

Report of the Trustees and  
Unaudited Financial Statements for the Year Ended 31 December 2020  
for  
St Andrews & St Bartholomew's Church

Louise Newman & Co Ltd  
2 Bath Mews  
Bath Parade  
Cheltenham  
Gloucestershire  
GL53 7HL

## St. Andrew's and St. Bartholomew's, Churchdown

### Contents of the Financial Statements for the Year Ended 31 December 2020

	Page
Report of the Trustees	1 to 9
Independent Examiner's Report	10
Statement of Financial Activities	11
Balance Sheet	12
Notes to the Financial Statements	13 to 16
Detailed Statement of Financial Activities	17 to 20

## St. Andrew's and St. Bartholomew's, Churchdown

Address:  
The Church Office  
St. Andrew's Church  
Station Road  
Churchdown  
Gloucester  
GL3 2JT

Church administrator:  
Mrs Loraine Yates

Tel.: 01452 712154  
Email: admin@stastb.church

### Office holders during the year:

Vicar: Rev. Jonathan Perkin

Church Wardens: Mr Richard Badley (to Oct 2020)  
Mr Andrew Smith (from Apr 2019)  
Mr Nigel Roe (from Oct 2020)

Treasurer: Miss Rachel Limbrick

Bankers:	National Westminster Bank plc 21 Eastgate Street Gloucester GL1 1NY	CCLA Investment Management Ltd. (The CBF Church of England Funds) 80 Cheapside London EC2V 6DZ
----------	--	--

Independent Examiner: Louise Newman & Co Ltd  
2 Bath Mews  
Bath Parade  
Cheltenham  
GL53 7HL

The PCC became a registered charity 1134848 with the Charity Commission on 11 March 2010.

### A. Overview

The village of Churchdown lies midway between Cheltenham and Gloucester in the diocese of Gloucester. The Parish of St Andrew's and St Bartholomew's consists of the eastern part of the village and has two churches: the larger church of St Andrew's built in 1904 roughly in the middle of the parish and the small ancient pilgrim church of St Bartholomew's on the top of Chosen Hill. The parish has about 1,800 households comprising approximately 4,200 residents. At the last check, sixty five percent of members attending reside in Churchdown with others coming from nearby.

The two churches, hereafter just called the Church, exist for public benefit in the advancement of Christian faith by proclaiming the Gospel and working to address the needs of many, primarily within the Parish but also in the wider community.

Originator of financial statement: Miss Rachel Limbrick (Treasurer)

## St. Andrew's and St. Bartholomew's, Churchdown

### B. Structure, Governance and Management

The Parochial Church Council (PCC) is a corporate body established with ex-officio and elected members in accordance with the Church Representation Rules of the Church of England. There are no ex-officio or appointed members of the PCC who are not trustees.

Trustees as registered in 2020 (attendance figures in brackets):		Position	Attendance (including online)
Ex-officio:	Rev. Jonathan Perkin	Vicar and Chair of PCC	6/6
	Mr Nigel Roe	Churchwarden from Oct 2020	1/6
	Mr Andrew Smith	Churchwarden from Apr 2019	5/6
	Mr Richard Badley	Church Warden to Oct 2020	4/5
	Mr Gareth Davies	Deanery Synod from April 2014	3/6
	Mr Peter Ingram	Deanery Synod to Oct 2020	4/6
	Mr Gordon Goodman	Deanery Synod from April 2017	6/6
	Mr David Starr	Deanery Synod to Oct 2020	5/6
	Ms Lesley Ward	Deanery Synod from Oct 2020	0/1
	Mr Steven Riddick	Deanery Synod from Oct 2020	1/1
	Miss Rachel Limbrick	Treasurer from April 2016	5/6
Elected:	Nr Thomas Nhachi	PCC from Oct 2020	1/1
	Mr Tim Door	PCC from Oct 2020	0/1
	Mrs Moira Perrin	PCC from Oct 2020	0/1
	Mr Christopher Jones	PCC to Oct 2020	5/5
	Mrs Catherine Rowland	PCC to Oct 2020	0/5
	Mrs Denise Daly	PCC to Oct 2020	2/5
	Mrs Christina Castrolipppo	PCC from April 2018	5/6
	Mr Christopher Porter	PCC from April 2018	3/6
	Mr John Varley	PCC from April 2018	5/6
	Mrs Celia Anderson	PCC from April 2019	5/6
	Mr Robert Capon	PCC from April 2019	4/6
	Ms Jo Jo Lei	PCC from April 2019	6/6
	Mrs Emma Nhachi	PCC to Oct 2020	5/5
	Mr Ben Geeson	PCC from Oct 2020	1/1
	Mrs Marilyn Baldin	PCC from Oct 2020	1/1
In attendance	Mrs Leslie Dennish	PCC Secretary from April 2018	5/6

There were 381 persons on the electoral roll as at 31st December 2020 (373 December 2019)

#### Recruitment and appointment to the Parochial Church Council

The PCC has twelve elected members in addition to those ex-officio or appointed members and is chaired by the vicar who has the casting vote. Election takes place at the Annual Parochial Church Meeting (APCM) of church members on the parochial Electoral Roll and elected members serve for 3 years before standing down (but are eligible for re-election for a further 3 years after 1 year has elapsed). Only lay persons are eligible for election. PCC members are indemnified against personal liability by the Ecclesiastical Insurance Office plc.

