



**The Parish of St Matthew and St Nathanael, Bristol**

**ANNUAL REPORT & FINANCIAL STATEMENTS OF THE PAROCHIAL CHURCH COUNCIL  
FOR THE YEAR ENDED 31 DECEMBER 2021**

*Registered Charity Number 1134719*

**THE PAROCHIAL CHURCH COUNCIL OF  
THE ECCLESIASTICAL PARISH OF ST MATTHEW AND ST NATHANAEL, BRISTOL  
(REFERRED TO IN THIS REPORT AS 'ST MATTHEW'S CHURCH' OR 'ST MATTHEW'S')**

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**THE VISION OF ST MATTHEW'S CHURCH**

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'Living for Jesus'

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**STATEMENT OF PUBLIC BENEFIT**

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St Matthew's benefits the local and wider community by:

1. Providing Christian religious worship services through regular services each Sunday and special services during different seasons (Harvest, Remembrance, Bereavement services) and at times of celebration (e.g. Lent, Easter, Christmas etc) and during this pandemic year, providing regular online worship on Sundays and at other times.
2. Providing resources for moral, spiritual and intellectual development for its members and anyone who wishes to benefit from what the Church offers
3. Enabling Christians to be able to give to, and practically support their local community through a broad range of activities organised by the church. These include: Sunday Club, youth groups, pre-school playgroups, home groups, prayer groups, community events, social outreach, arts events etc
4. Allowing third party organisations to use church buildings and facilities where and when possible, to run activities that help build a healthier community, including: toddlers, Brownies, Guides, choirs, local interest groups, work with ex-prisoners and environmental groups
5. Providing weddings, funerals and baptisms
6. Providing a place for prayer and support

The Trustees (Parochial Church Council referred to below as 'the PCC') are aware of the Charity Commission's guidance on public benefit in *The Advancement of Religion for the Public Benefit* and have had regard to it in their administration of the Ecclesiastical Parish of St Matthew's.

The Trustees believe that this report, taken as a whole, provides further evidence that St Matthew's work in 2021 furthered its charitable purposes for the public benefit.

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## THE TRUSTEES

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The Trustees of St Matthew's Church are the PCC, which has the responsibility of co-operating with the incumbent, in promoting the whole work of the Church in the ecclesiastical parish. The PCC is governed by two pieces of Church of England legislation, called Measures. These are the Parochial Church Council (Powers) Measure 1956 and the Church Representation Rules (contained in Schedule 3 to the Synodical Government Measure 1969, as amended)

### PCC Membership

Members of the PCC are either ex-officio or elected at the Annual Parochial Church Meeting in accordance with the Church Representation Rules. After the APCM, the following served as members:

Incumbent                      Rev Ian Tomkins (Chairman)

Wardens                      Mr David Aberdeen (from 28<sup>th</sup> September 2020)  
Mr Chris Smith (until 24<sup>th</sup> May 2021)  
Ms Alison Edmonds (from 24<sup>th</sup> May 2021)

#### Representatives on the Diocesan Synod

Mr Andrew Lucas                      Chair of the Diocesan Board of Finance

#### Representatives on the Deanery Synod

Mr Fabian Breckels                      from September 2020 until 2023  
Ms Laura Protheroe                      from September 2020 until 2023

Elected members      David Aberdeen                      from April 2019 until 2022  
Mrs Katheryn Caithness                      from April 2018 until 2022  
Ms Elizabeth Cooke                      from 24<sup>th</sup> May 2021 until 2024  
Mr Nigel Currie                      from 24<sup>th</sup> May 2021 until 2024  
Mr Kyle Douglas                      from April 2019 until 2022  
Miss Alison Edmonds                      from April 2018 until 24<sup>th</sup> May 2021  
Mr Kevin Froud                      from April 2018 until 24<sup>th</sup> May 2021  
Mrs Waf Green                      from September 2020 until 2023  
Mrs Margaret May                      from 24<sup>th</sup> May 2021 until 2024  
Mrs Mary Parsons                      from September 2020 until 2023  
Mr Simon Pugh-Jones                      from April 2019 until 2022  
Mrs Ruth Rimmer                      from April 2018 until 24<sup>th</sup> May 2021  
Mr Nick Stroud                      from September 2020 until 2023  
Mr Andrew Wood (Treasurer)                      from April 2012 until 2023

PCC Secretary                      Mrs Katheryn Caithness                      from January 2015 until 2022

Associate Minister                      Rev Richard Pendlebury (Non stipendiary part-time)  
Curate                      Rev Gaby Doherty (part-time)  
Curate                      Rev James Cannan (Part-time)

**Banks** National Westminster Bank plc, Westbury-on-Trym, Bristol

**Independent Examiner:** Joshua Kingston ACA, Burton Sweet Limited  
The Clock Tower, 5 Farleigh Court, Old Weston Road, Flax Bourton Bristol  
BS48 1UR

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## THE COMMITTEE STRUCTURE

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The full PCC met 6 times during 2021, with an average attendance of 15.67.

The PCC operates through a number of sub-committees, which meet between full meetings of the PCC. All these teams report to, and are overseen by, the PCC.

**Standing Committee:** It has the authority to transact the business of the PCC between its meetings, subject to any directions given by the PCC. The Standing Committee consist of the vicar, the churchwardens, and three members of the PCC, and also met 6 times in 2021.

**Missions Committee:** It co-ordinates the church's support to its mission partners. As well as sending financial support, it aims to keep in touch with their news, writes to them, and prays for them on a regular basis. The group also promotes awareness of mission in the church by keeping the congregation up to date with news and encouraging members of the church who sense a calling to mission.

**Playgroup Management Committee:** It has responsibility for the management of the Playgroup on behalf of the PCC.

**Building Team:** It works with the wardens in the co-ordination and implementation of the care of the fabric of the church building and grounds including oversight of the audio-visual and computer equipment.

**Staff Team:** The staff team comprises:

- The Vicar, Rev Ian Tomkins
- Associate Minister, Richard Pendlebury (honorary position)
- Curate, Revd Gaby Doherty
- Curate (part-time), Rev James Cannan
- Children's, Families and Youth Minister, John Stilwell
- Church Administrator, Julia Wright

The staff team meets weekly on Monday mornings and the ministers meet every two weeks on Tuesdays.

The vicar also meets with the churchwardens, and the Standing Committee (see above) meets on alternate months during the year.

**Growth:** The PCC is seeking to encourage growth in faith and numbers, through encountering and entering a relationship with Jesus Christ, by bible teaching, discipleship and a foundation of prayer, and encouraging the church family in Christian service in the church, their communities and in their daily lives.

