

**The Parochial Church Council of the Ecclesiastical Parish of St Mary's Lutterworth**  
**Registered Charity 1134507**  
**Annual Report For the year ending 31 December 2021**



**Administrative information**

St. Mary's Church is in Church Street, Lutterworth and is part of the Diocese of Leicester within the Church of England. The correspondence address is St. Mary's Church, Church Gate, Lutterworth, Leicestershire, LE17 4AN

During the year, the following served as members and trustees of the PCC:-

<b>Rector</b>	The Rev'd C A M Styles		Vice Chair
<b>Curate</b>	The Rev'd T E Brown		
<b>Reader Ministers</b>	Dr P Kent		
	Mr M Lowdon		
	Mrs L Turner		
<b>Church Wardens</b>	Mrs P C Dean	from Apr '17	
	Dr P Kent	from Apr '19	Chairman
<b>Representatives on Deanery Synod</b>	Mr S Duffin	from Mar '21	
<b>Elected and co-opted Members</b>	Miss H Dargie	from Sep '21	
	Mr J Dargie	from Apr '19	Deputy Churchwarden
	Mrs B Duffin	from Oct '20	
	Mr P W Gray	re-elected Oct '20	Treasurer
	Mr B Horrex	from Oct '20	Assistant Minister
	Mrs L Horrex	from Sep '21	
	Mr M Lowdon	from Apr '19	
	Mr S Ray	to Apr '21	
	Mr G Thomas	to Jun '21	College Chaplain
	Mrs L Turner	to Apr '21	

**Structure, governance and management**

The Parochial Church Council is a corporate body established by the Church of England. It operates under the Parochial Church Council Powers Measure and is a Registered Charity, Number 1134507. St. Mary's. Lutterworth is part of a Benefice, which includes St. Mary's. Bitteswell and St. Mary's. Cotesbach.

Members of the PCC are either ex-officio trustees (Rector, Curates, Pastoral Assistants and Reader Ministers); or elected as trustees by the Annual Parochial Church Meeting (APCM), or co-opted to fill vacancies during the year in accordance with the Church Representation Rules.

The Church maintains an Electoral Roll of members, which stood in January 2021 at 148 and had decreased to 139 by December. All church attendees are encouraged to register on the Electoral Roll and are able to stand for election to the PCC. Trustees are initially provided with training material from the Charity Commission and thereafter are given on-the-job training by existing members or extra training by the Diocese. The full PCC met on six occasions during the year and also had two away days, on which overall strategy was addressed, rather than day-to-day administration.

The PCC **Standing Committee** (required by law) consists of the Rector, Churchwardens, PCC Treasurer, PCC Secretary and one other member elected by PCC, and has power to transact PCC business between meetings, subject to any directions given by PCC. Other sub-committees were structured as needed to address various aspects of the work and life of the Church.

**Objectives**

The PCC carries out religious activities and provides services, buildings, facilities and open space for the public. It has the responsibility in the object of promoting in the ecclesiastical parish the whole mission of the Church (pastoral, evangelistic, social and ecumenical). It has responsibility for the maintenance of St. Mary's Church, No.3 Poplar Avenue and the Church Gate Centre. In exercising their duties, the trustees have had due regard to the Charity Commission Guidance on public benefit.

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**Activities, Achievements & Performance**

The whole year was overshadowed by the persistence and ongoing management of the Covid-19 pandemic. All Church activities were conducted, to the best of our knowledge and ability, in accordance with the guidelines and laws set out by the Government and the Church of England. Of necessity, these varied over time.

The PCC provided regular worship, initially predominantly live-streamed, then a hybrid of in-person and streaming, with a range of Sunday, weekday and special services using traditional and contemporary liturgy, including Holy Communion, Prayer, Baptism, Marriage, Funeral, Civic and celebratory services. Smaller groups, such as Alpha, Christianity Explored and Home Bible Study also made use of social media to maintain their activities until in-person meetings could resume.. The Church building is once more open on a daily basis for personal prayer and contemplation. The Church continued to teach and promote Christianity through meetings and events, and also carried out pastoral work including visiting the sick and bereaved. These activities were subject to the Covid regulations governing other bodies, such as residential homes and schools, but were beginning to return to a more normal level by the end of the year. The whole mission of the Church is promoted by providing activities for senior citizens, adults, families and children and young people. Religious assemblies and other activities are provided in the local schools, and support is given to other charities. Social action in the community was undertaken through the ongoing provision of a Foodbank and the setting up of Crisis Action Support. The Church bells are once again rung regularly and traditional and contemporary forms of music are encouraged. Over 100 volunteers support activities and the regular worshipping community at December was about 500. The facilities are hired out for a range of community groups and events, and the PCC appoints school governors.

The Church maintains an office, open 10 to 12 Monday to Friday, and during the year employed two part-time Church Administrators, a Premises Officer, a groundsman, a cleaner, a Youth Minister and a Children and Families Minister. A Ministry Trainee was in post from September. The Ministry Team included a Curate, a Pastoral Assistant, an Ordinand, a Chaplain to Lutterworth College and five licensed Reader Ministers, one of whom is also a Prison Chaplain

**Our Vision as a Church**

The PCC maintains the Church's commitment to a long-term vision based around four key themes:

- Connect: how can we share with everyone?
- Explore: How can we share the gospel?
- Grow: how can we help people grow as Christians?
- Equip: How can we train and support people to serve?

The work of all four themes is fostered by a fifth:

- Support: What do we need to enable the mission?

Our structure of meetings is now built around these five elements, with PCC agendas centring upon progress reports from the teams that are focused upon each element of our vision. All aspects of church life are encompassed by this over-arching vision and all have been linked to one of the five teams.

We are confident that that the clarity of this structure will take us forward over the coming years and enable us to focus upon the elements that are central to our life and mission as a church.

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**Financial review**

Total receipts on unrestricted and restricted funds were £149,617 (up £8,415) and £143,694 (down £62,067) respectively, and are detailed in the financial statements. The freehold house at 3 Poplar Avenue and the field off Boneham's Lane continue to be let, and provided a gross income of £8,075 unrestricted. Vision Sundays in 2020 and 2021 did not include a financial appeal. Planned giving (including payroll and regular web site giving) raised £102,796 unrestricted (up £6,661) and £29,942 restricted (down £5,848) after tax recovery. Other notable items (mostly restricted funds) are grants totalling £34,431 (down £16,503) in support of the Lutterworth and Villages Foodbank, Covid Crisis Action, Church management and Churchyard maintenance. In particular, grants for the Foodbank decreased by £13,659 to £17,290. £63,717 worth of food was donated for the Foodbank (down £15,268). Statutory fees due to the PCC at £9,424 increased by £1,035. We did not receive any bequests in 2021. In 2020 we had received £3,172 restricted from Avon Swift benefice to cover the costs of employing an administrator on its behalf; that arrangement ended in 2020. Fund raising activities brought in £4,348 (up from £507), with a sponsored abseil and a booksale in aid of buildings improvement. Collections in Church were up £128 at £2,435 and unplanned web site giving dropped back to £6,298 from £33,956, following easing of pandemic restrictions and ending of our Covid Crisis Action. £1,637 was received from crisis team clients in repayment for shopping done on their behalf, down from £6,048, and that service has now ended.