The Diocese charges the PCC with:

- working with the vicar to promote in the parish the whole mission of the Church: pastoral, evangelistic, social and ecumenical;
- consulting with the vicar on matters of general concern and importance to the parish;
- consideration and discussion of matters concerning the Church of England or any other matters of religious or public interest;
- making known and putting into effect any provision made by the Diocesan Synod or the Deanery Synod but without prejudice to the powers of the PCC on any particular matter; and giving advice to the Diocesan Synod and the Deanery Synod on matters referred to it and raising such matters as the PCC consider appropriate with them



## **St. Andrew's and St. Bartholomew's, Churchdown**

### **Churchwardens**

The two Churchwardens are elected annually at the Annual Meeting of Parishioners with the consent of the vicar and are responsible for the care of the fabric and contents of the church and for well being and order. They are licensed for this purpose by the bishop, to whom they are ultimately responsible and are unpaid in that role. In discharging their duties the churchwardens meet regularly with the vicar.

### **Church Ministry Branches**

Heads of Branches are appointed from the clergy, the paid staff and volunteers to take responsibility for the various ministries of the church. The Heads of Branches are responsible for the overall administration of their branch and branch workers, primarily volunteers, who conduct the many and varied tasks looking after the church buildings, church centre and the people of the parish and members of the church further afield. A Head of Branch receives direction from the PCC and request resources and funding to the PCC. The Head of a Branch provides a requested budget each October for the following calendar year and has the responsibility for expenditure within the allocated budget with the proviso that any item, or total of similar items, exceeding £500 must have specific PCC approval whether or not it is in the budget.

### **Management of Church Business**

The PCC met 6 times during 2020 and saw its role primarily in the formulation, approval and review of strategy, policy and procedures, together with detailed financial scrutiny, including agreeing the annual budget. Formal minutes are taken of the decisions made. The weekly staff meeting conducts day-to-day management and is chaired by the vicar, attended by the two churchwardens, when available, the curate if appointed, paid members of staff including youth and children's workers, occasionally the verger and one of the office administrators. Heads of Branches are invited to attend when appropriate and, if not members themselves, have a nominated member who normally attends the weekly staff meeting, to ensure smooth day-to-day management of the branch.

### **Management of risks**

A full risk assessment for the church had been prepared. The major risks in the year were deemed to be the same as in previous years namely, in no particular order: Financial Malfeasance (measures to circumvent outlined in later section entitled Accounting Policies); issues of Health and Safety (including management of Fire Risk in the Church and Church Centre premises at St Andrew's and within the church of St Bartholomew's); issues around Child Protection; and also, risks associated with failure adequately to maintain the fabric of the two churches and to provide premises suitable for the churches' activities.

### **Health and Safety and Fire**

A suitably qualified person remains as Health and Safety (H & S) Officer to the parish and the Facilities Manager acts as Fire Officer.

During the 2020 year the fire alarm system was replaced with a digital system which has sensors throughout the Centre (which can also be heard within the St Andrew's Church). It was regularly tested and serviced every 6 months by ADT. The appropriately identified and illuminated designated fire exits were checked regularly; key personnel were trained in the agreed fire exit procedures. Fire extinguishers (with appropriate properties) are sited throughout the entire premises (Church and Centre) and are tested annually by approved agents. Fire evacuation procedures are made available to all Centre users including those hiring the Hall or other facilities.

The gas supply and installations (boiler and kitchen) were inspected regularly and certified. The electrical system and emergency lighting was maintained in accordance with best practice with monthly flash tests and annual full check. All electrical equipment in the Church Centre is checked in accordance with current legislation by an appointed responsible qualified person.

### **Safeguarding of Children and Vulnerable Adults**

The current policies are in the process of being revised in line with COE guidelines. Both policies have been subject to annual review by the PCC. There are nominated Child Protection and Vulnerable Adults Officers whose contact details are prominently displayed.

During the year no reports of concern were made.

## **St. Andrew's and St. Bartholomew's, Churchdown**

### **Maintenance of the fabric of the two churches and the St Andrew's Church Centre**

Regular maintenance of both churches and the centre facilities was done throughout 2020 with inspections and testing in accordance with current regulations. There were no major failures of equipment although the Centre boiler is giving rise for concern. A rolling programme continues to reduce electricity costs by changing appropriate lighting to LEDs and installing PIRs to limit the time of lighting unoccupied rooms such as the toilets.