2021 continued to be a challenging year with Covid lockdowns, restrictions on worship, and emergence from these events. We continue to be grateful to God for the encouragements of our church community remaining connected and active. Online worship was maintained when church was unable to meet, and has been sustained to the present day, enabling those who are still vulnerable, or who can now access church worship in a different way from different locations. We are developing live stream worship, which is hoped will stay I perpetuity, given more access to worship and services. Pastoral care for all those in special need has been sustained through this period, in new and imaginative ways of keeping in touch and looking outwards to the community. Services back in church resumed after Easter with social distancing and all that this involved, and a gradual and steady return to the church building for worship, and for other ministries to children, families and youth, have returned and are re-growing. We are thankful for all those we are connecting with for the first time, both in coming to St Matthews and also online. The challenges and opportunities due to the pandemic, and its ongoing impact, as we emerge from the most restricted times, continues to focus our prayers, planning, and creativity, as we look to build new ways of ministry. This thinking is focussed into a new vision process which started in the autumn of

2021, and is continuing. With the clear and visible renewal of our ministries and community activities following two years of pandemic, we look to the future with confidence and hope.

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## **Worshipping and Deepening Discipleship Report**

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As a church we have continued to seek to respond to our vision of 'Living for Jesus through knowing God the Father in Jesus through the power of the Holy Spirit'. With the pandemic having continued into another year, this has clearly shaped the less predictable rhythms of church life, having impacted us all. During the latter part of 2021, we finally felt it the right time to begin the process of seeking new vision, as we looked to the future, and hopeful emergence from pandemic. This vision will recognise the changes both in society and church life due to the past couple of years, with creativity, boldness and a call to build something new. Continued focus on the three essential pillars of church life - Discipleship, Outreach and Service to the Community is key to our growth in other areas as it is only by God's grace that we will be able to build God's Kingdom.

In 2021, in spite of restrictions, we began with continuing to offer our new Alpha Course, which we did online. From Easter the focus changed again as we emerged from lockdown, and went back into church, with restrictions, as well as worshipping online, and the need to rapidly re-imagine church for our engagement with each other and also our communities. Constant adaptability was required, especially with a reduced number of volunteers to help. Freshly creative ways of offering church and discipleship to all ages, both pastoral care, and children, families and youth work, was needed. We had 'Bubble Church' for families, offering amidst the restrictions, a safe bubble space in the church hall for learning, worship and discipleship. We continued to give support to those on their own, and those without access to online, with visits, and other materials and help. We have continued to encourage our discipleship practices, and an outward looking focus of care.

In the summer, we re-engaged with families through re-opening Kings Kids, using the outside as much as possible, as well as re-starting Stay & Play. At Christmas, as new pandemic fears arose, we offered more access to services in church, so there could be safe space, as well as outside seasonal singing. In the autumn and the approach to Christmas, we again prepared for and promoted through invitation and the seasonal events and services, and we again offered Alpha, this time back in the church hall, operating with restrictions and risk assessments.

### **Worship**

In 2021, our worship in church continued to be impacted by the effects of the pandemic, lockdowns and restrictions. We maintained online services and resourcing during lockdown periods, and when we were able to resume services in church again, we operated under the Covid conditions, with social distancing, masks etc. We resumed a regular 10.30 am service from Easter 2021, and later in the year, we added in an 8.45am said Holy Communion twice a month. In September, we started the trial of a new informal worship service at 5pm, aimed at younger people in our communities. Our preaching continued to be a source of challenge and encouragement, with series Galatians, the Holy Spirit and Nehemiah, as well as preaching on Christian stewardship and the environment. Our committed and talented musicians in our church community have continued to support our worship, both online and in church. Our Trinity College placements students continued to play an active and creative role in contribution to and supporting our worship and ministry.

### **Prayer**

Prayer remains an important element of church life. During this pandemic period, the regular weekly online church prayer meeting developed and continued, and the prayer cycle is widely used. During 2021, we have continued our focus on going deeper in prayer, offering sermon series, opportunities for prayer, encouragements through prayer materials during e.g. Lent materials and Thy Kingdom Come.

### **Children's and Youth Work**

This has again been impacted by the pandemic, and we maintained Bubble Church as long as we could, reverting to online resourcing at times of lockdown early in the year. When we resumed services in church, Bubble Church resumed, youth groups resumed, and we maintain a healthy number in our youth group. During 2021, it has been particularly challenging for parents and families with young children, with Covid issues in schools and home working etc. Re-starting Kings

Kids in the summer was important, and a real encouragement for families with very young children, especially as we were able to offer outside space during this time. At times of lockdown and restrictions, we resumed support online with our Children, Families and Youth minister producing creative materials to access digitally, both for our all age Sunday attendance and also for our weekly Kings Kids parent and toddler group.

Our 2021 Christmas Christingle Christmas Eve was able to go ahead, as was our church Nativity, all operated safely with risk assessed restrictions and guidance, as well as offering online resources and services. We had a large scale display building up of the nativity in the church porch throughout Advent and up to Christmas, of an increasing 'Heavenly Host' of angels of all shapes and sizes, all made throughout the season by lots of children and adults. It was a huge delight and encouragement to passers-by as well as those in church.

### Midweek Discipleship

Our mid-week groups give an opportunity to share, worship, pray, and learn together. During 2021, there were 5 home groups meeting midweek with around half our regular adult attendees taking part in them. These groups continued to adapt to pandemic conditions where necessary, and we see the development of these groups as very important to the discipleship of the community.

The monthly group for women, called Gather, which aims to be an informal and relaxed time for women to explore God's heart through worship, creativity, discussion and friendship, re-started when it was able to later in the year.

### Attendance Figures

The Church of England assesses the size of the church community by counting the Electoral Roll and Average Sunday Attendance (ASA). ASA is our October average. Figures are set out below.

	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Electoral Roll	133	143	158*	155	141	149	145	110	86	84	91
All Age ASA**	178	167	172	147	129	128	114	93	177	56	89
Adult ASA**	149	140	145	129	108	103	93	80	112	46	75
Child ASA**	29	27	27	18	21	25	21	13	19	10	14

\*indicates complete renewal of the Electoral Roll

\*\* in 2021, in common with many other churches, we continued our services online

A different measure of attendance is usual Sunday attendance. This is calculated by looking at the attendance across the whole year and taking out 'unusual' figures (e.g. Festivals, Baptisms). This figure has of course, been hugely impacted by the pandemic, with many people still continuing to view church online. The Electoral roll increased in 2021 as new people joined and average Sunday attendance in church began to pick up again as we were able to resume services in church as well as online. Easter continued to be affected by the pandemic, but Christmas showed a pick up from the previous year, due to more in church services on offer, though this continued to be affected by the increasing Covid alert in December 2021.

### Festival Attendance

Service	2017		2018		2019		2020		2021	
Average attendance	Under 16	Adult	Under 16	Adult	Under 16	Adult	Under 16	Adult	Under 16	Adult
Easter Day	32	154	10	104	19	114	-	-	-	-

Service	2017		2018		2019		2020		2021	
Carol Services	14	171	20	175	27	198	17	64	8	128
Christingle	88	188	152	150	105	203	-	-	37	70
Christmas Day	13	86	22	133	12	96	0	66	7	69

For completeness our occasional office numbers are also set out below.

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Baptisms	15	6	7	7	10	2	3	2	0	5	1	3
Confirmations	5	1	1	0	0	0	0	0	3	1	0	0
Weddings	8	7	4	1	3	1	2	1	0	1	0	0
Funerals	5	4	4	3	1	1	2	0	2	2	2	4

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## Church Community Activities Report

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Our aspiration continued to be 'Live for Jesus' by growing in faith and relationship with Jesus Christ, and serving our communities.

