

PAROCHIAL CHURCH COUNCIL OF ST MARY THE BLESSED VIRGIN

BURLEY IN WHARFEDALE

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NOTE - typo for date. Accounts are for 2021

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PAROCHIAL CHURCH COUNCIL OF ST MARY THE BLESSED VIRGIN

BURLEY IN WHARFEDALE

INDEPENDENT EXAMINERS REPORT

This report on the accounts of the PCC for the year end 31th December

NOTE - typo for date. Accounts are for 2021

This report on the accounts of the P.C.C. for the year ended 31st December 2020, which are set out on pages 1 – 8 is in respect of an examination carried out under Regulation 3(3) of the Church Accounting Regulations 1997 and s.43 of the Charities Act 1993.

Respective responsibilities of trustees and examiner

As the members of the P.C.C. you are responsible for the preparation of the accounts; you consider that the audit requirement of Regulation 3(3) of the Church Accounting Regulations and section 43(2) of the Charities Act 1993 (the Act) do not apply. It is my responsibility to issue this report on those accounts in accordance with the terms of Regulation 25 of the Church Accounting Regulations 1997 and Regulation 7 of the Charities (Accounts & Reports) Regulations 1995.

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 43(7)(b) of the Act and to be found in the guidance from the CBF. 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 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 I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements
to keep accounting records in accordance with section 41 of the Act; and
to prepare accounts which accord with the accounting records and comply with the requirements of the Act, as also contained in the Church Accounting Regulations 1997 have not been met.
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Note - correct signature date 2022

Date:

20th March 2022

Independent Examiner

Duncan R. Wells

**PAROCHIAL CHURCH COUNCIL OF ST MARY THE BLESSED VIRGIN
BURLEY IN WHARFEDALE**

TREASURER'S REPORT

The church year of 2021 was again disrupted by the pandemic and its obvious impact on the life of the church. Fortunately, this has not greatly affected the amount of money given to the church which remains at a similar level to 2020. I must thank on behalf of the PCC and the clergy everyone for their efforts in this regard. The total income from people's giving, including to the Diocese Planned Giving Scheme, the church's planned giving by standing order and in weekly envelopes, was £ 84,732.00.

The Diocese Planned Giving Scheme has been a great success with monies given and the related gift aid being deposited in our bank monthly. I would really like everyone associated with the church to consider moving to this Scheme.

In addition to the Diocese Giving Scheme, we have introduced a card reader at the Church and the Parish Centre to hopefully increase our giving although this is slow going at the moment. Can I thank Jonny Barber for his help in investigating the best card reader for the church.

The other major contribution to the parish income has come from gifts, grants and legacies. We have been extremely fortunate that people with long standing associations to the church have left us generous legacies. These include Marjorie Naylor, a regular at 8 o'clock, and Ted and Ann Cough. In addition, there has been a series of restricted gifts from a few parishioners that we have used for Churches in Bradford and Local Burley Lockdown relief. The church recovers the related gift aid so the church has also benefited from this generosity.

As in 2020 a parishioner was very generous in making another gift of £25,000.00. We need to ensure as a parish this is spent wisely.

On the expenditure side the parish share remains the same as 2020 at £ 90,589.00. The other large costs are associated with the Family Workers, utilities, general maintenance and the Professional fees and investigation works associated with the reordering of the church. We have also had to employ a gardener for the first time as the original band of volunteers were reduced to a level where it was not practical to carry on.

In the coming year there will be exceptional expenditure associated with the reordering of the church. Due to the legacies, we can afford the first phase of the works without over-straining our reserves, however the monies associated with this in 2021 and 2022 will be accounted for separately. The church can then manage the current account (normal income and outgoing)

and the reordering works to ensure that the normal running costs of the church are accurately accounted for.

Overall, the church has run a small deficit of £ 1,500.00.

Next year I believe it will be a challenge to maintain the relatively small loss. With most of our costs fixed only with the increased generosity of all of us will the financial gap be closed.

