

**PAROCHIAL CHURCH COUNCIL OF
ST JOHN THE BAPTIST BECKENHAM**

**FINANCIAL STATEMENTS FOR THE
YEAR ENDING
31st DECEMBER 2020 *amended 15.10.21***

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INDEPENDENT EXAMINER'S REPORT TO THE PAROCHIAL CHURCH COUNCIL OF ST. JOHN THE BAPTIST BECKENHAM

This report on the financial statements of the PCC for the year ended 31 December 2020, as set out on the attached pages, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ("the Regulations") and of the Charities Act 2011 (the Act).

Respective responsibilities of the PCC and the Examiner

As members of the PCC you are responsible for the preparation of the financial statements: you consider that the audit requirement of Regulations does not apply. It is my responsibility to issue this report on those financial statements in accordance with the terms of the Regulations.

Basis of the Report

My examination was carried out in accordance with the General Directions given by the Charity Commission under s.145(5)(b) of the Act and to be found in the Church guidance, 2006 edition. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the financial statements and seeking explanations from you as trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently I do not express an audit opinion on the view given by the accounts.

Independent Examiner's Statement

During my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements, to keep accounting records in accordance with section 130 of the Act: and
to prepare financial statements which accord with the accounting records and comply with the requirements of the Act and the Regulations have not been met;

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

Signed: ***T Catherall***

Dated: ***18.10.21***

PAROCHIAL CHURCH COUNCIL OF ST JOHN THE BAPTIST BECKENHAM

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31st DECEMBER 2020**

	Notes	Unrestricted Funds – general	Restricted & Designated Funds	Total Funds	
		2020	2020	2020	2019
		£	£	£	£
INCOMING RESOURCES					
Voluntary Giving	1	179,016	11,700	190,716	194,762
Special Collections	2	0	4,015	4,015	5,050
Income from Investments	3	307	311	618	635
Church & Community Activities	4	66,918	0	66,918	116,316
TOTAL INCOMING RESOURCES		246,241	16,026	262,267	316,723
RESOURCES EXPENDED					
Missionary & Charitable Giving	5	15,000	0	15,000	15,100
Church Activities	6	232,347	22,527	254,874	276,647
Special Collections	2	0	3,105	3,105	5,305
Vicar's Discretionary Fund		0	1,684	1,684	
TOTAL RESOURCES EXPENDED		247,347	27,316	274,663	297,052
NET INCOME / EXPENDITURE		-1,106	-11,290	-12,396	19,671
Transfers between funds	11	-22,000	22,000	0	
		2,908	-2,908	0	
NET MOVEMENT OF FUNDS		-20,198	7,802	-12,396	
Total funds brought forward		131,241	92,016	223,257	
TOTAL FUNDS CARRIED FORWARD		111,043	99,818	210,861	

PAROCHIAL CHURCH COUNCIL OF ST JOHN THE BAPTIST BECKENHAM

**BALANCE SHEET
FOR THE YEAR ENDED 31st DECEMBER 2020**

	Notes	2020	2019
		£	£
FIXED ASSETS			
Tangible	7	2,393,950	2,385,000
Investment	8	5,408	5,061
		2,399,358	2,390,061
CURRENT ASSETS			
Short term deposits		146,494	136,022
Cash at bank & in hand		64,367	79,483
		210,861	215,505
NET CURRENT ASSETS		210,861	223,257
TOTAL NET ASSETS		2,610,219	2,613,318
Represented by:			
Fixed Asset Reserves		2,399,358	2,390,061
Parish Funds:			
Restricted	9	46,126	57,551
Designated		53,693	34,465
Unrestricted – general		111,042	131,240
TOTAL PARISH FUNDS		210,861	223,256
		2,610,219	2,613,318

Approved by the Parochial Church Council on
its behalf by:

25th February

2021 and signed on

David Jones.....

(Chair of PCC)

Andrew Foulds/David Johnson.....

(Treasurer)

PAROCHIAL CHURCH COUNCIL OF ST JOHN THE BAPTIST BECKENHAM

ACCOUNTING POLICIES

The Financial statements have been prepared in accordance with the Church Accounting Regulations 2006, together with applicable accountancy standards and the Charities SORP 2005.

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value.

FUNDS

General 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. Funds designated for a particular purpose by the PCC are also unrestricted. The purpose of each restricted fund is implied by the fund's designation. The accounts include transactions, assets and liabilities for which the PCC can be held responsible. All activities at St John's Church are consolidated except for those of the Bookstall, Ark, Focus and Link, summary details of which are appended to these notes. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members.

During the year, transfers were made from reserves held in the Diocesan Repair Fund (designated) to cover the cost of expenditure on the halls (£1,405) and on 21 Glanfield Road (£1,505.45). In addition the church drew £20,900 from legacy funds held in the General Reserve to meet the costs of equipment purchased to enable the streaming of services.

