



(Registered Charity Number 1134614)
PCC Annual Report
Year ending 31st December 2020

Contents and Index	Page
1. Objectives and Activities	2
2. Aims	2
3. Impact of Coronavirus	2
4 Church Attendance and special services and events	
4	
5 Finance- see also separate annual accounts	
4	
6 Fabric	5
7 Safeguarding	8
8 Volunteers	9
9 Administrative and Governance information	
10	

Appendices

1 Prayer

God of Mission

Who alone brings growth to your churches

Send your Holy Spirit

To give vision to our planning

Wisdom to our actions

And power to our witness.

Help your church to grow in numbers,

In spiritual commitment to you,

And in service to our local community,

Through Jesus Christ our Lord

Amen

2 Annual Reports from PCC Sub Committees and review of Church activities

Approved by PCC 17 March 2021

1 Objectives and Activities

The Parochial Church Council has the responsibility for cooperating with the Incumbent in promoting within the ecclesiastical parish the whole mission of the Church - pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the Parish Church which is a Grade 1* listed building.

2 Aims

These are set out in the Parish's Mission Action Plan, approved at the 2020 APCM as

'In 2024 St Paul's will be a church which is growing and actively engaging with the people of Bedford and beyond, by living and sharing Jesus' love.'

To achieve this aim, we planned to continue to offer regular services and meaningful worship of high quality: catholic liturgical style and music.

special services, especially for the civic life of the borough and county

a beautiful, historic, awe inspiring building which is well cared for

a place of prayerfulness and peace

good sermons and teaching which is stimulating and scriptural

a welcoming church, open daily and a presence with the town,

hospitality and an inclusive and accepting ethos, supported by the work of the Pastoral Assistant

a relaxed and friendly ambience and ethos, fostering 7/7 belonging

a desire to reach out into the community with the love and Good News of Jesus

Over the following 3 years, we planned to develop in the following ways

by growing and actively engaging with the people of Bedford and

beyond, by living and sharing Jesus' love through *Refresh the*

Leading Your Church Into Growth (LYCIG) too

Engaging in the diocesan 'Growing Younger' Big Conversations

Outreach into the community with the advent of a Pioneer Minister

and the refreshing of the Cluster ministry in the town

Refresh Welcome leaflet and translate into key languages

We also recognised the need to be more relevant to youth, and to develop a more positive child friendly ethos and to actively engage children more.

To maintain our standard of music, the aim was to recruit singers of all ages, provide more musical support for Director of Music and develop an outreach into schools.

To provide the basis for this, we recognised the need to stabilise and increase financial income and develop succession planning to find future treasurers

We also confirmed commitment to Creation and addressing Climate Change (Fifth Mark of Mission)

3 The Impact of the Coronavirus Epidemic

Having begun the year in the confident expectation that we would be able to continue with these and begin implementation of our plans and having done so for the first weeks of the year, the church building had to close in the first national lockdown.

Worship and Welcome

From 16 March until the beginning of August therefore there was no worship in the church building, and very limited opportunity to exercise our ministry of welcome to other than the worshipping congregation and those who accessed our on-line resources. During this period, the Vicar began a series of short weekly addresses, recorded in the Vicarage and available via the church web site and Youtube. As greater experience was gained, these developed and recorded services, again filmed in mainly in the Vicarage, were introduced, with other members of the ministerial team participating.

With the ending of the initial lockdown, once the building had been deemed to be Covid safe, the church reopened in July on a limited basis — two hours a day, Monday to Saturday - for private prayer. From 2nd August, a 10.15 Sunday Eucharist was introduced and from September, a mid-day Eucharist on Wednesday. That basic pattern continued for the rest of the year. While a number of Advent and Christmas services were planned, the introduction of the local tier system, which saw Bedford in Tier 4, meant that the only additional services held during Advent and Christmas were the Carol Service and a recorded Eucharist for Christmas Day.

Pastoral and Community

An early priority was to identify those with whom it was important to maintain pastoral contact, a group that was wider than the worshipping congregation. Once that had been done, various interest and geographical groups were created, and each was allocated to a PCC member. Their role was to maintain regular contact with the group to ensure that any practical needs were met, eg through referral to the Borough's support hub, with any spiritual needs referred to the Vicar. Following the reopening of the church, group leaders had highlighted to them those who had not attended, and were asked to ensure that they were, for example, aware of the arrangements for Advent and Christmas services.

With the arrival of Fr Luke Lerner, initially, pending his ordination, as an Authorised Lay Worker before being able to take up his post as Assistant Curate and Pioneer Minister, there has been engagement with community leaders and organisations to explore how St Paul's might develop. One outcome was a Festival of Hope, held at the beginning of September. Although it had to be ended because of the second lock-down, it attracted a number of visitors and created opportunities for further interaction with

the groups involved, such as the Police, Hospital Friends and Charity and others.

Local Mission and outreach

The traditional significant areas of outreach - catering on Saturdays and for Tuesday concerts, the three parish fayres and concerts could not continue once lockdown was introduced in March. Tuesday concerts and organ recitals were reintroduced in September with increased attendance. The new initiative introduced last year of hosting the Bedfordshire WI's Country Markets' weekly market stall, providing them with a warmer and drier environment and encouraging more people into the church building continued when there was no lockdown. Sadly, there was no Remembrance Sunday Service in church, which meant there was no involvement of the Brickhill Scout Group

Learning and Training

Several house groups were established to do a Lent course, and while most came to a premature end, one continued via zoom, and then did an Advent course and part of another. Members of the congregation have also continued to take part in training activities organised by the local Belief group.

4. Church Attendance and special services and events

At the beginning of the year, there were on the electoral roll 109 (19 resident, 90 non-resident). With the death of members, the end of year figure had reduced to 105 (18 resident, 87 non-resident)
Weekly church attendance for the Sunday 10.15 am and Wednesday noon Eucharist services during October 2020, averaged 61
76 people are recorded as attending the recorded service for Christmas Day, with a total of 150 attendances in Advent
Baptisms - 2
Confirmations - 0
Marriages - 0
Renewal of vows/ Blessings of Marriage - 0
Funerals - 2 in church, 5 at the crematorium

There were no civic, special and public services during the year, although the Lord Lieutenant recorded part of her Remembrance Sunday video in St Paul's

The Church continues to be used by the Serbian Orthodox community, who held their regular monthly services before and after lockdown.

5. Finance

Alan Dickinson took over as Interim Treasure as well as continuing as PCC Secretary. With the continued support of Cliff Harris, and a bookkeeper, Gift Aid officer and a team of cash counters from within the

congregation, the combined role has been possible, but is not ideal nor sustainable.

The agreed budget for the year indicated a deficit of £5,600, although it was anticipated that fund raising activities, including those around the River Festival, would enable us at least to balance income and expenditure. The unexpected and almost unprecedented Coronavirus -19 epidemic had a major effect on our finances, as it had for many other organisations of all types.

Donations from the regular congregation continued at the planned level, and there were a number of generous additional sums donated. As a consequence of lock-downs, however, there was considerable reduction in the income from catering concerts, fetes, church hire, cash collections at services and from visitors and particularly the Christmas Tree Festival, and no grant was received for the cost of the Pastoral Assistant from The House of Industry. This represented a loss of over £40,000. There were also additional costs incurred in cleaning materials and in enabling services to be streamed. While the church used the government's Job Retention Scheme to assist with staff costs, a grant of £7,800 was received from the Bedford Borough Council towards ongoing occupation costs, and savings were made in the cost of utilities, music and office service and outward giving was reduced in line with the reduction in catering income, the PCC decided that regretfully it could not continue to meet in full its Parish Share contribution to the diocese of St Albans, and resolved to reduce the non-ministerial support element by 50%. This gave a cost reduction of £17,000.

The Accounts show the general account income of £168,771 against expenditure of £164, 979, giving a small surplus, after appropriate transfers from designated and restricted funds, which therefore at the year end show reductions in the amounts carried forward.

We are yet again grateful to the Gale Trust, and the Wixamtree Trust for the grants received in 2020. The latter was allocated to the Pastoral Assistant Fund. A contribution of almost £6000 was received from the Friends of St Paul's towards some of the capital projects mentioned in the fabric report, and a contribution of over £25,000 was promised by the Dorothy Porter Trust towards other capital schemes. We are extremely grateful to the Chairs and Trustees of all those charities for their generous support. Discussions continue to extend the scope of the St Paul's Educational Charity to include worshippers, in the church, not just residents of the parish, to enable the fund to contribute to development plans for music, in particular the recruitment of young choristers.

Going concern

While a surplus was achieved in 2020, this was due to the factors listed above. With the reopening of the church, even on a limited basis, the benefit of the furlough scheme have been reduced, and there is currently no indication that there will be grants for churches from statutory

authorities. With the limited reserves available, every effort will need to be made in 2021 to reduce costs and increase income once the lifting of restrictions allows.