### **Insured Risks**

During 2020 there were no claims on our insurers, Ecclesiastical Insurance Office plc.

### **C. St Andrew's and St. Bartholomew's Church Developments**

Major work was undertaken in the summer of 2020. The work, approved by the Diocese, provided an Accessibility Toilet with full disabled facilities for all ages and a large room built in the space between the church and the church centre. Temporary ramp access was also installed from the North porch making this exit usable by wheelchairs. Grants were obtained for the Accessibility toilet but otherwise all the work was funded by immediate donation, loans from church members and promises over 4 years. There was no need for loans from financial bodies.

Just before the Covid restrictions were effective, all the wooden chairs in the church and all but the wooden-backed chairs in the church centre were replaced with a single type of light, interlocking and comfortable chair which stacks 23 deep on easy-to-move trolleys. This purchase of 400 chairs proved God's providence as all the various combinations of church attendance and meetings over the whole year could be accommodated and lawful quarantining made possible with no hindrance.

To enable live-streaming of church services over the internet, extra IT and camera equipment was purchased in short order to provide a very professional result. It is anticipated that the live-streaming requirement will continue indefinitely and become a normal part of the provision of church services to a potentially world-wide audience.

### **D. The Vicar's report on the year 2020**

As is well known, 2020 was a difficult year coping with the outbreak of Coronavirus. The church effectively closed its doors at the end of March, with partial opening later on in the year. The effect is not yet fully known as to church finances, congregation or future developments. As far as we can tell, the finances have remained stable, and the congregation have stayed in contact.

To offset the crisis, Daily Thoughts on YouTube were produced from March to end July, and again in Advent. These were gratefully received. Sunday services were recorded involving huge amounts of work. Thankfully in 2021 Live Streaming was introduced. Connect Groups continued to keep members involved and pastorally cared for.

The pastoral care of the congregation has been impressive, including appropriately distanced visits or with frequent phone contact, and including meals, shopping and caring for neighbours.

In 2020, there were 3 Baptisms, 6 Marriages, 27 Funerals



## St. Andrew's and St. Bartholomew's, Churchdown

### E. Mission Partners

The church continued to provide support by prayer and financial giving to its mission partners. Mission giving is overseen by the Mission Links Committee. The Committee allocates money from Tithing (the dedicating of approximately 10% of income derived from regular planned giving to the Church). Normally funds are also raised by an annual Mission Gift Day which was not possible in 2020. The Policy and the giving are approved annually by the PCC.

In making its decisions, the Committee:

- Primarily supports charities which are either overtly Christian or known to be run by Christians, with the exception of some local organisations
- Divides the giving approximately equally between 2 sectors: local/national and overseas
- Ensures that a variety of needs are met by supporting aid agencies, evangelism, work with young people, the vulnerable and medical work
- Gives particular, but not exclusive, attention to charities which are linked to members of the congregation
- Where possible gives to particular workers or projects rather than organisations.

#### Financial Giving 2020

Angel Tree	Listening Post
M & R Balfour (through CMS)	R & E Shuli (through AEM)
B Geeson	Samaritan's Purse
Christian Action	TEAR Fund
Churchdown Village Junior School	Teens in Crisis
Coverdale Trust	The Producers
D Lemadada	The Worship Foundation
Gloucestershire Theology School	Traidcraft
Historic Churches	A & A Warners (through ECM)
J Sullivan	Winstons's Wish

## St. Andrew's and St. Bartholomew's, Churchdown

### F. Plans for 2021

Simply, to restore some semblance of church life, post-Covid. This will include:

- Continuing with Livestream services
- Restoring Children's and Youth work when Government restrictions allow.
- Resume in-person services

### G. Accounting Conventions and Standards

*The PCC is aware of Charity Commission publication CC8 - Internal Financial Controls for Charities.*

#### 1. Accounting Policies

See notes after the Statement of Financial Activities.

#### 2. Management of Investments

All endowments and restricted funds are invested with bodies approved by the Church of England as being suitable for the protection of resources and provision of an adequate return on capital.

#### 3. PCC Reserves Policy

There are sufficient reserves to cover at least 3 months of staff remuneration and essential outgoings and meet all current anticipated expenditure.

#### 4. Finance Committee

A small working group, consisting of the Vicar, the Treasurer and the two Churchwardens together with three church members, meets as necessary to support the Treasurer and deal with urgent financial issues.

