

**Trustee's Annual Report
and
Financial Report of the
Parochial Church Council of the
Ecclesiastical Parish of Cheshunt St Mary
for the year ended
31st December 2020**

The Church of St Mary the Virgin Cheshunt
Churchgate, Cheshunt, Herts, EN8 9NB.

HMRC reference number: X94190

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Website: www.achurchnearyou.com/church/7854/

Facebook: www.facebook.com/StMaryCheshunt

Team Vicar: The Revd Eugene Hanshaw,
The Vicarage, Churchgate,
Cheshunt, Herts,
EN8 9DY

Church Wardens: Mrs Angela Corlett, Mrs Victoria
Clarke,

Independent Examiner: Stephen Sell FCCA

Bankers: Barclays Bank and CCLA Investment
Management Ltd

Trustees' Annual Report for 2020

Our aims and purposes as a charity

The PCC of St Mary's has the responsibility of co-operating with Revd Eugene in promoting the whole mission of the Church, pastoral, evangelical, social and ecumenical

The purpose of our charity is to promote the Gospel of our Lord Jesus Christ according to the doctrines and practices of the Church of England, obeying Christ's two commandments '*You shall love the Lord your God with all your heart, and with all your soul, and with all your mind, and with all your strength You shall love your neighbour as yourself.*' Mark 12.30-31a.

- Our key aims can be divided into four areas: Leadership, Fabric, Worship and Community.

Leadership:	to Manage parish affairs responsibly
Fabric:	to care for St Mary's Church as a place of worship, historic monument and community resource; to provide a hospitable welcome for worshippers and visitors
Worship:	to worship reverently, inclusively and accessibly; to grow in understanding and experience
Community:	to communicate our ministry and services effectively; to serve our local community; to offer support beyond our parish boundary

Objectives and Activities

For 2020 we discussed and planned the following objectives and activities to fulfil our aims:

Leadership:

Apply to receive an Assistant Curate-in-Training from 2021
Appoint a new treasurer

Fabric:

Continue repairs and maintenance to the church fabric following the 2019 Quinquennial Report

Worship:

Hold further services designed to encourage families
Provide opportunities for Christian study
Develop and implement a new Mission Action Plan

Community

Continue to build closer ties with the local church primary and secondary schools
Continue to provide help for those in need

Achievement and performance

What we achieved and how we affected beneficiaries' lives

LEADERSHIP

Cheshunt is a large parish with diverse population. The socio-economic makeup of the parish is mixed, with much hidden, and not so hidden poverty.

The parish was in vacancy for over two years, with a new Team Vicar appointed in July 2019, with an electoral roll of 87 at the end of the year. A relatively small number of mostly volunteers make possible the benefit which our charity offers to others.

Assistant Curate-in-Training from 2021:

We are delighted that our application was successful, and that Mark Escott will, upon completion of his training with the Eastern Region Ministry Course, be ordained, appointed and licensed to our parish on 26 June 2021.

Appoint a new Treasurer:

Our Treasurer had given notice in 2019 but continued to provide support temporarily until a new Treasurer is found, for which the PCC is grateful.

We are still searching for our new Treasurer. It is our hope to appoint a new Treasurer during 2021. Our thanks go to our current Treasurer for continuing to fulfil this vital role.

Online giving was established during 2020 using the SumUp 'Give a Little' web portal. There are direct links from the church Facebook page and 'A Church Near You'.

A debit/credit card reader was purchased to make giving to St Mary's easier, as well as it being easier to pay fees for weddings.

FABRIC

We are blessed with a beautiful historic church built on ancient foundations. This carries a responsibility to preserve its fabric for effective use, both today and into the future. We take this responsibility seriously, mindful of the benefit to the community that the church building provides.

Full details of work carried out and inspections undertaken are provided in the PCC report.

WORSHIP

Welcome:

St Mary's Church interior is a holy space set apart for peaceful reflection and prayer. During a difficult year, and with churches having to close at various times in the year due to restrictions to try to limit the transmission of Covid19, St Mary's has opened when it can, offering a space of quiet reflection and prayer.

A wide range of parishioners contribute to our welcome and the enhancement of our worship, including arranging flowers, ringing bells, cleaning, singing, playing music and assisting with our church services. Since March 2020 some of these activities have been curtailed due to the ongoing pandemic.

Services:

At the beginning of 2020 Eucharists were held Sunday mornings at 8am and 10am, Tuesdays at 7.30pm (BCP) and Thursdays at 11am until Coronavirus restrictions were enacted in March 2020.

In June the church opened for short periods of private prayer twice a week.