Reserves Policy

It is PCC policy to try to maintain a balance on free reserves (nett current assets) which equates to at least three months' unrestricted payments. This is equivalent to approx £42,000. It is intended to smooth out fluctuations in cash flow and to meet emergencies. The balance of the free reserves at the beginning of the year at £ 6,641 was well below this target, and it had been identified that this situation needed to be addressed. The unplanned impact of Coronovrus has meant that progress towards this aim has been very limited, with the sum now standing at £10,433.

It is our policy to invest the short-term investment fund balances with the CCLA Church of England Deposit Fund.

For more details, please see the Annual Accounts

6 Fabric

2020 has been a challenging year for fabric work at St Paul's because of the Coronavirus pandemic. Nonetheless, many projects have been worked on or completed in spite of the lockdown periods.

The committee has consisted of James Stephenson (until end of January 2020 and chair), Ann Collett-White (interim chair from January), Claire Price (secretary), Anne Harris, Elaine Doyle, Graham Ridgway, Steve Stanford, James Saunders and Robin Bartlett (from September). Fr Kevin, Alison Phillipson (church warden) and Florence Bignell (church warden and chair from January 2021) were all ex officio members.

5.1 Faculties and Permissions

Organ Blower

The complete rebuilding of St Paul's organ was completed in 2010. This work involved the removal of the old blower from its dedicated chamber just to the east of the vestry door and the disconnection of the zinc trunking running across the roof of the outbuilding and into the medieval room above the Vicar's vestry, whereupon it pierced the wall through into the organ chamber at mezzanine level. A new blower was sited in the vestry corridor. Eventually we came to the conclusion that the significant noise produced from the blower could not be reduced through any adjustment or minor remedial work. A faculty application was therefore made to move the blower back to its original site in the blower room outside the main body of the church. The faculty was granted in 2020 and the work carried out in December. The result pleases everyone. The cost (approx £15000) is partly covered by the Friends, the remainder by the PCC or by further funding from the Friends.

Barnard Cross

A faculty was granted for the repair and conservation of the Barnard Cross in the churchyard and this work was due to be carried out in the spring of 2020. However, due to the lockdown and a request for an inscription which needed investigation, it was delayed for a few months and completed in September, more than 5 years after the tree which damaged it fell. This work was carried out by Skillingtons. A conservation/maintenance report was received from them. The work was paid for by the Dorothy Porter Trust.

High Mass vestments

To complete the set of high mass vestments, a faculty was applied for after funding was agreed with the Friends and donations received. The faculty was granted and the purple vestments delivered in time for Advent, the green set to be delivered in the early part of 2021.

Bronze Nave Candle stands

One of the candle stands used at the nave altar was in a damaged condition for a some years. Rob Sansome (one of the Dorothy Porter Trust trustees) who designed the candle stands over twenty years ago agreed

to repair and restore both stands. It emerged that originally the donor requested that they be inscribed with the donor's name and those of his parents in their memory. A faculty was denied at the time (1998) and the matter was dropped. The candle stands have been restored at Rob's own cost and an application for a faculty has been made for the inscription to be done. The Dorothy Porter Trust will pay for the inscription.

Other faculties

An interim faculty was applied for and granted, after the event, for investigation and repair of a major water leak in the narthex.

An interim faculty was applied for to allow WiFi cabling and boosters to be installed in church to allow for live streaming of services and contactless donations via a card reader. The installation of this equipment has been completed and the faculty application will be finalised in 2021.

Due to the pandemic, work connected with the Quinquennial Inspection Report items on pinnacles, stonework and glazing has not progressed though the faculty has been applied for by the church architect.

5.2 Other Projects and Challenges

St Paul's Tower and Bells Project

(paragraph written by Stephen Stanford, Project Leader)

The peal of bells at St. Paul's Church, Bedford is rated as one of the finest peals of twelve bells in the Country. They form an important part of the fabric of the church and are one of the church's most valuable assets. Currently, the bells are hung on two levels; the 8 heavier bells in a lower tier wooden frame dating from the 1868 and the front four lighter bells on a steel frame strapped across the base of the spire above, installed in 1895. Apart from rehangng the bells on new bearings in 1930 and again in 1966, no significant work has been done since their installation. In recent years the bells have become increasingly difficult to ring, largely due to deficiencies in the frame foundations and its resultant movement, with the installation nearing the end of its useful life.

Consequently, the bells are no longer so well-regarded or comparable to those at other Churches of similar (major church) status. More importantly, it is increasingly challenging to recruit, train and develop new bell ringers and maintain the ringing heritage at St Paul's with the bells in their current condition. There is a consequent risk that the bells would require on-going expenditure or fall silent.

A proposal for rehangng the bells in a new frame was first considered in 1978 and again in 2017. In 2019 the Dorothy H Porter Trust expressed interest in supporting major work to the tower and bells and requested two detailed and costed proposals be obtained for their further consideration.

A detailed request for quotation (RFQ) document was prepared defining the scope and requirements relating to (1) the bells and fittings, (2) fully

adjustable external sound control, and (3) the ringing chamber and tower infrastructure including the clock. This was approved by the fabric committee and PCC for issue to the leading bell firms; Taylors of Loughborough and Whites of Appleton, in November 2019. With regard to the bells and fittings it is proposed to hang the bells on one level lower in the tower to minimise movement, with a foundation and frame of modern design to accommodate 14 bells. This will enable the optional and possibly later incorporation of an additional two bells to create light diatonic rings of 8 and 10 in addition to the current heavy ring of 12. Preliminary inspections and consultations with the Church Architect, DAC Bells advisor, and DAC clock advisor have taken place, consistent with the pre-faculty application requirements, and a project set up on the DAC faculty portal including their comments and suggestions. As such all key stakeholders have now been consulted and have responded positively to the proposed scheme.

An independent structural engineer with extensive experience of towers, bells, and bell frames was consulted to conduct a tower survey and provide recommendations. Both bell firms and their sub-contractors have now made necessary inspection visits and submitted their proposed designs for the new bell frame and support structure that the structural engineer has approved.

Clockwise Restorations, the Church clock contractors have provided recommendations and an estimate for essential work to remove, perform maintenance, and reinstate the clock (possibly in an alternative position in the tower) as part of the scheme. They have also provided recommendations and estimates for optional work including modernising the now obsolete auto winding mechanism.

Although very considerable progress has been made during the year, unfortunately it has been seriously impacted by the various lockdown restrictions as a result of which the original deadline of April 2020 for receipt of final proposals was unachievable; a consequence of the architect, structural engineer, and the various contractors all needing to postpone and reschedule activities at various times. Whites of Appleton have submitted a draft proposal for comment pending its final issue, and Taylors of Loughborough have yet to submit their proposal. Both firms have been requested to advise a revised schedule taking into account the latest restrictions. It is hoped that final proposals and estimates will be available within the first few months of 2021.

North Porch, Notice Board and Peter and Paul Statues

We await plans from the church architect for the renovation of the north porch. The plans have not been forthcoming in 2020. The placement of the St Peter and St Paul medieval statues at St Paul's has been a bone of contention for a good few years and it is hoped that the DAC would approve them being placed in the North Porch if the renovation were carried out. The pandemic and lockdown has impeded this project.

Sacristy floor

After a couple of wooden blocks in the sacristy floor came loose, it was decided to fully renovate the floor. This work included sanding and lacquering the floor and was carried out after the first lockdown when the church could be re-opened. The Friends paid for this work.

Brackets for Colours by the war memorial

One of the brackets holding 3 of the colours owned by the Royal Anglian Regiment had started to come away from the wall. Work to replace the bolts was carried out while the contractor was in the building in connection with the moving of the organ blower. It is hoped the Anglian Regiment would make donation to cover the cost.

Routine clearing of gutters, downpipes etc

A couple of volunteers cleared debris from gutters and gulleys on those parts of the roof which are easily accessible. However, it will be necessary to employ a building contractor to access other parts of the roof to ensure that all rain goods are kept in good order. A small leak in the nave roof is currently being investigated.

7 Safeguarding

At its May 2020 meeting, St Paul's PCC confirmed that it continued to adopt and endorse the approach to safeguarding set out in the House of Bishops' 'Promoting a Safer Church' policy statement and confirmed the Response to Domestic Violence Policy.

The PCC affirmed their duty of care to protect children, young people, and vulnerable adults in our church community. The welfare of the child, young person and vulnerable adult is always paramount.

Safeguarding is part of our core faith and an integral feature of the Christian life in our church.

For part of this year the church has been closed. Once services resumed, many aspects of the normal life of the church did not restart. The children's work and the choir have not returned yet. Nevertheless, **the diocese has made it clear that, despite this, all the guidance around Safeguarding remains the same.** DBS checks are still needed for those in close contact with the vulnerable, even telephone contact. Safeguarding Training continues online. DBS checks are continuing with ID checks being done electronically.

Many of our church members have been isolated during this pandemic and families cut off from loved ones. The PCC have been providing supportive phone calls. As there is particular **concern for the safety of the vulnerable and those at risk of domestic violence**, the PCC remain alert to Safeguarding issue when making such calls.

Live Streaming began this year after careful planning and risk assessment completed by Robin Bartlett. Safeguarding issues were assessed. Signs have been posted to make it clear that none of the congregation will be filmed. All those taking part in the service have given their written consent to be recorded on the video.

