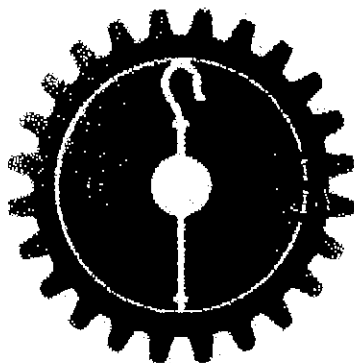


THE PAROCHIAL CHURCH COUNCIL OF THE GOOD SHEPHERD, COLLIER ROW

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2021



THE PAROCHIAL CHURCH COUNCIL OF THE GOOD SHEPHERD, COLLIER ROW
Charity No: 1134080

Incumbent	Rev Canon David Hague
Honorary Treasurer	Mr T Nudds
Parish Office	3 Redriff Road Collier Row Romford Essex RM7 8HD
Bank	Barclays Bank Plc 36/38 South Street Romford Essex RM1 1RH
Independent Examiner	Ms K T Lee, ACMA Mawney Accountancy 1 Beech Street Romford Essex RM7 7LA

The PCC presents its report with the Accounts of the Church for the year ended 31 December 2021

Principal Activities and Governing Documents

The principal activity in the year under review was that of a Parochial Church Council to a Church of England Parish Church. The Church of England and its parishes are "exempted charities". The PCC (Powers) Measure 1956 states that the PCC "is to co-operate with the minister in promoting in the parish the whole mission of the church, pastoral, evangelistic, social and ecumenical".

Objectives and Activities in the year

The year 2021 saw the continuation of the COVID pandemic. Thankfully, a number of measures had been put in place in the preceding year and these continued with adaptations as necessary, to ensure that the church community and visitors remained safe. With the number of people who could worship together in the church building restricted, we reinforced our online livestreaming capabilities to ensure that everyone could have simultaneous worship experience but also have the opportunity to watch the services later.

A key aim in 2021 was to re-establish our ministries 'in person' that had been on hold or purely online during the pandemic and to consolidate these as a platform moving forward.

Apart from resumption of congregational worship in church and reopening of the church office, the following midweek ministries resumed meeting in the church building during the period under review:

- **Starlight Toddlers** – Ministry to young children and their families
- **Ignite** – Ministry to youth of the church
- **Destiny** - outreach to youth in the community
- **Boxercise** – Exercise and spiritual support for men
- **Soyanna** – Faith Exploration Community
- **Care & Share** – Ministry to senior citizens

A comprehensive risk assessment was conducted in May, using the template supplied by the Church of England. This was circulated to all staff and group leaders.

The PCC also continues to employ the following staff:

- **Marcus Giddy** – Children and Families Pioneer Minister
- **Vicky Darke** – Church Administrator (left in July 2021 following relocation to Colchester)
- **Jason Lilley** – Youth Worker
- **Teresa Perry** – Children and Families Worker
- **Sam Field** – PA to Vicar and St Cedd Coordinator
- **Tina Grosvenor** – Church Administrator (started November 2021)

Membership of the PCC

The Annual Parochial Church Meeting is usually held every April, however, due to the pandemic it was held in October. At this meeting, the PCC reports on its activities and presents its accounts. Members are then elected to the PCC by those on the Electoral Roll in accordance with the Church Representation Rules.

With gratitude to God for the opportunity to serve, the following trustees stood down:

Kerry Garwood	Until April 2021
Charlotte Turner	Until April 2021
Norman Filmer	Until September 2021

The following people served on the Council during 2020:

David Hague	Chair, Vicar
Evans Ofoajoku	Vice Chair, Churchwarden and Deanery Synod Member (re-elected in October 2020 – April 2023)
Yvonne Johnson	Churchwarden (April 2019 until October 2022)
Vicky Darke	PCC Secretary (from October 2020 – July 2021)
David Harrigan	Pioneer Curate
Tim Nudds	Treasurer (re-elected April 2021 - April 2024)
Jason Frost	Deanery Synod Member (re-elected in October 2020 – April 2023)
Lesley Judd	Deanery and Diocesan Synod Member (re-elected in October 2020 – April 2023)
Kerry Shipley	(April 2019 until October 2022)
Ian Phillips Edith	(October 2020 – April 2023)
Brown Ruth	(October 2020 – April 2023)
Buckley	(June 2021- April 2024)

Committees

The PCC has given time to extend and develop the sub-committees, in order to involve more people, including both PCC members and other church members, to increase resilience and improve succession. In this way we are less dependent on particular individuals. The following sub-committees exist to assist the PCC:

Standing Committee: This is the only committee required by law. It has the power to transact the business of the PCC between its meetings, subject to any directions given by the Council. This group consists David Hague (Chair), Evans Ofoajoku, Yvonne Johnson, Tim Nudds and Kevin Clayton.