Once churches were able to resume services, St Mary's services were held on Sundays at 10am and Thursdays at 11am only. This decision was taken to avoid the need for the deep clean that would be required if services were held within 72 hours of the church last being used. At all times the appropriate measures were taken to ensure that the church was COVID compliant.

Since April 2020 a Eucharist has been live streamed either from the Vicarage or Church and this has continued once churches were able to re-open. Evening Prayer has also been live streamed on the St Mary's

Facebook page for six days a week from April until September 2020, and then two days a week thereafter.

Our average attendance on Sundays in October 2020 was 36, down from 73 in 2019. This was due to the pandemic and the church having to close for long periods during lockdown.

Viewing figures for the live stream of our Sunday services are usually more than 100. Services at Easter were unable to take place due to the national lockdown. Our Christmas Day service was attended by 42 people, although the service was viewed over 1500 times on the St Mary's Facebook page.

In January the church hosted the Hertford County Association of Change Ringers ADM which was preceded by a short service and had 28 people in attendance.

Once the first lockdown ended, we were able to welcome Dewhurst St Mary Primary School into church for their Year 6 Leavers Service. Due to Coronavirus restrictions only the children and their teachers attended the service with 31 in attendance.

Our service for All Souls was attended by 21 people, but sadly, due to the second national lockdown we were unable to join together on Remembrance Sunday.

During the year 12 funerals took place in church, along with 3 weddings, and 9 baptisms.

Services designed for families:

Sadly, due to the pandemic and associated restrictions no progress was made with this priority during 2020.

Study:

Studying together may be considered an extension of worship. Our parish values opportunities to learn and deepen faith and spirituality.

There was a Cheshunt Team Ministry Lent course during 2020 which used the film *Casablanca* as its inspiration. This was well attended by people from across the four parishes of the Cheshunt Team Ministry. Unfortunately, this course remains unfinished as it was interrupted by the first national lockdown.

A weekly study course began in the Autumn of 2020. Zoom was utilised so that a group could meet together despite restrictions on meeting face to face. The group have studied the book of Genesis together and are keen to continue meeting on Zoom.

The Advent Course was conducted on Zoom using the study guide 'A Strange Christmas' by Krish Kandiah.

Mission Action Plan:

Harry Steele a St Albans Church Growth Officer attended a PCC meeting in March, with various exercises to help the PCC think about where the church was and where it wanted to be. However, due to the restrictions, it was not possible to build on this start.

COMMUNITY

Communication:

To communicate Christian values and serve community both locally and further afield we aim to provide an effective communication network.

During 2020 the monthly church newsletter, which had previously been distributed at church services, moved on-line, being sent to all those who had provided an e-mail address on the electoral roll. Subsequently further names were added to the circulation list and individuals were encouraged to forward the newsletter to anyone they considered would be interested. Hard copies were distributed where possible. In this way it was hoped to keep in touch with as many people as possible.

St Mary's now has a regularly updated 'A Church Near You' page which provides information on church services, events, how to arrange a wedding/baptism/funeral, and contact details.

The church has established a presence on social media with a St Mary's Facebook page. This page is used to distribute information regarding church activities, as well as live streaming Evening Prayer and Sunday services. This page is viewed by many people in the wider Cheshunt community and beyond, and many people join our Sunday services who would otherwise not be able to access church.

The church "Whats App" group has provided a circle of prayer and support that has been much in use throughout the lockdowns.

Building closer ties with the local church primary and secondary schools:

This has been a challenge during 2020. Revd Eugene would normally lead Collective Worship at Dewhurst St Mary Primary School once a fortnight, and monthly at St Mary's CE High School. He has been able to help with Collective Worship via Zoom. At both schools this has been providing times of reflection and prayer for the main Christian Festivals.

At St Mary's CE High School Revd Eugene has been able to go into school during lockdowns and spend some time with the Headteacher, staff, and students who were in school and provide pastoral support during a difficult year.

Revd Eugene has also provided support over the phone to staff and families of students who have experienced family bereavement during the year.

Revd Eugene is a Foundation Governor at both schools, while three members of the St Mary's congregation are Foundation Governors at St Mary's CE High School, one being the Chair of Governors. Students from St Mary's CE High School gave boxes of gifts and Christmas cards to many members of the church congregation. Many who received gifts have written letters of thanks to individual students.

Continue to provide help to those in need:

The Christian community stretches beyond parish boundaries out into the world. The parish continues to support the Broxbourne Food Bank by providing a collection point in church, as well as two of our congregation helping at the Foodbank. The parish also contributed financial support to the St Albans Diocese Harvest Appeal, the Children's Society, Crisis and the Goa Anglican Centre.