The Independent Inquiry Child Sexual Abuse delivered its investigation report on the Anglican Church October 2020. It made for shameful reading. An extract follows.

‘The culture of the Church of England facilitated it becoming a place where abusers could hide. **Deference to the authority** of the Church and to individual priests, **taboos surrounding discussion of sexuality and an environment where alleged perpetrators were treated more supportively than victims presented barriers to disclosure that many victims could not overcome.**’

Archbishop Justin Welby and others wrote an open letter. A short extract ‘We are truly sorry for the shameful way the Church has acted and we state our commitment to listen, to learn and to act in response to the report’s findings. We cannot and will not make excuses and can again offer our sincere and heartfelt apologies to those who have been abused, and to their families, friends and colleagues.----Safeguarding is valuing every person as one who is made in God’s image. It is the prevention of harm, and the promotion of well-being.’

If you have any concerns regarding Safeguarding please contact, Sue Gray

Parish Safeguarding Officer 07702219910

safeguarding@stpaulschurchbedford.org.uk

or Wendy Jones Deputy Parish Safeguarding Officer
wpjones87@gmail.com

8 Volunteers

The church has traditionally relied on volunteers from within and without the congregation to support its worship by serving, ringing bells, singing in the choir, arranging flowers and operating the sound system, maintaining our outreach by acting as watchers and welcomers so that the church can be open daily, and by staffing its catering, by organising its concerts and fundraising activities and generally making possible the activities outlined in more detail in the appendix. Without their willing and generous contribution, the church could not continue to function in the way it traditionally has.

Many of those opportunities were not available following the initial lockdown, and the subsequent simplified, Covid secure functioning of the church. We look forward to welcoming our volunteers back as soon as the activities in which they are involved can safely resume, although it is accepted that some may feel unable to continue.

9 Administrative and Governance Information

St Paul’s Church is located in St. Paul’s Square, Bedford, MK40 1SQ, which is also the correspondence address. St Paul’s Church is part of the Bedford and Elstow Deanery in the Diocese of Saint Albans within the Church of

England. The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The Parochial Church Council was registered with the Charity Commission in March 2010 and its registration number is 1134614.

The method of appointment of PCC members is set out in the Church Representation Rules. Our membership of the PCC consists of the incumbent (the Vicar), Assistant Curate, Churchwardens, readers and members elected by those members of the congregation who are on the electoral roll of the church, to both the PCC and to the Deanery Synod. Currently, the parish is permitted to have 3 representatives on Deanery Synod and 12 elected PCC members. All those who attend our services / members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC. The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are to be spent. The full PCC met six times during the year, once in person, five times virtually, with an average attendance of 80%. Given its wide responsibilities, the PCC has a number of committees, each dealing with a particular aspect of parish life. These committees, which include the standing and finance, stewardship and fabric committees, are all responsible to the PCC and report back to it regularly. Separate informal groups make recommendations to the PCC on outward giving and develop ideas for fundraising. The reports from committees and groups are set out in the appendix.

On the basis of the activities described below and in the appendix, PCC members, as charitable trustees, are satisfied that they have met the requirements of the Charity Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion. The PCC is also satisfied that in its arrangements for safeguarding children and vulnerable adults it has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults). Parochial Church Council members who served from 1st January 2020 until the date this report was approved are listed below. The Annual Parochial Church meeting for 2020 was due to be held in March, but had to be postponed, eventually being held under the Bishop's Parish Meetings (Electronic Participation and Publicity) and Admission of Churchwardens Instrument 2020 on Sunday 11 October 2020. Apart from reimbursement of expenditure on activities undertaken for the benefit of the parish, in 2019 no trustee received any payment from PCC funds.

Unless otherwise stated, members served for the whole year- attendance at full PCC meetings in brackets.

Father Kevin Goss (Chairman)	Vicar (ex officio)(6/6)
Father Luke Larner	Assistant Curate (from July 2020)(3/3)
Clifford Harris	Reader (ex officio) (5/6)
Alison Phillipson	Warden In Waiting from March 2020 to APCM,
	Warden from APCM 2020 (ex officio) (3/4)
James Stephenson	From APCM 2016, Warden from APCM 2019 (ex officio) Resigned January 2020 (1/1)
Florence Bignell	from APCM 2017 Warden from APCM 2019 (ex officio) (6/6)
James Beauchamp	Reader (ex officio)
Deanery Synod Representative from April 2017, re elected October 2020 (6/6)	
Ben Haddock	Deanery Synod Representative (re-elected April 2017) to APCM 2020 (ex officio) (2/5)
Wendy Jones	Deanery Synod Representative (elected April 2017, re-elected October 2020)/ PCC Member elected 2018 (5/6)
Tom Otley	Deanery Synod Representative (from October 2020)(ex officio) (1/1))
Harry Bagnall	from APCM 2020 (1/1)
Ann Collett-White	from APCM 2019(6/6)
Alan Dickinson	from APCM 2018 (6/6)
Veronica Gerig	from APCM 2019 Resigned October 2020 (1/5)
Sue Gray	from APCM 2017, Re-elected APCM 2020 (6/6)
Anne Harris	from APCM 2015, re-elected APCM 2018 (5/6)
Andrew Lumb	from APCM 2019 (2/6)
Claire Price	from APCM 2017, re-elected APCM 2020 (6/6)
Eleanor Sharrock	from APCM 2019 (5/6)

Malcolm Smith
(1/1)

from APCM 2020

Kath Unwin
2020(5/6)

from APCM 2017 Re-elected APCM

Patricia Whittome
2020(1/1)

from APCM

Rita Brereton
(3/3)

(coopted from July 2019 - October 2020

The PCC Secretary, appointed May 2015, is Alan Dickinson, who was elected a PCC member at the 2018 APCM.

SUBJECT TO INDEPENDENT EXAMINATION

**The Parochial Church Council of the
Ecclesiastical Parish of
St Paul, Bedford**

(Working Name: St Paul's Bedford)

Financial Statements

Year to 31st December 2020

Registered Charity Number 1134614

**The Parochial Church Council of the Ecclesiastical Parish of St Paul, Bedford
(Registered Charity Number 1134614)**

**Contents of Financial Statements
Year ended 31st December 2020**

	Page
Independent Examiner's Report	2
Statement of Financial Activities	3
Balance Sheet	4
Notes to Financial Statements	5-12

**INDEPENDENT EXAMINER'S REPORT TO
THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST PAUL, BEDFORD**

Independent Examiner's Report to the Trustees of The Parochial Church Council of The Ecclesiastical Parish of St Paul, Bedford

I report to the Charity Trustees on my examination of the accounts of The Parochial Church Council of the Ecclesiastical Parish of St Paul, Bedford (the Trust) for the year ended 31st December 2020.

Responsibilities and Basis of Report

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

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

Independent Examiner's Statement

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

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

I confirm that there are no other matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.

W R Kingston FCA
Chartered Accountant
Keens Shay Keens Limited
Victoria House
42/44 Shortmead Street
Biggleswade
SG18 0AP

Date:

The Parochial Church Council of the Ecclesiastical Parish of St Paul, Bedford
(Registered Charity Number 1134614)

Statement of Financial Activities
Year ended 31st December 2020

		Unrestrict ed Funds Designate d Fund Tangible Fixed Assets	Unrestrict ed Funds General Fund	Restrict ed Funds	Endowmen t Funds	Total Funds 2020	Total Funds 2019
	Note	£	£	£	£	£	£
Income and Endowments from:							
Voluntary Income	2	153,686.40	-	9,097.37	-	162,783.77	164,389
Activities for generating Funds	3	8,180.52	-	-	-	8,180.52	27,197
Church Activities	4	6,825.48	-	577.85	-	7,403.33	17,061
Investment Income	5	78.68	-	-	55.09	133.77	189
Total		<u>168,771.08</u>	<u>-</u>	<u>9,675.22</u>	<u>55.09</u>	<u>178,501.39</u>	<u>208,836</u>
Expenditure on:							
Church Activities	6	164,979.69	28,250.00	24,570.17	-	217,799.86	239,536
		<u>164,979.69</u>	<u>28,250.00</u>	<u>24,570.17</u>	<u>-</u>	<u>217,799.86</u>	<u>239,536</u>
Net Gain/(Loss) on Investments		-	-	-	126.78	126.78	290
Net Income/(Expenditure)		3,791.39	(28,250.00)	(14,894.95)	181.87	(39,171.69)	(30,410)
Transfers between Funds		-	-	-	-	-	-
Net movement in Funds		<u>3,791.39</u>	<u>(28,250.00)</u>	<u>(14,894.95)</u>	<u>181.87</u>	<u>(39,171.69)</u>	<u>(30,410)</u>
Reconciliation of Funds							
Funds brought forward		6,641.79	423,750.00	51,153.22	2,767.57	484,312.58	514,723
Funds carried forward at 31st December 2020		<u>10,433.18</u>	<u>395,500.00</u>	<u>36,258.27</u>	<u>2,949.44</u>	<u>445,140.89</u>	<u>484,313</u>

