

**PAROCHIAL CHURCH COUNCIL OF TETTENHALL REGIS**  
**REPORT AND ACCOUNTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**

# PAROCHIAL CHURCH COUNCIL OF TETTENHALL REGIS

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# PAROCHIAL CHURCH COUNCIL OF TETTENHALL REGIS

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Council members</b>	(During the year ended 31 December 2020 and to date)	
<b>Clergy:</b>	Revd Richard Reeve	(Rector)
	Revd Dave Wills	(Team Vicar St Paul's) (Appointed 28 February 2021)
	Revd Simon Douglas	(Team Vicar Holy Cross and Christ the King)
	Revd Allen Roberts	(Assistant Curate)
	Revd Cath Leighton	(Assistant Curate)
<b>Parish Wardens:</b>	Andrew Graham	
	Mark Cadwallader	
<b>Diocesan Synod:</b>	Cyril Randles	
	Barbara Gollings	

The other members of the PCC elected at the Annual Parochial Meeting on 27 September 2020 have been:

<b>From the Readers / Lay Ministers:</b>	Stella Salt	(St Michael's)
	Dorothy Clayton	(St Paul's)
	Mark Cadwallader	(Holy Cross)
<b>From St Michael's:</b>	Phil Deeming	
	Peter Stevens	
	Jon Preece	
	Paul Holt	
	Paula Timmins	
	Roberta Evans	
	Caroline Bayley	
	Tony Cotton	
<b>From Christ the King:</b>	David Parsons	
	Dawn Parsons	
	Margaret Perry	
	David Jacques	
	Jasmine Eldon	
	Iggy Peters	
<b>From St Paul's:</b>	Dot Clayton	
	Greta Lowe	
	Susan Hughes	
	Marion Burns	
	Ron McTurk	
	Eddie Baker	
	Bridget Campbell	
<b>From Holy Cross:</b>	Rita Ash	
	Carole Page	
	Janet Pugh	
	Mike Spragg	
	Pat Brown	

# PAROCHIAL CHURCH COUNCIL OF TETTENHALL REGIS

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Chairman</b>	Revd R Reeve
<b>Treasurer</b>	Mr A Cotton
<b>Secretary</b>	Mr Keith McQuillen
<b>Charity Number</b>	1134030
<b>Principal address</b>	Church Cottage Church Road Tettenhall Wolverhampton West Midlands WV6 9AJ
<b>Independent Examiner</b>	C Cooper FCA Chartered Accountant 80 Codsall Road Tettenhall Wolverhampton West Midlands WV6 9QP
<b>Bankers</b>	Lloyds Bank Plc 37 Queen Square Wolverhampton West Midlands WV1 1TQ  Santander UK plc Brindle Road Bootle Merseyside G1R 0AA  Barclays Bank Plc 18 Queen Square Wolverhampton West Midlands WV1 1DS  The Co-Operative Bank Plc P.O. Box 250 Skelmersdale WN8 6WT
<b>Investment managers</b>	CCLA Investment Management Ltd 80 Cheapside London EC2V 6DZ

# PAROCHIAL CHURCH COUNCIL OF TETTENHALL REGIS

## COUNCIL MEMBERS' REPORT FOR THE YEAR ENDED 31 DECEMBER 2020

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The council members present their report and accounts for the year ended 31 December 2020.

The legal and administrative information set out on page 1 -2 forms part of this report.

The accounts have been prepared in accordance with the accounting policies set out in note 2 to the accounts and comply with the charity's governing documents, applicable law and the 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 (FRS102) (effective 1 January 2015).

The Health and Safety Policy and its implementation are regularly monitored by the Parish Health and Safety Committee, and each Church has representatives. It is considered that as long as these policies are followed, the risk to both members and users of church facilities is minimised as far as is practicable. The Health and Safety Committee also has general oversight on all non-financial areas of risk.

There is a Safeguarding Coordinator, and a Safeguarding Officer for each Church. DBS checks are made on all those likely to have contact with children and vulnerable adults. Appropriate training in Safeguarding is provided. It is considered that the risk has been minimised as far as is practicable.

### Objectives and Activities

The primary object of the PCC, working in conjunction with the DCCs and the Ministry Team, is the promotion of the Gospel of Our Lord Jesus Christ according to the doctrines and practices of the Church of England.

Each Church determines its own Mission and Charitable Giving Policy.

The four churches are committed to working together with one another and share lay and ordained ministry.

The four churches have together provided a year-long Encounter group to nurture children in their Christian faith and prepare them for confirmation. A parish-wide strategy for adult Christian education is in operation.

There is a shared ministry across the parish in relation to baptisms, weddings and funerals.

In setting our objectives and planning our activities the Council Members have given careful consideration to the duty in Section 17 (5) of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit.

### Risk management

The trustees are responsible for the management of the risks faced by the charity. Risks are identified, assessed and controls are established throughout the year. A formal review of the risk management procedure is undertaken on an annual basis. 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.