Through a lease agreement with B3 Living, Church House continues to provide eight flats for rent, to tenants of the housing association.

Aims and objectives for 2021

For 2021 the following objectives and activities to fulfil our aims are planned:

Leadership:

- Reassess our church management structures for greater effectiveness
- Establish a financial policy that enables realistic continuity and development of ministry
- Fill casual vacancies on the PCC

Fabric:

- Continue repairs and maintenance to the church fabric following the 2019 Quinquennial Report.

- Try to make progress on the Community Access Projects (initially the installation of toilets in church) with the help of the architects and the DAC.

Worship:

- Continue to develop worship with children and families
- Restart work on the MAP
- Develop the roles of the Curate and Lay Leader of Worship
- Continue to develop co-operation across the Cheshunt Team Ministry

Community:

- Continue to enhance online communications
- Re-establish the relationship with the care homes and nursing homes in our parish, following the suspension of visits due to Covid19
- Explore potential for improving our facilities in church to better serve the community
- Support Churches Together in Cheshunt and Waltham Cross

Structure, governance and management of the charity:

The PCC of the Ecclesiastical Parish of St Mary the Virgin Cheshunt is a registered charity no 1134781

Its governing document is the Parochial Church Councils (Powers) Measure 1956.

During the year the following served as members of the Parochial Church Council:

Ex Officio members

Incumbent: The Revd Eugene Hanshaw

Wardens: Mrs Victoria Clarke, Mrs Angela Corlett (Lay Vice-Chair)

Elected Members

Ms Angela Dronyi
 Mrs Marion Hoare
 Mr Christopher Isham
 Mrs Sandra Harley (Until October 2020)
 Mrs Patricia Defoe (Until October 2020)
 Mrs June Haynes (Until October 2020)
 Mrs Cilean Blanchard (Until October 2020)
 Mr Terry Hoare (Until October 2020)

Co-opted Members

Mrs Patricia Higgins

Safeguarding Officer

Mrs Victoria Clarke

Deanery Synod

Mr Geoffrey Parks

Mrs Elizabeth Sugg

Membership of the PCC is determined under the Church Representation Rules and consists of certain ex-officio members (the incumbent/priest-in-charge, curate, lay readers licensed to officiate in the church, the churchwardens and members of the Deanery, Diocesan or General Synods) and nine members of the church who are elected at the Annual Parochial Church Meeting (APCM).

Members are warmly encouraged to stand for election to the PCC and we try to ensure a balance of skills and experience where possible.

Management of Risks:

The PCC notes the requirement to identify risks, which if ignored, may come to bear adversely upon the life of the Church of St Mary's. These risks are not merely financial but include other concerns.

The PCC remains aware of the challenge to retain financial liquidity in order to maintain and develop the mission of the church, upkeep its historic church buildings and provide DDA compliant facilities for its members and those of the community. It is important to the church community that they are not merely maintaining a museum, but that the church should also be a place of vibrant worship of, and witness to God's work across the whole of humanity, as well as being aware of the needs of the wider community and the building and worshipping community should be able to reflect these needs.

The Trustees to the best of their knowledge and belief, advise that there have been no serious financial incidents (as defined by the Charity Commission) during the year 2020 relating to our charity, which have not been brought to the attention of the Charity Commission.

FINANCIAL REVIEW

Financial Budget:

The budget set for 2020 would have resulted in a predicted deficit of £2553. However thanks to the church being the beneficiary of two legacies, other donations and the continued support of the congregation through standing order payments or the Parish Giving Scheme, a surplus of £35249 was achieved for the financial year.

Reserves Policy:

Reserves Policy was to retain a minimum of £30,000 in the Barclays Business Account to enable the church to meet financial commitments. A fall below this level would require a review of income/expenditure and potential draw down from reserve funds.

Reserve funds are invested in accounts with the CCLA Bank of which there are nine; designated or restricted, for specific funding purposes. Additional investments are made by the Diocesan Board of Finance on behalf of the church in to three further specific funds.

New Funding Initiatives:

Online giving was established during 2020 using the SumUp 'Give a Little' web portal. There are direct links from the church Facebook page and 'A Church Near You'.

A debit/credit card reader was purchased to make giving to St Mary's easier, as well as it being easier to pay fees for weddings.

Planned Giving:

The church is grateful to all those members of the congregation that have been able to support the church, by continuing to make a regular donation to the church collection, either by standing order payments or the Parish Giving Scheme. Having the benefit of regular payments affords the church better financial planning and management. Giving by these two methods has raised £37980 towards the church finances.

Stewardship:

Because of Corona Virus restrictions put in place during the year, it was not feasible to hold a stewardship campaign during the year.