**The Parochial Church Council of the Ecclesiastical Parish of St Paul, Bedford
(Registered Charity Number 1134614)**

**Balance Sheet
31st December 2020**

	Note s	2020 £	£	2019 £	£
Fixed Assets					
Tangible	13		395,500. 00		423,75 0
Investments	14		1,962.88		1,836
Current Assets			<u>397,462. 88</u>		<u>425,58 6</u>
Debtors	15	27,972.0 4		12,52 6	
Cash at Bank and in Hand	16	32,369.8 5		53,94 7	
		<u>60,341.8 9</u>		<u>66,47 3</u>	
Current Liabilities					
Creditors and Accrued Charges	17	12,663.8 8		7,746	
		<u>12,663.8 8</u>		<u>7,746</u>	
Net Current Assets			47,678.0 1		58,727
Net Assets			<u>445,140. 89</u>		<u>484,31 3</u>
Reserves					
Endowment Funds	19		2,949.44		2,768
Restricted Funds	20		36,258.2 7		51,153
Unrestricted Funds	21				
General Fund		10,433.1		6,642	
Tangible Fixed Assets Fund		<u>8</u>	405,933.	<u>423,7</u>	430,39

395,500. 00	18	50	2
	445,140. 89		484,31 3

**Approved by the Parochial Church Council on
and signed on their behalf by**

Treasurer

**The Parochial Church Council of the Ecclesiastical Parish of St Paul, Bedford
(Registered Charity Number 1134614)**

**Notes to Financial Statements
Year ended 31st December 2020**

1 Accounting Policies

Basis of Preparation

The Financial Statements have been prepared in accordance with the Church Accounting Regulations 2006 together with the applicable accounting standards and the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)).

The Financial Statements have been prepared under the historical cost convention except for the valuation of investment assets and movable church furnishings, which are shown at fair value.

The Financial Statements include all transactions, assets and liabilities for which the Parochial Church Council is responsible in law.

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 on 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 for in the terms of the trust or bequest, and
- b donations or grants received for a specific object or invited by the Parochial Parish Council for a specific object.

The funds may only be expended on the specific object for which they were given. Any balance remaining at the end of the year must be carried forward as a balance on that fund. The Parochial Church Council does not usually invest separately for each fund. Where there is no specific investment, interest is apportioned to individual funds or as directed by the Parochial Church Council.

Unrestricted Funds represent:

The remaining income funds of the Parochial Church Council that are available for spending on the general purposes of the Parochial Church Council, including amounts designated by the Parochial Church Council for fixed assets for its own use or for spending on a future project and which are therefore not included in its "free reserves" as disclosed in the Trustees' Report.

Incoming Resources:

Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the incoming resource is received, or expenditure incurred, to which they relate. Grants and legacies are accounted for when the Parochial Church Council is legally entitled to the amounts due. Dividends are accounted for when receivable, interest and tax recoverable is accrued. All other income is recognised when it is received. Amounts received specifically for outside mission are dealt with as restricted funds.

Resources Expended:

Grants and donations are accounted for when they are paid over, or when awarded, if the award creates a binding and constructive obligation on the Parochial Church Council. The diocesan parish share is accounted for when due. All other expenditure is generally recognised when it is incurred.

Fixed Assets:

Consecrated and benefice property of any kind is excluded from the accounts by the Charities Act 2011.

Movable church furnishings, held by the vicar and churchwardens on special trust for the parish have been capitalised at fair value as at 1st January 2015, being the date of adoption of SORP(FRS102), and depreciated over their useful economic life. Depreciation is calculated to write off the capitalised value at the rate of 5% per annum.

Investments:

Investments quoted on a recognised stock exchange or whose value derives from them are valued at market value at the year end.

The Parochial Church Council of the Ecclesiastical Parish of St Paul, Bedford (Registered Charity Number 1134614)

Notes to Financial Statements Year ended 31st December 2020

	Unrestrict ed Funds General Fund	Unrestrict ed Funds Designate d Fund Tangible Fixed Assets	Restrict ed Funds	Endowmen t Funds	Total Funds 2020	Total Funds 2019
Not e	£	£	£	£	£	£
2 Donations and Legacies						
Congregation Giving						
Standing Orders	46,779.00	-	-	-	46,779.00	44,486
Weekly Envelopes	13,116.02	-	-	-	13,116.02	20,612
Other Gift Aided Donations	22,007.65	-	-	-	22,007.65	8,216
Total Gift Aided Giving	81,902.67	-	-	-	81,902.67	73,314
Other Cash Collections	6,161.00	-	-	-	6,418.54	6,419
Donations via CAF	1,815.01	-	-	-	1,815.01	-
Donations Organ Recitals	474.36	-	-	-	474.36	840
	90,353.04	-	-	-	90,353.04	80,573
Other Donations	331.10	-	-	-	331.10	1,928
Donations for Outward Giving	54.03	-	832.23	-	886.41	783
Gift Aid receivable	12,609.99	-	-	-	12,609.99	19,644
Donations via Pyramid Community Giving	1,637.50	-	-	-	1,637.50	6,605
Friends of St Paul's	2,498.80	-	3,265.04	-	5,763.84	18,067
Dorothy Porter Trust	26,430.31	-	-	-	26,430.31	-

Pastoral Assistant Fund	-	-	5,000.00	-	5,000.00	30,045
Other Trusts and Grants	4,288.50	-	-	-	4,288.50	5,627
Govt Job Retention Scheme	7,528.08	-	-	-	7,528.08	-
Other Govt Covid Funding	7,800.00	-	-	-	7,800.00	-
VAT Recoveries	155.00	-	-	-	155.00	1,117
	<u>153,686.40</u>	<u>-</u>	<u>9,097.37</u>	<u>-</u>	<u>162,783.77</u>	<u>164,389</u>

3 Charitable Activities

May Market	-	-	-	-	-	1,036
Autumn Market	-	-	-	-	-	664
Hiring Charges	3,249.66	-	-	-	3,249.66	11,700
Christmas Tree Festival	2,399.55	-	-	-	2,399.55	8,338
Christmas Charities Market	-	-	-	-	-	888
Antique Fairs	1,751.00	-	-	-	1,751.00	4,571
Other Fundraising Events	<u>780.31</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>780.31</u>	<u>-</u>
	<u>8,180.52</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>8,180.52</u>	<u>27,197</u>

The Parochial Church Council of the Ecclesiastical Parish of St Paul, Bedford (Registered Charity Number 1134614)

Notes to Financial Statements Year ended 31st December 2020

	Unrestrict ed Funds General Fund	Unrestrict ed Funds Designate d Fund Tangible Fixed Assets	Restrict ed Funds	Endowmen t Funds	Total Funds 2020	Total Funds 2019
Note	£	£	£	£	£	£
4 Church Activities						
Lunchtime Concerts	2,543.70	-	-	-	2,543.70	4,789
Sales Income:						
Votive Candles	436.95	-	-	-	436.95	1,205
"Spire" Magazine	885.81	-	-	-	885.81	524
Guide Books	36.15	-	-	-	36.15	215
Cards etc	212.45	-	-	-	212.45	358
Catering Income:						
Saturday Teas	626.20	-	-	-	626.20	2,560
Sunday Coffee	134.96	-	-	-	134.96	671
Tuesday Lunches	589.30	-	-	-	589.30	2,215
General Parish Catering	93.40	-	-	-	93.40	157
Saturday Coffee (Outreach)	-	-	577.85	-	577.85	2,677

Miscellaneous Income	-	-	-	-	-	1,690
Insurance Claims	1,266.56	-	-	-	1,266.56	-
	<u>6,825.48</u>	<u>-</u>	<u>577.85</u>	<u>-</u>	<u>7,403.33</u>	<u>17,061</u>
5 Investment Income	<u>76.68</u>	<u>-</u>	<u>-</u>	<u>55.09</u>	<u>133.77</u>	<u>189</u>
6 Church Activities Costs						
Salaries and Fees	7 26,686.65	-	17,174.93	-	43,861.58	47,518
Office Costs	8 34,260.09	28,250.00	584.48	-	63,094.57	96,711
Other Costs	9 66,063.71	-	-	-	66,063.71	88,636
Independent Examiner's Fee	1,500.00	-	-	-	1,500.00	1,440
Special Projects	10 36,469.24	-	5,770.00	-	42,239.24	-
Outreach	11 -	-	1,040.76	-	1,040.76	5,231
	<u>164,979.69</u>	<u>28,250.00</u>	<u>24,570.17</u>	<u>-</u>	<u>217,799.86</u>	<u>239,536</u>
7 Salaries and Fees						
Wages, salaries and fees	25,725.66	-	17,174.93	-	42,900.59	45,423
Pension Contributions	<u>960.99</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>960.99</u>	<u>2,095</u>
	<u>26,686.65</u>	<u>-</u>	<u>17,174.93</u>	<u>-</u>	<u>43,861.58</u>	<u>47,518</u>