### Welcome

We have continued working to work on creating a culture of invitation and welcome within the whole congregation to encourage the church community to invite and welcome others and encourage them into the life and faith of the Church at St Matthews. Our wardens and welcomers in church, had a training and encouragement session, as we sought to learn how better to welcome into a church community. Out continuing Alphas Course, provide the opportunity to constantly invite. This remains a key part of our vision process as we look to go deeper in understanding and giving a true and godly welcome to all.

### Small Groups (between 5-12 members) and Pastorate (between 12-30 Members)

We continued groups in 2021, remaining online where necessary. The small groups went through some reorganizing, with the pastorate finishing and new groups starting. We also looked to organize a group for those who complete Alpha and look for further encouragement. Each group meets for fellowship, prayer and worship and pastoral support, both for each other, and for others in the church and community. The groups often follow the weekly sermon series in their studies.

### Pastoral Care

Pastoral Care of the church community continues to be led by the vicar and staff team and the small group leaders. During pandemic lockdown times, the complete coverage of all the church family continued through the system of contact previously organized. This is aimed at ensuring no one is isolated, and also encourages pastoral care in the community. The first line of pastoral care is through the mid-week groups. The staff team also support a number of other individuals in the parish. Pre-wedding and baptism conversations and visits and preparation continued to be undertaken by the ministry team.

### Church Community Social Events

During another pandemic year, we have been unable to offer the physical community support events that we do usually. So we adapted as we were able, offering Zoom encounters and encouragements, with our networks of church members keeping pastoral and social contact with many people, both from the church family and also out onto the community. When back in church, and when contact has been possible, we have encouraged community social times, e.g. coffee times in the gardens. We hosted a St Matthews Plant Sale and Teas in May in the church gardens. This was hugely appreciated by many who came, and the local community, as it was the first community event following the Spring lockdowns, and enabled people to meet outside, relax, have conversations, and re-connect. Building our community contacts and relationships continues to be an important part of our aims.

Registered Charity Number 1134719

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## Outreach Activities Report

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Living for Jesus by going into the world to make disciples and serve those in need.

### **Knightstone House**

Our links with Knightstone House, a supported living complex in the parish, have continued to strengthen. In person visits were curtailed due to lockdowns and Covid conditions, but weekly visits resumed later in the year as things improved, by small team, including the vicar, involved with supporting and running coffee mornings. Care and contact continued for the members of the community where possible.

### **Tea and Chat & ministry to the elderly**

Following lockdowns and ongoing pandemic conditions and due to the vulnerability and age of the attendees, it has not been possible to resume Tea and Chat, as those who ran it have also been affected. So this wonderful ministry has completed, but individual contact and care for those involved has continued, within the good pastoral network of the church, while we not think and pray about developing new ministries, as conditions improve.

### **Stay and Play**

This ethnically diverse group had to be suspended during lockdown periods and pandemic restrictions. But it restarted, meeting weekly in The Elim Centre on King Square. It is led by volunteers from St Matthew's and run in partnership with the St Paul's Children's Centre who provide a play specialist to work specifically with the children. St Matthew's volunteers provide chat, tea and cakes for the parents, and this provides an important community resource.

### **King's Kids**

St Matthew's provides a Toddler's group for young children and their parents or carers on a weekly basis under the leadership of our Children's, Young People's and Families' Minister. Again this group had to be suspended during the pandemic restrictions phases, but re-started in summer 2021 and is now building back well, connecting hugely with the local community families. It is a lively, fun-filled morning and is much appreciated by the locals and families who attend.

### **St Matthew's Playgroup**

St Matthew's PCC runs an OFSTED regulated playgroup that remains popular in the local area. The excellent staff team is led by Linda Mallard. The playgroup is managed by a sub-committee of the PCC. This also provides a huge contribution to the local community. After the initial lockdown period in March 2020, the Playgroup re-started in July 2020, and remained operating throughout 2021, operating well under the pandemic conditions, and providing a vital resource for many in the local communities. During 2021, it had a regular Ofsted inspection, which resulted in an '*Outstanding in all areas*' report.

### **Support for Work outside the Parish**

Overseas and home mission continues to be a priority for us. The Missions Committee recommended to the PCC the allocation of the Missions budget, which remained at 10% of the giving to the General Fund. In 2021, seven missionaries or societies were supported. Through use of our building and resources we also actively supported a number of locally-based charities including Sisters of the Church (based in St Paul's and serving those in need in the local community) and Friends of Alalay (Santa Cruz) (Children's charity).

### **Other**

Nick Stroud, a member of St Matthews, continued to be involved with the Ashley House Probation Hostel community liaison and management group respectively.

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## **Child Protection and Vulnerable Adults**

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Our Parish Safeguarding Officer and Administrator for Disclosure and Barring Service (Julia Wright) was available to deal with any concerns and dealt with the applications from those wishing to be involved with vulnerable adults, youth and children's work.

Julia Wright continues to be St Matthew's nominated person for Vulnerable Adults.

The Safeguarding policy, which covers Children and Vulnerable adults and children and addresses all areas of safeguarding in line with the Diocese of Bristol's policies, is reviewed by the PCC in October every year, and the policy is reviewed to include and update social media and online operations, as well as taking forward all safer recruitment guidance. The updated St Matthew's Safeguarding Policy can be obtained from our website ([www.stmatthews-bristol.org.uk](http://www.stmatthews-bristol.org.uk)) or from the church office.

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## **Communications**

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Our website ([www.stmatthews-bristol.org.uk](http://www.stmatthews-bristol.org.uk)) continued to be well-used and well-managed, and a process started in 2021 to renew and revamp the church website, with a re-launch of a new site in March 2022.

We support an active Facebook page and Instagram account for St Matthews church news and information.

Weekly e-bulletins are sent to those who have requested them and all our sermons are available as a podcast. We have also ensured that any not online, have remained connected and in receipt of church news, community information, and items of practical and spiritual support.

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## **The Building**

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The maintenance of the building was pursued with the usual care. Full details are to be found in the fabric report at the end of this document.

It was difficult for groups to meet in church during much of 2021, due to pandemic restrictions. On weekdays, as we emerge from the pandemic restrictions, use of the building gradually resumed, but the outbreaks of winter 2021 delayed this further. It continues to be used regularly by our Playgroup, Toddlers Groups, and Music Group and for Worship Band practices, prayer and other church group meeting, where appropriate, and during the year, where possible and safe to do so. Many of these groups also met online during much of 2021. Our regular outside users, Brownies, Guides, the City of Bristol Choir, have had to operate in very restricted ways during 2021. The City of Bristol Choir met outside in the church garden for many rehearsals during the summer of 2021, when meeting inside was not yet permitted. In spite of the pandemic, we have maintained our links with these community groups, and look forward to a fuller resumption in 2022. These regular bookings meetings mean not only that we have a regular income (which has been, like all churches, heavily impacted during the period of the pandemic), but that we maintain our links with different sectors of the community.