Mission Action Group (MAG) : This committee oversees the giving away of at least 10% of the income derived from the Church during the financial year. The following people served on the team during 2021: Ian Phillips (Chair), Sue Baul, Hayley Harrigan, Tim Venton, Karen James, Ike Umunna and Lesley Judd. Many thanks to all the MAG Committee members, some of whom do not serve on the PCC.

Finance Team: This committee works through the details of the church finances. The finance team consists of Tim Nudds, Evans Ofoajoku and Yvonne Johnson.

Buildings Team: Norman Filmer was our buildings manager and worked with the office and the Churchwardens to ensure the building is maintained. Norman stepped down in September following his relocation to Colchester. Efforts are still being made to put together a team of volunteers to work with the Churchwardens and Office staff

Safeguarding Team: The work of this team has continued to be a high priority in 2021, with membership including Kerry Shipley (PSR), Vicky Darke (Church and DBS administrator up to July 2021), Karen James (PCC), and Jason Frost (PCC). The PCC has an agenda item on safeguarding at every meeting and has added a new online safety information to our Safeguarding manual. The PCC has an agenda item on safeguarding at every meeting and has added a new online safety information to our Safeguarding manual.

Hospitality Team: This team are on hand for the main hospitality requirements of the church. The core team consists of Yvonne Johnson, Sue Baul and Wendy Hague, with a strong group of people delivering the catering.

Deanery Synod: Three members of the PCC sit on the deanery synod – Jason Frost, Lesley Judd and Evans Ofoajoku. This provides the PCC with an important link between the parish and the wider structures of the church. Lesley Judd also attends the Diocesan Synod.

The Electoral Roll: Details with regards to our Electoral Roll can be found in the full APCM Report.

Financial Activities – The PCC is responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the church, and which ensure that the financial statements comply with the Charities Act 1993 and the regulations issued in 1995 and 2000, revised in 2005. This report has been produced according to guidance dated 2006 issued by the Archbishop's Council of the Church of England. The PCC is responsible for safeguarding the assets of the Church and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The financial activities of the PCC are set out in the attached financial statements.

Ongoing Financial Commitments

At the date of the report, the PCC confirms that each fund has sufficient assets to fulfil its obligations.

Taxation Status

The PCC is an exempt charity for taxation purposes as a church defined as a place of worship under the Place of Worship Act 1855.

Reserves Policy

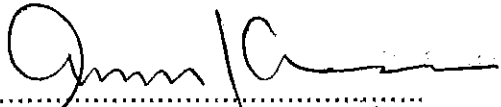
It is PCC policy to try to maintain a balance on free reserves (net current assets) which equates to three months' unrestricted payments. This is equivalent to £39,583. The purpose is to absorb fluctuations in cash flow and to meet emergencies. The balance of the free reserves at year end was £178,007 (General Fund), which is higher than the target.

Related Party Transactions

Donations from related parties (Trustees / PCC members) amounted to £22,769 during the year.

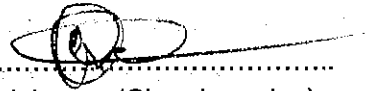
One paid staff member of the Church during the year also served as a member of the PCC. The total salaries figure shown in the accounts includes the amounts payable to them for duties in accordance with their terms of employment.

Some members of the PCC and their families have also reclaimed reasonable eligible expenses. Approved by the PCC and signed on their behalf:



Evans Ofoajoku (Churchwarden)

Date:



Yvonne Johnson (Churchwarden)

INDEPENDENT EXAMINER'S REPORT

I report to the trustees of the PCC on my examination of the accounts for the year ended 31 December 2021, which are set out on pages 7 to 15.

Respective responsibilities of the PCC and the Examiner

The charity's trustees are responsible for the preparation of the accounts.

The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an Independent Examination is needed. I am qualified to undertake the examination by being a member of The Chartered Institute of Management Accountants.