Parish Share:

At the outset of the year the PCC had made a commitment to pay the Parish Share in full for 2020 and this was attained. This is a wonderful achievement, for which all associated with St Mary's can be justifiably proud.

Properties:

Church House

- The property is subject to a 49 year lease with B3 Living Housing Association, providing affordable accommodation to eight local families.
- The church receives an annual ground rent of £2000, which is to be reviewed after 5 years.
- The Diocesan Estates Department required clarification from B3 Living in respect of compliance with wording in the Deed of Variation, relating to the lease of Church House and concerning aspects of the building insurance. These have now been primarily addressed.
- A copy of the building redevelopment certification and report has finally been provided to the church and B3 Living, by Rumble Sedgwick, the Diocesan appointed building surveyors.
- Estimated value of the property is £2,000,000 approximately.

Curates House – 4 Goff's Lane

- The property continued to be let through Paul Wallace Estate Management. There has been a permanent tenant in the property since first being let, who has maintained the property in good condition.
- Rental income on the property is £1395 of which 10% + vat is paid to the management company.
- An insurance policy has been put in place to cover any potential loss of rental income.
- During the year a leak in the shower needed to be fixed and inspection, servicing and repair to the boiler was required.
- A monthly standing order for £125 is paid into the CCLA bank account for 'Church Property' to provide funds for any maintenance charges to the property.

Church Office (Portacabin)

- The property is in good general state of repair.
- At the start of the year the electrical supply was changed through the 'Parish Buying Scheme' to a new better value, provider.
- Limited use was made of the office because of the Corona Virus restrictions in place, with the church secretary working from home.

Main Church Building

- Work towards the development of the Baptistry area, as well work to enhance the ministry in other areas of the church, were put on hold due to the Corona Virus restrictions.
- There were no further developments towards major drainage work required on the church.

- Some work to comply with the Quinquennial Report was undertaken. A contractor cleared pine needles from the roof and drainage channels. The lightning conductor was inspected.
- Regular servicing of heating, fire extinguishers, roof alarm and Organ was undertaken as well as electrical testing.
- A monthly standing order is paid into the CCLA bank account for 'Planned Major Maintenance'

New Parish Centre

- Land adjacent to the Vicarage will no longer be available to the church for the development of a new Parish Centre. Discussions with the Borough of Broxbourne on alternative options are currently on hold.

Current Financial Position:

Like many churches St Mary's continues to be in a challenging financial position. The generosity of the congregation past and present, has enabled the church to pay its Parish Share in full for a second consecutive year and maintain its finances in a reasonable state. The viability of the church depends entirely on growing the congregation and fund raising events. During the year it was regrettably not possible to undertake any significant fund raising in support of the church finances. New fund raising initiatives were introduced to enhance the potential for collecting church donations. It is hoped that going forward, these initiatives will help provide a valuable source of additional income for the church. The Financial Report 2020 provides full account of the church finances.

During the year while in lockdown the church paid retainer fees to the regular church organists and the cleaner. During periods when the church was able open but organ music was limited due to restrictions in place, a reduced fee was paid.

Outlook for 2021 and beyond:

The financial outlook for the church in 2021 remains challenging. It is intended to try to pay the Parish Share in full for the year. This will obviously put a strain on the church funds, but it is important that we endeavour to meet this commitment. Hopefully as COVID restrictions are reduced, the church will be able to resume a full timetable of church services and fund raising activities to the benefit of St Mary's.

While the church finances are supported by reserve funds, these are not finite. Once utilised, it will be difficult if not impossible to replenish these, requiring careful consideration of any future drawdown of funds.

The appointment of a Curate to the church commencing June 2021 means that the current tenant of 4a Goff's Lane, will be required to vacate the property by the end of April, to allow the new Curate and family to move

in. A consequence of having a Curate join the church is that the rental income on the property will be reduced. This reduction will be partially offset by the Diocese reducing the Parish Share contribution made by the church. The church will be liable for general expenses incurred by the Curate on a weekly basis, in fulfilling his Curacy role.

Finance Team:

During the year because of the COVID restrictions put in place, it was decided to devolve all aspects of church finances, into the meetings of the PCC. Full financial disclosure and reports were provided to the members of the PCC by the church treasurer at scheduled meetings.

Gratitude:

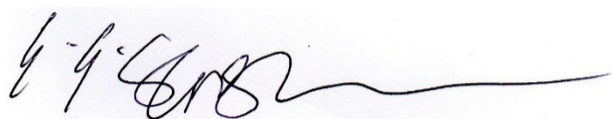
The PCC would like to express its thanks to members of the congregation that have despite the challenging times, managed to continue to contribute to the church collection, either through standing order payments or the Parish Giving Scheme.

