992	540,259
Fund balances at 31 December 2023		399,058	11,542	410,600	418,889	11,052	429,941

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

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Balance Sheet

As At 31 December 2023

	Notes	2023 £	£	2022 £	£
Fixed assets					
Tangible assets	16		2,355		6,050
Investments	17		381,382		385,598
			<u>383,737</u>		<u>391,648</u>
Current assets					
Stocks	18	500		500	
Debtors	19	4,638		5,115	
Cash at bank and in hand		44,423		35,317	
		<u>49,561</u>		<u>40,932</u>	
Creditors: amounts falling due within one year	20	(22,698)		(2,639)	
Net current assets			<u>26,863</u>		<u>38,293</u>
Total assets less current liabilities			<u><u>410,600</u></u>		<u><u>429,941</u></u>
Income funds					
Friends of St Mary's		11,542		11,052	
	21		11,542		11,052
<u>Unrestricted funds</u>					
Designated funds:					
Memorial Wall fund		20,049		18,975	
Church Repair fund		17,200		16,000	
	22	<u>37,249</u>		<u>34,975</u>	
General unrestricted funds		<u>361,809</u>		<u>383,914</u>	
			<u>399,058</u>		<u>418,889</u>
			<u><u>410,600</u></u>		<u><u>429,941</u></u>

The financial statements were approved by the Trustees on

.....
Richard Nevard
Trustee

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Notes To The Financial Statements

For The Year Ended 31 December 2023

1 Accounting policies

Charity information

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent is part of the Tonbridge Deanery and the Diocese of Rochester. The Parochial Church Council of St Mary's (the PCC) has the responsibility of co-operating with the incumbent in promoting in the ecclesiastical parish the whole mission of the church: pastoral, evangelistic, social and ecumenical. The PCC is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure and is a registered charity no. 1133968.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Charities Act 2016 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

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

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

1.2 Going concern

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

1.3 Charitable funds

Unrestricted funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC.

Designated funds are unrestricted funds set aside by the PCC for specific purposes and can be re-designated by the PCC at any time. There are currently two designated funds: *The Memorial Wall Fund* is for the periodic extension, modification and maintenance of the Memorial Wall on the northern boundary of the churchyard. *The Church Repair Fund* is held by the Diocese on behalf of the PCC and is intended to contribute to the costs of work arising from the Quinquennial Inspection.

Restricted funds are those where donors have placed restrictions on the use of the funds. *The Friends of St Mary's Fund* was established in 2013 to hold donations given by those in the village who do not engage with the spiritual life of the St Mary's but nevertheless value the church's presence in the community.

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Notes To The Financial Statements (Continued)

For The Year Ended 31 December 2023

1 Accounting policies

(Continued)

1.4 Income

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

Collections are recognised when received by or on behalf of the PCC. Planned giving receivable under Gift Aid is recognised only when received. Income tax recoverable on Gift Aid donations is recognised when the income is recognised. Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably probable.

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

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

1.5 Expenditure

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

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

Charitable activities includes the direct costs of the Church and its mission as well as costs incurred in support of these activities.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures and fittings	25% on cost
-----------------------	-------------

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

Consecrated property and movable church furnishings

Consecrated and beneficed property of any kind is excluded from the accounts by s.96(2)(a) of the Charities Act 2011. Movable church furnishings held by the Rector and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. All expenditure incurred on consecrated or beneficed property, whether maintenance or improvements, is written off.

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Notes To The Financial Statements (Continued)

For The Year Ended 31 December 2023

1 Accounting policies

(Continued)

1.7 Fixed asset investments

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

1.8 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.9 Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the stocks to their present location and condition. Items held for distribution at no or nominal consideration are measured the lower of replacement cost and cost.

Net realisable value is the estimated selling price less all estimated costs of completion and costs to be incurred in marketing, selling and distribution.

1.10 Cash and cash equivalents

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

1.11 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Notes To The Financial Statements (Continued)
For The Year Ended 31 December 2023

1 Accounting policies (Continued)

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

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

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.12 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

2 Critical accounting estimates and judgements

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

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

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Notes To The Financial Statements (Continued)

For The Year Ended 31 December 2023

3 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2023	2023	2023	2022	2022	2022
	£	£	£	£	£	£
Donations and gifts	31,937	490	32,427	35,492	1,060	36,552
Grants received	-	-	-	1,265	-	1,265
Other	2,095	-	2,095	613	-	613
	<u>34,032</u>	<u>490</u>	<u>34,522</u>	<u>37,370</u>	<u>1,060</u>	<u>38,430</u>
Donations and gifts						
Planned giving Gift Aided	14,989	-	14,989	21,453	1,060	22,513
Planned giving CAF	2,531	-	2,531	2,584	-	2,584
Planned giving other	835	-	835	371	-	371
Collections	4,248	-	4,248	4,067	-	4,067
Sundry donations Gift Aided	2,000	-	2,000	470	-	470
Sundry donations other	1,074	-	1,074	1,432	-	1,432
Gift Aid recoverable	-	490	490	5,115	-	5,115
Other	6,260	-	6,260	-	-	-
	<u>31,937</u>	<u>490</u>	<u>32,427</u>	<u>35,492</u>	<u>1,060</u>	<u>36,552</u>

4 Charitable activities

	Church activities	Church magazine	Total 2023	Church activities	Church magazine	Total 2022
	2023	2023		2022	2022	
	£	£	£	£	£	£
Sale of goods	-	12,944	12,944	-	9,955	9,955
Other income	13,669	-	13,669	8,098	-	8,098
	<u>13,669</u>	<u>12,944</u>	<u>26,613</u>	<u>8,098</u>	<u>9,955</u>	<u>18,053</u>

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Notes To The Financial Statements (Continued)

For The Year Ended 31 December 2023

5 Income from other trading activities

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Fundraising events	180	1,194

6 Income from investments

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Interest receivable	15,505	17,586

7 Expenditure on raising funds

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Trading costs		
Magazine and printing costs	5,475	5,666

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Notes To The Financial Statements (Continued)

For The Year Ended 31 December 2023

8 Expenditure on charitable activities

	Charitable Expenditure 2023 £	Charitable Expenditure 2022 £
Direct costs		
Staff costs	43,778	38,064
Depreciation and impairment	3,694	3,694
Ministry costs	20,174	44,281
Youth and families ministry	907	1,278
Church repairs and maintenance	21,529	25,569
Genner room expenses	158	407
	<u>90,240</u>	<u>113,293</u>
Grant funding of activities (see note 9)	11,510	1,262
	<u>101,750</u>	<u>114,555</u>
Analysis by fund		
Unrestricted funds	<u>101,750</u>	<u>114,555</u>

9 Donations made

	Church activities 2023 £	Church activities 2022 £
Donations to institutions:		
Overseas Relief and Development Agencies		
Gambian Projects Overseas	1,500	-
Home Missions & other Church Organisations		
Friends of Rochester Cathedral	10	10
Friends of Kent Churches	-	10
Salvation Army	-	13
Secular Charitable Organisations		
Leigh Primary School	-	-
Ukrainian Families	-	729
DEC Ukrainian Appeal	-	500
Accrual for unpaid donations	10,000	-
	<u>11,510</u>	<u>1,262</u>

The PCC maintains a policy of giving a minimum of 10% of its donated income (excluding restricted income) to missions and charities, with particular emphasis given to those which operate from a Christian base. This has not been possible in 2022-2023 due to exceptional circumstances.

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Notes To The Financial Statements (Continued)
For The Year Ended 31 December 2023

10 Independent Examiner's Remuneration

Fees payable to the Independent Examiner	2023 £	2022 £
Non-audit services		
Independent Examination	1,260	1,200

Other expenditure includes payments to the independent examiners of £1,260 (2022: £1,200) for independent examination fees.

11 Trustees

Two trustees received remuneration of £13,446 and reimbursed expenses of £280.

12 Employees

The average monthly number of employees during the year was:

	2023 Number	2022 Number
	3	2
Employment costs	2023 £	2022 £
Wages and salaries	43,778	38,064

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

13 Other

	Unrestricted funds	Unrestricted funds
	2023	2022
Accrued expenditure	6,260	1,200
Office Admin costs	2,372	3,968
Internet	1,088	709
	9,720	5,877

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Notes To The Financial Statements (Continued)

For The Year Ended 31 December 2023

14 Gains and losses on investments

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Gains/(losses) arising on:		
Revaluation of investments	20,784	(59,483)

15 Taxation

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

16 Tangible fixed assets

	Fixtures and fittings £
Cost	
At 1 January 2023	27,967
At 31 December 2023	27,967
Depreciation and impairment	
At 1 January 2023	21,918
Depreciation charged in the year	3,694
At 31 December 2023	25,612
Carrying amount	
At 31 December 2023	2,355
At 31 December 2022	6,050

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Notes To The Financial Statements (Continued)

For The Year Ended 31 December 2023

17 Fixed asset investments

	Unlisted investments £
Cost or valuation	
At 1 January 2023	385,598
Valuation changes	20,784
Disposals	(25,000)
At 31 December 2023	381,382
Carrying amount	
At 31 December 2023	381,382
At 31 December 2022	385,598

18 Stocks

	2023 £	2022 £
Raw materials and consumables	500	500

19 Debtors

	2023 £	2022 £
Amounts falling due within one year:		
Other debtors	4,638	5,115

20 Creditors: amounts falling due within one year

	2023 £	2022 £
Trade creditors	1,439	1,439
Accruals and deferred income	21,259	1,200
	22,698	2,639

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Notes To The Financial Statements (Continued)