As a rookie Treasurer I could not have done this task without the incredible help of Duncan Watts, the retiring Treasurer, together with Karen and Jason.

Can I particularly thank Judith Hird for all her support to the parish over a number of years. Judith calculates the salaries for everyone employed by the church,

John Spencer

Treasurer.



PAROCHIAL CHURCH COUNCIL OF ST MARY'S THE BLESSED VIRGIN

BURLEY IN WHARFEDALE

	2021	2020
FIXED ASSESTS		
Tangible Fixed Assests	£ 131,000.00	£ 131,000.00
Current Assests	£ 423,250.40	£ 252,139.00
	£ 554,250.40	£ 383,139.00
LIABILITIES		
Amounts Failing within 1 year	£ 4,475.00	£ 13,780.00
	£ 549,775.40	£ 369,359.00
General Reserves 31/12/2021		
Current Account (PCC)	£ 245,126.00	£ 85,113.00
Current Account (Parish Centre)	£ 9,235.00	
Deposit Account (Scottish Widows)	£ 100,000.00	£ 147,335.00
Deposit Account (Parish Centre)	£ 15,627.00	
Deposit - CBF investments	£ 31,730.40	£ 19,691.00
Friends Fund	£ 11,229.00	
Cash in Hand (Parish Centre)	£ 13.00	
Deposit Guarentee	£ 920.00	
Pre Payments	£ 9,370.00	£ 19,691.00
	£ 423,250.40	£ 252,139.00

Approved by the Parochial Church Council on

24th March 2022

And Signed on its Behalf by



Duncan R. Watts

PAROCHIAL CHURCH COUNCIL OF S. MARY B.V. BURLEY IN WHARFEDALE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

1. ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Church Accounting Regulations 1997 together with applicable accounting standards and the Charities SORP.

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 accounts include transactions, assets and liabilities for which the PCC is responsible in law. 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.

Incoming Resources

Voluntary income and capital sources

Collections are recognised when received by or on behalf of the PCC.

Planned giving receivable under covenant is recognised only when received.

Income tax recoverable on covenants or 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 and the amount due.

Funds raised by the fete, garden party, and similar events are accounted for gross.

Sales of books and magazines from the church bookstall are accounted for gross.

Other ordinary income

Rental income from the letting of church premises is recognised when the rental is due.

Income from investments

Dividends and interest are accounted for when receivable. Tax recoverable on such income is recognised in the same accounting year.

Gains and losses on investments

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

Resources Used

Grants

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

Activities directly relating to the work of the Church

The Diocesan share is accounted for when payable. Any unpaid at 31st 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.

Fixed Assets

Consecrated land and buildings and movable church fittings

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 churchwardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this to be inalienable property. All expenditure incurred during the year on consecrated or beneficed buildings and movable church furnishings, whether maintenance or improvement, is written off as expenditure in the SOFA and separately disclosed.

Other fixtures, fittings and office equipment

Equipment used within the church premises is ~~depreciated~~ and written off in the year of purchase.

Investments

Investments are valued at market value at 31 December.

Current assets

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectible.

Short-term deposits include cash held on deposit either with the CBF Church of England Funds or at the bank.