Thanks also to the 'Friends of St Mary's' and the support they provide to the church.

The PCC would also like to express their sincere gratitude and thanks for the legacies bequeathed to the church by the late Alan Harmer and Patricia Smith. Thanks also to June Hendrickson for the significant donation made in memory of her sister Pamela and all other individual donations made by members of the congregation.

This Trustees' Annual Report was approved by the PCC
and signed on their behalf by

The Revd Eugene Hanshaw, Chair



.....Date...12th April 2021.....

INDEPENDENT EXAMINER'S REPORT TO THE PAROCHIAL CHURCH COUNCIL OF ST MARY THE VIRGIN, CHESHUNT, HERTFORDSHIRE

I report on the accounts of the PCC St Mary the Virgin, Cheshunt, Hertfordshire for the year ended 31 December 2020, which are set out on pages 16 to 26 of this Annual Report.

Respective responsibilities of the PCC and the examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 145 of the 2011 Act;
- Follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- State whether particular matters have come to my attention

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the PCC and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as the PCC concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent examiner's statement

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

1. Which gives me reasonable cause to believe that in any material respects the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or

**INDEPENDENT EXAMINER'S REPORT TO THE PAROCHIAL CHURCH COUNCIL OF
ST MARY THE VIRGIN, CHESHUNT, HERTFORDSHIRE**

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



Stephen Sell FCCA

Dated 15th April 2021

ST MARY THE VIRGIN CHURCH, CHESHUNT
RECEIPTS AND PAYMENTS AS AT 31 DECEMBER 2020

MONEY IN	<u>Note</u>	<u>Total</u> £	<u>Unrestricted</u> £	<u>Restricted</u> £
Church				
Planned Giving via Standing Order	1	8,715	8,715	
Planned Giving via Parish Giving Scheme		29,265	29,265	
Cash collections at regular services		2,121	2,121	
Other cash collections		163	163	
Donations		6,111	6,111	
Sumup/Easy Fund Raising	2	331	331	
HMRC gift aid reclaimed	3	0	0	
Cash collections charity specific		235	0	235
Wedding & funeral fees income		7,746	7,746	
Church House				
Church House Ground Rent		2,000	2,000	
Curate's House				
4a Goff's Lane rental income		14,666	14,666	
General				
Fund raising	4	1,940	1,290	650
Fund raising charity specific	5	348	0	348
Parish Holiday		11,359	11,359	
Other receipts	6	50,189	50,189	
Banking				
Barclays reward		43	43	
Interest & Dividend	7	476	476	
Barclays Saver Interest		39	39	
CCLA Interest	8	262	126	136
CBF Interest	9	105	0	105
Total money in		136,114	134,640	1,369

ST MARY THE VIRGIN CHURCH, CHESHUNT
RECEIPTS AND PAYMENTS AS AT 31 DECEMBER 2020

MONEY OUT	<u>Note</u>	<u>Total</u> £	<u>Unrestricted</u> £	<u>Restricted</u> £
Church				
Parish Share	10	53,489	53,489	
Wedding & funeral fee payments	11	3,429	3,429	
Cost of organists at regular church services		1,530	1,530	
Other costs to run regular church services		692	692	
Clergy expenses		3,310	3,310	
Salaries, Wages, Honoraria	12	4,949	4,949	
Maintenance	13	2,719	2,719	
Church energy & water bills		3,705	3,705	
Payments to Charities	14	457	457	
Banking				
Barclays Commission		325	325	
Portacabin				
Portacabin energy & water bills		2,945	2,945	
General				
Admin & sundries		551	551	
Insurance	15	4,438	4,438	
Phone and Broadband		1,708	1,708	
Photocopier		1,164	1,164	
Parish Holiday		6,085	6,085	
Other payments	16	4,096	4,096	
<i>Total money out</i>		<u>95,591</u>	<u>95,591</u>	<u>0</u>
SURPLUS		40,523	39,048	1,369