### Achievements and performance

During the year 2020, considerable restrictions were in place due to the Coronavirus Pandemic. This led to the cancellation or postponement of most weddings and reduction in the number of funerals in church. In the early part of the pandemic many of the local branches of funeral directors were closed and severe restrictions were in place for attendance at funerals. These factors may account for a reduction in the number of funerals we were asked to conduct. For most of the year we were unable (not permitted) to conduct baptisms.

Funerals at St Michael's:19 , at Christ The King:1, at Holy Cross:2, at Crematoria:55, at Danescourt:4.

Weddings at St Michael's:3.

Baptisms at St Michael's:5 at Christ The King:1, at Holy Cross:2

Confirmations in the Parish: NIL.

# PAROCHIAL CHURCH COUNCIL OF TETTENHALL REGIS

## COUNCIL MEMBERS' REPORT FOR THE YEAR ENDED 31 DECEMBER 2020

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In 2020, the activities of the four Churches were very much curtailed due to the Coronavirus Pandemic. The Churches were closed for public worship from .... to...

In response to the pandemic, we began to offer daily prayer on Facebook (with Morning, Evening and Night Prayer each day) and a Eucharist on Facebook, on Sundays and Principal Feasts and Holy Days. These online services were organized on a parish-wide basis and involved clergy and lay people from the four churches. It was encouraging to see regular members of our congregations as well as other people from the locality and beyond, joining in prayer and worship together online.

Like many across society we began to become more familiar with communication technology and many of our activities continued using video conferencing (eg with Zoom, Teams or WhatsApp). This included meetings of the PCC and DCCs.

Our "Encounter" youth group, began to meet on Zoom and included a scheme to develop young leaders. Activities for fellowship and study continued online.

A weekly online "Sunday School" was broadcast on Facebook for children.

Parish Memorial Services were held online to which bereaved families were invited.

We were aware that a number of members of our congregations are not able to access activities and communication online and so a fortnightly notice booklet, including the script of a sermon, was distributed by volunteers to members of the congregations who could not receive notices by email.

**St. Michael's** has a ministry in part derived from its position in the community. As well as offering regular public worship, it is a focus for baptisms, weddings and funerals served by the clergy and the laity. In addition to the services themselves there is significant work in marriage and baptism preparation and bereavement support. Two memorial services are held annually to which the recently bereaved are invited.

A pastoral team meets regularly to coordinate pastoral care in the parish, including ministry in care homes, visiting the sick, baptism and bereavement support and support for the local Food Bank. The pastoral committee continued to meet monthly on Zoom and some Care Home services took place using Teams.

Church members are involved in work as governors and volunteers in three church schools (both primary and secondary). The church regularly hosts worship for St Michael's (primary school) and The King's (secondary) School and Tettenhall College. These activities could not continue through the year and contributions were made by the clergy to online worship and the provision of resources to the schools.

The church has a variety of youth, children's and adult groups and activities. A team of Sunday School teachers provide Christian education to children during the Sunday morning services. St Michael's has taken an active part in Christian Education and Nurture in the Parish.

Teams from the congregation undertake pastoral visiting and conduct worship in the residential care homes in the parish (although these activities were curtailed in 2020). We have provided regular support for the Chaplaincy at New Cross Hospital for many years but due to changing needs of the chaplaincy in the hospital, this came to an end in 2020. Members of the congregation are active in local community neighborhood groups.

The Parish Centre in Upper Street, adjacent to Tettenhall village, accommodates Tettenhall Library, and is used by a variety of Church and community groups and serves the whole age range. A drop in Café operates weekly from the Parish Centre offering companionship and support (curtailed due to the pandemic).

The church building is used for concerts and charitable activities through the year and provides welcome social and refreshment space after services (curtailed in 2020).

## PAROCHIAL CHURCH COUNCIL OF TETTENHALL REGIS

In addition to public worship **Christ the King** offers a ministry of pastoral care through informal visiting, monthly healing services and Prayer Guild, also opportunities for faith development, through adult study groups and participation in Encounter, the parish-wide course for young people. A regular program of social and fundraising events for all ages provides a welcome to a wide network of local people and the church buildings are used every day of the week by community groups, including pre-school playgroup and nursery, Mums and Toddlers, Guides, Brownies and Rainbows, School of Dance, Yoga, Slimming World, Keep Fit and a monthly Board Games day. The building is also used as a polling station for both local and national elections. The current and future focus of our work is to upgrade and enhance our buildings to provide better facilities for worship and community use in line with our vision statement: "Celebrating God's love at the heart of our community."

During the year **St Paul's** offered public worship every Sunday morning. Social and fund-raising events were provided for the church family, friends and the wider community of all ages. Christian education and nurture were provided through Sunday School, Bible Study and Lent groups, and through participation in Encounter, the Parish Confirmation course and other Parish groups. St Paul's supports Rainbows, Brownies and Guides Packs and a Stay & Play group. The ongoing partnership in mission with St Paul's CofE (VA) Primary School included sharing in acts of worship on Sunday occasions and during school time, and involvement by members of the church as School Governors. St Paul's chapel, hall and Oasis café space were used by a variety of community groups throughout the year. The Oasis Café is open every week day and Saturday mornings as a community café. The cafe is operated as a private business under licence from the church. St Paul's receives income from this in the form of a licence fee. During the year worship in church and many of the activities were unable to continue. Communication to the congregation and contacts was continued through a regular newsletter along with pastoral care for the congregation. A number of online groups for prayer and bible study took place and when allowed a socially distanced group met outdoors for conversation and fellowship.