PAROCHIAL CHURCH COUNCIL OF ST MARY'S THE BLESSED VIRGIN

BURLEY IN WHARFEDALE

NOTES TO THE FINANCIAL STATEMENT - for the year ending 31/12/2021

2	INCOMING RESOURCES	Unrestricted Funds	Restricted Funds	TOTALS	
				2021	2020
2a	<u>Resources from Donors</u>				
	Planned Giving - Central	£ 59,560.00	£ -	£ 59,560.00	£ 82,235.00
	Planned Giving - St Mary's	£ 16,959.00	£ -	£ 16,959.00	
	Planned Giving - Envelopes	£ 8,215.00	£ -	£ 8,215.00	
		£ 84,734.00	£ -	£ 84,734.00	£ 82,235.00
	Collections - Open Plate	£ 3,263.00	£ -	£ 3,263.00	£ 1,311.00
	Collections - Occasional	£ 544.00	£ -	£ 544.00	£ 284.00
	Donations	£ 2,212.00	£ -	£ 2,212.00	£ -
	Legacies	£ 158,979.00	£ -	£ 158,979.00	£ 1,100.00
	Bequests	£ -	£ -	£ -	£ 1,262.00
	Life Time Gifts	£ -	£ 25,000.00	£ 25,000.00	£ 35,000.00
	Income Tax Recoverable	£ 21,001.00	£ -	£ 21,001.00	£ 19,828.00
		£ 270,733.00	£ 25,000.00	£ 295,733.00	£ 141,020.00
2b	<u>Other Voluntary Income - Income from Operating Activities to further the Council Objectives</u>				
	Grants - See Page 7)		£ 9,087.00	£ 9,087.00	£ 7,373.00
2c	<u>Income from Operating Activities</u>				
	Friends of St Marys	£ -	£ 2,729.00	£ 2,729.00	£ 2,397.00
	Fees - Baptism, Weddings and Funerals	£ -	£ 3,312.00	£ 3,312.00	£ 3,632.00
	Donation to Outreach Worker	£ -	£ 13,706.00	£ 13,706.00	£ 10,433.00
		£ -	£ 19,747.00	£ 19,747.00	£ 16,462.00
2d	<u>Income from Operating Activities to General Funds</u>				
	Magazine - Sales (see note 2)	£ -	£ 2,068.00	£ 2,068.00	£ 1,595.00
	Magazine - Advertising (Further Income in 2022)	£ -	£ 70.00	£ 70.00	£ 70.00
	PCC Coffee Morning	£ -	£ -	£ -	£ 351.00
	Job Retention Scheme	£ -	£ 3,237.04	£ 3,237.04	£ 4,461.00
	Parish Centre Surplus	£ -	£ 3,352.00	£ 3,352.00	£ 5,868.00
		£ -	£ 8,727.04	£ 8,727.04	£ 609.00
2e	<u>Income from Investments</u>				
	Interest	£ 60.00	£ -	£ 60.00	£ 687.00
	Rent	£ -	£ -	£ -	£ 25.00
		£ 60.00	£ -	£ 60.00	£ 712.00
2f	<u>Other Income to General Funds</u>				
	VAT Reclaimed (see note 3)	£ -	£ -	£ -	£ 6,969.00
	Church Lounge	£ -	£ -	£ -	£ -
	Boys Choir	£ -	£ -	£ -	£ -
	God's Acre	£ 134.00	£ -	£ 134.00	£ 174.00
		£ 134.00	£ -	£ 134.00	£ 7,143.00
	TOTAL INCOME	£ 270,927.00	£ 62,561.04	£ 333,488.04	£ 173,319.00

Note 1 Anticipated Income tax Recoverable is from the initial review of Parish giving by Treasurer