ST MARY THE VIRGIN CHURCH, CHESHUNT
COMPARISON OF RECEIPTS AND PAYMENTS WITH PRIOR YEARS

	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>Difference 2020 & 2019</u>	
MONEY IN	£			£	%
Church					
Planned Giving via Standing Order	11,230	8,945	8,715	-2,004	-5%
Planned Giving via Parish Giving Scheme	27,086	26,984	29,265		
Cash collections at regular services	5,430	6,177	2,121		
Other cash collections	2,308	3,121	163	-2,958	-95%
Donations	3,904	10,674	6,111	-4,563	-43%
SumUp/Easy Fund Raising			331		
HMRC gift aid reclaimed	1,838	5,254	-	-5,254	-100%
Cash collections charity specific	323	943	235	-708	-75%
Wedding & funeral fees income	13,901	14,555	7,746	-6,809	-47%
Church House					
Church House Ground Rent		2,000	2,000	0	0%
Curate's House					
4a Goff's Lane rental income	4,555	14,336	14,666	330	2%
General					
Fund raising	1,506	6,995	1,940	-5,055	-72%
Fund raising charity specific	983	136	348	212	156%
Grants	8,378	3,000	-	-3,000	-100%
Parish Holiday	20,725	14,257	11,359	-2,898	-20%
Other receipts	2,979	12,948	50,189	37,241	288%
Banking					
Barclays Gen & Fees Reward		102	43	-59	-58%
Interest & Dividend	911	1,022	882	-140	-14%
<i>Total money in</i>	<u>106,057</u>	<u>131,450</u>	<u>136,114</u>	<u>4,532</u>	<u>3%</u>
MONEY OUT					
Church					
Parish Share	18,436	53,814	53,489	-325	-1%
Wedding & funeral fee payments	7,492	9,228	3,429	-5,799	-63%
Cost of organists at regular church services	3,420	3,180	1,530	-1,650	-52%
Other costs to run regular church services	490	779	692	-87	-11%
Clergy expenses	1,630	3,567	3,310	-257	-7%
Church Refurbishment		11,955	-	-11,955	-100%
Maintenance	5,044	10,820	2,515	-8,305	-77%
Church energy & water bills	4,972	6,158	3,705	-2,453	-40%
Organ expenditure	388	398	204	-194	-49%
Payments to Charities	1,055	694	457	-237	-34%
Salaries, Wages, Honoraria		6,544	4,949	-1,595	-24%
Banking					
Barclays Gen & Fees Commission		512	325	-187	-37%
Portacabin					
Portacabin energy, water & other costs	12,390	860	2,945	2,085	343%
General					
Independent Examiner	60	100	100	0	100%
Admin & sundries	8,846	1,919	551	-1,368	29%
Insurance	5,295	4,646	4,438	-208	96%
Photocopier		1,368	1,164	-204	85%
Phone & Broadband			1,708	1,708	
Parish Holiday	21,396	15,125	6,085	-9,040	40%
Other payments	22,138	7,717	3,995	-3,722	52%
<i>Total money out</i>	<u>113,052</u>	<u>139,384</u>	<u>95,591</u>	<u>- 43,793</u>	
SURPLUS/DEFICIT	-6,995	-7,935	40,523	48,325	

PCC OF ST MARY, CHESHUNT

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

	<u>Opening balance</u>	<u>Receipts</u>	<u>Payments</u>	<u>Transfers</u>	<u>Closing balance</u>
Barclays Unrestricted Income Funds					
General	1,000	116,599	86,005	-30,594	1,000
Weddings & Funeral Fees	500	7,750	3,501	-4,249	500
Parish Holiday (HSBC)	1,060	11,315	6,085	-5,500	790
Saver	24,782	39	0	31,804	56,625
<i>Totals</i>	<u>27,341</u>	<u>135,703</u>	<u>95,591</u>	<u>-8,538</u>	<u>58,915</u>
CCLA Unrestricted Designated Funds					
General	9,321	40	0	0	9,361
Planned Major Maintenance	17,147	75	0	1,200	18,421
Parish Holiday	6,868	44	0	5,500	12,412
<i>Totals</i>	<u>33,336</u>	<u>159</u>	<u>0</u>	<u>6,700</u>	<u>40,194</u>
CCLA Restricted Income Funds					
St Mary's Parish Centre	22,160	95	0	350	22,606
Special Funds	1,990	20	0	0	2,010
Youth	1,989	8	0	0	1,998
Belfry	3,091	13	0	0	3,104
Organ	366	2	0	0	367
Church Property	1,254	8	0	1,500	2,762
Junior Church	382	2	0	0	384
St Albans DBF managed Restricted Deposit Fund					
156 Churchgate Sale Proceeds	24,750	105	0	0	24,855
<i>Totals</i>	<u>55,982</u>	<u>253</u>	<u>0</u>	<u>1,850</u>	<u>58,085</u>
TOTAL FUNDS	<u>116,659</u>	<u>136,114</u>	<u>95,591</u>	<u>12</u>	<u>157,194</u>
St Albans DBF managed Endowment Funds					
Church Chancel Fund	2372	71	0	71	2535
Church Fabric Fund	13484	405	0	405	14415
TOTAL FUNDS	<u>15,855</u>	<u>476</u>	<u>0</u>	<u>476</u>	<u>16,950</u>

PCC OF ST MARY, CHESHUNT

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

Unrestricted funds are General, Fee and Saver, which are all used for the general running of the Parish. One Parish holiday fund is unrestricted and the other is restricted. Both are used for working capital for the annual holiday. Designated funds are the Deposit used for general reserves and the Planned Periodic Major Maintenance for major maintenance work. Restricted income funds are the New Parish Centre fund (formerly the Church House Refurbishment fund), the Special fund originally for expenditure mainly on altar front and nave altar, the Youth fund for capital spend on equipment and rooms, the Belfry fund for major work on the bells, and the Organ fund for engineering work on the organ.