# PAROCHIAL CHURCH COUNCIL OF TETTENHALL REGIS

## COUNCIL MEMBERS' REPORT (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

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The ministry of **Holy Cross** is centred on its position at the heart of the community of Bilbrook. In addition to offering regular public worship, the church is engaged in the opportunities offered through the pastoral events of baptisms and funerals. This work is also supported by an active pastoral team, who offer pastoral visiting, including home communion, bereavement ministry, and biannual memorial services.

The church is active in the two schools within the district, with governors and volunteers engaging in the life of Lane Green First School and Bilbrook Church of England Middle School. The church regularly hosts the schools for services at key points in the year, as well as for enrichment of the Religious Studies curriculum and clergy lead a termly Eucharist in the middle school. The middle school is federated with Codsall High School and Perton Middle School, and there is also opportunity for involvement in those schools. The church also has a wide variety of groups and activities for Christian education and nurture, through a teenage nurture group, a youth group, a summer holiday club, and also through Bible Study, and parish wide groups, including those preparing for confirmation. The church also has a full social and fundraising calendar.

### Worship Patterns

The regular pattern of Worship at **St. Michael's** is:

Sunday	8.00am	Holy Communion
	10.30am	Parish Communion
	6.30pm	Evensong (or other evening service)
Wednesday	10.30am	Holy Communion

The Eucharist is also celebrated on Principal Feasts and Holy Days

The regular pattern of Worship at **Christ the King** is:

Sunday	8.30am [2 <sup>nd</sup> only]	Holy Communion
	10.00am	Family Communion
	6.30pm [3 <sup>rd</sup> only]	Healing Service
Wednesday	9.30am	Holy Communion

The regular pattern of Worship at **St. Paul's** is:

Sunday	10.30am	Worship Together
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2<sup>nd</sup> Sunday of the month is an all-age Service of the Word, Eucharist other Sundays.

The regular pattern of Worship at **Holy Cross** is:

Sunday	9am (1 <sup>st</sup> and 3 <sup>rd</sup> )	Holy Communion
	10.45am	Holy Communion (except 1 <sup>st</sup> Sunday 10.45am Praise Service)
Monday	12noon	Holy Communion
Thursday	9.30am	Holy Communion

Morning Prayer is as follows;

Monday	8.30 am	St Michaels
Tuesday	8.30 am	St Michaels
Thursday	8.30am	St Michaels

Worship was suspended for most of the year in accordance with Church of England and Governmental instructions arising from the Covid 19 pandemic.

# PAROCHIAL CHURCH COUNCIL OF TETTENHALL REGIS

## COUNCIL MEMBERS' REPORT (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

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The trustees believe that, by promoting the work of the Church of England in the Ecclesiastical Parish of Tettenhall Regis it helps to promote the whole mission of the Church (pastoral, evangelistic, social and ecumenical) more effectively, within the Ecclesiastical Parish, and that in doing so it provides a benefit to the public by: -

- Providing facilities for public worship, pastoral care and spiritual, moral and intellectual development, both for its members and for anyone who wishes to benefit from what the Church offers: and
- Promoting Christian values, and service by members of the Church in and to their communities, to the benefit of individuals and society as a whole.

### Financial review

The principal funding source is from voluntary donations and legacies together with rental income and investment income. There has been a significant reduction in amounts collected at services due to the necessary Covid restrictions, though we have been pleased to receive some special donations. For the same reason, gross fee income was reduced by £38,487. The results for the year are helped greatly by the waiving of 1½ months Parish Share by the Diocese.

The Statement of Financial Activities on page 11 shows gross income for the year of £240,576 and expenditure of £247,215. Reserves stand at £1,424,434 in total consisting of £484,180 restricted funds, £78,372 Endowment funds, £52,376 designated funds and £809,506 of unrestricted funds.

Of the £809,506 of unrestricted funds, £797,250 are held as property assets; they are therefore not available to be used to pay expenses or to repay the loans which are owed.

### Reserves policy

The trustees have established a policy whereby unrestricted funds not invested in fixed assets, are held at a level which equates to approximately three months of unrestricted wages and indirect expenditure, taking account of potential risks and contingencies that may arise from time to time. The policy is reviewed annually by the Trustees and Management Committee. The present level of reserves required is assessed at £68,000. The trustees will endeavour to build up free reserves to the ideal level by means of annual operating surpluses. The trustees also aim to maintain reserves of £60,000 at the bank. The actual level of cash reserves is approximately £53,541. It is foreseen that the continuing issues arising from Covid-19 will result in a substantial call on reserves.

### Asset cover for funds

Note 14 sets out an analysis of the assets attributable to the various funds. These assets are sufficient to meet the charity's obligations on a fund by fund basis.