INCOMING RESOURCES

Voluntary Income:

1. Collections are recognised when received by or on behalf of the PCC.
2. Amounts receivable under Gift Aid declaration are recognised only when honoured by the donor.
3. Income Tax recoverable on Gift Aid donations is recognised when claimed.
4. Income raised by fairs and other similar events are accounted for gross.

Income from Church Activities:

Rental income from letting the church halls, flat, and 21 Glanfield Road is accounted for when due and received.

Fees due to the PCC for weddings and funerals are accounted for when received.

Income from Investments

Dividends and interest are accounted for when due and notified.

Investment Gains and Losses

Realised gains and losses are recognised when investments are sold. Unrealised gains and losses are accounted for on revaluation of investments at 31 December.

Resources Used:**Grants:**

Grants and Donations are accounted for when paid or transferred to Restricted Funds.

Costs directly related to the work of the Church:

The Parish Pledge is accounted for when due.

Fixed Assets:**Consecrated property and movable church furnishings:**

Consecrated and beneficed property is excluded from the accounts by s.96(2)(a) of the Charities Act 1993.

No value is placed on movable church furnishings held by the church wardens on special trust for the PCC and requiring a faculty for disposal since these are considered to be inalienable property.

All expenditure incurred during the year on consecrated or beneficial buildings and movable church furnishings, whether maintenance or improvements, is written off.

Other land and buildings:

Other freehold land and buildings held on behalf of the PCC for its own purposes is valued at market or insurance value.

Other fixtures, fittings and office equipment:

Equipment used within the church premises is either written off in the year in which the asset is acquired or written down on a straight-line basis over 4 years.

Investments:

Investments are valued at market value at 31 December.

Current Assets:

Cash on Deposit is held either with the Diocese or with CAF Bank.

PAROCHIAL CHURCH COUNCIL OF ST JOHN THE BAPTIST BECKENHAM

SUPPORTING TABLES & NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31st December 2020

1. Voluntary Income

This includes all planned and other giving as follows:

TABLE 1	Unrestricted Funds	Restricted Funds	Total Funds	
Voluntary Income	2020	2020	2020	2019
	£	£	£	£
Planned Giving				
Gift Aid donations	91,983	0	91,983	82,659
Offering envelopes	8,535	0	8,535	15,155
Giving including Tax	2,200	0	2,200	4,130
Tax recovered	25,887	0	25,887	28,287
Other Giving				
Cash collections	3,678	0	3,678	5,982
Sundry donations	46,733	0	46,733	12,280
Legacies	0	0	0	10,000
Ministry Fund (<i>restricted</i>)	0	3,554	3,554	12,519
Sacred Garden (<i>restricted</i>)	0	8,146	8,146	23,750
TOTAL INCOMING RESOURCES	179,016	11,700	190,716	194,762

2. Special Collection Fund

This is gross Income & Expenditure for Special Collections Reserve Fund in 2020

TABLE 2	Collection Income	Collection Payments	Balance
Special Collections Fund	2020	2020	at 31.12.20
	£	£	£
Special Collections (<i>restricted</i>)	4,015	3,105	910

3. Income from Investments

This includes interest from bank accounts and sums deposited with the Rochester Diocesan Board of Finance

TABLE 3	Unrestricted Funds inc designated	Restricted Funds	Total Funds	
Income from Investments	2020	2020	2020	2019
	£	£	£	£
Bank Accounts	0	24	24	50
Diocesan Accounts	443	0	443	438
CBF – Share Income	0	151	151	147
TOTAL INCOME FROM INVESTMENTS	443	175	618	635

4. Church & Community Activities

TABLE 4		
Income from Church & Community Activities	2020	2019
	£	£
Church Flat Lettings	8,040	8,060
21 Glanfield Road Lettings	15,890	13,942
Hall Rentals	41,039	81,605
Fees – Weddings & Funerals	601	2,504
Youth / CYFA	260	51
Contributions and refunds	1,088	1,660
Parish Weekend / Summer Camp	0	8,494
TOTAL INCOME FROM CHURCH & COMMUNITY ACTIVITIES	66,918	116,316

5. Missionary & Charitable Giving

Expenditure by way of grant payments from Mission Fund

TABLE 5	Unrestricted Funds	Restricted Funds	Total Funds	
Missionary & Charitable Giving	2020	2020	2020	2019
	£		£	£
Open Doors	5,000	0	5,000	5,000
Missionary Aviation Fellowship	5,000	0	5,000	5,050
Christians Against Poverty	5,000	0	5,000	5,000
Churches Together in Beckenham	0	0	0	50
TOTAL MISSIONARY & CHARITABLE GIVING	15,000	0	15,000	15,100