Most restricted income has already been transferred to the appropriate restricted fund during 2020. The notes on pages 16 to 20 form part of these accounts.

Approved by the Parochial Church Council on 08 March 2021

And signed on its behalf by:



Mrs Angela Corlett (PCC Lay Co Chair / Churchwarden)



Mrs Victoria Clarke (Church warden)

Accounting basis and procedures

St Mary's 2020 accounts have once again been produced on a Receipts and Payments basis, which is permitted for charities with an annual turnover less than £250,000. It should be noted that this accounting method only records the actual bank transactions in the calendar year and the bank balance at the end of the year. A deficit does not mean an overdraft.

Excel spreadsheets have been used to record online banking transactions, which are then reconciled with invoices, cheque stubs and weekly cash income records. The Data Developments system 'MyGiving.online' is used to claim gift aid from HMRC.

RECEIPTS

Income overall was up £4664 compared with 2019 largely due to a generous legacies left to the church by Alan Harmer and Pat Smith and a significant donation made by J. Hendrickson, as well as other donations made by members of the congregation. The Corona Virus pandemic has had a significant impact on the church revenue streams during the year, including wedding fees and fund raising activities, with receipts well below what might have been anticipated in a normal year.

1. Planned giving

Thanks go to all the congregation members that despite the challenging times, have managed to continue to contribute to the church collection, either through standing order payments or the Parish Giving Scheme.

2. SumUp/Easy Fund Raising

During the year, as a means of increasing potential financial contributions to the church funds, the church signed up to two new fund raising schemes. In general society is moving towards a cashless society and it was important that the church did not lose out on potential donations that might otherwise be made at church services and online. Accordingly the church purchased a SumUp card reader which allows donations to be made by card. Easy Fund Raising allows donations to the church to be made through a link on the church web page, within the 'A Church Near You' web portal and also via a link on the church Facebook page.

3. HMRC gift aid

Gift Aid for the year remains to be claimed during 2021.

4. Fund Raising

Despite the difficult circumstances some limited fund raising continued and thanks go to those individuals that organised and supported this effort.

5. Fund Raising Charity Specific

The church was able to undertake collections to support the 'Bishops Harvest Appeal' and 'Crisis at Christmas'.

6. Other receipts

Candle Stand	£262
Parish Breakfast	£175
Thursday Refreshments	£80
Wall Safe	£51
Miscellaneous:	
Insurance claim	£82
J. Hendrickson	£10,000 <i>Donation</i>
Christ Church PCC	£286 <i>Funeral Fee</i>
CAF	£25
P. Smith	£3500 <i>Legacy</i>
A. Harmer	£33,825 <i>Legacy</i>

7. Interest and Dividend

CBF Accounts Fabric & Chancel	£476
Interest Total	

8. CCLA Interest

CCLA Accounts Interest Total	£262
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9. CBF Interest

CBF Account Interest Total	£105
Sale proceeds 156 Churchgate	

PAYMENTS

10. Parish share

The church paid the Parish Share in full for 2020, a truly wonderful achievement. This is the second consecutive year that the Parish Share has been paid in full. Unpaid Parish Share from previous years remains at £89,018.

11. Wedding & Funeral Fee Payments

These fees include payments to Organist, Verger and Bell Ringers as well as Parochial Fees paid to the Diocese.

Organist, Verger, Bell Ringer Fees	£574
Parochial Fees	£2855

12. Salaries, Wages and Honoraria

There were no payments made to PCC members as salaries. Any payments made would only be to reimburse costs incurred by them in the first instance, upon expenses for the running of the church and associated activities. Service on the PCC is voluntary. Paid staff costs are summarised as follows:

- a) Cleaner: £616 fee paid to Mrs F. Metin
- b) Church Administrator: £4,333 salary paid to Mrs C Lee.