It is my responsibility to:

- Examine the Accounts under section 145 of the 2011 Act;
- Follow procedures laid down in the general directions given by the Charity Commissioners under section 145(5)(b) of the 2011 Act; and
- State whether particular matters have come to my attention.

Basis of this Report

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

Independent Examiner's Statement

In connection with my examination, no material matters have come to my attention in connection with examination

1. giving me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with Section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with accounting requirements of the 2011 Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Ms K T Lee, ACMA
Mawney Accountancy
1 Beech Street
Romford
Essex
RM7 7LA

Signed:



Date:

13/5/22

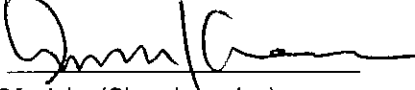
STATEMENT OF FINANCIAL ACTIVITIES
For the Year ended 31 December 2021

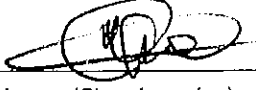
	Notes	General Funds £	Designated Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
INCOME						
Voluntary income	2a	170,517	-	11,731	182,248	209,714
Activities for generating funds	2b	-	-	-	-	-
Income from investments	2c	10,885	-	-	10,885	8,659
Church activities	2d	2,804	-	280	3,084	5,801
Other incoming resources	2e	668	-	12,970	13,638	952
TOTAL INCOME		184,874	-	24,981	209,855	225,126
EXPENDITURE						
Church activities	3a	158,333	-	25,267	183,600	209,332
Costs of raising funds	3b	-	-	-	-	-
TOTAL EXPENDITURE		158,333	-	25,267	183,600	209,332
NET INCOME/EXPENDITURE		26,541	-	286	26,255	15,794
TRANSFER BETWEEN FUNDS		2,615	-	2,615	-	-
NET MOVEMENT IN FUNDS		29,156	-	2,901	26,255	15,794
Total funds brought forwards	8	148,851	-	9,713	572,622	
Total funds carried forward	8	178,007	-	6,812	598,877	

BALANCE SHEET **as at 31 December 2021**

	Notes	2021 £	2020 £
FIXED ASSETS			
Tangible fixed assets	5	414,058	414,058
CURRENT ASSETS			
Debtors and Prepayments	6	4,496	5,016
Short term deposits	6	111,696	111,638
Cash at bank and in hand	6	78,854	50,192
		<u>195,046</u>	<u>166,846</u>
LIABILITIES			
Creditors: amounts falling due within one year	7	10,227	8,282
NET CURRENT ASSETS/(LIABILITIES)		<u>184,819</u>	<u>158,564</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>598,877</u>	<u>572,622</u>
PARISH FUNDS			
Unrestricted Funds	8	178,007	148,851
Designated Funds	8	-	-
Designated Fixed Asset Funds	8	414,058	414,058
Restricted Funds	8	6,812	9,713
		<u>598,877</u>	<u>572,622</u>

Approved by the Parochial Church Council on 25/04/2022 and signed on its behalf by

Signed 
Evans Ofoajoku (Churchwarden)

Signed 
Yvonne Johnson (Churchwarden)

Notes to the Financial Statements for the year ended 31 December 2021

1. ACCOUNTING POLICIES

a. Accounting Convention

The PCC is a public 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 PCCs and with the Regulations' "true and fair view" provisions. They have been prepared under FRS102 (2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)).

The financial statements have been prepared under the historical cost convention except for investment assets which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible by law. They do not include the accounts of church groups that owe their affiliation to another body, nor those that are informal gatherings of church members.

b. Fund accounting

Funds held by the PCC are:

Unrestricted funds are income funds which are to be spent on the PCC's general purposes.

Designated funds are general funds set aside by the PCC for use in the future. Project funds are designated for particular projects for administration purposes only. Funds designated as invested in fixed assets for the PCC's own use are abated in line with those assets' annual depreciation charges in the SOFA. Designated funds remain unrestricted and the PCC will move any surplus to other general funds.

Restricted funds comprise (a) income from trusts or endowments which is to be expended only on the restricted purposes intended by the donor and (b) revenue donations or grants for a specific PCC activity intended by the donor. Any balance remaining unspent at the end of the year is carried forward as a balance on that fund.

c. Incoming Resources

Voluntary Income

Collections are recognised when received.

Planned giving receiving is recognised only when received.

Income tax recoverable on Gift Aid donations is recognised when the income is recognised.