### Investment policy

The charity has the power to make any investment which the Council see fit. The Council's investment policy is that funds held in reserves shall be invested to provide a good return with a minimum of risk. Cash reserves are invested as required, who provides a good service and a reasonable return.

### Structure, governance and management

The Parish of **Tettenhall Regis** has four centers of worship. The Parish Church of St Michael and All Angels in Church Road, Tettenhall, the Church of Christ the King, Pendeford Avenue, Aldersley, the Church of St Paul, Whitburn Close, Pendeford and the Parish Church of Holy Cross, Bilbrook Road, Bilbrook. The Rector is Revd. Richard Reeve and the Parish Office is in Church Cottage, Church Road, Tettenhall WV6 9AJ

The Parish has a Team Ministry Mandate and a Scheme made under Section 18 of the Church Representation Rules which sets out the structure of Tettenhall Regis PCC.

# PAROCHIAL CHURCH COUNCIL OF TETTENHALL REGIS

## COUNCIL MEMBERS' REPORT (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

The Parochial Church Council (PCC) is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The PCC is registered with the Charity Commission. PCC members act as trustees. All of the council members serving during the year are listed on page 1. New council members (i.e. trustees) are members of the congregation and people with very strong local background. All are elected at our Annual General Meeting, but occasionally serve on a co-opted basis beforehand.

All new trustees are provided with the following:

- History and background information
- A copy of the previous year's accounts and report
- A copy of the last PCC minutes

Their role and responsibilities are set out to all members at the first meetings of the newly constituted PCC and DCCs. Training for Church wardens is offered by the Diocese and the outgoing wardens have responsibility for briefing the new appointments.

The TC James Trust and the Tettenhall Education Trust (the Kingswood Fund) are established for the benefit of the Parish, as detailed in the accounts.

While much of the day to day activity is delegated to the four District Church Councils (DCC), the PCC retains ultimate responsibility, exercised by receiving reports from each DCC at each PCC.

There is a standing committee to meet where necessary, consisting of the Rector and Team Vicars, the three Treasurers, and the Parish and District Wardens. There is a Parish Stewardship and Finance Committee which meets regularly to monitor and advise on the management of Parish finances. Other committees meet at appropriate times.

The PCC has adopted policies on Health and Safety and Child Protection.

### **Reference and administrative information**

Details are included on pages 1 and 2.

### **Future**

We will continue to develop links with the wider community by offering space for community activities and improving that space, we will continue to encourage participation and leadership from Church members in such activities.

We will continue to support and develop our contribution to education and Christian spiritual development at all levels: through schools by providing chaplaincy, governance and voluntary support of Church and community schools, through children's and youth education in Church Groups (e.g. Sunday School's, Encounter, Youth Groups and Uniformed Organizations) and by a program of adult Christian education and nurture and through ongoing training for those engaged in active ministry (Ministry Team and other lay leaders), through nurturing vocations to ordained ministry and continued ministerial training, for ordains and newly ordained.

# PAROCHIAL CHURCH COUNCIL OF TETTENHALL REGIS

## COUNCIL MEMBERS' REPORT (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

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We will continue to offer regular public Christian worship to Almighty God in the traditions of the Church of England. To facilitate this our worship will be regularly reviewed and ministers responsible will continue in a life of prayer and undertake ministerial training within the Parish Ministry Team and as it is available in the Diocese and wider Church. We will continue to develop our ministry to the Church and the wider community through ministry at baptisms, weddings and funerals with the aid of the weddings project and by pastoral care before and after baptisms and funerals through collaboration of Lay and Ordained Ministers.

To facilitate ongoing developments and mission within the parish we encourage those who support the church to review their giving regularly. We aim to communicate effectively about the mission of the parish and to be open about its income and expenditure. We are seeking ways to develop a fundraising strategy which will widen our support base

The Council Members are satisfied with the performance of the Charity's investments, bearing in mind market conditions prevailing.

On behalf of the board of Council members



.....  
Rev. R. Reeve (Chairman)

Dated 11 April 2021

# PAROCHIAL CHURCH COUNCIL OF TETTENHALL REGIS

## INDEPENDENT EXAMINER'S REPORT TO THE COUNCIL MEMBERS OF THE PAROCHIAL CHURCH COUNCIL OF TETTENHALL REGIS

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I report to the trustees on my examination of the accounts of Parochial Church Council of Tettenhall Regis for the year ended 31 December 2020, which are set out on pages 10 to 23.

### Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011('the Act').