Note 2 Anticipated, this needs reviewing with Parsh Office

Note 3 Will be accounted on Receipt

PAROCHIAL CHURCH COUNCIL OF ST MARY'S THE BLESSED VIRGIN

BURLEY IN WHARFEDALE

NOTES TO THE FINANCIAL STATEMENT - for the year ending 31/12/2021

RESOURCES ALLOCATED				TOTALS	
3		Unrestricted Funds	Restricted Funds	2021	2020
	<u>Grants - Mission and Charitable Giving (page 7)</u>				
3a					
	Missionary Society	£ -	£ -	£ -	£ 500.00
	Relief and Development Agencies	£ -	£ -	£ -	£ 6,056.00
	Home Mission and Church Societies	£ -	£ 12,629.04	£ 12,629.04	£ 1,000.00
	(Allowance Made in the Accounts)		£ 12,629.04	£ 12,629.04	£ 7,556.00
	<u>Activities Relating to Work of Church</u>				
3b					
	Parish Share	£ 90,588.00	£ -	£ 90,588.00	£ 90,528.00
	Ministry Clergy Expensive	£ 2,259.00	£ -	£ 2,259.00	£ 2,429.00
	Eucharist	£ 2,147.00	£ -	£ 2,147.00	£ 2,085.00
		£ 94,994.00	£ -	£ 94,994.00	£ 95,042.00
	Heating, Lighting, Water and BT	£ 5,543.00		£ 5,543.00	£ 4,998.00
	Insurance	£ 2,304.00		£ 2,304.00	£ 2,147.00
	Cleaning	£ 3,960.30		£ 3,960.30	£ 3,148.00
	Maintenance	£ 55.33		£ 55.33	£ 11,266.00
	Architects fees	£ -	£ 6,336.00	£ 6,336.00	£ -
	Choir - Pay	£ -		£ -	£ 80.00
	Music	£ 564.00		£ 564.00	£ 536.00
	Organ repairs	£ 1,688.00		£ 1,688.00	£ 480.00
	Director of Music	£ 3,453.00		£ 3,453.00	£ 6,941.00
	Sunday School	£ -		£ -	£ 253.00
	Employers Pension / NI	£ 453.00		£ 453.00	£ 489.00
	Outreach / Family Worker	£ -	£ 3,202.00	£ 3,202.00	£ 6,766.00
7		£ 18,020.63	£ 9,538.00	£ 27,558.63	£ 37,104.00
	<u>Church Management and Administration</u>				
3c					
	Parish Centre Deficit	£ -	£ -	£ -	£ 5,868.00
	Church Literature	£ 653.63	£ -	£ 653.63	£ 100.00
	PA to the Vicar	£ 4,435.00	£ -	£ 4,435.00	£ 3,943.00
	Parish Centre Manager	£ 6,030.00	£ -	£ 6,030.00	£ 4,347.00
		£ 11,118.63	£ -	£ 11,118.63	£ 14,258.00
	<u>Miscellaneous Expensive</u>				
3d					
	Expensive inc Equipment	£ 3,060.00	£ -	£ 3,060.00	£ -
	Computer Equipment	£ 3,869.00	£ -	£ 3,869.00	
	Postage / Stationary	£ 355.00	£ -	£ -	£ 29.00
	Books	£ 145.00	£ -	£ -	£ -
		£ 7,429.00	£ -	£ 6,929.00	£ 29.00
	TOTAL RESOURCES USED	£ 131,562.26	£ 22,167.04	£ 153,229.30	£ 153,989.00
	Balance 1 January 2020			£ 369,359.00	£ 354,709.00
	Balance 31 December 2021			£ 549,775.40	£ 369,359.00
	Movement			£ 180,416.40	£ 14,650.00

PAROCHIAL CHURCH COUNCIL OF ST MARY'S THE BLESSED VIRGIN

BURLEY IN WHARFEDALE

NOTES TO THE FINANCIAL STATEMENT - for the year ending 31/12/2021

4	STAFF COSTS	2021		2020	
		£		£	
	PA to the Vicar	£	4,435.00		
	Organist	£	3,453.00		
	Family Works	£	8,432.76		
	Parish Centre Manager	£	7,767.23		
		£	<u>24,087.99</u>	£	<u>18,379.00</u>

5	FIXED ASSETS FOR USE BY THE PCC	Freehold Land and Buildings		Church Equipment		TOTAL	
		£		£		£	
	Deemed Cost 1/1/2021	£	131,000.00			£	<u>131,000.00</u>
		£	<u>131,000.00</u>	£	-	£	<u>131,000.00</u>
	Depreciation	£	-	£	-	£	-
	Net Book Value 31/12/2021	£	<u>131,000.00</u>	£	-	£	<u>131,000.00</u>