	2020	2019
The average number of Staff employed by the Parochial Church Council during the financial year was:	No	No
Total	<u>4</u>	<u>4</u>
	£	£
Remuneration of Officials	<u>-</u>	<u>-</u>

**The Parochial Church Council of the Ecclesiastical Parish of St Paul, Bedford
(Registered Charity Number 1134614)**

**Notes to Financial Statements
Year ended 31st December 2020**

	Unrestrict ed Funds General Fund	Unrestrict ed Funds Designate d Fund Tangible Fixed Assets	Restrict ed Funds	Endowmen t Funds	Total Funds 2020	Total Funds 2019
	£	£	£	£	£	£
8 Office Costs						
Gas, Electricity and Water	8,606.42	-	-	-	8,606.42	13,096
Insurance	5,827.99	-	-	-	5,827.99	7,481
Janitorial Materials	1,572.90	-	-	-	1,572.90	858
Office Expenditure	3,766.27	-	-	-	3,766.27	7,622
Bank Service Charges	541.70	-	115.71	-	657.41	766
General Repairs	965.88	-	-	-	965.88	25,512
Computer Costs	2,226.76	-	-	-	2,226.76	1,935
Alarm System Costs	2,167.91	-	468.77	-	2,636.68	-

Depreciation of Tangible Assets	-	28,250.00	-	-	28,250.00	28,250
Advertising and Promotional Costs	257.81	-	-	-	257.81	281
Telephone	895.16	-	-	-	895.16	549
Clergy Expenses	3,205.14	-	-	-	3,205.14	3,801
Accountancy Fees	2,723.80	-	-	-	2,723.80	3,824
Professional Fees	-	-	-	-	-	1,978
Fundraising Costs	425.73	-	-	-	425.73	-
Broadband and Hosting	1,076.62	-	-	-	1,076.62	758
	<u>34,260.09</u>	<u>28,250.00</u>	<u>584.48</u>	<u>-</u>	<u>63,094.57</u>	<u>96,711</u>

9 Other Expenditure

Education Costs	434.52	-	-	-	434.52	1,292
Miscellaneous Costs	515.49	-	-	-	515.49	1,661
Music Costs	459.52	-	-	-	459.52	3,920
Organ and Piano Tuning	940.97	-	-	-	940.97	1,530
Diocesan Parish Share	59,093.00	-	-	-	59,093.00	73,251
Diocesan Fees for Services	1,117.00	-	-	-	1,117.00	199
Sacristy Costs	1,606.56	-	-	-	1,606.56	1,443
Catering Costs	537.33	-	-	-	537.33	1,518
Antique Fair Costs	449.20	-	-	-	449.20	1,948
Licensing Costs	655.12	-	-	-	655.12	-
Donations	255.20	-	-	-	255.00	1,009
Cost of Items Sold	-	-	-	-	-	594
Flower Fund Payments	-	-	-	-	-	271
	<u>66,063.71</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>66,063.71</u>	<u>88,636</u>

10 Special Projects

New lighting Alexander Room	2,256.00	-	-	-	2,256.00	-
Roof walkway	638.37	-	-	-	638.37	-
Enhancements to Sound System	796.80	-	-	-	796.80	-
Water leak detection and repair	2,249.16	-	-	-	2,249.16	-
Repairs to Barnard Cross	13,512.00	-	-	-	13,512.00	-
Choir lighting project	5,515.91	-	-	-	5,515.91	-
Report on structure of tower	1,505.04	-	-	-	1,505.04	-
Report on pinnacles & South side	6,769.20	-	-	-	6,769.20	-
Repairs to railings	835.03	-	-	-	835.03	-
Sacristy floor sealing	864.00	-	-	-	864.00	-
Acrylic screen for Covid protection	117.73	-	-	-	117.73	-
Moving organ blower	-	-	5,770.00	-	5,770.00	-
Equipment for streaming services	1,410.00	-	-	-	1,410.00	-
	<u>36,469.24</u>	<u>-</u>	<u>5,770.00</u>	<u>-</u>	<u>42,239.24</u>	<u>-</u>

8

The Parochial Church Council of the Ecclesiastical Parish of St Paul, Bedford (Registered Charity Number 1134614)

Notes to Financial Statements Year ended 31st December 2020

Unrestrict ed Funds General Fund	Unrestrict ed Funds Designate d Fund Tangible Fixed Assets	Restrict ed Funds	Endowmen t Funds	Total Funds 2020	Total Funds 2019
£	£	£	£	£	£

11 Outreach Donations

1 Collections taken at Tuesday Concerts

-	-	-	-	-	-
---	---	---	---	---	---

2 Retiring Collections for specific purposes:

Lent Services – Bunyan Meeting	-	-	69.94	-	69.94
The Bishop's Harvest Appeal	-	-	255.70	-	255.70
	-	-	325.64	-	325.64
					1,631

3 Funds raised by the Outreach Committee

Memo – Pastoral Work within the Parish

-	-	-	-	-	-
---	---	---	---	---	---

Christian Aid DEC Appeal	-	-	200.00	-	200.00
College of the Transfiguration	-	-	215.12	-	215.12
Swaziland Schools Project	-	-	300.00	-	300.00
	-	-	715.12	-	715.12
					3,600

Total distributed during the Year	-	-	1,040.76	-	1,040.76
					5,231

The Parochial Church Council of the Ecclesiastical Parish of St Paul, Bedford (Registered Charity Number 1134614)

Notes to Financial Statements Year ended 31st December 2020

12 Comparatives for the Statement of Financial Activities

Unrestricted Funds	Unrestricted Funds Designate	Restricted	Endowments	Total Funds
--------------------	------------------------------	------------	------------	-------------

	General Fund	d Fund Legacy Fund	d Funds	t Funds	2019
	£	£	£	£	£
Income and Endowments from:					
Voluntary Income	109,967.11	-	54,421.89	-	164,389.00
Activities for Generating Funds	26,239.95	-	957.13	-	27,197.08
Church Activities	13,920.96	-	3,140.34	-	17,061.30
Investment Income	189.18	-	-	-	189.18
Total	150,317.20	-	58,519.36	-	208,836.56
Expenditure on:					
Church Activities	157,978.08	28,250.00	53,308.08	-	239,536.56
	157,978.08	28,250.00	53,308.08	-	239,536.56
Net Gain/(Loss) on Investments	-	-	-	289.58	289.58
Net Income/(Expenditure)	(7,660.88)	(28,250.00)	5,211.28	289.58	(30,410.02)
Transfer between Funds	-	-	-	-	-
Net movement in Funds	(7,660.88)	(28,250.00)	5,211.28	289.58	(30,410.02)
Reconciliation of Funds					
Funds brought forward	14,302.67	452,000.00	45,941.94	2,477.99	514,722.60
Funds carried forward	6,641.79	423,750.00	51,153.22	2,767.57	484,312.58

Year ended 31st December 2020

13 Tangible Fixed Assets

		Movable Church Furnishin gs £	Total £
Cost or Valuation	At 1 st January 2020 and 31 st December 2020	565,000.0 0	565,000.0 0
Depreciation	At 1 st January 2020	141,250.0 0	141,250.0 0
	Charge for the Year	28,250.00	28,250.00
	At 31 st December 2020	169,500.0 0	169,500.0 0
Net Book Value	At 31 st December 2020	395,500.0 0	395,500.0 0
	At 31 st December 2019	423,750.0 0	423,750.0 0

The movable church furnishings are shown at cost (£565,000) which is the deemed cost under SORP(FRS102) transitional provisions, under which the valuation as at 1st January 2015 is applied to assets extant at that date.

	Total Funds 2020 £	Total Funds 2019 £
14 Investments		
Endowment Fund		
Investment at Fair Value	1,962.88	1,836
Investments consist of funds invested in the CBF Church of England Investment Fund. The holding at 31 st December 2020 was 96 shares which cost £100.		
15 Debtors		
Debtors	27,751.73	9,671
Gift Aid recoverable	220.31	2,855
	27,972.04	12,526
16 Deposits, Bank and Cash Balances		
CBF Deposit Fund	18,606.37	18,528
Bank Accounts		
Current Account	12,602.17	34,264
Outreach Committee Account	1,161.31	1,106
Cash in Hand	-	49
	32,369.85	53,947
17 Creditors: (falling due within one year)		
General Creditors and Accruals	12,663.88	7,746