13. Maintenance

R & P Gibbs	£160	PAT testing
J. Scott & Sons	£594	Servicing church heaters
C.J.Jilks	£205	Servicing Organ
Herts CC	£43	Cleaning products
Barnett Locks	£968	Relplacing lock and servicing safes
D. Sullivan	£750	Work to clear roof debris

14. Payments to Charities

Payments to charities comprised:

Crisis at Christmas	£300
Bishop of Hertford's Harvest Appeal	£157

15. Insurance

The Ecclesiastical Insurance Group provide all our insurance via a group scheme policy and our policies provide the following cover:

- Church buildings £11,710,000 and contents £140,000
- Organ £500,000
- Curate's House £162,000
- Letting rental income protection £16,800
- Also covered are public and employers' liability for Incumbent, churchwardens, PCC members, many organised church activities

16. Other payments

Other payments include the following:

Roof Alarm	£739	
Fire Protection	£337	
Independent Examiner	£100	
Miscellaneous payments:		
Beds & Herts H.C.T.	£40	
R.S.C.M.	£107	
Churches Together	£65	
M. Cooper	£50	Organist leaving gift
Signs of Cheshire	£1308	New church sign
Ben Hunter	£1025	Plumbing at 4 Goff's Lane
Reimbursements	£324	Payments to individuals

MONETARY ASSETS

17. Current accounts

The Barclays General Account is used to manage all church receipts and payments other than wedding and funeral fees and payments. The Fees Account with Barclays, is used to manage all wedding and funeral fees and payments. Both accounts are automatically linked to the Barclays Saver account to keep a working balance at the end of each day. The Parish Holiday Account is with HSBC.

18. Saver Account

This is a Barclays Account, which receives money automatically transferring from the Barclays General and Fees Accounts to leave a working balance in each account and earns a small amount of interest.

19. CBF Church of England Deposit Funds (CCLA)

Standing Orders with Barclays are used to deposit £125 monthly into the Church Property Account to fund potential maintenance and repair costs. A further £100 is deposited monthly into the Periodic Planned Major Maintenance Account.

20. Endowment Funds

The Chancel Fund investment represents a Permanent Endowment; this arose from the Tithe Redemption Commission in the 1940s to enable landowners with a liability for chancel insurance and repair to discharge their liability in a one-off payment. The restricted income is to be used towards the cost of insuring the chancel or towards the maintenance and repair of the chancel, church and churchyard. It is applied to the repair of the St Mary's church fabric through a restricted fund. In 2020, total dividend income was £71 and was paid into the Barclays General account.

The Fabric Fund investment represents a Permanent Endowment established by deed on 27 April 1932. The designated income is to be applied to the upkeep, repair or maintenance of the fabric of St Mary's church through a designated fund, unless an alternative use is authorised by the Archdeacon of Hertford. In 2020, total dividend income was £405 and was paid into the Barclays General account.

Following the purchase of 4a Goff's Lane the residue money from the sale of 156 Churchgate was invested by the Diocesan Board of Finance in a CBF Deposit Fund which is restricted. The trusts contained in the original conveyance provide that "until applied (for furthering the religious and other charitable work of the Church of England in the parish) they (the net proceeds) shall be invested by the Board and the income thereof shall be applied by the (PCC) for the like purposes. In 2020, total dividend income was £106.

The Doreen Nicholls Fund investment represents an Endowment established by gift in memory of the late Mrs Doreen Nicholls whereby the restricted income is to be used for books or music for worship in St Mary's church. The PCC decided that due to the low amount of interest earned, the monies in this account would be better utilised in purchasing new hymn books and reprinting Orders of Service for the church. It was therefore agreed to permanently close the account. Proceeds of £1453 were received.

OTHER ASSETS

21. Freehold properties

In 2016 Church House was leased to B3Living for 49 years and redeveloped into eight flats for community use. The first tenants moved into during June 2019 and the flats are now fully occupied. A ground rent of £2000 is paid annually to the church, which will be reviewed after a period of five years. The current estimated value of the property is approximately £2,000,000.

In 2018 a new more modern curate's house, 4a Goff's Lane, was purchased and let from September 2018, until such time as it is required as accommodation for a curate. Monthly rental income of £1395 from the property provides a much needed source of income for the church. The property is managed by Paul Wallace Letting Agents, who charge 10% management fee. The current estimated value of the property is £400,000.

OTHER NOTES

22. Other Charities

Not under the control of the PCC and therefore omitted from the accounts is The Cheshunt Parish Charities. These charities are traditionally known as “The Churchwardens’ Charities”. The incumbent and churchwardens are trustees and their Annual Report and Accounts are available on request. The objects of the charities, some of which are ancient, are to support specific educational causes and those suffering hardship.

The Friends of St Marys is a separate registered charity which raises money for the upkeep and improvement of the church building.