For The Year Ended 31 December 2023

21 Restricted funds

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

	At 1 January 2023	Incoming resources	At 31 December 2023
	£	£	£
Friends of St Mary's fund	11,052	490	11,542
	<u>11,052</u>	<u>490</u>	<u>11,542</u>
Previous year:	At 1 January 2022	Incoming resources	At 31 December 2022
	£	£	£
Friends of St Mary's fund	9,992	1,060	11,052
	<u>9,992</u>	<u>1,060</u>	<u>11,052</u>

22 Unrestricted funds

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

	At 1 January 2023	Incoming resources	Resources expended	Transfers	Gains and losses	At 31 December 2023
	£	£	£	£	£	£
Memorial Wall fund	18,975	1,074	-	-	-	20,049
Church repair fund	16,000	-	-	1,200	-	17,200
General funds	383,914	75,256	(116,945)	(1,200)	20,784	361,809
	<u>418,889</u>	<u>76,330</u>	<u>(116,945)</u>	<u>-</u>	<u>20,784</u>	<u>399,058</u>

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Notes To The Financial Statements (Continued)

For The Year Ended 31 December 2023

22 Unrestricted funds

(Continued)

Previous year:	At 1 January 2022	Incoming resources	Resources expended	Transfers	Gains and losses	At 31 December 2022
	£	£	£	£	£	£
Memorial Wall fund	17,543	1,432	-	-	-	18,975
Church repair fund	13,600	-	-	2,400	-	16,000
General funds	499,124	72,771	(126,098)	(2,400)	(59,483)	383,914
	<u>530,267</u>	<u>74,203</u>	<u>(126,098)</u>	<u>-</u>	<u>(59,483)</u>	<u>418,889</u>

23 Analysis of net assets between funds

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
Fund balances at 31 December 2023 are represented by:			
Tangible assets	2,355	-	2,355
Investments	381,382	-	381,382
Current assets/(liabilities)	15,321	11,542	26,863
	<u>399,058</u>	<u>11,542</u>	<u>410,600</u>
	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
Fund balances at 31 December 2022 are represented by:			
Tangible assets	6,050	-	6,050
Investments	385,598	-	385,598
Current assets/(liabilities)	27,241	11,052	38,293
	<u>418,889</u>	<u>11,052</u>	<u>429,941</u>

24 Related party transactions

There were no disclosable related party transactions during the year (2022 - none).

Accounts

**The Parochial Church Council of the Ecclesiastical
Parish of St Mary The Virgin, Leigh, Tonbridge,
Kent**

Annual Report and Unaudited Financial Statements

For The Year Ended 31 December 2022

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Legal And Administrative Information

Charity number	1133968
Vicar & Chairman	The Revd Lionel Kevis (resigned 2 nd October 2022)
Principal address	St Mary's Church High Street Leigh Tonbridge Kent TN11 8QR
Independent examiner	Loucas The Carriage House Mill Street Maidstone Kent ME15 6YE
Bankers	Santander Bridle Road Bootle Merseyside L30 4GB

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Contents

	Page
Trustees' report	1 - 5
Independent examiner's report	6
Statement of financial activities	7
Balance sheet	8
Notes to the financial statements	9 - 19

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Trustees' Report

For The Year Ended 31 December 2022

The Trustees present their annual report and financial statements for the year ended 31 December 2021.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Charities Act 2016 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)".

Objectives and activities

St Mary's Church is part of the Tonbridge Deanery and the Diocese of Rochester. The Parochial Church Council of St Mary's (the PCC) has the responsibility of co-operating with the incumbent in promoting in the ecclesiastical parish the whole mission of the church: pastoral, evangelistic, social and ecumenical. The PCC is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure and is a registered charity no. 1133968.

PCC members are responsible for making decisions on all matters of general concern and importance to the parish, including deciding on how the funds of the PCC are to be spent. The Trustees have had due regard to the Charity Commission's guidance under Charities Act 2016 on public benefit when considering the Charity's objectives and activities. St Mary's Church provides public benefit by offering a variety of styles of public worship and by providing an open, accessible and welcoming village resource.

The PCC continued to use strategic objectives to reflect Jesus's Great Commission (Matthew 28 v10) 'Go therefore and make disciples of all nations as follows:

- i. To bring others to Christ through outreach in the community;
- ii. To continue to develop the youth and young families programme;
- iii. To gain greater commitment from all church members to give time voluntarily to helping the community and God's work in the village.

In line with many other organisations, the church's operations continued to be impacted by the presence of COVID and the mandated restrictions brought in to combat it in the first quarter of the year.

Church membership and attendance was therefore as follows:

	2022	2021
Number on electoral roll	100	94
Number on roll not resident in parish	15	23
Usual Sunday attendance - adults	40	45
Usual Sunday attendance - under the age of 16	10	6
Easter attendance	116	52
Christmas attendance	362	210
Baptisms	12	5
Weddings & Blessings	5	6
Funerals in church	10	2

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Trustees' Report (Continued)

For The Year Ended 31 December 2022

Staff, members of the PCC and volunteers have reinvigorated church activities with enthusiasm during 2022.

Volunteers

Volunteers are the backbone of church activities and include gardeners, cleaners, openers and closers, magazine deliverers, pastoral workers, children's workers and house group leaders. Volunteers regularly provide refreshments in the Genner rooms and at special events. Special mention should be made of the bell ringing team, including a clock winder, and the volunteers who climb the tower when necessary.

Staff

The Church Administrator is available on Monday and Wednesdays to meet parishioners and has two other mornings working from home when she responds to email and phone calls. Her hours were increased to help cope with the inter-regnum. The Youth and Families Minister usually attends the church on Wednesday mornings for prayers, conducts a service on Sunday mornings either in church or outdoors, and has two evening house groups. He also prepares and delivers projects for Gambia Projects Overseas, a charity supported by St Mary's.

Training

Efforts were made during the year to ensure all staff and volunteers have appropriate safeguarding training for their roles and First Aid training was undertaken by a group from St Mary's.

Spiritual Leadership

During the year our Vicar, the Revd Lionel Kevis, retired after 22 years at St Mary's and our Licensed Lay Minister, Jane Withers, and regular leader the Revd John Lawrence, both stood down. The Churchwardens have built a new team of retired Vicars, who receive a fee for each service. We continue to have the paid service of a full-time Youth and Families Minister and the voluntary service of a Pastoral Assistant, who also acts as Funeral Verger.

Services

In-person services continued according to Church of England guidelines, following the liturgical calendar and providing services with a local flavour. Family services are also broadcast on YouTube.

Children

Forest Church, which started in the early days of the COVID pandemic in 2020, takes place on the school field and occasionally in a garden or farm. Work is ongoing to bring the formula and spirit of Forest Church, and the involvement of children, into the church building. Volunteers provided a lively parent and toddler group – Totzone – on Monday mornings, bringing 40 different families into a connection with the church during the year. Volunteers responded positively to requests from the school to hold a Remembrance Service on the green and to make use of the church at other times.

Music

St Mary's retains the services of two organists and has links with other local organists for weddings and funerals. A teenage pianist is learning the organ at St Mary's with regular practice sessions on Saturday. The pipe organ continues to be maintained six monthly by Jilks and Co. A guitarist/singer, keyboardist and a brass band plays at family services.

Pastoral Work

A new pastoral team has been formed under the leadership of the Pastoral Assistant. Training materials supplied by the Diocese were followed, supported by our (now retired) LLM. The volunteer group is now actively monitoring the well-being of vulnerable members of the parish.

Community

St Mary's has continued to support a local foodbank. The church stayed open for private prayer all year round thanks to a 10 strong team of volunteers who open and close the church. The St James' Guild has 18 volunteers, who clean the church weekly and do extra duties when weddings and funerals take place. New volunteer magazine distributors have been recruited and new people have on delivery rounds. The Editor continues to work well with Hi Rez Designs to produce a professional looking magazine. Advertising has increased, and the magazine makes a profit for the church.

Coffee Stop on Wednesdays is thriving, drawing in walkers and badminton players and other members of the church and community. The film club once a month is also thriving and popular.

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Trustees' Report (Continued)

For The Year Ended 31 December 2022

House Groups

These continue to flourish with loyal groups of friends meeting in people's homes three evenings a week. There is also a daytime meeting on Thursday mornings. Some groups keep waiting lists.

Churchyard

Provision of ample composting facilities in the churchyard was completed in 2022 by volunteers, and churchyard volunteers are now encouraged to dispose of garden waste in an eco-friendly way. A new part of the churchyard is being protected to encourage biodiversity and an area along the south wall has been marked out to prevent disturbance of protected wildlife. The woodland area has been cleared of rubbish.

Church Building

Problems with a troublesome flat roof seem to have been resolved with new flashing. Parking has become more difficult for people with disabilities, and discussions about wheelchair access from the village were held with members of the parish council but offers of financial assistance have not yet materialised. All electrical equipment has been tested and defective equipment disposed of. Fire-related checks were made by specialist contractors.

The Quinquennial Inspection of August 2022 highlights problems with the tower which will need scaffolding to be put right. It also highlights the need to plan for a new heating system in the church. Blankets were bought for cold days and boiler breakdowns.

The vestry was tidied and made more comfortable for guest clergy. Essential repairs and maintenance including door locks and plumbing were organised promptly.

Safeguarding

The PCC has appointed individuals to the requisite roles and continues to abide by its Safeguarding Policy. In this respect, the PCC is fully compliant with Diocesan requirements.

Fundraising

The majority of personal giving is usually received through collections at services and regular monthly or quarterly contributions. Gift Aid is reclaimed on as many eligible donations as possible.