PAROCHIAL CHURCH COUNCIL OF ST MARY'S THE BLESSED VIRGIN

BURLEY IN WHARFEDALE

NOTES TO THE FINANCIAL STATEMENT - for the year ending 31/12/2021

GIFTS TO MISSION AND CHARITIES

SOURCES OF GIFTS	Unrestricted Funds		Restricted Funds		2021		2020	
PCC Grant	£	-	£	9,087.00	£	8,611.99	£	5,249.00
Other Grants	£	-	£	-	£	-	£	2,124.00
Christmas Services	£	-	£	218.58	£	218.58	£	-
Christingle Service	£	-	£	257.01	£	257.01	£	-
(Note £4,000 account for but not yet distributed)	£	-	£	9,562.59	£	9,087.58	£	7,373.00

ALLOCATION

Relief and Development Agencies

Grants (not Expended)	£	4,000.00	£	4,000.00	£	-
Children's Society	£	257.00	£	257.00	£	446.00
Burley / Terele Friendship Trust	£	-	£	-	£	446.00
Katiyo School	£	-	£	-	£	350.00
Bibles to School	£	154.04	£	154.04	£	432.00
Church of the resurrection - Istanbul	£	-	£	-	£	250.00
Pia Lewthwaite Sponsorship	£	-	£	-	£	45.00
West Nepal Disabled Trust	£	-	£	-	£	800.00
Burly Community Trust	£	-	£	-	£	250.00
McKenzie Friend Charity	£	-	£	-	£	400.00
Bradford Churches	£	2,550.00	£	2,550.00	£	750.00
Otley Christian Resources Hub	£	-	£	-	£	1,000.00
Burley Lockdown Relief	£	2,800.00	£	2,800.00	£	250.00
Grants for 1 Grange Road	£	2,400.00	£	2,400.00	£	-
Grants for Aleppo	£	109.00	£	109.00	£	-
Grants for Sundan	£	109.00	£	109.00	£	-
	£	-	£	8,379.04	£	12,379.04
					£	5,419.00

Home Mission and Church Societies

Leeds Diocese	£	-	£	-	£	-	£	2,000.00
Salem Church	£	250.00	£	-	£	250.00	£	-
	£	250.00	£	-	£	250.00	£	2,000.00

TOTAL	£	250.00	£	8,379.04	£	12,629.04	£	7,419.00
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BUDGET 2022

INCOME		2022		2021
Christian Giving	£	86,000.00	£	80,000.00
Collections in Church	£	4,000.00	£	1,500.00
Income Tax Rebate	£	21,000.00	£	20,000.00
Sales - Magazine	£	1,600.00	£	1,600.00
Sales - Advertising	£	750.00	£	750.00
PCC Coffee Morning	£	-	£	300.00
Fees / Weddings	£	3,500.00	£	4,000.00
Investment Income	£	250.00	£	1,000.00
Grants towards Mission Giving	£	5,000.00	£	2,000.00
Donations from Friends Fund	£	3,000.00	£	3,000.00
Donations to Outreach	£	-	£	7,200.00
Donations to Outreach - Gifts	£	1,500.00	£	2,800.00
Job Retention Funds	£	-	£	4,000.00
VAT reclaim	£	2,500.00	£	4,000.00
Other Income	£	1,000.00	£	1,000.00
	£	130,100.00	£	133,150.00
Bequests / Legacy	£	1,000.00	£	60,000.00
	£	131,100.00	£	193,150.00
Expenditure				
Parish Share	£	92,191.92	£	90,589.00
Mission Giving	£	4,000.00	£	6,000.00
Architects Fees - out of reserves	£	-	£	6,000.00
Clergy Expenditure	£	4,000.00	£	2,500.00
Eucharist	£	1,000.00	£	500.00
Electricity	£	1,000.00	£	1,000.00
Water	£	200.00	£	200.00
Gas	£	4,000.00	£	4,000.00
BT	£	800.00		
Insurance	£	3,000.00	£	3,000.00
Cleaning	£	3,200.00	£	3,200.00
Repairs and Renewals	£	4,000.00	£	3,000.00
Gardenning	£	2,000.00	£	1,500.00
Choir Pay	£	-	£	250.00
Director of Music	£	3,000.00	£	6,500.00
Organ Repairs	£	1,500.00	£	500.00
Music	£	500.00	£	500.00
Sunday School / Rev Expenditure	£	1,000.00	£	1,000.00
Choir Fund	£	-	£	100.00
Printing / Stationary etc	£	500.00	£	500.00
PA	£	4,000.00	£	4,000.00
Presentation	£	300.00	£	500.00
Church Literature	£	250.00	£	250.00
Parish Centre Manager	£	4,200.00	£	5,000.00
Outreach worker - (Majority Paid out of Family Worker fund)	£	1,000.00	£	12,000.00
Employers Pension	£	400.00	£	200.00
	£	136,041.92	£	152,789.00
Deficit	£	4,941.92		