Grants and legacies are recognised when the PCC is legally entitled to the amount due.

Income from Investments

Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue.

All Other Income

All other income is recognised when it is receivable.

d. Resources Used

Resources expended are accounted for on an accruals basis and are accounted for gross, apart from independent reviewer's remuneration and accountancy and grants and donations which are accounted for when paid over, or when rewarded where the award creates a binding obligation on the PCC.

Support costs are apportioned to activities in proportion to the estimated proportion of time spent on those activities by the Parish Administration.

Church Activities

The diocesan parish contribution is accounted for when paid. Any parish contribution unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the balance sheet.

e. Assets

Consecrated and benefice property

In so far as consecrated and benefice property of any kind is excluded from the statutory definition of 'charity' by Section 10(2)(a) and (c) of the Charities Act 2011 such assets are not capitalised in the financial statements.

Moveable church furnishing

Moveable church furnishings are not included in the accounts unless sufficient cost information is available, but all items are included in the Church's inventory.

Tangible Fixed Assets used by Charity,

All expenditure on consecrated or benefice buildings and other fixed assets costing under £1,000 are written off in the year they are incurred.

The freehold land and buildings held during the year consists of the Curatage at 470 Mawney Road and the Church Hall.

No depreciation is provided on buildings as the currently estimated residual value of the properties is not less than their carrying value and the remaining useful life of these assets currently exceeds 50 years, so that any depreciation charges would be immaterial. An impairment review is carried out at each year-end and any resultant loss identified included in expenditure for the year.

Short Term Deposits

These are the cash held on deposit either with the CCLA or at the bank.

THE PAROCHIAL CHURCH COUNCIL OF THE GOOD SHEPHERD, COLLIER ROW
Charity No: 1134080

2. INCOME

	General Funds £	Designated Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
a. Voluntary Income					
Regular Giving	55,398	-	-	55,398	68,051
Other giving - Sum Up	754	-	-	754	-
Parish Giving Scheme	77,782	-	-	77,782	79,539
Loose plate collections	3,310	-	-	3,310	6,368
Other gifts	3,456	-	-	3,456	1,623
Special collections	-	-	-	-	2,295
Tax recoverable on Gift Aid	29,818	-	-	29,818	34,863
Grants	-	-	11,731	11,731	16,546
Love Your Neighbour - Scrubs	-	-	-	-	50
Love Your Neighbour NHS	-	-	-	-	230
Love Your Neighbour -Foodbank	-	-	-	-	150
	170,517	-	11,731	182,248	209,714
b. Activities for generating funds	-	-	-	-	-
c. Income from investments					
Bank and building society interest	85	-	-	85	558
Rent from Curatage	10,800	-	-	10,800	8,101
	10,885	-	-	10,885	8,659
d. Income from charitable activities					
PCC Fees for weddings, funerals and other	852	-	-	852	3,182
Youth - Ignite	56	-	140	196	345
Youth - Destiny	60	-	140	200	97
C&F - Starlight	535	-	-	535	666
C&F - H/W Club	-	-	-	-	261
C&F - Powersurge	-	-	-	-	44
C&F - CoGS Kids (Sunday)	55	-	-	55	-
Boxercise	325	-	-	325	704
Business Network Forum+B39	-	-	-	-	-
Refresh (Women)	164	-	-	164	5
Care & Share	758	-	-	758	498
	2,804	-	280	3,084	5,801
e. Other incoming resources					
Income Generation	650	-	-	650	-
Miscellaneous income	18	-	-	18	952
St.Cedd's	-	-	12,970	12,970	-
	668	-	12,970	13,638	952
	184,874	-	24,981	209,855	225,126

Planned giving, collections and similar donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is entitled to use of the resources, their ultimate receipts is considered reasonably certain and the amounts due are reliably quantifiable. All incoming resources are accounted for gross.