**The Parochial Church Council of the Ecclesiastical Parish of St Paul, Bedford
(Registered Charity Number 1134614)**

**Notes to the Financial Statements
Year ended 31st December 2020**

		Movement in Resources				
	Balance 1 st January £	Incoming £	Outgoing £	Transfer s £	Change during Year £	Balance 31 st December £
18 Endowment Funds						
Chancel Fund						
Original Endowment	1,299.00	-	-	-	-	1,299.00
Accumulated Income	1,468.57	181.87	-	-	181.87	1,650.44
	<u>2,767.57</u>	<u>181.87</u>	<u>-</u>	<u>-</u>	<u>181.87</u>	<u>2,949.44</u>
19 Restricted Funds						
Alarm Fund	468.77	-	468.77	-	(468.77)	-
Bell Ringers Fund	1,582.00	50.00	-	-	50.00	1,632.00
Building Repairs Fund	3,070.74	-	-	-	-	3,070.74
Choir Robes Fund	186.95	-	-	-	-	186.95
Choral Scholarship Fund	10,432.56	-	-	-	-	10,432.56
Clergy Robes Fund	-	3,265.04	-	-	3,265.04	3,265.04
Clock Fund	2,895.81	-	-	-	-	2,895.81
Education Fund	86.29	-	-	-	86.29	86.29
Fabric Projects Fund	5,429.35	-	4,770.00	-	(4,770.00)	659.35
Fellowship Lunches Fund	959.92	-	-	-	-	959.92
Flower Fund	229.20	-	-	-	-	229.20
Music Fund	4,370.02	-	1,000.00	-	(1,000.00)	3,370.02
New Chairs	147.60	-	-	-	-	147.60
Organ Scholar Fund	2,526.97	-	-	-	-	2,526.97
Pastoral Assistant/Verger Fund	12,174.93	5,000.00	17,174.93	-	(12,174.93)	-
Peter and Paul Statues Fund	875.00	-	-	-	-	875.00
Servers Robes Fund	2,089.51	-	-	-	-	2,089.51
Staging Fund	2,670.00	-	-	-	-	2,670.00
Outreach Fund - restricted element	957.60	1,360.18	1,156.47	-	203.71	1,161.31
	<u>51,153.22</u>	<u>9,675.22</u>	<u>24,570.17</u>	<u>-</u>	<u>(14,894.95)</u>	<u>36,258.27</u>
20 Unrestricted Funds						
General Fund	6,641.79	168,771.08	164,979.69	-	3,791.39	10,433.18
Designated Fund – Tangible Fixed Assets	423,750.00	-	28,250.00	-	(28,250.00)	395,500.00
	<u>430,391.79</u>	<u>168,771.08</u>	<u>193,229.69</u>	<u>-</u>	<u>(35,910.88)</u>	<u>405,933.18</u>

21 Summary of Assets by Fund

Unrestricted Funds General Fund	Unrestricted Funds Designated Fund Tangible Fixed Assets	Restricted Funds	Endowment Funds	Total Funds 2020
------------------------------------	--	------------------	-----------------	------------------

	£	£	£	£	£
Tangible Fixed Assets	-	395,500.00	-	-	395,500.00
Investment Fixed Assets	-	-	-	1,962.88	1,962.88
Current Assets	23,097.06	-	36,258.27	986.56	60,341.89
Liabilities	(12,663.88)	-	-	-	(12,663.88)
	<u>10,433.18</u>	<u>395,500.00</u>	<u>36,258.27</u>	<u>2,949.44</u>	<u>445,140.89</u>

**The Parochial Church Council of the
Ecclesiastical Parish of
St Paul, Bedford**

(Working Name: St Paul's Bedford)

Financial Statements

Year to 31st December 2020

Registered Charity Number 1134614

**The Parochial Church Council of the Ecclesiastical Parish of St Paul, Bedford
(Registered Charity Number 1134614)**

**Contents of Financial Statements
Year ended 31st December 2020**

	Page
Independent Examiner's Report	2
Statement of Financial Activities	3
Balance Sheet	4
Notes to Financial Statements	5-12

**INDEPENDENT EXAMINER'S REPORT TO
THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST PAUL, BEDFORD**

Independent Examiner's Report to the Trustees of The Parochial Church Council of The Ecclesiastical Parish of St Paul, Bedford

I report to the Charity Trustees on my examination of the accounts of The Parochial Church Council of the Ecclesiastical Parish of St Paul, Bedford (the Trust) for the year ended 31st December 2020.

Responsibilities and Basis of Report

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

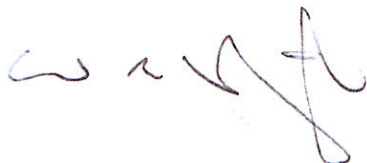
I report in respect of my examination of the Trust's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent Examiner's Statement

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

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

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



WR Kingston FCA
Chartered Accountant
Keens Shay Keens Limited
Victoria House
42/44 Shortmead Street
Biggleswade
SG18 0AP

Date: 30/03/2021

The Parochial Church Council of the Ecclesiastical Parish of St Paul, Bedford
(Registered Charity Number 1134614)

Statement of Financial Activities
Year ended 31st December 2020

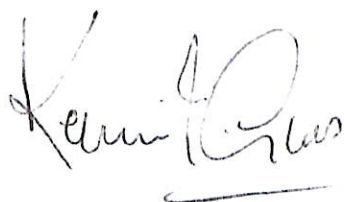

	Note	Unrestricted Funds General Fund £	Unrestricted Funds Designated Fund Tangible Fixed Assets £	Restricted Funds £	Endowment Funds £	Total Funds 2020 £	Total Funds 2019 £
Income and Endowments from:							
Voluntary Income	2	153,686.40	-	9,097.37	-	162,783.77	164,389
Activities for generating Funds	3	8,180.52	-	-	-	8,180.52	27,197
Church Activities	4	6,825.48	-	577.85	-	7,403.33	17,061
Investment Income	5	78.68	-	-	55.09	133.77	189
Total		<u>168,771.08</u>	<u>-</u>	<u>9,675.22</u>	<u>55.09</u>	<u>178,501.39</u>	<u>208,836</u>
Expenditure on:							
Church Activities	6	164,979.69	28,250.00	24,570.17	-	217,799.86	239,536
		<u>164,979.69</u>	<u>28,250.00</u>	<u>24,570.17</u>	<u>-</u>	<u>217,799.86</u>	<u>239,536</u>
Net Gain/(Loss) on Investments		<u>-</u>	<u>-</u>	<u>-</u>	<u>126.78</u>	<u>126.78</u>	<u>290</u>
Net Income/(Expenditure)		<u>3,791.39</u>	<u>(28,250.00)</u>	<u>(14,894.95)</u>	<u>181.87</u>	<u>(39,171.69)</u>	<u>(30,410)</u>
Transfers between Funds		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net movement in Funds		<u>3,791.39</u>	<u>(28,250.00)</u>	<u>(14,894.95)</u>	<u>181.87</u>	<u>(39,171.69)</u>	<u>(30,410)</u>
Reconciliation of Funds							
Funds brought forward		6,641.79	423,750.00	51,153.22	2,767.57	484,312.58	514,723
Funds carried forward at 31st December 2020		<u>10,433.18</u>	<u>395,500.00</u>	<u>36,258.27</u>	<u>2,949.44</u>	<u>445,140.89</u>	<u>484,313</u>

The Parochial Church Council of the Ecclesiastical Parish of St Paul, Bedford
(Registered Charity Number 1134614)

Balance Sheet
31st December 2020

	Notes	2020 £	£	2019 £	£
Fixed Assets					
Tangible	13		395,500.00		423,750
Investments	14		1,962.88		1,836
			<u>397,462.88</u>		<u>425,586</u>
Current Assets					
Debtors	15	27,972.04		12,526	
Cash at Bank and in Hand	16	32,369.85		53,947	
		<u>60,341.89</u>		<u>66,473</u>	
Current Liabilities					
Creditors and Accrued Charges	17	12,663.88		7,746	
		<u>12,663.88</u>		<u>7,746</u>	
Net Current Assets			47,678.01		58,727
Net Assets			<u>445,140.89</u>		<u>484,313</u>
Reserves					
Endowment Funds	19		2,949.44		2,768
Restricted Funds	20		36,258.27		51,153
Unrestricted Funds	21				
General Fund		10,433.18		6,642	
Tangible Fixed Assets Fund		<u>395,500.00</u>	405,933.18	<u>423,750</u>	430,392
			<u>445,140.89</u>		<u>484,313</u>

Approved by the Parochial Church Council on
and signed on their behalf by



Treasurer

The Parochial Church Council of the Ecclesiastical Parish of St Paul, Bedford
(Registered Charity Number 1134614)

Notes to Financial Statements
Year ended 31st December 2020

1 Accounting Policies

Basis of Preparation

The Financial Statements have been prepared in accordance with the Church Accounting Regulations 2006 together with the applicable accounting standards and the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)).

The Financial Statements have been prepared under the historical cost convention except for the valuation of investment assets and movable church furnishings, which are shown at fair value.

The Financial Statements include all transactions, assets and liabilities for which the Parochial Church Council is responsible in law.

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 on 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 for in the terms of the trust or bequest, and
 - b donations or grants received for a specific object or invited by the Parochial Parish Council for a specific object.
- The funds may only be expended on the specific object for which they were given. Any balance remaining at the end of the year must be carried forward as a balance on that fund. The Parochial Church Council does not usually invest separately for each fund. Where there is no specific investment, interest is apportioned to individual funds or as directed by the Parochial Church Council.

Unrestricted Funds represent:

The remaining income funds of the Parochial Church Council that are available for spending on the general purposes of the Parochial Church Council, including amounts designated by the Parochial Church Council for fixed assets for its own use or for spending on a future project and which are therefore not included in its "free reserves" as disclosed in the Trustees' Report.