We do not use third party suppliers to assist us with our fundraising. The charity has not voluntarily subscribed to any fundraising standards or schemes for fundraising regulation. There have been no complaints to the charity regarding fundraising. The charity is mindful of the need to protect vulnerable people and other members of the public from any unreasonable intrusion on their privacy, such as being unreasonably persistent or placing undue pressure on a person to give money or other property.

Risk Assessment

Regular risk assessments were undertaken in 2022 with specific reference to the emergence from COVID, its restrictions and the behavioral changes that it had caused.

Financial review

The PCC reported an operating deficit of £59,431 (2021: £81,143) which, when investment losses of £59,589 (2021: gains of £59,208) were taken into account, resulted in net expenditure of £119,020 for the year (2021: £21,935). Planned giving held up well throughout the year and gifts in the collection plate began to recover to levels similar to pre-COVID times but the structural deficit was significant.

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six-month's expenditure. The Trustees considers that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Trustees' Report (Continued)

For The Year Ended 31 December 2022

Reserves

Free unrestricted reserves stood at £376,272 at the year-end (2021: £499,124). Designated reserves stood at £34,975 (2021: £31,143), being £18,975 in respect of the Memorial Wall Fund and £16,000 held in the Church Repair Fund. The restricted fund (Friends of St Mary's) contained £11,052 (2021: £9,992). The PCC's Investment Policy allows the annual operating deficit to be funded by its unrestricted reserves over the long term.

Going concern

The Trustees have evaluated the circumstances in which the PCC operates. The PCC has unrestricted reserves of over £350,000 and the Trustees have therefore concluded that there are no material uncertainties that cast doubt on the charity's ability to continue as a going concern over the medium term.

The Trustees have assessed the major risks to which the charity is exposed and are satisfied that systems are in place to mitigate exposure to the major risks.

Trustees

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

Vicar & Chairman:

The Revd Lionel Kevis (+) (resigned 2nd October 2022)

Churchwardens:

James Irving (+)

Elizabeth Wynn Owen (+)

Deanery Synod Representatives:

Julie Porter

Elected Members:

To seek re-election in 2023:

Sarah-Jane Hardy

Helen Scott (+)

Stephanie Rutherford

To seek re-election in 2024:

Richard Nevard (+)

James Ward

To seek re-election in 2025:

Barbara Baldock

Bel Swallow

Non-Members in attendance:

David Bennie (Youth and Families Minister)

Gill Bennie (Office Manager)

Lisa Srotyr (Secretary)

(+) Denotes membership of the PCC Standing Committee, which meets six times a year and is empowered to transact the normal business of the PCC between meetings, subject to any directions given by the Council.

The Revd Lionel Kevis announced his retirement in May 2022 to take effect on 2 October 2022, at which point the parish entered an Interregnum. It was hoped that a successor would be appointed in 2023.

The PCC met six times during the year; most meetings were held remotely via Zoom. The Rector and Churchwardens are ex-officio Trustees, as are the Deanery Synod Representatives, providing the PCC with an important link between the parish and the wider structures of the church. Churchwardens are elected on an annual basis, up to an agreed maximum of six years. A further nine members are elected, a third of whom stand for re-election every three years. The members and officials noted above were elected and appointed at the Annual Parochial Church Meeting held on 4th April 2022 and elected or co-opted at subsequent meetings of the Council.

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Trustees' Report (Continued)

For The Year Ended 31 December 2022

Statement of Trustees' Responsibilities

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

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

In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2016, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. 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.

The Trustees' report was approved by the Board of Trustees.

James Irving

Trustee

Dated:

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Independent Examiner's Report

To The Trustees Of The Parochial Church Council of the Ecclesiastical Parish of St Mary
The Virgin, Leigh, Tonbridge, Kent

I report to the Trustees on my examination of the financial statements of The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent (the charity) for the year ended 31 December 2022.

Responsibilities and basis of report

As the Trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2016 (the 2016 Act).

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2016 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2016 Act.

Independent examiner's statement

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

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2019.

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

- 1 accounting records were not kept in respect of the charity as required by section 130 of the 2016 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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

Athos Louca, FCCA, ICPAC (Senior Statutory Auditor)
for and on behalf of
Loucas

The Carriage House
Mill Street
Maidstone
Kent
ME15 6YE

Dated:

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Statement Of Financial Activities
Including Income And Expenditure Account
For The Year Ended 31 December 2022

	Notes	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £
Income from:							
Donations and legacies	3	37,370	1,060	38,430	36,985	1,160	38,145
Charitable activities	4	18,053	-	18,053	11,807	-	11,807
Other trading activities	5	1,194	-	1,194	1,034	-	1,034
Investments	6	17,586	-	17,586	18,102	-	18,102
Total income		74,203	1,060	75,263	67,928	1,160	69,088
Expenditure on:							
Raising funds	7	5,666	-	5,666	6,607	-	6,607
Charitable activities	8	123,295	-	123,295	138,189	-	138,189
Other	12	4,673	-	4,673	5,435	-	5,435
Total resources expended		133,634	-	133,634	150,231	-	150,231
Net (losses)/gains on investments	13	(59,483)	-	(59,483)	59,208	-	59,208
Net movement in funds		(118,914)	1,060	(117,854)	(23,095)	1,160	(21,935)
Fund balances at 1 January 2022		530,267	9,992	540,259	553,362	8,832	562,194
Fund balances at 31 December 2022		411,353	11,052	422,405	530,267	9,992	540,259

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Balance Sheet

As at 31 December 2022

	Notes	2022 £	£	2021 £	£
Fixed assets					
Tangible assets	14		-		5,034
Investments	15		385,598		495,081
			<u>385,598</u>		<u>500,115</u>
Current assets					
Stocks	16	500		209	
Debtors	17	5,115		6,648	
Cash at bank and in hand		35,317		37,247	
		<u>40,932</u>		<u>44,104</u>	
Creditors: amounts falling due within one year	18	(4,125)		(3,960)	
Net current assets			<u>36,807</u>		<u>40,144</u>
Total assets less current liabilities			<u>422,405</u>		<u>540,259</u>
Income funds					
Friends of St Mary's		11,052		9,992	
	19		11,052		9,992
<u>Unrestricted funds</u>					
Designated funds:					
Memorial Wall fund		18,975		17,543	
Church Repair fund		16,000		13,600	
	20	<u>34,975</u>		<u>31,143</u>	
General unrestricted funds		376,378		499,124	
			<u>411,353</u>		<u>530,267</u>
			<u>422,405</u>		<u>540,259</u>

The financial statements were approved by the Trustees on

James Irving
Trustee

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Notes To The Financial Statements

For The Year Ended 31 December 2022

1 Accounting policies

Charity information

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent is part of the Tonbridge Deanery and the Diocese of Rochester. The Parochial Church Council of St Mary's (the PCC) has the responsibility of co-operating with the incumbent in promoting in the ecclesiastical parish the whole mission of the church: pastoral, evangelistic, social and ecumenical. The PCC is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure and is a registered charity no. 1133968.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Charities Act 2016 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

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

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

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

1.3 Charitable funds

Unrestricted funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC.

Designated funds are unrestricted funds set aside by the PCC for specific purposes and can be re-designated by the PCC at any time. There are currently two designated funds: *The Memorial Wall Fund* is for the periodic extension, modification and maintenance of the Memorial Wall on the northern boundary of the churchyard. *The Church Repair Fund* is held by the Diocese on behalf of the PCC and is intended to contribute to the costs of work arising from the Quinquennial Inspection.

Restricted funds are those where donors have placed restrictions on the use of the funds. *The Friends of St Mary's Fund* was established in 2013 to hold donations given by those in the village who do not engage with the spiritual life of the St Mary's but nevertheless value the church's presence in the community.

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Notes To The Financial Statements (Continued)

For The Year Ended 31 December 2022

1 Accounting policies

(Continued)

1.4 Income

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

Collections are recognised when received by or on behalf of the PCC. Planned giving receivable under Gift Aid is recognised only when received. Income tax recoverable on Gift Aid donations is recognised when the income is recognised. Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably probable.

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

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

1.5 Expenditure

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

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

Charitable activities includes the direct costs of the Church and its mission as well as costs incurred in support of these activities.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures and fittings	25% on cost
-----------------------	-------------

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

Consecrated property and movable church furnishings

Consecrated and beneficed property of any kind is excluded from the accounts by s.96(2)(a) of the Charities Act 2011. Movable church furnishings held by the Rector and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. All expenditure incurred on consecrated or beneficed property, whether maintenance or improvements, is written off.

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Notes To The Financial Statements (Continued)

For The Year Ended 31 December 2022

1 Accounting policies

(Continued)

1.7 Fixed asset investments

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

1.8 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.9 Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the stocks to their present location and condition. Items held for distribution at no or nominal consideration are measured the lower of replacement cost and cost.

Net realisable value is the estimated selling price less all estimated costs of completion and costs to be incurred in marketing, selling and distribution.