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## **Lay and Licensed Ministry in the Parish**

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Rev Richard Pendlebury continues at St Matthews as Associate minister (self-supporting and part time), and curates Rev Gaby Doherty stipended part-time). They continued to offer their considerable gifts through preaching, teaching and leading of all ages, and supporting the ministry of the church during this challenging pandemic period.

During 2021, with the enthusiastic support of the PCC, a member of St Matthews Helen Aberdeen started Licensed Lay Ministry training with the Diocese of Bristol.

In addition, the PCC employed one full-time and one part-time member of staff during 2021. Julia Wright was our part-time Administrator throughout the year. John Stilwell was our Children's, Families and Youth Minister.

We are also very grateful to God to have a congregation of people who minister in a wide variety of ways both in the church and across the City. Among them are musicians, intercessors, youth and children's group leaders, vergers, social event organisers, home-group leaders, sacristans, assistants at Communion, cleaners, flower arrangers, pastoral visitors, online editors and others who contributed to the ongoing ministry of the church, by quietly offering acts of service and prayer, and supporting each other during the past challenging pandemic year. They are all very much appreciated.

We are very thankful for all the church community and for the contribution they make to worship and the life of the church, some in public and visible ways, some hidden and unseen.

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## Finance

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2021 saw a 5.4% increase in the planned giving of our donors mainly due to the full-year impact of a Stewardship campaign in early 2020. In addition, very generous donations were made, totalling £72,247 towards the Building Fund, in anticipation of replacing the boiler over the winter of 2021/22, and other fabric projects which require attention. Our designated missionary and charitable giving increased by 5.9%, and our support is based on a policy of 10% of regular giving, excluding one-off gifts and legacies. Our Diocesan Parish Share, given to the Diocese of Bristol, was the same as 2020, at £79,230, with regular income levels being maintained.

Our Playgroup delivered a surplus of just under £11,000, but maintained its annual rental contribution of £16,000 with the difference being funded from designated reserves. Please see the full accounts for more information.

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## Reserves Policy

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The PCC endeavours to carry such reserves as it considers necessary to finance the work of the church, and also recognises that its largest outgoing, the Parish Share, is not a contractual obligation, and therefore could be reduced in the event of a material reduction in donated income from members, currently sufficient to maintain this intended commitment.

Because of this flexibility, if necessary, in paying the Parish Share each year, the Trustees believe the charity is a going concern.

Unrestricted General reserves at 31<sup>st</sup> December 2021 were £19,776, up from £13,234 at December 2020, mainly due to increased donor contributions in our annual Stewardship review and a £10,000 grant received to fund part of the Children's, Youth and Families minister post. The PCC's forecast expenditure for 2022 is around £14,300 per month, including a commitment of £6,768 per month for Parish Share, which is not a legally-binding liability.

Therefore, the Unrestricted General reserves represent just under 1½ month's normal expenditure, including Parish Share, before regular standing order income is received. However, Unrestricted Designated reserves totalled £115,800 at 31<sup>st</sup> December 2021, and these can, at any time, be reallocated by the PCC to Unrestricted General reserves, increasing the cover to around 9½ months of normal expenditure, including Parish Share.

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## Grant making policy

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As set out in note 10 to the accounts, the PCC adopts a policy of setting aside 10% of its regular income from donations for the support of mission partners, which further the ministry and charitable objectives of the charity, both in the UK and abroad, and details of these organisations are set out in Note 10. Commitment is given to each mission partner for a period of 4 years, with

a review on termination or extension towards the end of the third year, so that at least a year's notice is given of support not continuing. The mission committee receives and considers, and recommends to the PCC, any application for new mission partner funding.

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## **The Future**

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During 2021, the Rev Ian Tomkins continued to lead the church family through the constantly challenging and variable conditions of Covid and the pandemic. When able to be back in the church building, we adapted to Covid restrictions as best we could, ensuring safety. The church community has continued to care for each other and our neighbour in creative and imaginative ways, and we continued to offer online church and contact wherever we can, as well as trying out the new 4pm / 5pm Service of informal worship, which started in September 2021. The creativity and imagination of the church community has continued to be stretched and valued, as we used our outside spaces more and more, including outside carols at Christmas, all bringing us closer to our community, and helping us reconnect together. The new vision process started in November 2021, will continue into 2022, and will reflect the changes in both church and society, due to these past two years. 2021 saw the re-start of ministries such as Kings Kids, and also in person Alpha course, and also the trialling of new service patterns as we re-build confidence and look upwards and outwards. This period has tested all our resilience, and the community at St Matthews has been faithful and optimistic, something reflected in their remarkable response to our financial stewardship needs during 2021, both in supporting the day to day ministry of the church, and also in funding vital repairs to our heating systems. It demonstrates a community committed, resilient, and outward looking to serve our communities.

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## **COVID-19 impact**

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The coronavirus continued to impact normal church activities by preventing any use of the church building during times of lockdown, and when under various Covid restrictions. The St Matthews Playgroup continued its activities with appropriate measures in place, and with its grant income from Bristol City Council protected during this period. The church continued to provide online worship and other resourcing providing Sunday worship services via the St Matthews YouTube. When services resumed, social distancing and other protective measures were all in place and adhered to.

Financially, most donor support comes in through monthly standing orders, which have remained largely unchanged, but income from church building lettings continued to be hugely impacted during 2021, slightly offset by some savings in cleaning and utility costs.

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## FINALLY

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This Annual Report is a composite document prepared collaboratively by the officers and members of the PCC, in line with the terms of the Charities Act 2011. We hope that it gives a clear picture of the life of the church and the way in which the PCC has administered the task placed on them as trustees of St Matthew's Church.

### Statement of Trustees' Responsibilities

The trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the income and expenditure of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed/constitution. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Signed on behalf of the Parochial Church Council

David Aberdeen  
Churchwarden

Alison Edmonds  
Churchwarden

29 May 2022

### St Matthew's Prayer

*Heavenly Father, pour out your Holy Spirit upon St. Matthew's. Grant us a new vision of your Glory, a new experience of your power, a new faithfulness to your Word, a new consecration to your service so that, through our renewed witness your Holy Name may be glorified and your Kingdom advanced, through Jesus Christ our Lord. Amen*

## Appendix 1: Fabric Report

The last Quinquennial Survey took place in August 2018. The Architect's Report records that, in summary, the building is structurally sound and generally in good condition and that remains the current position. The Report noted certain issues and recommended the carrying out of certain works, some of which are referred to below.

The garden which surrounds the building is also generally in very good order and continues to be regularly used and enjoyed by both the children's playgroup which meets in the building and also by members of the public to whom it has been opened up for a number of successful community events.

During the course of this year the PCC's Building Committee was reconstituted with a view to it assisting in formulating a plan for addressing all the recommendations in the Architect's Report and for the ongoing maintenance of the building and then overseeing the relevant works. One of the tasks which the Building Committee was asked to take on was to formulate recommendations for a new heating system for the building, given that it was known that the gas-fired boiler which had been in place for over 35 years was nearing the end of its life. The Committee's work in this regard was to some extent thwarted by the sudden failure of the old boiler towards the end of the year, just as the cold weather set in. With limited options then available and in the face of a need to install a new system urgently, a new energy-efficient 'cascade' system of three in-line gas boilers was put in, fully funded by generous donations from church members.