Overall income decreased by £53,652, but was still £49,443 more than in 2019

£150,584 (up £24,785) was spent from unrestricted funds and £145,440 (down £44,153) from restricted funds to provide the Christian ministry from St. Mary's Church. In addition to services, this includes mission and charity, children youth and schools work, social action, administration, Churchyard maintenance and improvement, and buildings. The Diocesan Parish Gift, which largely provides stipends and housing for the clergy, was £46,300 (unchanged). Personnel costs were £80,507 (down £14,720); the reduction was due to no longer employing the Avon Swift administrator and other staff changes, offset by modest salary increases. The Foodbank issued £72,854 worth of food to clients and other charities (down £7,062); its running costs were £11,433 (up £359). £1,896 (down from £11,654) was spent on Covid Crisis Action; this included administration, equipment, transport and shopping for clients. We spent £38,810 on Buildings Management (up £8,834); the increase is mainly due to preparatory work towards improving the Church Gate Centre, and replacement of a boiler. Overall Discipleship costs were £9,232 (up £405); significant items were £2,970 on a Ministry Trainee (none last year), £109 on courses (down from £1,262), and £5,016 on services (down £2,068) due to relaxation of lockdowns. Regular support for overseas mission, through the Crosslinks organisation, continued at £6,000. Office costs were £4,302 (down £890). Costs for Outreach and Welcome were £4,791 (up £2,632); the increase is mostly due to new signage to be installed early in 2022, and other publicity items. Work with under-18s cost £4,547 (down £1,336); the decrease is due to no longer paying for the Lutterworth College Chaplain, offset by running a Summer Club for children following relaxation of restrictions on in-person activities. £8,116 (up £291) was spent on Churchyard maintenance and improvement; this included paying the groundsman we employ (supported by grant aid from the Town Council).

Overall expenditure decreased by £19,368

There were small deficits before transfers of £967 in unrestricted funds and £1,746 in restricted funds, after last year's surpluses. Significant reductions in both restricted income and expenditure followed the easing of pandemic restrictions, but unrestricted expenditure increased. Apart from the foodbank, personnel costs have moved more towards unrestricted funds following deliberate draw-down of the Assistant Minister and Ministry Staff funds.

The continued increase in unrestricted planned giving was encouraging, but restricted planned giving decreased due to a few generous donors moving away. The PCC is continuing to take steps to improve its income and control costs, including emphasis on the need for increased regular giving from our members, and has actively sought grants mentioned above.

The net results for the year, after various transfers between funds and gains or losses on investments (detailed in the financial statements), were a decrease of £1,299 unrestricted funds,

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an increase of £13,886 restricted funds and an increase of £1,665 endowment funds. The balances carried forward (including tangible and investment fixed assets) were £227,862 of unrestricted funds, £367,829 of restricted funds and £14,789 of endowment funds.

**Reserves policy**

The PCC holds a number of funds, balances and details of which are set out in notes 8e and 13 on pages 19, 21 and 22 of the accounts. Restricted and endowment funds can by law only be applied to the purpose specified; unrestricted funds are available to the PCC to use for any purpose within its objects.

The PCC has adopted a policy to set aside from unrestricted funds a General Reserve fund. This fund is held in reserve to cover risks of significant decline in income, theft of lead from the roof, unplanned repairs to the Church and other properties, unplanned work on trees in the Churchyard and other unplanned expenditure. The risks will be reviewed annually, and the reserve adjusted accordingly. The reserve stood at £55,755 at the beginning of the year; By 31 December the it was £65,781, after accrual of interest and depositing £10,000 from the surplus in the general fund.

It is our policy to invest our funds balances with CBF Church of England Deposit Fund.

**Approved by the Parochial Church Council on 21 March 2022 and signed on its behalf by:**

***Dr. Peter Richard Kent, Churchwarden, PCC Chairman***

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**St Mary's Lutterworth PCC**  
**Statement of Financial Activities**  
**For the year ending 31 December 2021**

	Note	Unre- stricted Funds £	Re- stricted Funds £	Endow- ment Funds £	TOTAL FUNDS	
					2021 £	2020 £
<b>INCOMING RESOURCES</b>						
Voluntary income	2(a)	122,678	141,303	–	263,981	318,107
Activities for generating funds	2(b)	5,080	258	–	5,338	522
Investment income	2(c)	8,138	362	–	8,499	9,014
Church activities	2(d)	13,492	1,771	–	15,263	16,148
Other incoming resources	2(e)	230	–	–	230	3,172
<b>TOTAL INCOMING RESOURCES</b>		<b>149,617</b>	<b>143,694</b>	<b>–</b>	<b>293,311</b>	<b>346,963</b>
<b>RESOURCES EXPENDED</b>						
Costs of generating funds	3(a)	1,502	–	–	1,502	146
Church activities	3(b)	146,723	145,439	–	292,162	313,290
Governance costs	3(c)	1,406	–	–	1,406	812
Other resources expended	3(d)	954	1	–	954	1,145
<b>TOTAL RESOURCES EXPENDED</b>		<b>150,584</b>	<b>145,440</b>	<b>–</b>	<b>296,024</b>	<b>315,392</b>
<b>NET INCOMING/(OUTGOING) RESOURCES BEFORE TRANSFERS</b>		<b>(967)</b>	<b>(1,746)</b>	<b>–</b>	<b>(2,713)</b>	<b>31,570</b>
<b>TRANSFERS BETWEEN FUNDS</b>						
Transfers from other funds	6(a)	13,715	8,229	–	21,944	19,677
Transfers to other funds	6(b)	17,347	4,597	–	21,944	19,677
<b>NET TRANSFERS FROM/(TO) OTHER FUNDS</b>		<b>(3,632)</b>	<b>3,632</b>	<b>–</b>	<b>–</b>	<b>–</b>
<b>NET INCOMING/(OUTGOING) RESOURCES GAINS (LOSSES) ON INVESTMENTS</b>		<b>(4,599)</b>	<b>1,886</b>	<b>–</b>	<b>(2,713)</b>	<b>31,570</b>
<b>NET MOVEMENT IN FUNDS</b>		<b>(1,299)</b>	<b>13,886</b>	<b>1,665</b>	<b>14,252</b>	<b>31,319</b>
<b>BALANCES BROUGHT FORWARD AT 1 JANUARY</b>		<b>229,160</b>	<b>353,943</b>	<b>13,125</b>	<b>596,228</b>	<b>564,909</b>
<b>BALANCES CARRIED FORWARD AT 31 DECEMBER</b>		<b>227,862</b>	<b>367,829</b>	<b>14,789</b>	<b>610,480</b>	<b>596,228</b>

**St Mary's Lutterworth PCC**  
**Balance Sheet at 31 December 2021**

	Notes			2021 £		2020 £
FIXED ASSETS						
Tangible fixed assets	7(a), 8(a)			80,381		81,762
Investment assets	7(b), 8(b)			299,822		282,857
				<u>380,203</u>		<u>364,619</u>
CURRENT ASSETS	8(c)					
Debtors	9			25,045		25,918
Short term deposits				163,902		144,052
Cash at bank and in hand				44,526		56,494
Foodbank stock				5,712		14,678
				<u>239,185</u>		<u>241,141</u>
LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR	8(d), 10			8,908		9,532
NET CURRENT ASSETS				<u>230,277</u>		<u>231,609</u>
NET ASSETS				<u>610,480</u>		<u>596,228</u>
FUNDS	8(e)					
Unrestricted				227,862		229,160
Restricted				367,829		353,943
Endowment				14,789		13,125
				<u>610,480</u>		<u>596,228</u>

Approved by the Parochial Church Council on 21 March 2022 and signed on its behalf by:

Dr. Peter Richard Kent, Churchwarden, PCC Chairman

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Mr. Peter William Gray (treasurer)

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The notes on pages 7 to 23 form part of these accounts

**St Mary's Lutterworth PCC**  
**Notes to the Financial Statements**  
**For the year ending 31 December 2021**

**1 ACCOUNTING POLICIES**

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the 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. The financial statements include all 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.