1.10 Cash and cash equivalents

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

1.11 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Notes To The Financial Statements (Continued)

For The Year Ended 31 December 2022

1 Accounting policies

(Continued)

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

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

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.12 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

2 Critical accounting estimates and judgements

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

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

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Notes To The Financial Statements (Continued)

For The Year Ended 31 December 2022

3 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2022	2022	2022	2021	2021	2021
	£	£	£	£	£	£
Donations and gifts	35,498	1,060	36,558	36,690	1,160	37,850
Grants received	1,265	-	1,265	-	-	-
Other	607	-	607	295	-	295
	<u>37,370</u>	<u>1,060</u>	<u>38,430</u>	<u>36,985</u>	<u>1,160</u>	<u>38,145</u>
Donations and gifts						
Planned giving Gift Aided	21,453	1,060	22,513	22,787	1,160	23,947
Planned giving CAF	2,584	-	2,584	3,014	-	3,014
Planned giving other	371	-	371	591	-	591
Collections	4,067	-	4,067	2,643	-	2,643
Sundry donations Gift Aided	470	-	470	649	-	649
Sundry donations other	1,432	-	1,432	358	-	358
Gift Aid recoverable	5,121	-	5,121	6,648	-	6,648
	<u>35,498</u>	<u>1,060</u>	<u>36,558</u>	<u>36,690</u>	<u>1,160</u>	<u>37,850</u>

4 Charitable activities

	Church activities	Church magazine	Total	Church activities	Church magazine	Total
	2022	2022	2022	2021	2021	2021
	£	£	£	£	£	£
Sales within charitable activities	-	9,955	9,955	-	8,692	8,692
Other income	8,098	-	8,098	3,115	-	3,115
	<u>8,098</u>	<u>9,955</u>	<u>18,053</u>	<u>3,115</u>	<u>8,692</u>	<u>11,807</u>

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Notes To The Financial Statements (Continued)

For The Year Ended 31 December 2022

5 Other trading activities

	Unrestricted funds	Unrestricted funds
	2022	2021
	£	£
Fundraising events	1,194	1,034
	=====	=====

6 Investments

	Unrestricted funds	Unrestricted funds
	2022	2021
	£	£
Interest receivable	17,586	18,102
	=====	=====

7 Raising funds

	Unrestricted funds	Unrestricted funds
	2022	2021
	£	£
<u>Trading costs</u>		
Magazine and printing costs	5,666	6,607
	=====	=====
	5,666	6,607
	=====	=====

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Notes To The Financial Statements (Continued)

For The Year Ended 31 December 2022

8 Charitable activities

	Church activities 2022 £	Church activities 2021 £
Staff costs	38,064	36,420
Depreciation and impairment	5,034	5,813
Ministry costs	44,278	57,167
Youth and families ministry expenses	1,278	2,909
Church repairs and maintenance	32,972	33,153
Genner room expenses	407	307
	122,033	135,769
Grant funding of activities (see note 9)	1,262	2,420
	123,295	138,189

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Notes To The Financial Statements (Continued)

For The Year Ended 31 December 2022

9 Donations made

	Church activities 2022 £	Church activities 2021 £
Donations to institutions:		
Overseas Relief and Development Agencies		
Gambian Projects Overseas	-	1,400
Home Missions & other Church Organisations		
Friends of Rochester Cathedral	10	10
Friends of Kent Churches	10	10
Salvation Army	13	-
Langley House Trust	-	-
Wycliffe Hall	-	-
Tonbridge Children's Workshop	-	-
Secular Charitable Organisations		
Leigh Primary School	-	1,000
Ukrainian families	729	-
DEC Ukrainian Appeal	500	-
	<u>1,262</u>	<u>2,420</u>

The PCC maintains a policy of giving a minimum of 10% of its donated income (excluding restricted income) to missions and charities, with particular emphasis given to those which operate from a Christian base. This has not been possible in 2020-2022 due to exceptional circumstances.

10 Trustees

None of the Trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

11 Employees

The average monthly number of employees during the year was:

	2022	2021
	2	2
	2022	2021
	£	£
Employment costs		
Wages and salaries	38,064	36,420
	<u> </u>	<u> </u>

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Notes To The Financial Statements (Continued)

For The Year Ended 31 December 2022

11 Employees (Continued)

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

12 Other

	Unrestricted funds	Unrestricted funds
	2022	2021
Other expenditure	4,673	5,435
	<u>4,673</u>	<u>5,435</u>

13 Net gains/(losses) on investments

	Unrestricted funds	Unrestricted funds
	2022	2021
	£	£
Revaluation of investments	(59,483)	59,208
	<u>(59,483)</u>	<u>59,208</u>

14 Tangible fixed assets

	Fixtures and fittings
	£
Cost	
At 1 January 2022	23,258
At 31 December 2022	<u>23,258</u>
Depreciation and impairment	
At 1 January 2022	18,224
Depreciation charged in the year	5,034
At 31 December 2022	<u>23,258</u>
Carrying amount	
At 31 December 2022	-
At 31 December 2021	<u>5,034</u>

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Notes To The Financial Statements (Continued)

For The Year Ended 31 December 2022

15 Fixed asset investments	(Continued)	
	Unlisted investments £	
Cost or valuation		
At 1 January 2022	495,081	
Valuation changes	(59,483)	
Disposals	(50,000)	
At 31 December 2022	385,598	
Carrying amount		
At 31 December 2022	385,598	
At 31 December 2021	495,081	
16 Stocks	2022 £	
Raw materials and consumables	500	209
17 Debtors	2022 £	
Amounts falling due within one year:		
HMRC	5,115	6,648
18 Creditors: amounts falling due within one year	2022 £	
Accruals and deferred income	1,438	3,960

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Notes To The Financial Statements (Continued)

For The Year Ended 31 December 2022

19 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds		Movement in funds		Balance at 31 Dec 2022
	Balance at	Incoming	Balance at	Incoming	
	1 Jan 2021	Resources	1 Jan 2022	Resource	
	£	£	£	£	£
Friends of St Mary's fund	8,832	1,160	9,992	1,060	11,052

20 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Movement in funds			Movement in funds			Balance at 31 December 2022
	Balance at 1 January 2021	Incoming resources	Transfers	Balance at 1 January 2022	Incoming resources	Transfers	
	£	£	£	£	£	£	£
Memorial Wall fund	17,185	-	-	17,543	1,432	-	18,975
Church repair fund	11,200	358	2,400	13,600	-	2,400	16,000
	28,385	358	2,400	31,143	1,432	2,400	34,975

21 Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2022	2022	2022	2021	2021	2021
	£	£	£	£	£	£
Fund balances at 31 December 2022 are represented by:						
Tangible assets	-	-	-	5,034	-	5,034
Investments	385,598	-	385,598	495,081	-	495,081
Current assets	25,755	11,052	36,807	30,152	9,992	40,144
	411,353	11,052	422,405	530,267	9,992	540,259

22 Related party transactions

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

Accounts

Charity Registration No. 1133968

**The Parochial Church Council of the Ecclesiastical
Parish of St Mary The Virgin, Leigh, Tonbridge,
Kent**

Annual Report And Unaudited Financial Statements

For The Year Ended 31 December 2021

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Legal And Administrative Information

Charity number	1133968
Vicar & Chairman	The Revd Lionel Kevis
Principal address	St Mary's Church High Street Leigh Tonbridge Kent TN11 8QR
Independent examiner	Loucas The Carriage House Mill Street Maidstone Kent ME15 6YE
Bankers	Santander Bridle Road Bootle Merseyside L30 4GB

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Contents

	Page
Trustees' report	1 - 4
Independent examiner's report	6
Statement of financial activities	7
Balance sheet	8
Notes to the financial statements	9 - 20

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Trustees' Report

For The Year Ended 31 December 2021

The Trustees present their annual report and financial statements for the year ended 31 December 2021.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Charities Act 2016 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)".

Objectives and activities

St Mary's Church is part of the Tonbridge Deanery and the Diocese of Rochester. The Parochial Church Council of St Mary's (the PCC) has the responsibility of co-operating with the incumbent in promoting in the ecclesiastical parish the whole mission of the church: pastoral, evangelistic, social and ecumenical. The PCC is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure and is a registered charity no. 1133968.

PCC members are responsible for making decisions on all matters of general concern and importance to the parish, including deciding on how the funds of the PCC are to be spent. The Trustees have had due regard to the Charity Commission's guidance under Charities Act 2016 on public benefit when considering the Charity's objectives and activities. St Mary's Church provides public benefit by offering a variety of styles of public worship and by providing an open, accessible and welcoming village resource.

The PCC continued to use strategic objectives to reflect Jesus's Great Commission (Matthew 28 v10) 'Go therefore and make disciples of all nations as follows:

- i. To bring others to Christ through outreach in the community;
- ii. To continue to develop the youth and young families programme;
- iii. To gain greater commitment from all church members to give time voluntarily to helping the community and God's work in the village.

In line with many other organisations, the church's operations were severely impacted by the continued presence of COVID and the mandated restrictions brought in to combat it.

Church membership and attendance was therefore as follows:

	2021	2020
Number on electoral roll	94	92
Number on roll not resident in parish	23	21
Usual Sunday attendance - adults	45	45
Usual Sunday attendance - under the age of 16	6	6
Easter attendance	52	-
Christmas attendance	210	-
Baptisms	5	-
Weddings & Blessings	6	2
Funerals in church	2	3

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Trustees' Report (Continued)

For The Year Ended 31 December 2021

However, staff, members of the PCC and volunteers continued to respond positively to the predicament and, from the beginning of the first lockdown and throughout 2021, the following activities took place:

Traditional Sunday Services

In-person services resumed in March 2021, following Church of England guidelines. This has enabled us to continue to follow the liturgical calendar and to provide services with a local flavour.

Family Services & Forest Church

The Youth and Families Minister had introduced the idea of Forest Church in 2020, made possible by the purchase of a pop-up gazebo to allow attendees to move around to various venues whilst abiding by social distancing regulations. Forest Church went from strength to strength in 2021 and, although at times it was necessary to stream or pre-record it, some 50 to 60 primary school age children attended each week when counting those attending in person and online.

Work is ongoing to bring the formula and spirit of Forest Church – and the involvement of children in the services – into the Family Services, both online and, in the future, in the church building.

Fabric

Repairs to the churchyard path were made during early 2021 and work was undertaken to add live-streaming capabilities to the sound system.