THE PAROCHIAL CHURCH COUNCIL OF THE GOOD SHEPHERD, COLLIER ROW
Charlty No: 1134080

3. EXPENDITURE

	General Funds £	Designated Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
a. Church activities					
Mission and Outreach	21,976	-	9,736	31,712	32,035
Special gifts	-	-	-	-	3,589
Ministry costs: Diocesan Parish Share	71,445	-	-	71,445	70,973
Other ministry costs	2,555	-	20	2,575	5,998
Salaries and pension costs	28,326	-	15,351	43,676	57,506
Administration	7,797	-	-	7,797	7,128
Church running expenses	-	-	-	-	-
Church maintenance	9,094	-	-	9,094	17,218
Church Insurance	3,398	-	-	3,398	3,113
Church utilities	7,882	-	-	7,882	8,213
Independent examiners remuneration	1,032	-	-	1,032	800
Parish training and mission	1,070	-	161	1,231	1,039
Repairs & Maintenance - Vicarage	500	-	-	500	-
Repairs & Maintenance -Curatage	837	-	-	837	486
Music and Instruments	175	-	-	175	48
Licence fees & Audio-Visual Equipment	2,247	-	-	2,247	1,187
	158,333	-	25,267	183,600	209,332
b. Costs of raising funds					
	-	-	-	-	-
	-	-	-	-	-
	158,333	-	25,267	183,600	209,332

4. STAFF COSTS AND RELATED PARTIES

a. Staff costs and numbers

	2021	2020
Wages and salaries	42,811	53,278
Social security	1,185	2,825
Pension costs	450	737
	<u>44,447</u>	<u>56,840</u>
Average number of employees	5	5

During the year the PCC employed, a youth worker, a families worker, an early years worker, a church administrator and an administrator for the St Cedd's who also carried out work as a personal assistant to the vicar.

One employee Vicky Darke is a trustee and member of the PCC, she is not being paid for being a trustee or PCC member. Measures are in place to ensure no conflicts of interest arise.

There were no employee benefits paid to personnel in the previous or current years.

No employee was paid more than £60,000

b. Related parties' transactions

Donations received without conditions from related parties (Trustees and PCC members) amounted to £22,769, (£40,159 2020) during the year.

5. TANGIBLE FIXED ASSETS

	Church Hall £	Curates House £	Total £
Actual/deemed cost			
At 1 January 2021	442,568	75,000	517,568
Disposals	-	-	-
Additions	-	-	-
At 31 December 2021	<u>442,568</u>	<u>75,000</u>	<u>517,568</u>
Depreciation			
At 1 January 2021	88,510	15,000	103,510
Disposals	-	-	-
Additions	-	-	-
At 31 December 2021	<u>88,510</u>	<u>15,000</u>	<u>103,510</u>
Net book amounts			
At 31 December 2021	<u>354,058</u>	<u>60,000</u>	<u>414,058</u>
At 31 December 2020	354,058	60,000	414,058

The tangible fixed assets are insured for £10,400,000 for the church and church hall and £271,999 for the curates house.

6. CURRENT ASSETS

	2021 £	2020 £
Income tax recoverable	3,211	3,444
Prepayments & accrued income	1,285	1,573
Other debtors	-	-
	<u>4,496</u>	<u>5,016</u>

7. CURRENT LIABILITIES

	2021 £	2020 £
Accruals & deferred income	6,073	4,982
Independent Examination	1,000	800
Deferred Income / London over the Border	2,500	2,500
Other creditors / Agency account	654	-
	<u>10,227</u>	<u>8,282</u>

THE PAROCHIAL CHURCH COUNCIL OF THE GOOD SHEPHERD, COLLIER ROW
Charlty No: 1134080

8. FUNDS MOVEMENTS

	Bal f/fwd 01/01/2021	Income	Expenditure	Transfers Other gains & losses	Bal c/fwd 31/12/2021
	£	£	£	£	£
UNRESTRICTED FUNDS					
PCC General fund	148,851	184,874	- 158,333	2,615	178,007
	<u>148,851</u>	<u>184,874</u>	<u>- 158,333</u>	<u>2,615</u>	<u>178,007</u>
DESIGNATED FIXED ASSETS FUNDS					
Curatage	60,000	-	-	-	60,000
Church Hall	354,058	-	-	-	354,058
	<u>414,058</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>414,058</u>
RESTRICTED FUNDS					
Jack Petchey	2,856	2,011	- 2,016	- 2,615	236
London over the Border	- 2,500	10,000	- 10,000	2,500	-
St Cedd's / Pioneer Hub	9,357	12,970	- 13,251	- 2,500	6,576
	<u>9,713</u>	<u>24,981</u>	<u>- 25,267</u>	<u>- 2,615</u>	<u>6,812</u>
	<u>572,622</u>	<u>209,855</u>	<u>- 183,600</u>	<u>-</u>	<u>598,877</u>