Other major works carried out during the year included the following:-

- Repairs and stone redressing to the north-east turret - in accordance with Architect's report recommendations;
- Stripping, repairing and repainting of two rear doors and repairs to stone surrounds;
- Installation of a new bench in the garden;
- Planting of 40 new hedgerow shrubs in the garden.

There was also regular ongoing work and maintenance on the building and the garden, including gutter clearance (as recommended in the Architect's Report) and general gardening.

One of the major item's noted in the Architect's Report is a need to plan for the replacement of the tower roof which the Report advises is at the end of its life. This is a project to be addressed by the Building Committee and the PCC as soon as possible.

## **Independent examiner's report to the trustees of PCC of St Matthew and St Nathanael, Bristol**

I report to the trustees on my examination of the accounts of the PCC of St Matthew and St Nathanael, Bristol ("the Charity") for the year ended 31 December 2021.

### **Responsibilities and basis of report**

As the charity trustees of the Charity 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 Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the 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 Charity 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.

Joshua Kingston ACA  
Burton Sweet Limited  
The Clock Tower  
5 Farleigh Court  
Old Weston Road  
Flax Bourton  
Bristol BS48 1UR

Date: 29 May 2022

**PAROCHIAL CHURCH COUNCIL OF ST MATTHEW & ST NATHANAEL, BRISTOL**  
Charity Commission Registration Number 1134719.

**STATEMENT OF FINANCIAL ACTIVITIES**  
For the year ending 31 December 2021

					<b>TOTAL FUNDS</b>	
	<b>Note</b>	<b>General Fund £</b>	<b>Designated Funds £</b>	<b>Restricted Funds £</b>	<b>2021 £</b>	<b>2020 £</b>
<b>INCOME FROM:</b>						
Donations and Legacies	2(a) & 2(d)	149,539	73,281	17,153	239,973	134,132
Charitable Activities	2(b) & 2(e)	3,268	91,741	-	95,009	107,729
Investments	2(c) & 2(f)	12	9	657	678	801
<b>TOTAL INCOME</b>		<u>152,819</u>	<u>165,031</u>	<u>17,810</u>	<u>335,660</u>	<u>242,662</u>
<b>EXPENDITURE ON:</b>						
Charitable activities						
Grants	3(a) & 3(d)	-	14,200	-	14,200	14,125
Activities directly relating to the work of the church	3(b) & 3(e)	120,855	89,605	10,600	221,060	218,314
Church management & administration	3(c) & 3(f)	16,469	-	-	16,469	15,755
<b>TOTAL EXPENDITURE</b>		<u>137,324</u>	<u>103,805</u>	<u>10,600</u>	<u>251,729</u>	<u>248,194</u>
NET INCOME/(EXPENDITURE BEFORE TRANSFERS		15,495	61,226	7,210	83,931	(5,532)
<b>TRANSFERS BETWEEN FUNDS</b>	10	(8,953)	8,953	-	-	-
<b>NET MOVEMENT IN FUNDS</b>		<u>6,542</u>	<u>70,179</u>	<u>7,210</u>	<u>83,931</u>	<u>(5,532)</u>
BALANCES BROUGHT FORWARD AT 1 JANUARY		13,234	105,534	18,138	136,906	142,438
<b>BALANCES CARRIED FORWARD AT 31 DECEMBER</b>		<u>19,776</u>	<u>175,713</u>	<u>25,348</u>	<u>220,837</u>	<u>136,906</u>

The comparatives funds are shown in note 5  
The Charity has no recognised gains or losses other than the results for the year as set out above.  
All of the activities of the charity are classed as continuing

**PAROCHIAL CHURCH COUNCIL OF ST MATTHEW & ST NATHANAEL, BRISTOL**  
**Charity Commission Registration Number 1134719**

**BALANCE SHEET AT 31 DECEMBER 2021**

	Note	2021 £	2020 £
<b>FIXED ASSETS</b>			
Tangible Assets	7	59,913	59,913
<b>CURRENT ASSETS</b>			
Debtors	8	24,464	3,033
Short term deposits			
CBF - PCC Deposit		17,809	17,800
CBF - Educational Foundation		2,763	2,738
CBF - Mission Fund		10,815	10,183
Co-operative Bank Current Account		69,945	31,026
Playgroup Current Account		40,248	17,073
		<u>166,044</u>	<u>81,853</u>
<b>LIABILITIES</b>			
Creditors: Amounts falling due within one year	9	(5,130)	(4,860)
<b>NET CURRENT ASSETS</b>		160,914	76,993
<b>TOTAL</b>		<u><u>220,827</u></u>	<u><u>136,906</u></u>
<b>FUNDS</b>			
Unrestricted:			
General		19,766	13,234
Designated	10	175,713	105,534
Restricted	10	25,348	18,138
		<u><u>220,827</u></u>	<u><u>136,906</u></u>

Approved by the Parochial Church Council on 29 May 2022 and signed on its behalf by:

David Aberdeen  
Churchwarden

Alison Edmonds  
Churchwarden

The notes on the following pages form part of these accounts

## 1 ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the historical cost convention (except for investments which have been included at fair value and in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued in October 2019 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2019.

The accounts (financial statements) have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The charity is a public benefit entity.

The trustees consider that there are no material uncertainties about the Church's ability to continue as a going concern because over 75% of its unrestricted income is made up of giving by standing order and associated Gift Aid recovered, which reflects an ongoing commitment to continue giving in future.

### **Funds**

General funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted.

The accounts include 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.

### **Income**

#### *Voluntary income and capital sources*

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 and the amount due.

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

#### *Other ordinary income*

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

#### *Income from investments*

Dividends and interest are accounted for when receivable.

### **Expenditure**

#### *Grants*

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

#### *Activities directly related to the work of the Church*

The Diocesan Parish Share is accounted for when payable. Any Parish Share unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the Balance Sheet.

### *Governance*

Governance costs represent the expenditure related to statutory requirements such as audit or independent examination and legal advice. They have been included within support costs relating to charitable activities.

### **Assets**

#### *Consecrated land and buildings and movable church furnishings*

Consecrated and beneficed property is excluded from the accounts by s.10(2)(c) of the Charities Act 2011.

No value is placed on movable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this to be inalienable property. All expenditure incurred during the year on consecrated or benefice buildings and movable church furnishings, whether maintenance or improvement, is written off as expenditure in the SOFA and separately disclosed.

#### *Expenditure on the church building*

During 2017 and 2018 the PCC undertook significant improvements to the entrance porch and ground-level hall. The PCC considers that the improvements are of a lasting nature and do not require depreciating. Any repairs to the building are expensed, as incurred.

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

Equipment used within the church premises, costing less than £10,000, is expensed in the year in which it is incurred, for clarity. Any equipment above this limit is depreciated on a straight-line basis over 4 years.

#### *Investments*

Investments are valued at market value at 31 December.