Pastoral Work

The Vicar and Churchwardens actively engaged in pastoral work during the year, checking on people who were housebound or shielding, supporting the work of the Leigh volunteers and raising spirits at times such as Easter and Christmas. St Mary's has been supporting a local foodbank and provided laptops for school children. The church stayed open for private prayer for most of the year thanks to an 18-strong team of cleaning volunteers, the St James' Guild.

Safeguarding

The PCC has appointed individuals to the requisite roles and continues to abide by its Safeguarding Policy. In this respect, the PCC is fully compliant with Diocesan requirements.

Fundraising

The majority of personal giving is usually received through collections at services and regular monthly or quarterly contributions. Gift Aid is reclaimed on as many eligible donations as possible.

We do not use third party suppliers to assist us with our fundraising. The charity has not voluntarily subscribed to any fundraising standards or schemes for fundraising regulation. There have been no complaints to the charity regarding fundraising. The charity is mindful of the need to protect vulnerable people and other members of the public from any unreasonable intrusion on their privacy, such as being unreasonably persistent or placing undue pressure on a person to give money or other property.

Risk Assessment

Regular risk assessments were undertaken in 2021 with specific reference to the possibility and desirability of re-opening the church and holding services.

Financial review

The PCC reported an operating deficit of £81,143 (2020: £63,445) which, when investment gains of £59,208 (2020: losses of £16,228) were taken into account, resulted in net expenditure of £21,935 for the year (2020: £79,673). Planned giving held up well throughout the year but, due to the lack of services, gifts in the collection plate were lower than in pre-COVID times.

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six-month's expenditure. The Trustees considers that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Trustees' Report (Continued)

For The Year Ended 31 December 2021

Reserves

Free unrestricted reserves stood at £499,124 at the year end (2020: £524,977). Designated reserves stood at £31,143 (2020: £28,385), being £17,543 in respect of the Memorial Wall Fund and £13,600 held in the Church Repair Fund. The restricted fund = Friends of St Mary's contained £9,992 (2020: £8,832). The PCC's Investment Policy allows the annual operating deficit to be funded by its unrestricted reserves over the long term.

Going concern

The Trustees have evaluated the circumstances in which the PCC operates. The PCC has unrestricted reserves of over £500,000 and the Trustees have therefore concluded that there are no material uncertainties that cast doubt on the charity's ability to continue as a going concern over the medium term.

The Trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

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

Vicar & Chairman:

The Revd Lionel Kevis (+)

Churchwardens:

James Irving (+)

Elizabeth Wynn Owen (+)

Deanery Synod Representatives:

Jane Withers (resigned July 2021)

Julie Porter

Elected Members:

To seek re-election in 2022:

Geoff Dalby

Ian Vincent

Nicola Ellis (resigned September 2021)

To seek re-election in 2023:

Sarah-Jane Hardy

Helen Hobhouse (+)

Stephanie Rutherford

To seek re-election in 2024:

Richard Nevard (+)

James Ward (appointed April 2021)

Non-Members in attendance:

David Bennie (Youth and Families Minister)

Gill Bennie (Office Manager)

Lisa Srotyr (Secretary)

(+) Denotes membership of the PCC Standing Committee, which meets six times a year and is empowered to transact the normal business of the PCC between meetings, subject to any directions given by the Council.

The Revd Lionel Kevis announced his retirement in May 2022 to take effect on 2 October 2022, at which point the parish would enter an Interregnum. It was hoped that a successor would be appointed in early 2023.

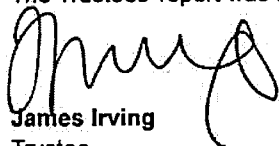
The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Trustees' Report (Continued)

For The Year Ended 31 December 2021

The PCC met six times during the year; most meetings were held remotely via Zoom. The Rector and Churchwardens are ex-officio Trustees, as are the Deanery Synod Representatives, providing the PCC with an important link between the parish and the wider structures of the church. Churchwardens are elected on an annual basis, up to an agreed maximum of six years. A further nine members are elected, a third of whom stand for re-election every three years. The members and officials noted above were elected and appointed at the Annual Parochial Church Meeting held on 26th April 2021 and elected or co-opted at subsequent meetings of the Council.

The Trustees' report was approved by the Board of Trustees.



James Irving
Trustee

Dated: 8 September 2022

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Statement Of Trustees' Responsibilities

For The Year Ended 31 December 2021

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

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

In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2016, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. 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.

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Independent Examiner's Report

**To The Trustees Of The Parochial Church Council of the Ecclesiastical Parish of St Mary
The Virgin, Leigh, Tonbridge, Kent**

I report to the Trustees on my examination of the financial statements of The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent (the charity) for the year ended 31 December 2021.

Responsibilities and basis of report

As the Trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2016 (the 2016 Act).

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2016 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2016 Act.

Independent examiner's statement

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

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2019.

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

- 1 accounting records were not kept in respect of the charity as required by section 130 of the 2016 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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



Athos Louca, FCCA, ICPAC (Senior Statutory Auditor)
for and on behalf of
Loucas

The Carriage House
Mill Street
Maidstone
Kent
ME15 6YE

Dated: 13/5/2022

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Statement Of Financial Activities Including Income And Expenditure Account For The Year Ended 31 December 2021

	Notes	Unrestricted funds 2021 £	Restricted funds 2021 £	Total Unrestricted funds 2021 £	Restricted funds 2020 £	Total 2020 £
<u>Income from:</u>						
Donations and legacies	3	36,985	1,160	38,145	37,050	38,560
Charitable activities	4	11,807	-	11,807	11,199	11,199
Other trading activities	5	1,034	-	1,034	723	723
Investments	6	18,102	-	18,102	20,671	20,671
Total income		67,928	1,160	69,088	69,643	71,153
<u>Expenditure on:</u>						
Raising funds	7	6,607	-	6,607	6,538	6,538
Charitable activities	9	138,189	-	138,189	124,566	124,566
Other	12	5,435	-	5,435	3,494	3,494
Total resources expended		150,231	-	150,231	134,598	134,598
Net gains/(losses) on investments	13	59,208	-	59,208	(16,228)	(16,228)
Net movement in funds		(23,095)	1,160	(21,935)	1,510	(79,673)
Fund balances at 1 January 2021		553,362	8,832	562,194	634,545	641,867
Fund balances at 31 December 2021		530,267	9,992	540,259	8,832	562,194

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

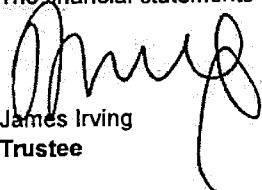
The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Balance Sheet

As At 31 December 2021

	Notes	2021 £	£	2020 £	£
Fixed assets					
Tangible assets	14	5,034		10,847	
Investments	15	495,081		510,873	
		<u>500,115</u>		<u>521,720</u>	
Current assets					
Stocks	16	209		691	
Debtors	17	6,648		5,710	
Cash at bank and in hand		37,247		36,533	
		<u>44,104</u>		<u>42,934</u>	
Creditors: amounts falling due within one year	18	<u>(3,960)</u>		<u>(2,460)</u>	
Net current assets			40,144		40,474
Total assets less current liabilities			<u>540,259</u>		<u>562,194</u>
Income funds					
Friends of St Mary's		9,992		8,832	
	19		9,992		8,832
Unrestricted funds					
Designated funds:					
Memorial Wall fund		17,543		17,185	
Church Repair fund		13,600		11,200	
	20	<u>31,143</u>		<u>28,385</u>	
General unrestricted funds		499,124		524,977	
			<u>530,267</u>		<u>553,362</u>
			<u>540,259</u>		<u>562,194</u>

The financial statements were approved by the Trustees on 8 September 2022


James Irving
Trustee

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Notes To The Financial Statements

For The Year Ended 31 December 2021

1 Accounting policies

Charity information

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent is part of the Tonbridge Deanery and the Diocese of Rochester. The Parochial Church Council of St Mary's (the PCC) has the responsibility of co-operating with the incumbent in promoting in the ecclesiastical parish the whole mission of the church: pastoral, evangelistic, social and ecumenical. The PCC is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure and is a registered charity no. 1133968.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Charities Act 2016 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

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

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

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

1.3 Charitable funds

Unrestricted funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC.

Designated funds are unrestricted funds set aside by the PCC for specific purposes and can be re-designated by the PCC at any time. There are currently two designated funds: *The Memorial Wall Fund* is for the periodic extension, modification and maintenance of the Memorial Wall on the northern boundary of the churchyard. *The Church Repair Fund* is held by the Diocese on behalf of the PCC and is intended to contribute to the costs of work arising from the Quinquennial Inspection.

Restricted funds are those where donors have placed restrictions on the use of the funds. *The Friends of St Mary's Fund* was established in 2013 to hold donations given by those in the village who do not engage with the spiritual life of the St Mary's but nevertheless value the church's presence in the community.

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Notes To The Financial Statements (Continued)

For The Year Ended 31 December 2021

1 Accounting policies

(Continued)

1.4 Income

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

Collections are recognised when received by or on behalf of the PCC. Planned giving receivable under Gift Aid is recognised only when received. Income tax recoverable on Gift Aid donations is recognised when the income is recognised. Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably probable.

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

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

1.5 Expenditure

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

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

Charitable activities includes the direct costs of the Church and its mission as well as costs incurred in support of these activities.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures and fittings	25% on cost
-----------------------	-------------

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

Consecrated property and movable church furnishings

Consecrated and beneficed property of any kind is excluded from the accounts by s.96(2)(a) of the Charities Act 2011. Movable church furnishings held by the Rector and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. All expenditure incurred on consecrated or beneficed property, whether maintenance or improvements, is written off.