I report in respect of my examination of the Trustee's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

### Independent examiner's statement

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

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

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

  
.....  
**GP Morgan**  
**ACMA, CGMA, Chartered Management Accountant**

**Dated 11 April 2021**

242 Henwood Road  
Tettenhall  
Wolverhampton  
WV6 8NZ

# PAROCHIAL CHURCH COUNCIL OF TETTENHALL REGIS

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2020

	Note	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total 2020 £	Total 2019 £
INCOME AND ENDOWMENTS						
Voluntary income	3 (a)	140,124	10,066	-	150,190	176,536
Activities from generating funds	3 (b)	6,525	176	-	6,701	9,261
Income from Investments	3 (c)	49,600	12,613	-	62,213	77,296
Church Activities	3 (d)	21,407	65	-	21,472	63,216
Other income	3 (e)	-	-	-	-	242
<b>TOTAL INCOME</b>		<b>217,656</b>	<b>22,920</b>	<b>-</b>	<b>240,576</b>	<b>326,551</b>
EXPENDITURE						
Cost of raising funds	4 (b)	312	-	-	312	1,721
Church activities	4 (a)	232,105	14,798	-	246,903	347,008
<b>TOTAL EXPENDITURE</b>		<b>232,417</b>	<b>14,798</b>	<b>-</b>	<b>247,215</b>	<b>348,729</b>
NET INCOME/(EXPENDITURE) BEFORE INVESTMENT GAINS		(14,761)	8,122	-	(6,639)	(22,178)
NET GAINS ON INVESTMENTS	9	1,016	(1,802)	5,038	4,252	45,010
NET INCOME/EXPENDITURE		(13,745)	6,320	5,038	(2,387)	22,832
TRANSFER BETWEEN FUNDS		(100)	100	-	-	-
<b>NET MOVEMENT IN FUNDS</b>		<b>(13,845)</b>	<b>6,420</b>	<b>5,038</b>	<b>(2,387)</b>	<b>22,832</b>
Total funds brought forward		875,727	477,760	73,334	1,426,821	1,403,988
Total funds carried forward		861,882	484,180	78,372	1,424,434	1,426,820

The unrestricted funds at 31 December 2020 include £52,376 (2019: £ 50,247), which the Council Members have designated for specific purposes.

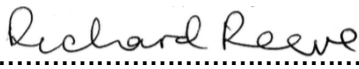
The notes on pages 12 to 23 form part of these accounts.


# PAROCHIAL CHURCH COUNCIL OF TETTENHALL REGIS

## BALANCE SHEET AS AT 31 DECEMBER 2020

		2020		2019	
	Notes	£	£	£	£
<b>Fixed assets</b>					
Tangible assets	8		967,250		967,700
Investments	9		311,080		314,978
			<hr/>		<hr/>
			1,278,330		1,282,678
<b>Current assets</b>					
Debtors	10	17,285		25,465	
Cash at bank and in hand		187,385		175,834	
		<hr/>		<hr/>	
		204,670		201,299	
<b>Creditors: amounts falling due within one year</b>	11	(24,016)		(21,331)	
		<hr/>		<hr/>	
<b>Net current assets</b>			180,654		179,968
			<hr/>		<hr/>
<b>Total assets less current liabilities</b>			1,458,984		1,462,646
<b>Creditors: amounts falling after one year</b>	12		(34,550)		(35,826)
			<hr/>		<hr/>
<b>Net Assets</b>			1,424,434		1,426,820
			<hr/>		<hr/>
<b>Funds</b>					
Restricted funds	13	484,180		477,758	
Endowment funds		78,372		73,334	
		<hr/>		<hr/>	
			562,552		551,092
<b>Unrestricted funds</b>					
Designated funds	14	52,376		50,247	
Other unrestricted funds		809,506		825,481	
		<hr/>		<hr/>	
			861,882		875,728
			<hr/>		<hr/>
			1,424,434		1,426,820
			<hr/>		<hr/>

The accounts were approved by the Council Members on 11 April 2021

  
.....  
Rev R Reeve (Chairman)

  
.....  
AC Cotton

# PAROCHIAL CHURCH COUNCIL OF TETTENHALL REGIS

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2020

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### 1 Funds of the charity

**Restricted funds** represent a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund. The charity has the following restricted funds:

#### **Rhona Griffiths Legacy fund**

The fund is to be used for the upkeep of St Michael and All Angels Church.

#### **Rhona Griffiths Residue fund**

The fund is to be used for the upkeep of the properties of St Michael and All Angels Church.

#### **Swindley Trust**

The fund was to be used to subsidise the costs of the Parish Centre, but in 2006 the trustees transferred the funds of the trust to the Parochial Church Council, to be used for the same purpose.

#### **Organ Fund**

The fund is to be used for maintenance or renovation of the organ in St Michael and All Angels Church.

#### **Tettenhall Charities**

The fund is to be used for the relief of poverty within the parish of Tettenhall Regis.

#### **Harold Cavers Memorial**

The income of the fund is to be used for making grants towards the development of Christian vocation and ministry in the parish but the family has now indicated that, in future, capital could be used for purposes of benefit to the parish.

#### **Bells Appeal**

The fund is to be used for the maintenance or restoration of the bells at St Michael and All Angels Church.

#### **EM Fox Legacy**

The fund is to be used for educational purposes among children and young people in the parish.

# PAROCHIAL CHURCH COUNCIL OF TETTENHALL REGIS

## NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

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### 1 Funds of the charity (continued)

#### **Christ the King Building fund**

The fund is to be used for the maintenance of the Church at Christ the King.