Notes

- 1.0 Reordering / redecoration paid out of reserves with Professional Fees - Anticipated final account £135,000
- 2.0 Budget has assumed if a family worker is engaged existing donors will continue to donate
- 3.0 We have assumed we find an organist in the second quarter
- 4.0 We have assumed that if a family worker is employed they are paid out of the family worker fund (currently stands at £9,271.00)

St Mary's Parish Centre
Financial Report: End-of-year 2021

	2021 £	2020 £
Income		
Total	28152.59	14,846.74
Room hire	4810.00	4,498.75
Open Door		140.56
Sale of cards	55.60	53.18
Photocopying	2.00	47.20
Donations	23276.86	10,041.01
Deposit Account interest	8.13	66.04
Expenditure		
Total	24800.84	20,715.18
Insurance	756.29	737.04
Water	180.11	182.49
Rates	159.84	228.00
joint fuel	2484.00	3,228.16
Cleaning	916.80	1,784.59
Plus Net	306.12	306.12
Computer Service Contracts	1197.05	544.79
TV Licence	159.00	157.50
Phone	352.59	384.86
Photocopier costs	1628.88	1,572.44
Consumables	892.67	1,341.85
Windows	330.00	420.00
Safety and Maintenance	7985.91	6,733.39
Centre Manager	2486.50	
Petty Cash	87.18	123.89
Other	4877.90	2,970.06

Summary		
Defecit/Surplus in-year	3351.75	-5,868.44
Surplus C/F at start of year	21523.17	27,391.61
Total Funds at year end	24874.92	21,523.17
End of year bank balance	9235.35	5,887.43
Deposit Acc Balance	15626.57	15,618.44
Cash in Hand	13.00	17.30

Fund Administration

Martin Russell

Martin Russell

Honorary Auditor

Duncan R Watts

Duncan R Watts

Burley in Wharfedale Branch Mothers' Union

Receipts and Payments - Year ending 31st December 2021

Income	2021	2020
Subscriptions (28 members @ £28)	784.00	672.00
Door		32.00
Grant from PCC coffee donations		
Strawberry Tea		
Collection from Sudan talk		
Other	16.00	
Overseas Boxes	60.00	
Xmas Lunch		
Total	860.00	704.00

	2021	2020
Subs to Diocese	784.00	672.00
Sudan visit travel costs contribution		
Other Travel		
Flowers		
Xmas lunch		
Donations:		
AFIA		
Overseas (including Sudan collection balance).		
Summer of Hope		
Harvest Fund		
Diocese donation - Outreach		
Other		
Total	784.00	672.00

Account Summary.

Opening cash plus bank balance	94.68	62.68
Income during year	860.00	704.00
Expenditure during year	784.00	672.00
Surplus/Deficit generated in-year	76.00	32.00
End-of-Year Cash in hand	42.17	42.17
End-of-Year Bank Balance	128.51	52.51

Branch Treasurer

Martin Russell

Martin Russell

Accounts authorised by

Duncan R. Watts

Duncan R Watts