#### *Current assets*

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

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

**PAROCHIAL CHURCH COUNCIL OF ST MATTHEW & ST NATHANAEAL, BRISTOL**  
**Charity Commission Registration Number 1134719.**

**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**For the year ending 31 December 2021**

	Unrestricted		Restricted	TOTAL FUNDS	
	General	Designated	Funds	2021	2020
	Fund	Funds			
	£	£	£	£	£
<b>2. INCOME</b>					
2(a) <i>Donations and legacies</i>					
Standing Orders	101,532	-	480	102,012	96,823
Envelopes	-	-	-	-	112
CAF donations	6,899	-	-	6,899	6,271
Income tax recoverable on Standing Orders, Envelopes, and Sundry Donations	26,961	6,963	1,370	35,294	24,192
Cash Collections	793	-	303	1,096	2,410
Grant received - youth work	-	-	10,000	10,000	-
One-off Donations	13,354	66,318	5,000	84,672	4,324
	<u>149,539</u>	<u>73,281</u>	<u>17,153</u>	<u>239,973</u>	<u>134,132</u>
2(b) <i>Charitable activities</i>					
Church and Hall lettings	2,383	-	-	2,383	2,373
Fees	885	-	-	885	333
Playgroup	-	91,741	-	91,741	105,023
	<u>3,268</u>	<u>91,741</u>	<u>-</u>	<u>95,009</u>	<u>107,729</u>
2(c) <i>Investments</i>					
Dividends and interest	12	9	657	678	801
	<u>12</u>	<u>9</u>	<u>657</u>	<u>678</u>	<u>801</u>
<b>TOTAL INCOME</b>	<u>152,819</u>	<u>165,031</u>	<u>17,810</u>	<u>335,660</u>	<u>242,662</u>

Workings:

**PAROCHIAL CHURCH COUNCIL OF ST MATTHEW & ST NATHANAEAL, BRISTOL**  
Charity Commission Registration Number 1134719.

**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
For the year ending 31 December 2021

	Unrestricted			TOTAL FUNDS	
	General	Designated	Restricted	2020	2019
	Fund	Funds	Funds	£	£
	£	£	£		
<b>2. INCOME (comparatives)</b>					
2(d) <i>Donations and legacies</i>					
Standing Orders	96,343	-	480	96,823	92,143
Envelopes	112	-	-	112	182
CAF donations	6,271	-	-	6,271	7,085
Income tax recoverable on					
Standing Orders, Envelopes,	24,072	-	120	24,192	24,832
and Sundry Donations					
Cash Collections	1,199	-	1,211	2,410	4,316
Grant received - youth work	-	-	-	-	8,000
One-off Donations	3,990	334	-	4,324	10,019
	<u>131,987</u>	<u>334</u>	<u>1,811</u>	<u>134,132</u>	<u>146,577</u>
2(e) <i>Charitable activities</i>					
Church and Hall lettings	2,373	-	-	2,373	8,938
Fees	333	-	-	333	389
Playgroup	-	105,023	-	105,023	82,354
	<u>2,706</u>	<u>105,023</u>	<u>-</u>	<u>107,729</u>	<u>91,681</u>
2(f) <i>Investments</i>					
Dividends and interest	45	75	681	801	880
	<u>45</u>	<u>75</u>	<u>681</u>	<u>801</u>	<u>880</u>
<b>TOTAL INCOME</b>	<u><u>134,738</u></u>	<u><u>105,432</u></u>	<u><u>2,492</u></u>	<u><u>242,662</u></u>	<u><u>239,138</u></u>

**PAROCHIAL CHURCH COUNCIL OF ST MATTHEW & ST NATHANAEAL, BRISTOL**  
Charity Commission Registration Number 1134719.

**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
For the year ending 31 December 2021

	Unrestricted General Fund £	Designated Funds £	Restricted Funds £	TOTAL FUNDS 2021 £	2020 £
<b>3. EXPENDITURE ON</b>					
3(a) <i>Grants (see note 8)</i>					
Missionary and charitable giving:					
Church overseas					
- missionary societies	-	2,000	-	2,000	2,125
- relief and development agencies	-	6,000	-	6,000	6,000
Home mission & other Church societies	-	6,200	-	6,200	6,000
	<u>-</u>	<u>14,200</u>	<u>-</u>	<u>14,200</u>	<u>14,125</u>
3(b) <i>Activities directly relating to the work of the Church</i>					
<i>Ministry:</i>					
Diocesan Parish Share	79,230	-	-	79,230	79,240
Clergy expenses	1,248	-	-	1,248	-
Sundry Support	10	-	-	10	384
Assistant Staff (Children & Youth work) :					
Salary	17,738	-	10,600	28,338	27,725
Playgroup:					
Salaries	-	75,452	-	75,452	78,437
Other expenses	-	5,440	-	5,440	3,667
<i>Church running expenses:</i>					
Heating and lighting	5,457	-	-	5,457	4,932
Cleaning & domestic	4,543	-	-	4,543	4,129
Insurance	5,014	-	-	5,014	4,834
Church maintenance	4,935	8,575	-	13,510	9,439
<i>Books &amp; publications:</i>					
Books & other materials	75	-	-	75	-
<i>Upkeep of services:</i>					
Music	1,057	-	-	1,057	919
Altar & other requisites	187	-	-	187	138
<i>Support costs:</i>					
Training	250	-	-	250	-
Children's & Young People's Work	439	-	-	439	30
Church Events	-827	-	-	(827)	1665
Church meals	299	-	-	299	-
Equipment	-	138	-	138	1,559
<i>Governance costs:</i>					
Independent Examiner's Fees	1,200	-	-	1,200	1,216
	<u>120,855</u>	<u>89,605</u>	<u>10,600</u>	<u>221,060</u>	<u>218,314</u>
3(c) <i>Church Management and administration</i>					
Bank Charges	137	-	-	137	390
Printing, stationery and office expenses	1,675	-	-	1,675	1,875
Telephone	990	-	-	990	631
Sundry Administrative Costs	1,848	-	-	1,848	2,008
Salaries	11,819	-	-	11,819	10,851
	<u>16,469</u>	<u>-</u>	<u>-</u>	<u>16,469</u>	<u>15,755</u>
<b>TOTAL EXPENDITURE</b>	<u>137,324</u>	<u>103,805</u>	<u>10,600</u>	<u>251,729</u>	<u>248,194</u>