All amounts shown in the financial statements are rounded to the nearest whole pound.

**Funds**

*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.

*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.

*Unrestricted funds* are funds which can be used for PCC ordinary purposes. They include the General fund and funds designated by the PCC for specific purposes.

**Incoming resources**

Collections are recognised when received by or on behalf of the PCC. Planned giving receivable under Gift Aid is recognised only when received. Income tax recoverable on Gift Aid donations is recognised when the income is recognised.

Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain.

Funds raised by fetes, garden parties and similar events are accounted for gross.

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

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

Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue. Tax recoverable on such income is recognised in the same accounting year.

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 and donations are accounted for when awarded, whether or not that creates a binding obligation on the PCC.

The parish gift is both accounted for and paid by instalments. Any parish gift unpaid at 31 December is provided for in these financial statements as an operational (though not a legal) liability and is shown as a creditor in the Balance Sheet. Any parish gift overpaid at 31 December is provided for in these financial statements as an asset and is shown as a debtor in the Balance Sheet

All other expenditure is generally recognised when incurred and is accounted for gross.

**Fixed assets**

***Consecrated property and movable church furnishings***

Consecrated and beneficed property is not included in the accounts in accordance with s.10(2)(a) and (c) of the Charities Act 2011.

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Movable church furnishings held by the Rector and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's Inventory which can be inspected (at any reasonable time). For inalienable property acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements. Items acquired since 1 January 2000 at a cost of £1,000 or more have been capitalised and depreciated in the financial statements over their currently anticipated useful economic life on a straight-line basis.

For Service Books, the anticipated life is 10 years.

All expenditure incurred in the year on consecrated or beneficed buildings, individual items under £1,000 or on the repair of movable church furnishings acquired before 1 January 2000 is written off.

***Other fixtures, fittings and office equipment***

Equipment used within the church premises is depreciated on a straight line basis over 5 years. Individual items of equipment with a purchase price of £1,000 or less are written off when the asset is acquired.

**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 uncollectable.

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

**2 INCOMING RESOURCES**

	All incoming resources went to the General fund unless otherwise noted	Unre- stricted Funds £	Re- stricted Funds £	Endow- ment Funds £	TOTAL FUNDS	
					2021 £	2020 £
2(a)	Voluntary income					
	Planned giving					
	Gift aided planned giving					
	▪ General fund	64,158	–	–	64,158	61,285
	▪ Assistant Minister (R) fund	–	–	–	–	300
	▪ Buildings Improvement (R) fund	–	1,350	–	1,350	1,440
	▪ Foodbank (R) fund	–	3,719	–	3,719	2,298
	▪ Ministry Staff (R) fund	–	11,088	–	11,088	18,799
	Income tax recoverable					
	▪ General fund	16,040	–	–	16,040	15,321
	▪ Assistant Minister (R) fund	–	–	–	–	75
	▪ Buildings Improvement (R) fund	–	338	–	338	360
	▪ Foodbank (R) fund	–	930	–	930	575
	▪ Ministry Staff (R) fund	–	2,772	–	2,772	4,700
	Regular Web Giving					
	▪ General fund	5,550	–	–	5,550	2,700
	▪ Chaplaincy (R) fund	–	–	–	–	200
	▪ Foodbank (R) fund	–	5,646	–	5,646	2,757
	▪ Ministry Staff (R) fund	–	100	–	100	1,200
	Regular Web Tax recovered					
	▪ General fund	109	–	–	109	–
	▪ Foodbank (R) fund	–	1,050	–	1,050	467
	Payroll Giving					
	▪ General fund	8,435	–	–	8,435	8,068
	▪ Ministry Staff (R) fund	–	315	–	315	225



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	All incoming resources went to the General fund unless otherwise noted	Unre- stricted Funds £	Re- stricted Funds £	Endow- ment Funds £	TOTAL FUNDS	
					2021 £	2020 £
2(a)	Voluntary income (continued)					
	Planned giving (continued)					
	Other planned giving					
	▪ General fund	8,417	–	–	8,417	8,547
	▪ Foodbank (R) fund	–	2,635	–	2,635	2,395
	Income tax (FWO not accrued)	87	–	–	87	215
	Web Site Giving					
	Donations					
	▪ General fund	745	–	–	745	10,489
	▪ Events (D) fund	180	–	–	180	–
	▪ Buildings Improvement (R) fund	–	139	–	139	–
	▪ Foodbank (R) fund	–	4,537	–	4,537	18,613
	▪ Mission and Charity (R) fund	–	–	–	–	30
	Tax Recovered					
	▪ General fund	90	–	–	90	1,475
	▪ Buildings Improvement (R) fund	–	25	–	25	–
	▪ Foodbank (R) fund	–	582	–	582	3,349
	Collections (open plate)					
	▪ General fund	1,990	–	–	1,990	2,257
	▪ Buildings Improvement (R) fund	–	379	–	379	–
	▪ Mission and Charity (R) fund	–	67	–	67	50
	Grants Received					
	▪ General fund	5,400	–	–	5,400	5,460
	▪ Ruth Gee Ministry Support (D) fund	595	–	–	595	–
	▪ Assistant Minister (R) fund	–	645	–	645	–
	▪ Churchyard Maintenance (R) fund	–	4,000	–	4,000	4,012
	▪ Covid Crisis Action (R) fund	–	5,400	–	5,400	6,333
	▪ Foodbank (R) fund	–	17,290	–	17,290	30,949
	▪ Ministry Staff (R) fund	–	1,100	–	1,100	4,179
	Sundry donations and appeals					
	Gift aided donations					
	▪ General fund	2,050	–	–	2,050	2,570
	▪ Events (D) fund	100	–	–	100	–
	▪ Buildings Improvement (R) fund	–	100	–	100	–
	▪ Foodbank (R) fund	–	1,136	–	1,136	3,051
	▪ Information Technology (R) fund	–	–	–	–	1,000
	▪ Ministry Staff (R) fund	–	2,300	–	2,300	–
	Income Tax Recoverable					
	▪ General fund	513	–	–	513	643
	▪ Events (D) fund	25	–	–	25	–
	▪ Buildings Improvement (R) fund	–	25	–	25	–
	▪ Foodbank (R) fund	–	284	–	284	763
	▪ Information Technology (R) fund	–	–	–	–	250
	▪ Ministry Staff (R) fund	–	575	–	575	–
	Candle Box	95	–	–	95	–
	Wall Box	431	–	–	431	504
	For Easter Lilies					
	▪ Flower (D) fund	290	–	–	290	–
	Mission Appeals					
	▪ Mission and Charity (R) fund	–	–	–	–	44

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**Notes to the Financial Statements (continued)**  
**For the year ending 31 December 2021**