Incoming Resources:

Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the incoming resource is received, or expenditure incurred, to which they relate. Grants and legacies are accounted for when the Parochial Church Council is legally entitled to the amounts due. Dividends are accounted for when receivable, interest and tax recoverable is accrued. All other income is recognised when it is received. Amounts received specifically for outside mission are dealt with as restricted funds.

Resources Expended:

Grants and donations are accounted for when they are paid over, or when awarded, if the award creates a binding and constructive obligation on the Parochial Church Council. The diocesan parish share is accounted for when due. All other expenditure is generally recognised when it is incurred.

Fixed Assets:

Consecrated and benefice property of any kind is excluded from the accounts by the Charities Act 2011.

Movable church furnishings, held by the vicar and churchwardens on special trust for the parish have been capitalised at fair value as at 1st January 2015, being the date of adoption of SORP(FRS102), and depreciated over their useful economic life. Depreciation is calculated to write off the capitalised value at the rate of 5% per annum.

Investments:

Investments quoted on a recognised stock exchange or whose value derives from them are valued at market value at the year end.

Notes to Financial Statements
Year ended 31st December 2020

	Note	Unrestricted Funds General Fund £	Unrestricted Funds Designated Fund Tangible Fixed Assets £	Restricted Funds £	Endowment Funds £	Total Funds 2020 £	Total Funds 2019 £
2 Donations and Legacies							
Congregation Giving							
Standing Orders		46,779.00	-	-	-	46,779.00	44,486
Weekly Envelopes		13,116.02	-	-	-	13,116.02	20,612
Other Gift Aided Donations		22,007.65	-	-	-	22,007.65	8,216
Total Gift Aided Giving		81,902.67	-	-	-	81,902.67	73,314
Other Cash Collections		6,161.00	-	-	-	6,161.00	6,419
Donations via CAF		1,815.01	-	-	-	1,815.01	-
Donations Organ Recitals		474.36	-	-	-	474.36	840
		90,353.04	-	-	-	90,353.04	80,573
Other Donations		331.10	-	-	-	331.10	1,928
Donations for Outward Giving		54.03	-	832.23	-	886.41	783
Gift Aid receivable		12,609.99	-	-	-	12,609.99	19,644
Donations via Pyramid		1,637.50	-	-	-	1,637.50	6,605
Community Giving							
Friends of St Paul's		2,498.80	-	3,265.04	-	5,763.84	18,067
Dorothy Porter Trust		26,430.31	-	-	-	26,430.31	-
Pastoral Assistant Fund		-	-	5,000.00	-	5,000.00	30,045
Other Trusts and Grants		4,288.50	-	-	-	4,288.50	5,627
Govt Job Retention Scheme		7,528.08	-	-	-	7,528.08	-
Other Govt Covid Funding		7,800.00	-	-	-	7,800.00	-
VAT Recoveries		155.00	-	-	-	155.00	1,117
		153,686.40	-	9,097.37	-	162,783.77	164,389
3 Charitable Activities							
May Market		-	-	-	-	-	1,036
Autumn Market		-	-	-	-	-	664
Hiring Charges		3,249.66	-	-	-	3,249.66	11,700
Christmas Tree Festival		2,399.55	-	-	-	2,399.55	8,338
Christmas Charities Market		-	-	-	-	-	888
Antique Fairs		1,751.00	-	-	-	1,751.00	4,571
Other Fundraising Events		780.31	-	-	-	780.31	-
		8,180.52	-	-	-	8,180.52	27,197

The Parochial Church Council of the Ecclesiastical Parish of St Paul, Bedford
(Registered Charity Number 1134614)

Notes to Financial Statements
Year ended 31st December 2020

	Note	Unrestricted Funds General Fund £	Unrestricted Funds Designated Fund Tangible Fixed Assets £	Restricted Funds £	Endowment Funds £	Total Funds 2020 £	Total Funds 2019 £
4 Church Activities							
Lunchtime Concerts		2,543.70	-	-	-	2,543.70	4,789
Sales Income:							
Votive Candles		436.95	-	-	-	436.95	1,205
"Spire" Magazine		885.81	-	-	-	885.81	524
Guide Books		36.15	-	-	-	36.15	215
Cards etc		212.45	-	-	-	212.45	358
Catering Income:							
Saturday Teas		626.20	-	-	-	626.20	2,560
Sunday Coffee		134.96	-	-	-	134.96	671
Tuesday Lunches		589.30	-	-	-	589.30	2,215
General Parish Catering		93.40	-	-	-	93.40	157
Saturday Coffee (Outreach)		-	-	577.85	-	577.85	2,677
Miscellaneous Income		-	-	-	-	-	1,690
Insurance Claims		1,266.56	-	-	-	1,266.56	-
		<u>6,825.48</u>	<u>-</u>	<u>577.85</u>	<u>-</u>	<u>7,403.33</u>	<u>17,061</u>
5 Investment Income		<u>76.68</u>	<u>-</u>	<u>-</u>	<u>55.09</u>	<u>133.77</u>	<u>189</u>
6 Church Activities Costs							
Salaries and Fees	7	26,686.65	-	17,174.93	-	43,861.58	47,518
Office Costs	8	34,260.09	28,250.00	584.48	-	63,094.57	78,697
Other Costs	9	66,063.71	-	-	-	66,063.71	88,636
Independent Examiner's Fee		1,500.00	-	-	-	1,500.00	1,440
Special Projects	10	36,469.24	-	5,770.00	-	42,239.24	18,014
Outreach	11	-	-	1,040.76	-	1,040.76	5,231
		<u>164,979.69</u>	<u>28,250.00</u>	<u>24,570.17</u>	<u>-</u>	<u>217,799.86</u>	<u>239,536</u>
7 Salaries and Fees							
Wages, salaries and fees		25,725.66	-	17,174.93	-	42,900.59	45,423
Pension Contributions		<u>960.99</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>960.99</u>	<u>2,095</u>
		<u>26,686.65</u>	<u>-</u>	<u>17,174.93</u>	<u>-</u>	<u>43,861.58</u>	<u>47,518</u>

The average number of Staff employed by the Parochial Church Council during the financial year was:

Total

2020	2019
No	No
<u>5</u>	<u>4</u>

Remuneration of Officials

£	£
<u>-</u>	<u>-</u>

The Parochial Church Council of the Ecclesiastical Parish of St Paul, Bedford
(Registered Charity Number 1134614)

Notes to Financial Statements
Year ended 31st December 2020

	Unrestricted Funds General Fund £	Unrestricted Funds Designated Fund Tangible Fixed Assets £	Restricted Funds £	Endowment Funds £	Total Funds 2020 £	Total Funds 2019 £
8 Office Costs						
Gas, Electricity and Water	8,606.42	-	-	-	8,606.42	13,096
Insurance	5,827.99	-	-	-	5,827.99	7,481
Janitorial Materials	1,572.90	-	-	-	1,572.90	858
Office Expenditure	3,766.27	-	-	-	3,766.27	7,622
Bank Service Charges	541.70	-	115.71	-	657.41	766
General Repairs	965.88	-	-	-	965.88	7,498
Computer Costs	2,226.76	-	-	-	2,226.76	1,935
Alarm System Costs	2,167.91	-	468.77	-	2,636.68	-
Depreciation of Tangible Assets	-	28,250.00	-	-	28,250.00	28,250
Advertising and Promotional Costs	257.81	-	-	-	257.81	281
Telephone	895.16	-	-	-	895.16	549
Clergy Expenses	3,205.14	-	-	-	3,205.14	3,801
Accountancy Fees	2,723.80	-	-	-	2,723.80	3,824
Professional Fees	-	-	-	-	-	1,978
Fundraising Costs	425.73	-	-	-	425.73	-
Broadband and Hosting	1,076.62	-	-	-	1,076.62	758
	<u>34,260.09</u>	<u>28,250.00</u>	<u>584.48</u>	<u>-</u>	<u>63,094.57</u>	<u>78,697</u>
9 Other Expenditure						
Education Costs	434.52	-	-	-	434.52	1,292
Miscellaneous Costs	515.49	-	-	-	515.49	1,661
Music Costs	459.52	-	-	-	459.52	3,920
Organ and Piano Tuning	940.97	-	-	-	940.97	1,530
Diocesan Parish Share	59,093.00	-	-	-	59,093.00	73,251
Diocesan Fees for Services	1,117.00	-	-	-	1,117.00	199
Sacristy Costs	1,606.56	-	-	-	1,606.56	1,443
Catering Costs	537.33	-	-	-	537.33	1,518
Antique Fair Costs	449.20	-	-	-	449.20	1,948
Licensing Costs	655.12	-	-	-	655.12	-
Donations	255.20	-	-	-	255.00	1,009
Cost of Items Sold	-	-	-	-	-	594
Flower Fund Payments	-	-	-	-	-	271
	<u>66,063.71</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>66,063.71</u>	<u>88,636</u>
10 Special Projects (2019 – Total only)						
New lighting Alexander Room	2,256.00	-	-	-	2,256.00	-
Roof walkway	638.37	-	-	-	638.37	-
Enhancements to Sound System	796.80	-	-	-	796.80	-
Water leak detection and repair	2,249.16	-	-	-	2,249.16	-
Repairs to Barnard Cross	13,512.00	-	-	-	13,512.00	-
Choir lighting project	5,515.91	-	-	-	5,515.91	-
Report on structure of tower	1,505.04	-	-	-	1,505.04	-
Report on pinnacles & South side	6,769.20	-	-	-	6,769.20	-
Repairs to railings	835.03	-	-	-	835.03	-
Sacristy floor sealing	864.00	-	-	-	864.00	-
Acrylic screen for Covid protection	117.73	-	-	-	117.73	-
Moving organ blower	-	-	5,770.00	-	5,770.00	-
Equipment for streaming services	1,410.00	-	-	-	1,410.00	-
	<u>36,469.24</u>	<u>-</u>	<u>5,770.00</u>	<u>-</u>	<u>42,239.24</u>	<u>18,014</u>