**PAROCHIAL CHURCH COUNCIL OF ST MATTHEW & ST NATHANAEL, BRISTOL**  
**Charity Commission Registration Number 1134719.**

**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**For the year ending 31 December 2021**

	Unrestricted General Fund £	Designated Funds £	Restricted Funds £	TOTAL FUNDS 2020 £	2019 £
<b>3. EXPENDITURE ON (comparatives)</b>					
3(d) <i>Grants</i>					
Missionary and charitable giving:					
Church overseas					
- missionary societies	-	2,125	-	2,125	1,750
- relief and development agencies	-	6,000	-	6,000	5,375
Home mission & other Church societies	-	6,000	-	6,000	5,250
	<u>-</u>	<u>14,125</u>	<u>-</u>	<u>14,125</u>	<u>12,375</u>
3(e) <i>Activities directly relating to the work of the Church</i>					
<i>Ministry:</i>					
Diocesan Parish Share	79,240	-	-	79,240	72,500
Incumbent's expenses	-	-	-	-	47
Sundry Support	384	-	-	384	82
Assistant Staff (Children & Youth work) :					
Salary	27,125	-	600	27,725	27,705
Expenses	-	-	-	-	-
Playgroup:					
Salaries	-	78,437	-	78,437	85,041
Other expenses	-	3,667	-	3,667	3,648
<i>Church running expenses:</i>					
Heating and lighting	4,932	-	-	4,932	6,527
Cleaning & domestic	4,129	-	-	4,129	5,434
Insurance	4,834	-	-	4,834	4,878
Church maintenance	9,439	-	-	9,439	9,334
<i>Books &amp; publications:</i>					
Books & other materials	-	-	-	-	59
<i>Upkeep of services:</i>					
Music	919	-	-	919	1,426
Altar & other requisites	138	-	-	138	405
<i>Support costs:</i>					
Training	-	-	-	-	22
Children's & Young People's Work	30	-	-	30	798
Church Events	1,665	-	-	1,665	410
Church meals	-	-	-	-	266
Equipment	1,559	-	-	1,559	1,501
<i>Governance costs:</i>					
Independent Examiner's Fees	1,216	-	-	1,216	1,098
	<u>135,610</u>	<u>82,104</u>	<u>600</u>	<u>218,314</u>	<u>221,181</u>
3(f) <i>Church Management and administration</i>					
Bank Charges	390	-	-	390	393
Printing, stationery and office expenses	1,875	-	-	1,875	2,126
Telephone	631	-	-	631	555
Sundry Administrative Costs	2,008	-	-	2,008	998
Salaries	10,851	-	-	10,851	10,730
	<u>15,755</u>	<u>-</u>	<u>-</u>	<u>15,755</u>	<u>14,802</u>
<b>TOTAL EXPENDITURE</b>	<u>151,365</u>	<u>96,229</u>	<u>600</u>	<u>248,194</u>	<u>248,358</u>

**PAROCHIAL CHURCH COUNCIL OF ST MATTHEW & ST NATHANAEL, BRISTOL**  
**Charity Commission Registration Number 1134719.**

**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**For the year ending 31 December 2021**

<b>4. STAFF COSTS</b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Wages & Salaries	112,808	114,469
Employer's National Insurance contributions	<u>2,801</u>	<u>2,544</u>
	<u>115,609</u>	<u>117,013</u>

No employee was paid more than £60,000 per annum and no members of staff received any monetary benefit, other than statutory employer pension contributions at the minimum statutory rate, during the current or previous year. The Incumbent, who is a Trustee, was paid £0 in expenses (2020: £0), but no other Trustees were paid any expenses, during the current or previous year.

The average number of staff, paid by the PCC and employed during the year, was as follows:

	<b>2021</b>	<b>2020</b>
Playgroup	5.00	5.58
Administration (Office Administrator)	1.00	1.00
Cleaner	0.17	-
Ministry (Youth and Children, Worship and Young Adults)	<u>1.00</u>	<u>1.00</u>
Total	<u>7.17</u>	<u>7.58</u>

The PCC delegates the day-to-day running of St Matthews to the staff team which consists of the above staff (excluding Playgroup), working under the line management of the Incumbent, and the Assistant Curates. In addition, the Churchwardens are closely involved in various day-to-day matters, where required. The total amount of salaries and benefits received by key management personnel was £62,267 (2020: £59,180)

**PAROCHIAL CHURCH COUNCIL OF ST MATTHEW & ST NATHANAEL, BRISTOL**  
Charity Commission Registration Number 1134719.

**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
For the year ending 31 December 2021

**5. COMPARATIVE FUNDS**

	General Fund £	Designated Funds £	Restricted Funds £	Total Funds 2020 £
<b>INCOME FROM</b>				
Donations and Legacies	131,987	334	1,811	134,132
Charitable Activities	2,706	105,023	-	107,729
Investments	45	75	681	801
<b>TOTAL INCOME</b>	<u>134,738</u>	<u>105,432</u>	<u>2,492</u>	<u>242,662</u>
<b>EXPENDITURE ON:</b>				
Charitable activities				
Grants	-	14,125	-	14,125
Activities directly relating to the work of the church	135,610	82,104	600	218,314
Church management & administration	15,755	-	-	15,755
<b>TOTAL EXPENDITURE</b>	<u>151,365</u>	<u>96,229</u>	<u>600</u>	<u>248,194</u>
<b>NET EXPENDITURE BEFORE TRANSFERS</b>	(16,627)	9,203	1,892	(5,532)
<b>TRANSFERS BETWEEN FUNDS</b>	1,875	(1,875)	-	-
<b>NET MOVEMENT IN FUNDS</b>	<u>(14,752)</u>	<u>7,328</u>	<u>1,892</u>	<u>(5,532)</u>
<b>BALANCES BROUGHT FORWARD AT 1 JANUARY</b>	27,986	98,206	16,246	142,438
<b>BALANCES CARRIED FORWARD AT 31 DECEMBER</b>	<u><u>13,234</u></u>	<u><u>105,534</u></u>	<u><u>18,138</u></u>	<u><u>136,906</u></u>

**6. RELATED PARTY TRANSACTIONS**

The Vicar is remunerated by the Bristol Diocesan Board of Finance, to which Parish Share is paid. No member of the PCC received any payment during the year.

During 2021 donations received (excluding gift aid recovered) from PCC members and their close family members (spouses, parents, siblings, and children) was £58,399 (2020: £26,216). The increase was a result of both changes in PCC membership and changes in individual giving by some PCC members.

**PAROCHIAL CHURCH COUNCIL OF ST MATTHEW & ST NATHANAEL, BRISTOL**  
Charity Commission Registration Number 1134719.

**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
For the year ending 31 December 2021

**7. FIXED ASSETS**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
<b>Cost</b>		
At 1 January 2021	59,913	59,913
Additions	-	-
At 31 December 2021	<u>59,913</u>	<u>59,913</u>
<b>Net book value</b>		
At 31 December 2021	<u>59,913</u>	<u>59,913</u>
At 31 December 2020	<u>59,913</u>	<u>59,913</u>

**8. DEBTORS**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Income tax recoverable	11,328	2,056
Deposit on new boiler (settled February 2022) - see note below	10,962	-
Other debtors	402	-
Prepayments	1,772	977
	<u>24,464</u>	<u>3,033</u>

The deposit of £10,962 relates to a capital commitment of £37,237 for the new boiler, installed in 2022

**9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Diocesan Parish Share	1,113	1,123
Other creditors	4,017	3,737
	<u>5,130</u>	<u>4,860</u>

**10. FUND DETAILS**

The restricted and designated funds comprise:

- a) The Special Collections Fund (Restricted) relates to funds raised at special collections to support the work of certain individuals, societies and agencies.
- b) The Youth Worker Fund (Restricted) holds monies collected for application in the area of youth work and to fund a youth worker.
- c) The Educational Foundation (Restricted) holds monies on deposit with the Central Board of Finance under certain historic trusts (trustees including City Council representation) relating to the parish of Kingsdown. Income is in the form of dividends and interest.
- d) The St Matthews Mission Fund (Restricted) is monies held on deposit with the Central Board of Finance under a trust relating to mission within the parish of Kingsdown.
- e) The Bell-ringing Fund (Restricted) holds funds specifically donated for maintenance of the bells.
- f) The Playgroup Fund (Restricted) relates to revenues from the Local Education Authority.
- g) The Mission Fund (Designated) holds funds specifically designated for external mission.
- h) The Building Fund (Designated) holds funds designated for upkeep of the church building.
- i) The Fixed Asset NBV Fund represents expenditure on changes and improvements to the church building, funded from the Legacy Fund and General reserves
- j) The Legacies Fund (Designated) holds the balance of funds remaining on legacies received, where the donor has not restricted their use but the PCC wishes to ensure they are used for specific purposes and not general day-to-day expenditure, typically something of a lasting nature
- k) The Toddler Funds (Designated) holds funds raised from donations, designated to be spent on Toddler activities.
- l) The Playgroup Fund (Designated) holds the balance of income from parents and expenditure on childcare activity.

**PAROCHIAL CHURCH COUNCIL OF ST MATTHEW & ST NATHANAEL, BRISTOL**  
Charity Commission Registration Number 1134719.

**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
For the year ending 31 December 2021

**10. FUND DETAILS (continued)**

Restricted Funds: Movement on these funds was as follows:

	<b>Balance at 1.1.21 £</b>	<b>Income £</b>	<b>Transfers to General Fund £</b>	<b>Expenditure £</b>	<b>Balance at 31.12.21 £</b>
Special collections	3,456	303	-	-	3,759
Youth Worker	-	16,850	-	(10,600)	6,250
Educational Foundation	2,738	25	-	-	2,763
St Matthews Mission	4,701	632	-	-	5,333
Bell-ringing Fund	134	-	-	-	134
Playgroup	7,109	-	-	-	7,109
	<u>18,138</u>	<u>17,810</u>	<u>-</u>	<u>(10,600)</u>	<u>25,348</u>

The designated funds comprise those funds where the PCC has decided to put monies aside for administrative purposes only. Such monies may be redesignated at the discretion of the PCC.

The transfer of £16,000 from the Playgroup fund to the General Fund, below, is a charge of £16,000 per annum for use of the church hall during the week.

Designated Funds: Movement on these funds was as follows:

	<b>Balance at 1.1.21 £</b>	<b>Income £</b>	<b>Transfers from/(to) General Fund £</b>	<b>Expenditure £</b>	<b>Balance at 31.12.21 £</b>
Mission Fund	-	-	14,953	(14,200)	753
Building Fund	1,123	72,247	10,000	(8,575)	74,795
Fixed Asset NBV	59,913	-	-	-	59,913
Legacies	22,242	-	-	-	22,242
Eco Fund	-	1,043	-	(138)	905
Toddlers	3,787	-	-	-	3,787
Playgroup	18,469	91,741	(16,000)	(80,892)	13,318
	<u>105,534</u>	<u>165,031</u>	<u>8,953</u>	<u>(103,805)</u>	<u>175,713</u>

The Missions Group allocated £14,200 in grants this year, allocating to overseas mission societies and individuals: £2,000 to each of the Busoga Trust, Crosslink, Friends of Alalay, and FFRME, plus to home missions: £2,000 to each of Changing Tunes, CPAS, and the Sisters of the Church and £200 to The Children's Society

The balance of the Mission Fund is reviewed on an annual basis by the Mission Committee. The Transfer of £14,953 from the General Fund follows a policy, set by the PCC, of allocating 10% of General Giving to mission support.

**PAROCHIAL CHURCH COUNCIL OF ST MATTHEW & ST NATHANAEAL, BRISTOL**  
**Charity Commission Registration Number 1134719.**

**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**For the year ending 31 December 2021**

**10. FUND DETAILS (comparative year: 2020)**

Restricted Funds: Movement on these funds was as follows:

	<b>Balance at 1.1.20 £</b>	<b>Income £</b>	<b>Transfers to General Fund £</b>	<b>Expenditure £</b>	<b>Balance at 31.12.20 £</b>
Special collections	2,245	1,211	-	-	3,456
Youth Worker	-	600	-	(600)	-
Educational Foundation	2,704	34	-	-	2,738
St Matthews Mission	4,054	647	-	-	4,701
Bell-ringing Fund	134	-	-	-	134
Playgroup	7,109	-	-	-	7,109
	<u>16,246</u>	<u>2,492</u>	<u>0</u>	<u>(600)</u>	<u>18,138</u>

The designated funds comprise those funds where the PCC has decided to put monies aside for administrative purposes only. Such monies may be redesignated at the discretion of the PCC.

The transfer of £16,000 from the Playgroup fund to the General Fund is a charge of £16,000 per annum for use of the church hall.

Designated Funds: Movement on these funds was as follows:

	<b>Balance at 1.1.20 £</b>	<b>Income £</b>	<b>Transfers from/(to) General Fund £</b>	<b>Expenditure £</b>	<b>Balance at 31.12.20 £</b>
Mission Fund	-	-	14,125	(14,125)	-
Building Fund	1,048	75	-	-	1,123
Fixed Asset NBV	59,913	-	-	-	59,913
Legacies	22,242	-	-	-	22,242
Toddlers	3,453	334	-	-	3,787
Playgroup	11,550	105,023	(16000)	(82,104)	18,469
	<u>98,206</u>	<u>105,432</u>	<u>(1,875)</u>	<u>(96,229)</u>	<u>105,534</u>

The Missions Group allocated £14,125 in grants this year, allocating to overseas mission societies and individuals: £2,000 to each of the Busoga Trust, Crosslink, Friends of Alalay, FFRME, and £125 to A Rocha, plus to home missions: £2,000 to each of Changing Tunes, CPAS, and the Sisters of the Church.

The balance of the Mission Fund is reviewed on an annual basis by the Mission Committee. The Transfer of £14,125 from the General Fund follows a policy, set by the PCC, of allocating 10% of General Giving to mission support (slightly higher in 2020 to cover committed payments).

**PAROCHIAL CHURCH COUNCIL OF ST MATTHEW & ST NATHANAEL, BRISTOL**  
**Charity Commission Registration Number 1134719.**

**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**For the year ending 31 December 2021**

**11. INVESTMENTS HELD AS CUSTODIAN TRUSTEES**

The incumbent and wardens are administrative trustees of the following investments held with the Central Board of Finance:

	Market Value	
	<b>2021</b>	<b>2020</b>
	£	£
54 CBF Fixed Interest Fund Shares	86	88
40 CBF Investment Fund Shares	937	766

Income from these investments is applied to the church's General Fund.

The incumbent and wardens, together with City Council representatives, are trustees of an Educational Foundation associated with the parish of St. Matthews, Kingsdown. It holds 1,054 income shares in the CBF Church of England Investment Fund, with a market value of £24,683 at 31st December 2021 (2020: £21,594).

This Educational Foundation does not form part of the assets under the direct ownership and control of the PCC.