	All incoming resources went to the General fund unless otherwise noted	Unre- stricted Funds £	Re- stricted Funds £	Endow- ment Funds £	TOTAL FUNDS	
					2021 £	2020 £
2(a)	Voluntary income (continued)					
	Sundry donations and appeals (continued)					
	Other Donations					
	▪ General fund	6,896	–	–	6,896	2,916
	▪ Events (D) fund	483	–	–	483	–
	▪ Flower (D) fund	–	–	–	–	110
	▪ Buildings Improvement (R) fund	–	40	–	40	–
	▪ Churchyard Maintenance (R) fund	–	–	–	–	30
	▪ Covid Crisis Action (R) fund	–	9	–	9	69
	▪ Foodbank (R) fund	–	9,011	–	9,011	8,050
	Gifts in Kind					
	▪ Foodbank (R) fund	–	63,717	–	63,717	78,985
		<u>122,678</u>	<u>141,303</u>	<u>–</u>	<u>263,981</u>	<u>318,107</u>
2(b)	Activities for generating funds					
	Functions and Events					
	▪ Buildings Improvement (R) fund	4,090	–	–	4,090	–
	▪ Foodbank (R) fund	–	258	–	258	507
	Hiring out rooms	940	–	–	940	–
	Charitable Trading Income	50	–	–	50	15
		<u>5,080</u>	<u>258</u>	<u>–</u>	<u>5,338</u>	<u>522</u>
2(c)	Investment income					
	Dividends on Investments					
	▪ Churchyard Trusts Revenue (R) fund	–	338	–	338	326
	Interest on Deposits					
	▪ General Reserve (D) fund	26	–	–	26	200
	▪ Ruth Gee Improvements (D) fund	23	–	–	23	187
	▪ Ruth Gee Ministry Support (D) fund	7	–	–	7	60
	▪ Other unrestricted funds	0	–	–	0	–
	▪ Assistant Minister (R) fund	–	4	–	4	38
	▪ Bell (R) fund	–	3	–	3	21
	▪ Churchyard Trusts Revenue (R) fund	–	2	–	2	20
	▪ Hardship (R) fund	–	4	–	4	29
	▪ Organ (R) fund	–	6	–	6	46
	▪ Other restricted funds	–	4	–	4	6
	Rents etc.					
	▪ General fund	5,675	–	–	5,675	5,675
	▪ Buildings (D) fund	2,400	–	–	2,400	2,400
	Interest on tax reclaimed					
	▪ General fund	7	–	–	7	3
	▪ Restricted funds	–	2	–	2	1
		<u>8,138</u>	<u>362</u>	<u>–</u>	<u>8,499</u>	<u>9,014</u>

**St Mary's Lutterworth PCC**  
**Notes to the Financial Statements (continued)**  
**For the year ending 31 December 2021**

	All incoming resources went to the General fund unless otherwise noted	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS	
					2021 £	2020 £
2(d)	Church activities					
	Discipleship					
	Small groups	203	–	–	203	84
	Study Books	61	–	–	61	–
	Fees due to the PCC (statutory)	9,424	–	–	9,424	8,389
	Fees due to the PCC (Locally set)					
	▪ General fund	326	–	–	326	749
	▪ Bell (R) fund	–	90	–	90	–
	Outreach and Welcome					
	▪ General fund	426	–	–	426	330
	▪ Buildings Improvement (R) fund	–	44	–	44	–
	Prayer and Pastoral					
	▪ Events (D) fund	275	–	–	275	–
	Social Action (Coronavirus Crisis Teams)					
	▪ Covid Crisis Action (R) fund	–	1,637	–	1,637	6,048
	Under 18s work					
	with Children					
	▪ General fund	630	–	–	630	447
	▪ Events (D) fund	640	–	–	640	–
	with Families	50	–	–	50	–
	Shared	20	–	–	20	–
	with Youth					
	▪ Events (D) fund	1,437	–	–	1,437	100
		<u>13,492</u>	<u>1,771</u>	<u>–</u>	<u>15,263</u>	<u>16,148</u>
2(e)	Other incoming resources					
	Employment costs recovered					
	▪ Avon Swift Administrator (R) fund	–	–	–	–	3,172
	PCC Meetings etc. (Contributions)	110	–	–	110	–
	Sale of assets	120	–	–	120	–
		<u>230</u>	<u>–</u>	<u>–</u>	<u>230</u>	<u>3,172</u>
		<u>149,617</u>	<u>143,694</u>	<u>–</u>	<u>293,311</u>	<u>346,963</u>
	TOTAL INCOMING RESOURCES					

**3 RESOURCES EXPENDED**

	All resources expended came from the General fund unless otherwise noted	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS	
					2021 £	2020 £
3(a)	Costs of generating funds					
	Costs of generating voluntary income	516	–	–	516	146
	Charitable trading costs	7	–	–	7	–
	Costs of fundraising events					
	▪ Events (D) fund	978	–	–	978	–
		<u>1,502</u>	<u>–</u>	<u>–</u>	<u>1,502</u>	<u>146</u>
3(b)	Church activities					
	Management - Buildings					
	New buildings or major works (CGC project)					
	▪ Ruth Gee Improvements (D) fund	4,542	–	–	4,542	–
	▪ Buildings Improvement (R) fund	–	1,050	–	1,050	–

**St Mary's Lutterworth PCC**  
**Notes to the Financial Statements (continued)**  
**For the year ending 31 December 2021**

	All resources expended came from the General fund unless otherwise noted	Unre- stricted Funds £	Re- stricted Funds £	Endow- ment Funds £	TOTAL FUNDS	
					2021 £	2020 £
3(b)	Church activities (continued)					
	Management – Buildings (continued)					
	Church Major repairs (structure) (quinquennial report)					
	▪ Buildings (D) fund	–	–	–	–	750
	Church Running Expenses	17,849	–	–	17,849	17,056
	Church Maintenance					
	▪ General fund	2,390	–	–	2,390	5,737
	▪ Buildings (D) fund	6,457	–	–	6,457	552
	▪ Organ (R) fund	–	145	–	145	–
	Church Improvements					
	▪ General fund	1,200	–	–	1,200	–
	▪ Ruth Gee Improvements (D) fund	–	–	–	–	501
	▪ Information Technology (R) fund	–	–	–	–	729
	Church Gate Centre Running Costs					
	▪ General fund	2,220	–	–	2,220	3,150
	▪ Buildings (D) fund	383	–	–	383	–
	▪ Unrestricted Property (D) fund	782	–	–	782	782
	▪ CGC Property (R) fund	–	218	–	218	218
	Upkeep of 3 Poplar Avenue					
	▪ Buildings (D) fund	1,451	–	–	1,451	501
	Parsonage house					
	▪ Parsonage (D) fund	45	–	–	45	–
	▪ Parsonage (R) fund	–	79	–	79	–
	▪					
	Management - Churchyard					
	▪ General fund	1,156	–	–	1,156	29
	▪ Churchyard Maintenance (R) fund	–	6,960	–	6,960	7,797
	Management - Church Office					
	▪ General fund	4,230	–	–	4,230	4,707
	▪ Information Technology (R) fund	–	72	–	72	485
	Management - Communications	2,424	–	–	2,424	2,566
	Discipleship					
	Ministry Trainees	2,970	–	–	2,970	–
	Courses	109	–	–	109	1,262
	Church at home	711	–	–	711	–
	One to One	–	–	–	–	51
	Parish Weekends Away					
	▪ Events (D) fund	300	–	–	300	–
	Prayer Events	18	–	–	18	82
	Resources	81	–	–	81	165
	Services					
	▪ General fund	4,380	–	–	4,380	6,334
	▪ Flower (D) fund	255	–	–	255	84
	▪ Information Technology (R) fund	–	381	–	381	667
	Small groups	27	–	–	27	184

**St Mary's Lutterworth PCC**  
**Notes to the Financial Statements (continued)**  
**For the year ending 31 December 2021**