The Parochial Church Council of the Ecclesiastical Parish of St Paul, Bedford
(Registered Charity Number 1134614)

Notes to Financial Statements
Year ended 31st December 2020

	Unrestricted Funds General Fund £	Unrestricted Funds Designated Fund Tangible Fixed Assets £	Restricted Funds £	Endowment Funds £	Total Funds 2020 £	Total Funds 2019 £
11 Outreach Donations						
1 Collections taken at Tuesday Concerts	-	-	-	-	-	-
2 Retiring Collections for specific purposes:						
Lent Services – Bunyan Meeting	-	-	69.94	-	69.94	
The Bishop's Harvest Appeal	-	-	255.70	-	255.70	
	-	-	325.64	-	325.64	1,631
3 Funds raised by the Outreach Committee						
Memo – Pastoral Work within the Parish	-	-	-	-	-	-
Christian Aid DEC Appeal	-	-	200.00	-	200.00	
College of the Transfiguration	-	-	215.12	-	215.12	
Swaziland Schools Project	-	-	300.00	-	300.00	
	-	-	715.12	-	715.12	3,600
Total distributed during the Year	-	-	1,040.76	-	1,040.76	5,231

The Parochial Church Council of the Ecclesiastical Parish of St Paul, Bedford
(Registered Charity Number 1134614)

Notes to Financial Statements
Year ended 31st December 2020

12 Comparatives for the Statement of Financial Activities

	Unrestricted Funds General Fund £	Unrestricted Funds Designated Fund Legacy Fund £	Restricted Funds £	Endowment Funds £	Total Funds 2019 £
Income and Endowments from:					
Voluntary Income	109,967.11	-	54,421.89	-	164,389.00
Activities for Generating Funds	26,239.95	-	957.13	-	27,197.08
Church Activities	13,920.96	-	3,140.34	-	17,061.30
Investment Income	189.18	-	-	-	189.18
Total	150,317.20	-	58,519.36	-	208,836.56
Expenditure on:					
Church Activities	157,978.08	28,250.00	53,308.08	-	239,536.56
	157,978.08	28,250.00	53,308.08	-	239,536.56
Net Gain/(Loss) on Investments	-	-	-	289.58	289.58
Net Income/(Expenditure)	(7,660.88)	(28,250.00)	5,211.28	289.58	(30,410.02)
Transfer between Funds	-	-	-	-	-
Net movement in Funds	(7,660.88)	(28,250.00)	5,211.28	289.58	(30,410.02)
Reconciliation of Funds					
Funds brought forward	14,302.67	452,000.00	45,941.94	2,477.99	514,722.60
Funds carried forward	6,641.79	423,750.00	51,153.22	2,767.57	484,312.58

The Parochial Church Council of the Ecclesiastical Parish of St Paul, Bedford
(Registered Charity Number 1134614)

Notes to the Financial Statements
Year ended 31st December 2020

13 Tangible Fixed Assets

		Movable Church Furnishings £	Total £
Cost or Valuation	At 1 st January 2020 and 31 st December 2020	<u>565,000.00</u>	<u>565,000.00</u>
Depreciation	At 1 st January 2020	141,250.00	141,250.00
	Charge for the Year	<u>28,250.00</u>	<u>28,250.00</u>
	At 31 st December 2020	<u>169,500.00</u>	<u>169,500.00</u>
Net Book Value	At 31 st December 2020	<u>395,500.00</u>	<u>395,500.00</u>
	At 31 st December 2019	<u>423,750.00</u>	<u>423,750.00</u>

The movable church furnishings are shown at cost (£565,000) which is the deemed cost under SORP (FRS102) transitional provisions, under which the valuation as at 1st January 2015 is applied to assets extant at that date.

	Total Funds 2020 £	Total Funds 2019 £
14 Investments		
Endowment Fund		
Investment at Fair Value	<u>1,962.88</u>	<u>1,836</u>
Investments consist of funds invested in the CBF Church of England Investment Fund. The holding at 31 st December 2020 was 96 shares which cost £100.		
15 Debtors		
Debtors	27,751.73	9,671
Gift Aid recoverable	<u>220.31</u>	<u>2,855</u>
	<u>27,972.04</u>	<u>12,526</u>
16 Deposits, Bank and Cash Balances		
CBF Deposit Fund	18,606.37	18,528
Bank Accounts		
Current Account	12,602.17	34,264
Outreach Committee Account	1,161.31	1,106
Cash in Hand	-	49
	<u>32,369.85</u>	<u>53,947</u>
17 Creditors: (falling due within one year)		
General Creditors and Accruals	<u>12,663.88</u>	<u>7,746</u>

The Parochial Church Council of the Ecclesiastical Parish of St Paul, Bedford
(Registered Charity Number 1134614)

Notes to the Financial Statements
Year ended 31st December 2020

		Movement in Resources					
	Balance 1 st January £	Incoming £	Outgoing £	Transfers £	Change during Year £	Balance 31 st December £	
18 Endowment Funds							
Chancel Fund						1,299.00	
Original Endowment	1,299.00	-	-	-	-	1,299.00	
Accumulated Income	1,468.57	181.87	-	-	181.87	1,650.44	
	<u>2,767.57</u>	<u>181.87</u>	<u>-</u>	<u>-</u>	<u>181.87</u>	<u>2,949.44</u>	
19 Restricted Funds							
Alarm Fund	468.77	-	468.77	-	(468.77)	-	
Bell Ringers Fund	1,582.00	50.00	-	-	50.00	1,632.00	
Building Repairs Fund	3,070.74	-	-	-	-	3,070.74	
Choir Robes Fund	186.95	-	-	-	-	186.95	
Choral Scholarship Fund	10,432.56	-	-	-	-	10,432.56	
Clergy Robes Fund	-	3,265.04	-	-	3,265.04	3,265.04	
Clock Fund	2,895.81	-	-	-	-	2,895.81	
Education Fund	86.29	-	-	-	86.29	86.29	
Fabric Projects Fund	5,429.35	-	4,770.00	-	(4,770.00)	659.35	
Fellowship Lunches Fund	959.92	-	-	-	-	959.92	
Flower Fund	229.20	-	-	-	-	229.20	
Music Fund	4,370.02	-	1,000.00	-	(1,000.00)	3,370.02	
New Chairs	147.60	-	-	-	-	147.60	
Organ Scholar Fund	2,526.97	-	-	-	-	2,526.97	
Pastoral Assistant/Verger Fund	12,174.93	5,000.00	17,174.93	-	(12,174.93)	-	
Peter and Paul Statues Fund	875.00	-	-	-	-	875.00	
Servers Robes Fund	2,089.51	-	-	-	-	2,089.51	
Staging Fund	2,670.00	-	-	-	-	2,670.00	
Outreach Fund - restricted element	957.60	1,360.18	1,156.47	-	203.71	1,161.31	
	<u>51,153.22</u>	<u>9,675.22</u>	<u>24,570.17</u>	<u>-</u>	<u>(14,894.95)</u>	<u>36,258.27</u>	
20 Unrestricted Funds							
General Fund	6,641.79	168,771.08	164,979.69	-	3,791.39	10,433.18	
Designated Fund – Tangible Fixed Assets	423,750.00	-	28,250.00	-	(28,250.00)	395,500.00	
	<u>430,391.79</u>	<u>168,771.08</u>	<u>193,229.69</u>	<u>-</u>	<u>(35,910.88)</u>	<u>405,933.18</u>	
21 Summary of Assets by Fund							
	Unrestricted Funds General Fund £	Unrestricted Funds Designated Fund Tangible Fixed Assets £	Restricted Funds £	Endowment Funds £	Total Funds 2020 £		
Tangible Fixed Assets	-	395,500.00	-	-	395,500.00		
Investment Fixed Assets	-	-	-	1,962.88	1,962.88		
Current Assets	23,097.06	-	36,258.27	986.56	60,341.89		
Liabilities	(12,663.88)	-	-	-	(12,663.88)		
	<u>10,433.18</u>	<u>395,500.00</u>	<u>36,258.27</u>	<u>2,949.44</u>	<u>445,140.89</u>		