#### **Blakeley Green House**

The funds to be used to support the tenants of the home through activities, Christian worship and pastoral care

#### **Tettenhall War Memorial Fund**

The fund is to be used to assist with the renovation of the memorial at St Michaels Church.

#### **Discretionary Fund (Hardship Fund)**

The fund is to be used at the discretion of the clergy to support parishioners in need.

**Endowment funds** are funds, the capital of which must be maintained; only income arising from investment of the endowment may be used either as restricted or unrestricted funds depending upon the purpose for which the endowment was established. A transfer is made each year from endowment funds in respect of surplus income for the year.

#### **The Charity has the following endowment funds:**

##### **Endowment funds**

Tettenhall Turner Estate  
Tettenhall Regis Tildesley (churchyard and graves maintenance)  
Tettenhall Regis 1521 (church repairs or insurance)  
Tettenhall Regis Deakin  
Tettenhall Regis Forrester  
Tettenhall Regis Millington (churchyard maintenance)  
Tettenhall Regis Butler  
Tettenhall Regis Hodgetts  
Tettenhall Regis Kingswood – this fund was established from the sale of Kingswood School. The trustees have appointed the income to the PCC for use for education work in the parish

##### **Designated funds**

Designated funds comprise funds which have been set aside at the discretion of the Council Members for specific purposes. The purposes and uses of the designated funds are set out in the notes to the accounts.

##### **Unrestricted funds**

Unrestricted funds are available for use at the discretion of the Council Members in furtherance of the general objectives of the charity.

# PAROCHIAL CHURCH COUNCIL OF TETTENHALL REGIS

## NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

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### 2 Accounting policies

#### Charity information

Parochial Church Council of Tettenhall Regis is a corporate body established by the Church of England.

#### 2.1 Accounting convention

The PCC is public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCC's and with the Regulations' "true and fair view" provisions, it is also the first year that they have been prepared under FRS102 (2016) as the applicable accounting standard and the 2016 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP (FRS102)). The date of transition to FRS102 was 1 January 2015. The reported financial position and financial performance for the previous period are not affected by the transition to FRS102.

The accounts 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 FRS102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

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

The accounts have been prepared under the historical cost convention, modified to include investment at fair value. The principal accounting policies adapted are set out below.

#### 2.2 Incoming resources

Rental income and legacies are recognised as income when receivable.

Fees for weddings and funerals are recognised as income when receivable.

Donations and sponsorship money is taken into account when received.

All grants and voluntary income are recognised as income when receivable, as long as they are capable of financial measurement.

Investment income is credited to the accounts when received net of management fees in accordance with the normal practice of investment managers.

#### 2.3 Resources expended

Expenditure is accounted for as incurred and includes any VAT which cannot be fully recovered.

Parish share is accounted for when payable.

Charitable activities comprise those costs incurred by the charity in the delivery of its activities and services for its beneficiaries.

Costs of generating funds comprise fundraising costs.

Grant expenditure is accounted for when paid.

# PAROCHIAL CHURCH COUNCIL OF TETTENHALL REGIS

## NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

### 2.4 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life, as follows:

Plant and equipment	10% p.a. on a straight line basis
Individual items under	£100 are not capitalised

No depreciation is charged on the freehold properties since, in the opinion of the Council Members, the expected useful lives are sufficiently long and the estimated residual values are sufficiently high that any such depreciation would be immaterial. In view of this, the Council Members carry out an annual impairment review of these properties. Consecrated and benefice property is not included in the accounts under s.10 (2) (a) of the Charities Act 2011.

### 2.5 Leasing and hire purchase commitments

Rentals paid under operating leases are charged against income on a straight line basis over the period of the lease.

### 2.6 Investments

Quoted investments are initially recognised at their transaction value and subsequently measured at their fair value, as at the year-end date.

Gains/losses arising on revaluation are charged to the respective funds.

Gains/losses arising on disposal are charged to the funds immediately on disposal.

3	Incoming Resources	Unrestricted Funds	Restricted Funds	Endowment Funds	Total 2020	Total 2019
		£	£	£	£	£
3 (a)	<b>Voluntary income</b>					
	Planned giving: Gift aid donations	82,085	-	-	82,085	88,038
	Tax recoverable	22,456	-	-	22,456	20,372
	Collections (open plate)	3,945	370	-	4,315	15,609
	Donations, appeals, etc.	31,638	9,696	-	41,334	46,971
	Parish share forgiven	-	-	-	-	5,546
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
		140,124	10,066	-	150,190	176,536
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

In 2019, £2,298 of the donations and appeals was attributable to restricted income funds

# PAROCHIAL CHURCH COUNCIL OF TETTENHALL REGIS

## NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

3	Incoming Resources (continued)	Unrestricted Funds	Restricted Funds	Endowment Funds	Total 2020	Total 2019
3 (b)	<b>Activities for generating funds</b>					
	General Fund-raising	6,525	176	-	6,701	9,261
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
		6,525	176	-	6,701	9,261
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

In 2019, £1,055 of the activities for generating funds was attributable to restricted income funds

3 (c)	<b>Income from investments</b>					
	Parish Centre and Church					
	Hall receipts	26,244	-	-	26,244	47,716
	Property Rents	20,234	7,296	-	27,530	23,517
	Dividends and interest including tax recoverable	3,122	5,317	-	8,439	6,063
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
		49,600	12,613	-	62,213	77,296
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

In 2019, £10,737 of income from investments was attributable to restricted income funds, and £nil was in respect of endowment funds.