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Notes To The Financial Statements (Continued)

For The Year Ended 31 December 2021

1 Accounting policies

(Continued)

1.7 Fixed asset investments

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

1.8 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.9 Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the stocks to their present location and condition. Items held for distribution at no or nominal consideration are measured the lower of replacement cost and cost.

Net realisable value is the estimated selling price less all estimated costs of completion and costs to be incurred in marketing, selling and distribution.

1.10 Cash and cash equivalents

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

1.11 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Notes To The Financial Statements (Continued)

For The Year Ended 31 December 2021

1 Accounting policies

(Continued)

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

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

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.12 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

2 Critical accounting estimates and judgements

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

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

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Notes To The Financial Statements (Continued)

For The Year Ended 31 December 2021

3 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2021 £	2021 £	2021 £	2020 £	2020 £	2020 £
Donations and gifts	36,690	1,160	37,850	35,535	1,510	37,045
Grants received	-	-	-	1,515	-	1,515
Other	295	-	295	-	-	-
	<u>36,985</u>	<u>1,160</u>	<u>38,145</u>	<u>37,050</u>	<u>1,510</u>	<u>38,560</u>
Donations and gifts						
Planned giving Gift Aided	22,787	1,160	23,947	23,826	-	23,826
Planned giving CAF	3,014	-	3,014	3,784	-	3,784
Planned giving other	591	-	591	654	-	654
Collections	2,643	-	2,643	683	-	683
Sundry donations Gift Aided	649	-	649	358	1,510	1,868
Sundry donations other	358	-	358	520	-	520
Gift Aid recoverable	6,648	-	6,648	5,710	-	5,710
	<u>36,690</u>	<u>1,160</u>	<u>37,850</u>	<u>35,535</u>	<u>1,510</u>	<u>37,045</u>

4 Charitable activities

	Church activities 2021 £	Church magazine 2021 £	Total 2021 £	Church activities 2020 £	Church magazine 2020 £	Total 2020 £
Sales within charitable activities	-	8,692	8,692	-	9,622	9,622
Other income	3,115	-	3,115	1,577	-	1,577
	<u>3,115</u>	<u>8,692</u>	<u>11,807</u>	<u>1,577</u>	<u>9,622</u>	<u>11,199</u>

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Notes To The Financial Statements (Continued)

For The Year Ended 31 December 2021

5 Other trading activities

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
Fundraising events	<u>1,034</u>	<u>723</u>

6 Investments

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
Interest receivable	<u>18,102</u>	<u>20,671</u>

7 Raising funds

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
<u>Trading costs</u>		
Magazine and printing costs	<u>6,607</u>	<u>6,538</u>
	<u>6,607</u>	<u>6,538</u>

**The Parochial Church Council of the Ecclesiastical Parish of St Mary
The Virgin, Leigh, Tonbridge, Kent**

Notes To The Financial Statements (Continued)

For The Year Ended 31 December 2021

8 Charitable activities

	Church activities 2021 £	Church activities 2020 £
Staff costs	36,420	34,450
Depreciation and impairment	5,813	5,815
Ministry costs	57,167	56,290
Youth and families ministry	2,909	1,450
Church repairs and maintenance	33,153	22,968
Genner room expenses	307	1,443
	<u>135,769</u>	<u>122,416</u>
Grant funding of activities (see note 9)	2,420	2,150
	<u><u>138,189</u></u>	<u><u>124,566</u></u>

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Notes To The Financial Statements (Continued)

For The Year Ended 31 December 2021

9 Donations made

	Church activities 2021 £	Church activities 2020 £
Donations to institutions:		
Overseas Relief and Development Agencies		
Gambian Projects Overseas	1,400	1,400
Release International	-	100
Home Missions & other Church Organisations		
Friends of Rochester Cathedral	10	40
Friends of Kent Churches	10	10
Tonbridge Baptist Church	-	500
Langley House Trust	-	1,400
Wycliffe Hall	-	500
Tonbridge Children's Workshop	-	1,000
Secular Charitable Organisations		
Leigh Primary School	1,000	-
The Bridge Trust	-	1,400
Other		
Previously accrued donations	-	(4,200)
	<u>2,420</u>	<u>2,150</u>

The PCC maintains a policy of giving a minimum of 10% of its donated income (excluding restricted income) to missions and charities, with particular emphasis given to those which operate from a Christian base. This has not been possible in 2020 or 2021 due to exceptional circumstances.

10 Trustees

None of the Trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

11 Employees

The average monthly number of employees during the year was:

2021 Number	2020 Number
<u>2</u>	<u>2</u>

**The Parochial Church Council of the Ecclesiastical Parish of St Mary
The Virgin, Leigh, Tonbridge, Kent**

Notes To The Financial Statements (Continued)

For The Year Ended 31 December 2021

11 Employees **(Continued)**

Employment costs	2021	2020
	£	£
Wages and salaries	36,420	34,450
	<u> </u>	<u> </u>

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

12 Other

	Unrestricted funds	Unrestricted funds
	2021	2020
Other expenditure	5,435	3,494
	<u> </u>	<u> </u>
	<u>5,435</u>	<u>3,494</u>

13 Net gains/(losses) on Investments

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
Revaluation of investments	59,208	(16,228)
	<u> </u>	<u> </u>

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Notes To The Financial Statements (Continued)
For The Year Ended 31 December 2021

14 Tangible fixed assets

	Fixtures and fittings £
Cost	
At 1 January 2021	23,258
At 31 December 2021	23,258
Depreciation and impairment	
At 1 January 2021	12,411
Depreciation charged in the year	5,813
At 31 December 2021	18,224
Carrying amount	
At 31 December 2021	5,034
At 31 December 2020	10,847

15 Fixed asset investments

	Unlisted Investments £
Cost or valuation	
At 1 January 2021	510,873
Valuation changes	59,208
Disposals	(75,000)
At 31 December 2021	495,081
Carrying amount	
At 31 December 2021	495,081
At 31 December 2020	510,873

16 Stocks

	2021 £	2020 £
Raw materials and consumables	209	691

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Notes To The Financial Statements (Continued) For The Year Ended 31 December 2021

17 Debtors

	2021	2020
	£	£
Amounts falling due within one year:		
Other debtors	6,648	5,710

18 Creditors: amounts falling due within one year

	2021	2020
	£	£
Accruals and deferred income	3,960	2,460

19 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Balance at 1 January 2020	Movement in funds Incoming resources	Balance at 1 January 2021	Movement in funds Incoming resources	Balance at 31 December 2021
	£	£	£	£	£
Friends of St Mary's fund	7,322	1,510	8,832	1,160	9,992

20 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Balance at 1 January 2020	Movement in funds Incoming resources	Transfers	Balance at 1 January 2021	Movement in funds Incoming resources	Transfers	Balance at 31 December 2021
	£	£	£	£	£	£	£
Memorial Wall fund	16,827	358	-	17,185	358	-	17,543
Church repair fund	8,800	-	2,400	11,200	-	2,400	13,600
	25,627	358	2,400	28,385	358	2,400	31,143

**The Parochial Church Council of the Ecclesiastical Parish of St Mary
The Virgin, Leigh, Tonbridge, Kent**

Notes To The Financial Statements (Continued)

For The Year Ended 31 December 2021

21 Analysis of net assets between funds

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £
Fund balances at 31 December 2021 are represented by:						
Tangible assets	5,034	-	5,034	10,847	-	10,847
Investments	495,081	-	495,081	510,873	-	510,873
Current assets/ (liabilities)	30,152	9,992	40,144	31,642	8,832	40,474
	<u>530,267</u>	<u>9,992</u>	<u>540,259</u>	<u>553,362</u>	<u>8,832</u>	<u>562,194</u>

22 Related party transactions

There were no disclosable related party transactions during the year (2020 - none).

Accounts

**The Parochial Church Council of the Ecclesiastical
Parish of St Mary The Virgin, Leigh, Tonbridge,
Kent**

Annual Report And Unaudited Financial Statements

For The Year Ended 31 December 2020

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Legal And Administrative Information

Charity number	1133968
Vicar & Chairman	The Revd Lionel Kevis
Principal address	St Mary's Church High Street Leigh Tonbridge Kent TN11 8QR
Independent examiner	Loucas The Carriage House Mill Street Maidstone Kent ME15 6YE
Bankers	Santander Bridle Road Bootle Merseyside L30 4GB

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Contents

	Page
Trustees' report	1 - 4
Independent examiner's report	6
Statement of financial activities	7
Balance sheet	8
Notes to the financial statements	9 - 19

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Trustees' Report

For The Year Ended 31 December 2020

The Trustees present their report and financial statements for the year ended 31 December 2020.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Charities Act 2016 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)".

Objectives and activities

St Mary's Church is part of the Tonbridge Deanery and the Diocese of Rochester. The Parochial Church Council of St Mary's (the PCC) has the responsibility of co-operating with the incumbent in promoting in the ecclesiastical parish the whole mission of the church: pastoral, evangelistic, social and ecumenical. The PCC is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure and is a registered charity no. 1133968.

PCC members are responsible for making decisions on all matters of general concern and importance to the parish, including deciding on how the funds of the PCC are to be spent. The Trustees have had due regard to the Charity Commission's guidance under Charities Act 2016 on public benefit when considering the Charity's objectives and activities. St Mary's Church provides public benefit by offering a variety of styles of public worship and by providing an open, accessible and welcoming village resource.

The PCC continued to use strategic objectives to reflect Jesus's Great Commission (Matthew 28 v10) 'Go therefore and make disciples of all nations as follows:

- i. To bring others to Christ through outreach in the community;
- ii. To continue to develop the youth and young families programme;
- iii. To gain greater commitment from all church members to give time voluntarily to helping the community and God's work in the village.