	All resources expended came from the General fund unless otherwise noted	Unre- stricted Funds £	Re- stricted Funds £	Endow- ment Funds £	TOTAL FUNDS	
					2021 £	2020 £
3(b)	Church activities (continued)					
	Grants (see note 11 for policy and recipients)					
	Church overseas					
	Overseas Missions	6,000	–	–	6,000	6,000
	Relief agencies					
	▪ Mission and Charity (R) fund	–	–	–	–	74
	Home Missions etc					
	▪ General fund	58	–	–	58	25
	▪ Mission and Charity (R) fund	–	67	–	67	–
	Individuals etc.					
	▪ Hardship (R) fund	–	260	–	260	401
	Outreach and Welcome	4,791	–	–	4,791	2,159
	Prayer and Pastoral	564	–	–	564	199
	Personnel					
	Gratuities etc.					
	▪ General fund	107	–	–	107	535
	▪ Foodbank (R) fund	–	79	–	79	33
	Honoraria	5	–	–	5	4,410
	Staff costs					
	Employment costs					
	▪ General fund	16,410	–	–	16,410	14,565
	▪ Ruth Gee Ministry Support (D) fund	8,389	–	–	8,389	–
	▪ Assistant Minister (R) fund	–	14,027	–	14,027	–
	▪ Avon Swift Administrator (R) fund	–	–	–	–	3,186
	▪ Foodbank (R) fund	–	15,057	–	15,057	12,492
	▪ Ministry Staff (R) fund	–	19,202	–	19,202	54,629
	Counselling & other support	–	–	–	–	300
	Recruitment	111	–	–	111	436
	Training					
	▪ General fund	3,337	–	–	3,337	1,090
	▪ Assistant Minister (R) fund	–	126	–	126	
	▪ Ministry Staff (R) fund	–	513	–	513	359
	Working expenses					
	▪ General fund	2,125	–	–	2,125	1,404
	▪ Ministry Staff (R) fund	–	145	–	145	–
	▪ Ministry Staff (R) fund	–	876	–	876	1,789
	Parish Gift	46,300	–	–	46,300	46,300
	Social Action					
	Coronavirus Crisis Action					
	▪ Covid Crisis Action (R) fund	–	1,896	–	1,896	11,645
	Foodbank - in kind					
	▪ Foodbank (R) fund	–	72,854	–	72,854	79,916
	Foodbank - monetary					
	▪ Foodbank (R) fund	–	11,433	–	11,433	11,074

**St Mary's Lutterworth PCC**  
**Notes to the Financial Statements (continued)**  
**For the year ending 31 December 2021**

	All resources expended came from the General fund unless otherwise noted	Unre- stricted Funds £	Re- stricted Funds £	Endow- ment Funds £	TOTAL FUNDS	
					2021 £	2020 £
3(b)	Church activities (continued)					
	Under 18s work					
	with Children					
	▪ General fund	275	–	–	275	511
	▪ Events (D) fund	1,425	–	–	1,425	298
	with Families	421	–	–	421	286
	in Schools					
	▪ General fund	59	–	–	59	233
	▪ Chaplaincy (R) fund	–	–	–	–	3,500
	with Youth					
	▪ General fund	454	–	–	454	659
	▪ Events (D) fund	1,688	–	–	1,688	150
	Shared	226	–	–	226	245
		<u>146,723</u>	<u>145,439</u>	<u>–</u>	<u>292,162</u>	<u>313,290</u>
3(c)	Governance costs					
	Independent examiner's fees	300	–	–	300	293
	Miscellaneous	70	–	–	70	43
	PCC Meetings etc.	1,036	–	–	1,036	476
		<u>1,406</u>	<u>–</u>	<u>–</u>	<u>1,406</u>	<u>812</u>
3(d)	Other resources expended					
	Bank charges etc.					
	▪ General Fund	99	–	–	99	150
	▪ Events (D) fund	106	–	–	106	4
	▪ Other designated funds	3	–	–	3	–
	▪ Restricted funds	–	1	–	1	–
	Debts written off					
	▪ General Fund	25	–	–	25	–
	▪ Events (D) fund	–	–	–	–	346
	▪ Churchyard Maintenance (R) fund	–	–	–	–	600
	▪ Other restricted funds	–	–	–	–	0
	Miscellaneous	721	–	–	721	45
		<u>954</u>	<u>1</u>	<u>–</u>	<u>954</u>	<u>1,145</u>
		<u>150,584</u>	<u>145,440</u>	<u>–</u>	<u>296,024</u>	<u>315,392</u>
	TOTAL RESOURCES EXPENDED					

**4 STAFF COSTS**

					2021 £	2020 £
	Salaries, Wages, etc.				66,493	81,563
	Employer's National Insurance				3,687	4,646
	Employer's Pension Contribution				2,910	3,073
					<u>73,089</u>	<u>89,282</u>

During the year, the PCC employed church administrators, a children and families minister, an assistant minister for youth and administration, a premises officer and a foodbank manager, none of whom earned £60,000 p.a. or more.

**St Mary's Lutterworth PCC**  
**Notes to the Financial Statements (continued)**  
**For the year ending 31 December 2021**

**5 TRANSACTIONS WITH RELATED PARTIES**

The following member of the PCC was paid during the year:; Mr Ben Horrex, £29,835 as Assistant Minister for Youth and Administration. There were no other disclosable transactions in respect of PCC members, persons closely connected with them or other related parties.

**6 TRANSFERS BETWEEN FUNDS**

		Un-restricted Funds £	Re-stricted Funds £	Endow-ment Funds £	TOTAL FUNDS	
					2021 £	2020 £
6(a)	Transfers from other funds					
	From General fund					
	▪ to General Reserve (D) fund, to partially replace drawdown in prior years	10,000	–	–	10,000	10,000
	▪ to Events (D) fund, to cover deficit from events	1,054	–	–	1,054	298
	▪ to Avon Swift Administrator (R) fund, to cover late charges from pension provider	–	–	–	–	14
	▪ to Churchyard Maintenance (R) fund, to make up shortfall in income compared to expenditure	–	2,621	–	2,621	4,010
	▪ to Parsonage (R) fund, annual designation by PCC	–	150	–	150	150
	From Churchyard Trusts Revenue (R) fund					
	▪ to Churchyard Maintenance (R) fund, towards costs	–	339	–	339	345
	From Events (D) fund					
	▪ To General fund, surplus from events	4	–	–	4	–
	▪ Buildings Improvement (R) fund, surplus from events	–	3,518	–	3,518	–
	From Foodbank (D) fund					
	▪ to General fund, contribution for use of CGC	–	–	–	–	1,440
	From Foodbank (R) fund					
	▪ to General fund, contribution for use of CGC	1,560	–	–	1,560	120
	From Ministry Staff (R) fund					
	▪ to Assistant Minister (R) fund, to cover deficit and close the fund	–	1,601	–	1,601	–
	From Parsonage (R) Fund					
	▪ to Parsonage (D) Fund, per diocesan letter of April 2000	1,097	–	–	1,097	–
	From Ruth Gee Ministry Support (D) fund					
	▪ to Chaplaincy (R) fund, to cover deficit	–	–	–	–	3,300
		<u>13,715</u>	<u>8,229</u>	<u>–</u>	<u>21,944</u>	<u>19,677</u>
6(b)	Transfers to other funds					
	To General fund					
	▪ from Events (D) fund	4	–	–	4	–
	▪ from Foodbank (D) fund	–	–	–	–	1,440
	▪ from Foodbank (R) fund	–	1,560	–	1,560	120
	To General Reserve (D) fund	10,000	–	–	10,000	10,000
	To Assistant Minister (R) Fund					
	▪ from Ministry Staff (R) fund	–	1,601	–	1,601	–
	To Avon Swift Administrator (R) fund	–	–	–	–	14
	To Buildings Improvement (R) fund					
	▪ from Events (D) fund	3,518	–	–	3,518	–
	To Chaplaincy (R) fund					
	▪ from Ruth Gee Ministry Support (D) fund	–	–	–	–	3,300