3 (d)	<b>Church activities</b>					
	Weddings and Funeral fees	19,251	65	-	19,316	57,738
	Church Magazine receipts	2,156	-	-	2,156	1,256
	Youth education	-	-	-	-	4,222
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
		21,407	65	-	21,472	63,216
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

In 2019, £nil of the church activities was attributable to restricted income funds

3 (e)	<b>Other incoming resources</b>					
	Insurance receipts	-	-	-	-	242
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

In 2019, £nil of the other incoming resources was attributable to restricted income funds

# PAROCHIAL CHURCH COUNCIL OF TETTENHALL REGIS

## NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

4	RESOURCES EXPENDED	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total 2020 £	Total 2019 £
4 (a)	<b>Church activities</b>					
	Missionary and charitable giving					
	Home and Overseas	3,764	319		4,083	8,283
	Youth education	-	-	-	-	4,766
	Baptism Ministry	-	-	-	-	456
	Uniformed groups	-	-	-	-	230
	Local charities	-	270	-	270	877
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
		3,764	589	0	4,353	14,612
	Ministry: Diocesan parish share	145,820	1,500		147,320	164,103
	Fees for weddings and funerals	12,073	-	-	12,073	37,834
	Clergy working expenses	4,769	-	-	4,769	6,184
	Clergy housing	84	-	-	84	160
	Church workers' wages/fees	8,752	-	-	8,752	9,770
	Organist fees	1,199	-	-	1,199	6,564
	Church maintenance	11,503	5,587	-	17,090	18,144
	Church insurance	6,634	-	-	6,634	6,481
	Church light and heat	15,856	-	-	15,856	14,964
	Sanctuary expenses	917	250	-	1,167	2,583
	Church magazine costs	681	-	-	681	1,618
	Printing & stationery	4,591	-	-	4,591	6,441
	Photocopier rental	-	-	-	-	1,334
	Parish Centre	4,413	-	-	4,413	14,615
	Property costs	559	2,480	-	3,039	26,142
	Church cottage expenses	3,747	3,500	-	7,247	8,722
	Bank charges	1,410	57	-	1,467	285
	Depreciation	350	100	-	450	450
	Retreat weekends	774	735	-	1,509	916
	Sundry expenses	4,209	-	-	4,209	5,086
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
		232,105	14,798	-	246,903	347,008
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

In 2019, £8,411 of the expenditure on church activities was attributable to expenditure from restricted funds.

# PAROCHIAL CHURCH COUNCIL OF TETTENHALL REGIS

## NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

4	RESOURCES EXPENDED	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total 2020 £	Total 2019 £
4 (b)	<b>Raising Funds</b>					
	Stewardship envelopes	312	-	-	312	371
	General fund raising costs	-	-	-	-	1,350
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
		312	-	-	312	1,721
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

In 2019 the cost of raising funds was £371 of which £Nil was expenditure from restricted funds.

### 5 Council Members

None of the Council members (or any persons connected with them) received any remuneration during the year. Payments totalling £4,769 (2019 £6,184) were made to 4 (5) council members in respect of travelling and out of pocket expenses reimbursed.

6	Employees	2020 No.	2019 No.
	<b>Number of employees</b>		
	The average monthly number of employees during the year was:		
	Administrator	1	1
		<hr/>	<hr/>
		1	1
		<hr/>	<hr/>
	<b>Employment costs</b>	<b>£</b>	<b>£</b>
	Wages and salaries	7,962	9,770
		<hr/>	<hr/>

There were no employees whose annual emoluments were £60,000 or more.

### 7 Taxation

In the opinion of the Council Members, all income of the charity in the year is outside the scope of income tax, corporation tax or VAT.

# PAROCHIAL CHURCH COUNCIL OF TETTENHALL REGIS

## NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

8	Tangible fixed assets	As at 1 January 2020 £	Additions £	Revaluations £	Disposals £	As at 31 December 2020 £
	<b>Cost</b>					
	Freehold Property	965,000	-	-	-	965,000
	Equipment	4,500	-	-	-	4,500
	Café Equipment	11,333	-	-	-	11,333
		<u>980,833</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>980,833</u>
		As at 1 January 2020 £	Charge for the year £	Revaluations £	Disposal adjustment £	As at 31 December 2020 £
	<b>Depreciation</b>					
	Freehold Property	-	-	-	-	-
	Equipment	1,800	450	-	-	2,250
	Café Equipment	11,333	-	-	-	11,333
		<u>13,133</u>	<u>450</u>	<u>-</u>	<u>-</u>	<u>13,583</u>
	<b>Net book values</b>					<b>£</b>
	At 31 December 2020					<u>967,250</u>
	At 31 December 2019					<u>967,700</u>

All fixed assets are used for direct charitable purposes.