In line with many other organisations deemed as 'non-essential', the church was required to close between March and June due to the onset of a global virus, COVID-19. Although the building opened in mid-June for private prayer and spoken services resumed in July, there were further periods of restrictions and forced closure for the remainder of the year. A number of weddings were postponed until 2021 and certain events were sadly cancelled.

Church membership and attendance was therefore as follows:

	2020	2019
Number on electoral roll	92	92
Number on roll not resident in parish	21	21
Usual Sunday attendance - adults	45	51
Usual Sunday attendance - under the age of 16	6	8
Easter attendance	-	166
Christmas attendance	-	488
Baptisms	-	6
Weddings & Blessings	2	3
Funerals in church	3	4

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Trustees' Report (Continued)

For The Year Ended 31 December 2020

However, staff, members of the PCC and volunteers responded positively to the predicament and, from the beginning of the first lockdown and into 2021, the following activities took place:

Virtual Sunday Services

From the early days of lockdown, the Vicar was able to record sermons and prayers for broadcast on our Vimeo account via the St Mary's website: www.stmarysleigh.org. This ministry was enhanced throughout the year by augmenting newly-recorded readings, prayers and sermons with pre-recorded music from the St Martin's singers, provided by the Church of England's innovative digital resources hub. This has enabled us to continue to follow the liturgical calendar and to provide online services with a local flavour.

Family Services & Forest Church

Encouraged by the success of Forest School at Leigh Primary School and aware that online services had a limited reach, the Youth and Families Minister introduced the idea of Forest Church, made possible by the purchase of a pop-up gazebo to allow attendees to move around to various venues whilst abiding by social distancing regulations. At times, it has been necessary to stream or pre-record Forest Church, but it has been a big success, attracting some 50 to 60 primary school age children each week when counting those attending in person and online.

Work is ongoing to bring the formula and spirit of Forest Church – and the involvement of children in the services - into the Family Services, both online and, in the future, in the church building.

Fabric

St Mary's undertook two major fabric projects in 2020: repairs to the Lychgate and refurbishment and upgrading of the sound system. Repairs to the churchyard path were made during early 2021 and it was hoped to add live-streaming capabilities to the sound system as soon as practicable.

Pastoral Work

The Vicar and Churchwardens actively engaged in pastoral work during the year, checking on people who were housebound or shielding, supporting the work of the Leigh volunteers and raising spirits at times such as Easter and Christmas. St Mary's has been supporting a local foodbank and provided laptops for school children. The church stayed open for private prayer for most of the year thanks to an 18-strong team of cleaning volunteers, the St James' Guild.

Safeguarding

The PCC has appointed individuals to the requisite roles and continues to abide by its Safeguarding Policy. In this respect, the PCC is fully compliant with Diocesan requirements.

Fundraising

The majority of personal giving is usually received through collections at services and regular monthly or quarterly contributions. Gift Aid is reclaimed on as many eligible donations as possible.

We do not use third party suppliers to assist us with our fundraising. The charity has not voluntarily subscribed to any fundraising standards or schemes for fundraising regulation. There have been no complaints to the charity regarding fundraising. The charity is mindful of the need to protect vulnerable people and other members of the public from any unreasonable intrusion on their privacy, such as being unreasonably persistent or placing undue pressure on a person to give money or other property.

Risk Assessment

Regular risk assessments were undertaken in 2020 with specific reference to the possibility and desirability of opening the church and holding services.

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Trustees' Report (Continued)

For The Year Ended 31 December 2020

Financial review

The PCC reported an operating deficit of £63,445 (2019: £39,987) which, when investment losses of £16,228 (2019: gains of £73,299) were taken into account, resulted in net expenditure of £79,673 for the year (2019: net income of £33,312). Planned giving held up well throughout the year but, due to the lack of services, gifts in the collection plate were over £5,000 lower than in the previous year.

A total of £65,000 was withdrawn from the PCC's investment portfolio over the course of the year to cover the operating deficit and to allow the sound system and lychgate projects to be undertaken. As a result, losses of £4,265 were realised and the portfolio suffered unrealised losses of £11,963. The market value of the portfolio at the year end was £510,873 (2019: £592,101).

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The Trustees considers that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

Reserves

Free unrestricted reserves stood at £524,977 at the year-end (2019: £608,918). Designated reserves stood at £28,385 (2019: £25,627), being £17,185 in respect of the Memorial Wall Fund and £11,200 held in the Church Repair Fund. The restricted fund – Friends of St Mary's – contained £8,832 (2019: £7,322). The PCC's Investment Policy allows the annual operating deficit to be funded by its unrestricted reserves over the long term.

Going concern

The Trustees have evaluated the circumstances in which the PCC operates. The PCC has unrestricted reserves of over £500,000 and the Trustees have therefore concluded that there are no material uncertainties that cast doubt on the charity's ability to continue as a going concern over the medium term.

The Trustees has assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Trustees' Report (Continued)

For The Year Ended 31 December 2020

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

Vicar & Chairman:

The Revd Lionel Kevis (+)

Churchwardens:

James Irving (+)

Andrew McClintock (resigned 29th September)

Elizabeth Wynn Owen (appointed 29th September) (+)

Deanery Synod Representatives:

Jane Withers (Reader)

Julie Porter

Elected Members:

To seek re-election in 2021:

Rachel Littlejohn (+)

Richard Nevard (+)

Ian Vincent

To seek re-election in 2022:

Geoff Dalby

Nicola Ellis

To seek re-election in 2023:

Sarah-Jane Hardy

Helen Hobhouse (+)

Stephanie Rutherford

Non-Members in attendance:

David Bennie (Youth and Families Minister)

Gill Bennie (Office Manager)

Lisa Srotyr (Secretary)

(+) Denotes membership of the PCC Standing Committee, which meets six times a year and is empowered to transact the normal business of the PCC between meetings, subject to any directions given by the Council.

The PCC met six times during the year; most meetings were held remotely via Zoom. The Rector and Churchwardens are ex-officio Trustees, as are the Deanery Synod Representatives, providing the PCC with an important link between the parish and the wider structures of the church. Churchwardens are elected on an annual basis, up to an agreed maximum of six years. A further nine members are elected, a third of whom stand for re-election every three years. The following members and officials were elected and appointed at the Annual Parochial Church Meeting held on 29th September 2020 and elected or co-opted at subsequent meetings of the Council.

The Trustees' report was approved by the Board of Trustees.

James Irving

Trustee

Dated: 29 October 2021

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Statement Of Trustees' Responsibilities

For The Year Ended 31 December 2020

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

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

In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2016, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. 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.

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Independent Examiner's Report

To The Trustees Of The Parochial Church Council of the Ecclesiastical Parish of St Mary
The Virgin, Leigh, Tonbridge, Kent

I report to the Trustees on my examination of the financial statements of The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent (the charity) for the year ended 31 December 2020.

Responsibilities and basis of report

As the Trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2016 (the 2016 Act).

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2016 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2016 Act.

Independent examiner's statement

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

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2019.

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

- 1 accounting records were not kept in respect of the charity as required by section 130 of the 2016 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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

Athos Louca, FCCA, ICPAC (Senior Statutory Auditor)
for and on behalf of
Loucas

The Carriage House
Mill Street
Maidstone
Kent
ME15 6YE

Dated: 29 October 2021

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Statement Of Financial Activities Including Income And Expenditure Account

For The Year Ended 31 December 2020

	Notes	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £	Unrestricted funds 2019 £	Restricted funds 2019 £	Total 2019 £
Income from:							
Donations and legacies	3	37,050	1,510	38,560	43,034	2,045	45,079
Charitable activities	4	11,199	-	11,199	15,928	-	15,928
Other trading activities	5	723	-	723	1,972	-	1,972
Investments	6	20,671	-	20,671	23,849	-	23,849
Total income		69,643	1,510	71,153	84,783	2,045	86,828
Expenditure on:							
Raising funds	7	6,538	-	6,538	-	-	-
Charitable activities	8	124,566	-	124,566	120,123	-	120,123
Other	11	3,494	-	3,494	6,692	-	6,692
Total resources expended		134,598	-	134,598	126,815	-	126,815
Net gains/(losses) on investments	12	(16,228)	-	(16,228)	73,299	-	73,299
Net movement in funds		(81,183)	1,510	(79,673)	31,267	2,045	33,312
Fund balances at 1 January 2020		634,545	7,322	641,867	603,278	5,277	608,555
Fund balances at 31 December 2020		553,362	8,832	562,194	634,545	7,322	641,867

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Balance Sheet

As At 31 December 2020

	Notes	2020 £	£	2019 £	£
Fixed assets					
Tangible assets	13		10,847		6,594
Investments	14		510,873		592,101
			<u>521,720</u>		<u>598,695</u>
Current assets					
Stocks	15	691		567	
Debtors	16	5,710		12,688	
Cash at bank and in hand		36,533		34,117	
		<u>42,934</u>		<u>47,372</u>	
Creditors: amounts falling due within one year	17	(2,460)		(4,200)	
Net current assets			<u>40,474</u>		<u>43,172</u>
Total assets less current liabilities			<u>562,194</u>		<u>641,867</u>
Income funds					
Friends of St Mary's		8,832		7,322	
	18		8,832		7,322
<u>Unrestricted funds</u>					
Designated funds:					
Memorial Wall fund		17,185		16,827	
Church Repair fund		11,200		8,800	
	19	<u>28,385</u>		<u>25,627</u>	
General unrestricted funds		<u>524,977</u>		<u>608,918</u>	
			<u>553,362</u>		<u>634,545</u>
			<u>562,194</u>		<u>641,867</u>

The financial statements were approved by the Trustees on 29 October 2021

James Irving
Trustee

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Notes To The Financial Statements

For The Year Ended 31 December 2020

1 Accounting policies

Charity information

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent is part of the Tonbridge Deanery and the Diocese of Rochester. The Parochial Church Council of St Mary's (the PCC) has the responsibility of co-operating with the incumbent in promoting in the ecclesiastical parish the whole mission of the church: pastoral, evangelistic, social and ecumenical. The PCC is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure and is a registered charity no. 1133968.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Charities Act 2016 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

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

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

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

1.3 Charitable funds

Unrestricted funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC.