**St Mary's Lutterworth PCC**  
**Notes to the Financial Statements (continued)**  
**For the year ending 31 December 2021**

		Unre- stricted Funds £	Re- stricted Funds £	Endow- ment Funds £	TOTAL FUNDS	
					2021 £	2020 £
6(b)	Transfers to other funds (continued)					
	To Churchyard Maintenance (R) fund					
	▪ from General fund	2,621	–	–	2,621	4,010
	▪ from Churchyard Trusts Revenue (R) fund	–	339	–	339	345
	To Events (D) Fund	1,054	–	–	1,054	298
	To Parsonage (D) Fund					
	▪ From Parsonage (R) Fund	–	1,097	–	1,097	–
	To Parsonage (R) fund	150	–	–	150	150
		<u>17,347</u>	<u>4,597</u>	<u>–</u>	<u>21,944</u>	<u>19,677</u>
	NET TRANSFERS FROM/(TO) OTHER FUNDS	<u>(3,632)</u>	<u>3,632</u>	<u>–</u>	<u>–</u>	<u>–</u>

**7 FIXED ASSETS FOR USE BY THE PCC**

			Freehold Land and Buildings <sup>1</sup> £	Church Equipment <sup>2</sup> £	Total £
7(a)	Tangible fixed assets				
	ACTUAL/DEEMED COST	At 1 January	95,000	32,727	127,727
		Disposals	–	–	–
		Additions at cost	–	–	–
		At 31 December	<u>95,000</u>	<u>32,727</u>	<u>127,727</u>
	DEPRECIATION	At 1 January	14,000	31,965	45,965
		Withdrawn on disposals	–	–	–
		Charge for the year	<u>1,000</u>	<u>381</u>	<u>1,381</u>
		At 31 December	<u>15,000</u>	<u>32,346</u>	<u>47,346</u>
	NET BOOK VALUE	At 31 December	<u>80,000</u>	<u>381</u>	<u>80,381</u>

<sup>1</sup> The tangible Freehold Land and Buildings comprises the Church Gate Centre, purchased in September 2006.

<sup>2</sup> The Church Equipment comprises Mission Praise hymnbooks purchased in 2004, radio microphones and computers purchased in 2007, a printer/copier and an electronic organ purchased in 2012, a projector purchased in 2014, a sound mixing desk with stage box purchased in 2016, and a projector screen purchased in 2018.



**St Mary's Lutterworth PCC**  
**Notes to the Financial Statements (continued)**  
**For the year ending 31 December 2021**

**FIXED ASSETS FOR USE BY THE PCC (continued)**

		Freehold Land and Buildings <sup>1</sup> £	CBF Investment Account <sup>2</sup> £	Other Securities <sup>3</sup> £	Total £
7(b)	Investment fixed assets				
	Market value – 1 January	271,200	11,637	20	282,857
	Net gains (losses) on annual revaluation				
	▪ Churchyard Trusts Capital (E) fund	–	1,665	–	1,665
	▪ Poplar Avenue Property (R) fund	12,000	–	–	12,000
	▪ Unrestricted Property (D) fund	3,300	–	–	3,300
	Market value – 31 December	286,500	13,302	20	299,822

**8 ANALYSIS OF NET ASSETS BY FUND**

		Unre- stricted Funds £	Re- stricted Funds £	Endow- ment Funds £	TOTAL FUNDS	
					2021 £	2020 £
8(a)	Tangible Fixed Assets					
	▪ Unrestricted Property (D) fund	62,576	–	–	62,576	63,358
	▪ CGC Property (R) fund	–	17,424	–	17,424	17,642
	▪ Information Technology (R) fund	–	381	–	381	762
	Total Tangible Fixed Assets	62,576	17,805	–	80,381	81,762
8(b)	Investment Fixed Assets					
	▪ Unrestricted Property (D) fund	49,500	–	–	49,500	46,200
	▪ Poplar Avenue Property (R) fund	–	237,000	–	237,000	225,000
	▪ Churchyard Trusts Capital (E) fund	–	–	13,322	13,322	11,657
	Total Investment Fixed Assets	49,500	237,000	13,322	299,822	282,857

<sup>1</sup> The investment freehold land and buildings comprise 3 Poplar Avenue (estimated value obtained from the Zoopla property website), and a field off Boneham's Lane near Milords Farm (estimated value provided by the tenant based on the current value of agricultural land in the locality).

<sup>2</sup> The holdings in CBF investment account are 568 shares. They are held by the diocese as custodian trustees of various Churchyard Trusts.

<sup>3</sup> The other securities are valued at nominal value. The CBF shares and other securities are held by the diocese as custodian trustees of various Churchyard Trusts.

**St Mary's Lutterworth PCC**  
**Notes to the Financial Statements (continued)**  
**For the year ending 31 December 2021**

		Unre- stricted Funds £	Re- stricted Funds £	Endow- ment Funds £	TOTAL FUNDS	
					2021 £	2020 £
8(c)	Current Assets					
	▪ General fund	11,824	–	–	11,824	7,480
	▪ General Reserve (D) fund	65,781	–	–	65,781	55,755
	▪ Buildings (D) fund	1,281	–	–	1,281	7,172
	▪ Events (D) fund	(4)	–	–	(4)	295
	▪ Flower (D) fund	523	–	–	523	491
	▪ Parsonage (D) fund	1,052	–	–	1,052	–
	▪ Ruth Gee Improvements (D) fund	39,813	–	–	39,813	44,332
	▪ Ruth Gee Ministry Support (D) fund	2,745	–	–	2,745	9,127
	▪ Assistant Minister (R) fund	–	–	–	–	12,049
	▪ Avon Swift Administrator (R) fund	–	–	–	–	40
	▪ Bell (R) fund	–	5,331	–	5,331	5,238
	▪ Buildings (R) fund	–	64	–	64	64
	▪ Buildings Improvement (R) fund	–	5,183	–	5,183	275
	▪ Churchyard Maintenance (R) fund	–	–	–	–	12
	▪ Churchyard Trusts Revenue (R) fund	–	1,798	–	1,798	1,798
	▪ Covid Crisis Action (R) fund	–	5,955	–	5,955	805
	▪ Foodbank (R) fund	–	77,289	–	77,289	67,297
	▪ Freeman (R) fund	–	55	–	55	55
	▪ Hardship (R) fund	–	6,176	–	6,176	6,422
	▪ Information Technology (R) fund	–	360	–	360	432
	▪ Ministry Staff (R) fund	–	2,215	–	2,215	9,158
	▪ Mission and Charity (R) fund	–	141	–	141	74
	▪ Organ (R) fund	–	10,136	–	10,136	10,275
	▪ Parsonage (R) fund	–	–	–	–	1,025
	▪ Churchyard Trusts Capital (E) fund	–	–	1,468	1,468	1,468
	Total current assets	123,015	114,703	1,468	239,185	241,141
8(d)	Current Liabilities					
	▪ General fund	5,198	–	–	5,198	4,426
	▪ Buildings (D) fund	625	–	–	625	625
	▪ Ruth Gee Ministry Support (D) fund	1,406	–	–	1,406	–
	▪ Avon Swift Administrator (R) fund	–	–	–	–	40
	▪ Churchyard Maintenance (R) fund	–	–	–	–	12
	▪ Foodbank (R) fund	–	823	–	823	647
	▪ Hardship (R) fund	–	10	–	10	–
	▪ Ministry Staff (R) fund	–	705	–	705	3,709
	▪ Mission and Charity (R) fund	–	141	–	141	74
	Total Current Liabilities	7,229	1,680	–	8,908	9,532