# PAROCHIAL CHURCH COUNCIL OF TETTENHALL REGIS

## NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

9	Fixed asset investments	Quoted Investments £
	Market value at 1 January 2020	314,978
	Realisation of investments	(8,150)
	Net gains on revaluations and disposals (see below)	4,252
		<hr/> 311,080
	<b>Market value at 31 December 2020</b>	<hr/> <hr/>
	Historical cost:	
	At 31 December 2020	168,900
		<hr/> <hr/>
	At 31 December 2019	168,900
		<hr/> <hr/>
	The historical cost values have been estimated since they are not readily available.	
		£
	Net gain on revaluations and disposals	
	Revaluation gain	4,252
		<hr/> <hr/>
	Investments at fair value comprise:	
		Capital at
		31 December 2020
		(%)
	UK Equities	72
	Fixed interest	28
		<hr/>
		100
		<hr/>

All of the investments are readily realisable.

# PAROCHIAL CHURCH COUNCIL OF TETTENHALL REGIS

## NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

10	Debtors	2020 £	2019 £
	Tax refunds due	11,283	14,370
	Debtors for rent and services	2,573	3,856
	Prepayments and accrued income	3,429	7,239
		<hr/>	<hr/>
		17,285	25,465
		<hr/>	<hr/>
11	Creditors: amounts falling due within one year	2020 £	2019 £
	Trade creditors	20,958	18,273
	Parish loan advance	3,058	3,058
		<hr/>	<hr/>
		24,016	21,331
		<hr/>	<hr/>
12	Creditors: amounts falling due after one year	2020 £	2019 £
	T C James Loan– St Michaels	25,000	25,000
	Parish loan advance	9,550	10,826
		<hr/>	<hr/>
		34,550	35,826
		<hr/>	<hr/>

The above loans bore interest at 1% above bank base rate and are unsecured.

# PAROCHIAL CHURCH COUNCIL OF TETTENHALL REGIS

## NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

13	Restricted funds	Movement in funds			Balance at 31 December 2020 £
		Balance at 1 January 2020 £	Incoming resources £	Resources expended £	
	Rhona Griffiths legacy fund	5,078	2	-	5,080
	Rhona Griffiths residue fund	178,494	10,182	9,566	179,110
	Rhona Griffiths legacy fund CBF units	139,290	9,578	-	148,868
	Swindley Trust	74,083	2,127	11,381	64,829
	Organ Fund	13,644	106	263	13,487
	Tettenhall Charities	476	370	285	561
	Harold Cavers Memorial	15,969	302	735	15,536
	Bells Appeal	5,593	-	5	5,588
	EM Fox Legacy	3,822	-	4	3,818
	Blakeley Green House	26,890	136	1,829	25,197
	Tettenhall War Memorial	5,272	9,500	9	14,763
	Christ the King Building fund	8,150	196	2,000	6,346
	Discretionary fund	767	-	-	767
	Memorials fund	230	-	-	230
		<hr/>	<hr/>	<hr/>	<hr/>
		477,758	32,499	26,077	484,180
		<hr/>	<hr/>	<hr/>	<hr/>

# PAROCHIAL CHURCH COUNCIL OF TETTENHALL REGIS

## NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

14	Analysis of net assets between funds	Unrestricted funds £	Endowment funds £	Restricted funds £	Total £
	Fund balances at 31 December 2020 are represented by:				
	Tangible fixed assets		-		
		797,250		170,000	967,250
	Investments	21,140	78,372	211,568	311,080
	Current assets	102,058	-	102,612	204,670
	Creditors:				
	amounts falling due within one year	(24,016)	-	-	(24,016)
	amounts falling due after one year	(34,550)	-	-	(34,550)
		<hr/>	<hr/>	<hr/>	<hr/>
		861,882	78,372	484,180	1,424,434
		<hr/>	<hr/>	<hr/>	<hr/>

### Designated funds

Included in unrestricted funds are the following designated funds:

	Balance at 1 January 2020 £	Incoming resources £	Resources expended £	Transfers between funds £	Balance at 31 December 2020 £
Property funds –		317	-	-	6,866
St Michaels	6,549				
Christ the King	22,839	66	1,006	-	21,899
St Paul's	10,200	-	-	2,000	12,200
Holy Cross	2,296	40	-	-	2,336
Choir fund	3,936	397	-	-	4,333
Sunday School		315	-	-	3,441
funds	3,126				
Other	1,301	-	-	-	1,301
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	50,247	1,135	1,006	2,000	52,376
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

### Property funds

Funds have been set aside for the upkeep of St Michael and All Angels, Christ the King Churches, St Paul's and Holy Cross.

### Choir fund

The fund is to be used for the expense incurred by the Choir of St Michael and All Angels.

### Sunday School Funds

The funds have been set aside to help cover the expenses of the each of the Churches.

### Other

Other funds have been set aside to assist in the running costs of fellowship groups

## 15 Control

The charity is controlled by the members of the Council.