6. Expenditure on Ministry, the running & maintenance costs of the Church, Halls, Office and other activities

TABLE 6	Total Funds	
Church Activities - Expenditure	2020	2019
	£	£
Diocesan Pledge	114,000	84,160
Ministry: Housing and expenses	35,954	39,947
Ministry: general running expenses of ministry	23,888	4,682
Interregnum	0	2,199
Church & Halls running and administration	41,643	53,241
Cleaning	4,041	14,467
21 Glanfield Road insurance	479	488
Maintenance & Repair	9,235	9,043
Youth / CYFA	1,965	858
Music	1,142	1,516
Major Repairs	0	35,090
Parish Weekend / Summer Camp	0	15,876
Sub-total (unrestricted)	232,347	261,567
Sacred Garden (<i>restricted</i>)	22,527	5,783
Vicar's Discretionary Fund (<i>restricted</i>)	1,684	15,876
Ministry Fund (<i>restricted</i>)	0	9,297
CHURCH ACTIVITIES EXPENDITURE - TOTAL	256,558	292,523

7. Tangible Fixed Assets

TABLE 7		
Buildings	Value 2020	Value 2019
	£	£
21 Glanfield Road	458,950	450,000
Large Hall & Flat	325,000	325,000
New Halls	1,610,000	1,610,000
TOTAL VALUE	2,393,950	2,385,000

The value of 21 Glanfield Road is based on its insurance value as at December 2020.

The Large Hall is shown at its book value in 1997. As this is a functional property used by the PCC for its activities there is no need to undertake a market valuation. The New Halls value is based on the insurance value at December 2017.

8. Investment

This relates to a holding of 264 shares in the CBF Investment Funds. The Rochester Diocesan Society and Board of Finance is the custodian trustee. The book value of these shares is £200. The income is credited to the Fabric Fund.

9. Parish Funds

An analysis of Restricted, Designated and Unrestricted Funds is shown on page 10.

10. General

Further notes not related to individual items within the financial statements are as follows:

Staff Costs

During the year, the PCC employed a part-time Church Office Administrator, a part-time Halls Bookings Administrator, and a part-time Cleaning Supervisor.

The total cost of salaries, pension & related social security costs and overtime in the year was £22,202 (2019: £26,084).

Pension Builder Scheme

The PCC participates in the Pension Scheme section of CWPF for lay staff. The scheme is administered by the Church of England Pension Board. The pension costs charged in the year are contributions payable.

Reserves Policy

As at 31st December 2020, funds determined by the PCC as restricted totalled £46,126. £53,693 has been designated by the PCC for specific property-related purposes and is held at the diocese in Diocesan Repair Funds, and the remaining General Reserves (unrestricted) total £111,042.

11. FUNDS 2020

TABLE 8	Balance	Income	Transfer in	Transfer out	Expenditure	Balance
FUNDS	at 1.1.20	2020	2020	2020	2020	at 31.12.20
	£	£	£	£	£	£
Restricted Funds						
Ministry Fund	30,333	3,578	0	0	0	33,911
Special Collections Fund	0	4,015	0	0	3,105	910
Youth Experience Fund	5,000	0	0	0	0	5,000
Sacred Garden Fund	17,967	8,146	0	0	22,527	3,586
Fabric Fund	1,752	151	0	0	0	1,903
Vicar's Discretionary Fund	2,500	0	0	0	1,684	816
Total Restricted Funds	57,552	15,890	0	0	27,316	46,126
Designated Funds						
Church DRF	15,027	61	10,000	0	0	25,088
Halls DRF	13,200	54	10,000	1,403	0	21,851
21 Glanfield Road DRF	6,238	21	2,000	1,505	0	6,754
Total Designated Funds	34,465	136	22,000	2,908	0	53,693
General Reserve Funds						
General Reserve	79,483	307	0	20,900	0	58,890
CAF Cash	44,005	245,934	23,808	22,000	239,595	52,152
DRs/CRs 20	7,752	-	-	-	7,752	-
<i>Sub-total</i>	51,757	245,934	23,808	22,000	247,347	52,152
Total General Reserves	131,241	246,241	23,808	42,900	247,347	111,042
TOTAL FUNDS	223,257	262,267	45,808	45,808	274,663	210,861

PAROCHIAL CHURCH COUNCIL OF ST JOHN THE BAPTIST BECKENHAM

CHURCH ORGANISATIONS ACCOUNTS 2020

(not included in the above statements)

TABLE 9				
Organisation	Opening Balance	Income received	Expenditure	Closing Balance
	at 1.1.20	2020	2020	At 31.12.20
	£	£	£	£
St John's Bookshop	3,568	898	719	3,751
Ark	474	583	441	616
Focus	479	294	268	510
Link	466	893	1,139	220