Designated funds are unrestricted funds set aside by the PCC for specific purposes and can be re-designated by the PCC at any time. There are currently two designated funds: *The Memorial Wall Fund* is for the periodic extension, modification and maintenance of the Memorial Wall on the northern boundary of the churchyard. *The Church Repair Fund* is held by the Diocese on behalf of the PCC and is intended to contribute to the costs of work arising from the Quinquennial Inspection.

Restricted funds are those where donors have placed restrictions on the use of the funds. *The Friends of St Mary's Fund* was established in 2013 to hold donations given by those in the village who do not engage with the spiritual life of the St Mary's but nevertheless value the church's presence in the community.

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Notes To The Financial Statements (Continued)

For The Year Ended 31 December 2020

1 Accounting policies

(Continued)

1.4 Income

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

Collections are recognised when received by or on behalf of the PCC. Planned giving receivable under Gift Aid is recognised only when received. Income tax recoverable on Gift Aid donations is recognised when the income is recognised. Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably probable.

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

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

1.5 Expenditure

Charitable activities includes the direct costs of the Church and its mission as well as costs incurred in support of these activities.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures and fittings	25% on cost
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The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

Consecrated property and movable church furnishings

Consecrated and beneficed property of any kind is excluded from the accounts by s.96(2)(a) of the Charities Act 2011. Movable church furnishings held by the Rector and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. All expenditure incurred on consecrated or beneficed property, whether maintenance or improvements, is written off.

1.7 Fixed asset investments

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Notes To The Financial Statements (Continued)

For The Year Ended 31 December 2020

1 Accounting policies

(Continued)

1.8 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.9 Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the stocks to their present location and condition. Items held for distribution at no or nominal consideration are measured the lower of replacement cost and cost.

Net realisable value is the estimated selling price less all estimated costs of completion and costs to be incurred in marketing, selling and distribution.

1.10 Cash and cash equivalents

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

1.11 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

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

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Notes To The Financial Statements (Continued)

For The Year Ended 31 December 2020

1 Accounting policies

(Continued)

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.12 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

2 Critical accounting estimates and judgements

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

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

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Notes To The Financial Statements (Continued)

For The Year Ended 31 December 2020

3 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2020 £	2020 £	2020 £	2019 £	2019 £	2019 £
Donations and gifts	35,535	1,510	37,045	41,669	2,045	43,714
Grants received	1,515	-	1,515	1,365	-	1,365
	<u>37,050</u>	<u>1,510</u>	<u>38,560</u>	<u>43,034</u>	<u>2,045</u>	<u>45,079</u>
Donations and gifts						
Planned giving Gift Aided	23,826	-	23,826	24,132	-	24,132
Planned giving CAF	3,784	-	3,784	3,809	-	3,809
Planned giving other	654	-	654	928	-	928
Collections	683	-	683	5,960	-	5,960
Sundry donations Gift Aided	358	1,510	1,868	35	1,777	1,812
Sundry donations other	520	-	520	657	-	657
Gift Aid recoverable	5,710	-	5,710	6,148	268	6,416
	<u>35,535</u>	<u>1,510</u>	<u>37,045</u>	<u>41,669</u>	<u>2,045</u>	<u>43,714</u>

4 Charitable activities

	Church activities 2020 £	Church magazine 2020 £	Total 2020 £	Church activities 2019 £	Church magazine 2019 £	Memorial Wall income 2019 £	Total 2019 £
Sales within charitable activities	-	9,622	9,622	-	10,522	-	10,522
Other income	1,577	-	1,577	4,332	-	1,074	5,406
	<u>1,577</u>	<u>9,622</u>	<u>11,199</u>	<u>4,332</u>	<u>10,522</u>	<u>1,074</u>	<u>15,928</u>

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Notes To The Financial Statements (Continued)

For The Year Ended 31 December 2020

5 Other trading activities

	Unrestricted funds	Unrestricted funds
	2020 £	2019 £
Fundraising events	723	1,972
	<u>723</u>	<u>1,972</u>

6 Investments

	Unrestricted funds	Unrestricted funds
	2020 £	2019 £
Interest receivable	20,671	23,849
	<u>20,671</u>	<u>23,849</u>

7 Raising funds

	Unrestricted funds	Total
	2020 £	2019 £
<u>Trading costs</u>		
Magazine and printing costs	6,538	-
	<u>6,538</u>	<u>-</u>

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Notes To The Financial Statements (Continued)

For The Year Ended 31 December 2020

8 Donations made

	Church activities 2020 £	Church activities 2019 £
Donations to institutions:		
Overseas Relief and Development Agencies		
Gambian Projects Overseas	1,400	1,400
Release International	100	-
Home Missions & other Church Organisations		
Friends of Rochester Cathedral	40	10
Friends of Kent Churches	10	10
Tonbridge Baptist Church	500	100
Langley House Trust	1,400	1,400
Wycliffe Hall	500	-
Tonbridge Children's Workshop	1,000	-
The Bible Society	-	100
Secular Charitable Organisations		
The Bridge Trust	1,400	1,400
Other		
Previously accrued donations	(4,200)	-
	<u>2,150</u>	<u>4,420</u>

The PCC maintains a policy of giving a minimum of 10% of its donated income (excluding restricted income) to missions and charities, with particular emphasis given to those which operate from a Christian base.

These donations made do not meet the criteria to be recognised as a liability and will be recognised as expenditure in the 2021 financial year.

9 Trustees

None of the Trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

10 Employees

The average monthly number of employees during the year was:

	2020 Number	2019 Number
	<u>2</u>	<u>2</u>
Employment costs	2020	2019

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Notes To The Financial Statements (Continued)

For The Year Ended 31 December 2020

10 Employees	(Continued)	
	£	£
Wages and salaries	34,450	26,251
11 Other		
	Unrestricted funds	Unrestricted funds
	2020	2019
Other expenditure	3,494	6,692
	3,494	6,692
12 Net gains/(losses) on investments		
	Unrestricted funds	Unrestricted funds
	2020	2019
	£	£
Revaluation of investments	(16,228)	73,299

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Notes To The Financial Statements (Continued)

For The Year Ended 31 December 2020

13 Tangible fixed assets

	Fixtures and fittings £
Cost	
At 1 January 2020	13,190
Additions	10,068
At 31 December 2020	23,258
Depreciation and impairment	
At 1 January 2020	6,596
Depreciation charged in the year	5,815
At 31 December 2020	12,411
Carrying amount	
At 31 December 2020	10,847
At 31 December 2019	6,594

14 Fixed asset investments

	Unlisted investments £
Cost or valuation	
At 1 January 2020	592,101
Valuation changes	(16,228)
Disposals	(65,000)
At 31 December 2020	510,873
Carrying amount	
At 31 December 2020	510,873
At 31 December 2019	592,101

15 Stocks

	2020 £	2019 £
Raw materials and consumables	691	567

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Notes To The Financial Statements (Continued)

For The Year Ended 31 December 2020

16 Debtors

	2020 £	2019 £
Amounts falling due within one year:		
Other debtors	5,710	12,688
	<u>5,710</u>	<u>12,688</u>

17 Creditors: amounts falling due within one year

	2020 £	2019 £
Other creditors	-	4,200
Accruals and deferred income	2,460	-
	<u>2,460</u>	<u>4,200</u>

18 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Balance at 1 January 2019 £	Movement in funds Incoming resources £	Balance at 1 January 2020 £	Movement in funds Incoming resources £	Balance at 31 December 2020 £
Friends of St Mary's fund	5,277	2,045	7,322	1,510	8,832
	<u>5,277</u>	<u>2,045</u>	<u>7,322</u>	<u>1,510</u>	<u>8,832</u>

19 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Balance at 1 January 2019 £	Movement in funds Incoming resources £	Transfers £	Balance at 1 January 2020 £	Movement in funds Incoming resources £	Transfers £	Balance at 31 December 2020 £
Memorial Wall fund	15,753	1,074	-	16,827	358	-	17,185
Church repair fund	6,350	50	2,400	8,800	-	2,400	11,200
	<u>22,103</u>	<u>1,124</u>	<u>2,400</u>	<u>25,627</u>	<u>358</u>	<u>2,400</u>	<u>28,385</u>

The Parochial Church Council of the Ecclesiastical Parish of St Mary The Virgin, Leigh, Tonbridge, Kent

Notes To The Financial Statements (Continued)

For The Year Ended 31 December 2020

20 Analysis of net assets between funds

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £	Unrestricted funds 2019 £	Restricted funds 2019 £	Total 2019 £
Fund balances at 31 December 2020 are represented by:						
Tangible assets	10,847	-	10,847	6,594	-	6,594
Investments	510,873	-	510,873	592,101	-	592,101
Current assets/ (liabilities)	31,642	8,832	40,474	7,826	7,322	43,172
	<u>553,362</u>	<u>8,832</u>	<u>562,194</u>	<u>606,521</u>	<u>7,322</u>	<u>641,867</u>

21 Related party transactions

There were no disclosable related party transactions during the year (2019 - none).