**St Mary's Lutterworth PCC**  
**Notes to the Financial Statements (continued)**  
**For the year ending 31 December 2021**

		Unre- stricted Funds £	Re- stricted Funds £	Endow- ment Funds £	TOTAL FUNDS	
					2021 £	2020 £
8(e)	Fund Balances					
	▪ General fund	6,625	–	–	6,625	3,055
	▪ General Reserve (D) fund	65,781	–	–	65,781	55,755
	▪ Buildings (D) fund	656	–	–	656	6,547
	▪ Events (D) fund <sup>1</sup>	(4)	–	–	(4)	295
	▪ Flower (D) fund	523	–	–	523	491
	▪ Foodbank (D) fund	–	–	–	–	–
	▪ Parsonage (D) fund	1,052	–	–	1,052	–
	▪ Ruth Gee Improvements (D) fund	39,813	–	–	39,813	44,332
	▪ Ruth Gee Ministry Support (D) fund	1,339	–	–	1,339	9,127
	▪ Unrestricted Property (D) fund	112,076	–	–	112,076	109,558
	▪ Assistant Minister (R) fund	–	–	–	–	12,049
	▪ Avon Swift Administrator (R) fund	–	–	–	–	–
	▪ Bell (R) fund	–	5,331	–	5,331	5,238
	▪ Buildings (R) fund	–	64	–	64	64
	▪ Buildings Improvement (R) fund	–	5,183	–	5,183	275
	▪ CGC Property (R) fund	–	17,424	–	17,424	17,642
	▪ Chaplaincy (R) fund	–	–	–	–	–
	▪ Churchyard Maintenance (R) fund	–	–	–	–	–
	▪ Churchyard Trusts Revenue (R) fund	–	1,798	–	1,798	1,798
	▪ Covid Crisis Action (R) fund	–	5,955	–	5,955	805
	▪ Foodbank (R) fund	–	76,465	–	76,465	66,650
	▪ Freeman (R) fund	–	55	–	55	55
	▪ Hardship (R) fund	–	6,166	–	6,166	6,422
	▪ Information Technology (R) fund	–	741	–	741	1,194
	▪ Ministry Staff (R) fund	–	1,510	–	1,510	5,449
	▪ Mission and Charity (R) fund	–	–	–	–	–
	▪ Organ (R) fund	–	10,136	–	10,136	10,275
	▪ Parsonage (R) fund	–	–	–	–	1,025
	▪ Poplar Avenue Property (R) fund	–	237,000	–	237,000	225,000
	▪ Churchyard Trusts Capital (E) fund	–	–	14,789	14,789	13,125
	<b>Total Fund Balances</b>	<b>227,862</b>	<b>367,829</b>	<b>14,789</b>	<b>610,480</b>	<b>596,228</b>

**9 DEBTORS**

		2021 £	2020 £
	Income tax recoverable <sup>2</sup>	13,076	13,970
	Prepayments	6,754	7,633
	Other Debtors	5,214	4,315
		<b>25,045</b>	<b>25,918</b>

<sup>1</sup> The Events (D) fund was in deficit at the end of 2021. This was due to having paid a deposit for the 2022 Parish Weekend Away.

<sup>2</sup> One claim (for the year 2019) was made and received in 2020, with £14,910 recovered. One claim (for the year 2020) was made in 2021, with £14,066 recovered.

**St Mary's Lutterworth PCC**  
**Notes to the Financial Statements (continued)**  
**For the year ending 31 December 2021**

**10 LIABILITIES FALLING DUE WITHIN ONE YEAR**

				2021 £		2020 £
	Deferred income - Bond for 3 Poplar Ave.			625		625
	Creditors for goods and services			4,907		4,811
	Other Creditors			3,377		4,097
				<u>8,908</u>		<u>9,532</u>

**11 GRANTS POLICY AND RECIPIENTS**

The collections at certain services are announced as being for specific missions or charities. The PCC also occasionally receives donations earmarked for specific missions or charities. All such funds are sent to the specified recipient.

In 2018 the PCC started a 3-year commitment to support two missionary families in Africa and Spain, through the Crosslinks organisation. This has been extended two more years to 2022

From time to time the PCC organises or hosts events to raise funds for specific missions or charities.

From time to time the PCC makes grants to specific missions or charities, in response to requests for donations.

From time to time the PCC makes grants to individuals, to assist in cases of hardship, using funds given for that purpose.

Recipients are detailed below.

**Recipients**

				2021 £		2020 £
	Community of the Tree of Life			100		–
	Crosslinks Milsom			3,000		3,000
	Crosslinks Moody			3,000		3,000
	Leicester DG Bell Restoration Fund			25		25
	Toilet Twinning			–		74
	Individuals (Social Need)			260		401
				<u>6,385</u>		<u>6,500</u>

**12 SOCIAL ACTION**

As well as the charitable giving described above, the PCC operates a Foodbank affiliated with the Trussell Trust. Grants are paid to the national charity to assist with their work in providing the central support for this activity.

In 2020, the PCC set up teams to assist people who were shielding or sheltering with shopping etc. While most of these clients repaid the PCC for their shopping, in a few cases it was paid for by the PCC as a grant.

**Recipients**

				2021 £		2020 £
	The Trussell Trust <sup>1</sup>			360		–
	Covid Crisis Team clients			108		605
				<u>468</u>		<u>605</u>

<sup>1</sup> In 2020, the Trussell Trust waived their fee to assist foodbanks during the Corona Virus pandemic.

**St Mary's Lutterworth PCC**  
**Notes to the Financial Statements (continued)**  
**For the year ending 31 December 2021**

**13 FUND DETAILS**

**The restricted funds** comprise:-

The Assistant Minister (R) fund. This consists of funds given for the purpose of employing an Assistant Minister. In 2021 the Youth Minister's role was expanded to Assistant Minister for youth and administration. The residue of the fund was spent and the fund is now closed.

The Avon Swift Administrator (R) fund. This consists of funds provided by the nearby Avon Swift benefice to cover the costs of our employing an administrator on their behalf. The arrangement ended in 2020, and the fund was closed in 2021.

The Bell (R) fund. This consists of funds given for the purpose of maintaining the Church Bells.

The Buildings (R) fund. This consists of old funds held for the purpose of maintaining the Church Properties (3 Poplar Avenue and the Church Gate Centre), and for maintaining and improving Church Facilities.

The Buildings Improvement (R) fund. This consists of funds raised for the purpose of major improvements to the Church and Church Gate Centre.

The CGC Property (R) fund. This represents that part of the value of the Church Gate Centre which was bought using funds released through the sale of the old Church Hall

The Chaplaincy (R) fund. This consists of funds received for the purpose of supporting the Chaplain in Lutterworth College. Use of this fund was discontinued in 2020 when the Chaplain was directly employed by the College.

The Churchyard Maintenance (R) fund. This consists of funds received by grant and donation for the purpose of maintaining the churchyard

The Churchyard Trusts Revenue (R) fund. This consists of accumulated income from the Churchyard Trusts Capital (E) fund, to be used for maintenance of the churchyard.

The Covid Crisis Action (R) fund (formerly the Corona Virus Crisis (R) fund). This consists of funds received by grant for the purpose of supporting people sheltering and shielding during the Covid19 pandemic.

The Foodbank (R) fund. This consists of funds raised for the purpose of setting up and running the Lutterworth and Villages Foodbank

The Freeman (R) fund. This consists of funds given for the purpose of re-gilding the letters and figures and heraldic arms on and generally maintaining in good order and condition the "Freeman" tablet in the chancel of the Church.

The Hardship (R) fund. This consists of funds given to assist in cases of hardship. It was formed in 2012 on the closure of two small local charities for the poor, and subsequently augmented by other donations.

The Information Technology (R) fund. This consists of funds given for the purpose of providing computing, communications and multimedia equipment for the Church.

The Ministry Staff (R) fund. This consists of funds raised for the purpose of employing paid staff in the Church's various ministries, including but not limited to Assistant, Children and Families, and Youth work.

The Mission and Charity (R) fund. This consists of funds raised through collections at particular services, and by appeal or donation, specifically to be given to missions and charities.

The Organ (R) fund. This consists of funds given for the purpose of maintaining and restoring the Church Organ.

**St Mary's Lutterworth PCC**  
**Notes to the Financial Statements (continued)**  
**For the year ending 31 December 2021**

The Parsonage (R) fund. This consisted of funds irrevocably designated by the PCC, and formerly augmented by the diocese, for the purpose of maintaining the decoration of the Parsonage House (Rectory). This fund was maintained for each parish by the Diocesan Parsonages Board, but during 2000 the fund was transferred to the parishes<sup>1</sup>. In 2021 the fund was closed and its balance was transferred to the Parsonage (D) fund.

The Poplar Avenue Property (R) fund. This represents the value of 3 Poplar Avenue, since it was originally purchased as a Curate's House, using the proceeds of the sale of Havelock House, which had been given to the PCC as a Curate's House

**The endowment fund** comprises:-

The Churchyard Trusts Capital (E) fund. This is a collection of small trusts the income of which is to be used for the maintenance of the churchyard. This fund is held by the diocese, and the income from it is paid into the Churchyard Trusts Revenue (R) fund.

**The unrestricted funds** comprise the General fund, and the following **designated funds**:-

The General Reserve (D) fund. This consists of funds set aside by the PCC as a reserve to cover various contingencies as detailed in the Reserves Policy

The Buildings (D) fund. This consists of funds designated by the PCC from the General fund, for the upkeep of the various buildings.

The Events (D) fund. Some events organised by the PCC (such as Parish Weekends Away) involve significant income and expenditure, but are largely self-financing, or are for fund-raising purposes but have related costs.. Sometimes the income and expenditure may be in different years. This fund is used to separate such monies from routine income and expenditure, with any surplus or shortfall transferred to or from the general fund.

The Flower (D) fund. This consists of funds designated by the PCC from the General fund, for the purpose of buying flowers to decorate the Church, including donations for Easter Lilies

The Foodbank (D) fund. This consists of funds designated by the PCC from the General fund, towards the costs of running the Foodbank. Use of this fund was discontinued at the end of 2020, and the fund was closed.

The Parsonage (D) fund. This consists of funds designated by the PCC, for the purpose of maintaining the decoration of the Parsonage House (Rectory) and providing for minor repairs and maintenance. This fund was opened in 2021 by transfer of the balance of the Parsonage (R) fund on its closure

The Ruth Gee Improvements (D) fund. This consists (initially) of half the legacy received from Ruth Gee, designated by the PCC for the purpose of improving facilities in the Church.

The Ruth Gee Ministry Support (D) fund. This consists (initially) of half the legacy received from Ruth Gee, designated by the PCC for the purpose of supporting the ministry of the Church.

The Unrestricted Property (D) fund. This represents the value of property which does not have restrictions on it. It currently includes that part of the value of the Church Gate Centre which was bought using the Ruth Gee Ministry Support (D) fund, and the field off Boneham's Lane.

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<sup>1</sup> The covering letter with the cheque from the diocese allowed the fund to be de-restricted and used for any purpose, but the PCC continued to provide for decoration and minor repairs and maintenance of the Parsonage House

**St Mary's Lutterworth PCC**  
**Notes to the Financial Statements (continued)**  
**For the year ending 31 December 2021**

**14 FUNDS HANDLED BY THE PCC AS AGENT FOR THIRD PARTIES**

Fees due to the Diocesan Board of Finance are received by the PCC, and forwarded to the DBF after deducting amounts claimed by Readers and non-stipendiary Clergy. From time to time, other fees are received by the PCC and passed on to other PCCs in the area (usually Bitteswell and Cotesbach), or to the organist, vergers, etc. at weddings and funerals. Occasionally, the PCC acts as agent for other PCCs in the area, or for individuals, in the purchase of goods such as altar supplies and stationery. Although these funds do not come under the accounts of the PCC, they are recorded here for information.

			2021 £		2020 £
	<b>INCOMING RESOURCES</b>				
	Fees Due to DBF		8,330		5,524
	Local Fees (not PCC)		2,219		613
	Other Transit Fees		3,325		1,426
	Other Transit receipts (not fees)		1,366		1,194
	<b>TOTAL INCOMING RESOURCES</b>		<b>15,240</b>		<b>8,757</b>
	<b>RESOURCES EXPENDED</b>				
	DBF fees claimed by Readers etc.		792		903
	DBF fees to Diocese		7,538		4,621
	Local Fees (not PCC)		2,219		613
	Other Transit Fees		3,325		1,426
	Other Transit Payments (not fees)		1,366		1,194
	<b>TOTAL RESOURCES EXPENDED</b>		<b>15,240</b>		<b>8,757</b>
	<b>NET MOVEMENT IN FUNDS</b>		<b>–</b>		<b>–</b>
	<b>BALANCE BROUGHT FORWARD AT 1 JANUARY</b>		<b>–</b>		<b>–</b>
	<b>BALANCE CARRIED FORWARD AT 31 DECEMBER</b>		<b>–</b>		<b>–</b>
	<b>CURRENT ASSETS</b>				
	Debtors		1,021		1,012
	Cash and Bank Accounts		517		843
			<b>1,537</b>		<b>1,855</b>
	<b>LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>				
	Creditors		1,537		1,855
			<b>1,537</b>		<b>1,855</b>
	<b>NET ASSETS</b>		<b>–</b>		<b>–</b>

## **Independent Examiner's Report to the PCC of St. Mary's, Lutterworth**

This Report on the financial statements of the PCC for the year ended 31st December 2021, which are set out on pages 1 to 23, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ("the Regulations") and Section 132 of the Charities 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 requirements of the Regulations and Section 144(2) of the Act do not apply. It is my responsibility to issue this Report on those financial statements in accordance with the terms of Regulations.

### **Basis of Independent Examiner's Report**

My examination was carried out in accordance with the General Directions given by the Charity Commission. 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 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 matters have come to my attention:

- (1) which give 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.



Caroline Dexter BSc (Hons), FCA  
For And On Behalf of  
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Chartered Accountants and Statutory Auditors  
Street Ashton Farmhouse  
Stretton under Fosse  
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17<sup>th</sup> March 2022