#### 5. Financial Management

The Treasurer is an unpaid volunteer who is supported by two Assistant Treasurers employed part time to keep the books and provide computer assisted support to the Treasurer and PCC. This has continued to work well and has enabled the Treasurer to gain a far better appreciation of the current and future state of the church's finances. She reports to each PCC meeting, co-ordinating the budget for the year and conducting other financial studies as required. The Assistant Treasurers are given further training as necessary. An annual budget is prepared each autumn for the forthcoming year and approved by the PCC.

#### 6. Approval of Expenditure & Financial Controls:

- a. Most payments of expenditure are now made electronically and thus only one signature required on all cheques. However, the online banking security cards are limited to only those required and all expenditure approved by the branch head or one of the churchwardens.
- b. All reimbursed expenditure to employees and others are reviewed by the Treasurer or Assistant Treasurers following authorisation by the branch head and reimbursed as in 'a' above.
- c. Cash handling procedures generally require two (unrelated) persons to count cash received and record it prior to its being banked by the Assistant Treasurer. The Assistant Treasurers maintain a record of cash received and bank statements reconciled on a weekly basis.
- d. Individual branch heads are authorised to spend within their approved budgets but any items of a capital nature in excess of £500 require the initial approval of the Finance Committee and subsequent endorsement by the PCC.
- e. The approval of changes to the remuneration of staff or the engagement of new staff requires the scrutiny of the Finance Committee and the subsequent endorsement of the PCC.
- f. Gift Aid reclamations to the H M Revenue and Customs are submitted at regular intervals.
- g. Onward giving by the church (known as Mission giving) is coordinated by the Mission branch and brought to the PCC for detailed approval.

## St. Andrew's and St. Bartholomew's, Churchdown

### H. Remuneration

The stipend of the Vicar is provided from Diocesan funds. The Church employed twelve full and part time paid staff (Administrators, Children's worker, Discipleship Pastor, Assistant Treasurers, Caretaker, Youth Pastors, Verger, Discipleship Pastor, Facilities Manager and Creative Pastor). Certain professional services were paid for as required (e.g. musical expertise). In addition, the church gratefully acknowledges the vital contribution made by many unpaid volunteers.

### I. Review of Financial Activities and Affairs

Under the Charities Act 2014, the PCC Accounts incorporate the activities of all groups under its auspices. PCC funds are also segregated into unrestricted (for use at PCC discretion) and restricted (where the donor has specified its use).

The overall income for the year increased from £417k in 2019 to £469k in 2020 an increase of 12.47% - largely due to the generous giving of donations for the Courtyard project of £134k.

Of the £469k income, £325k was for Unrestricted use, with the remaining £144k being allocated to Restricted & Endowment projects.

Without the additional Courtyard donations, the total income received would be £335k which is a decrease of approx. £82k from 2019. One off donations fell from £56.7k to £24.9k, Activities from generating funds ie Coffee Shop, Friday's Kitchen, Traidcraft, Funerals, Weddings etc, fell from £31k to £16.6k. This is not surprising given that these activities had to cease during the year. Income from Charitable Activities ie Church Centre Hire and all Ministry Activities also fell from £49.5k to £5.3k.

The reduction in income has resulted in a corresponding decrease in overall expenditure.

The overall expenditure for the year decreased from £434k in 2019 to £362k in 2020, a decrease of 17% or £72k.

The decrease is largely due to the church being closed for a significant period of time and various activities being placed on hold.

Of the £362k expenditure, £314k was for Unrestricted use, with the remaining £48k being allocated to Restricted projects.

The courtyard has been classed as a Fixed Asset and as such the costs of the building are being amortised over 50 years in line with the church centre. Therefore the costs of the courtyard are not included within the total expenditure figure of £362k. The Courtyard was completed at the end of September 2020, therefore three months of amortisation (£1.3k) has been included within the total expenditure.

The 2020 accounts have recorded a surplus of £110k compared to a loss of £8.6k in 2019. However without the courtyard income, the accounts would have shown a loss of approximately £27k

The Church investments generated a net gain of £3k for the year compared to a net gain of £8k in 2019. This would give a total loss for the year of approx. £24k (excluding the courtyard income).

As last year, the PCC continued to give money to others. Some £22,732 was given to missions and charities and other Institutions and Individuals. This is in line with our Mission Policy.

The parish share for the year was £83,301 to the work of the diocese, compared to £78,584 in 2019. The diocese have confirmed that the parish share will remain at the same level for 2021.



## St. Andrew's and St. Bartholomew's, Churchdown

### Independent Examiner's Report to the Trustees of St Andrews & St Bartholomew's Church

#### **Independent examiner's report to the trustees of St Andrews & St Bartholomew's Church**

I report to the charity trustees on my examination of the accounts of St Andrews & St Bartholomew's Church (the Trust) for the year ended 31 December 2020.

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

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

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

#### **Independent examiner's statement**

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of FCCA which is one of the listed bodies.

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

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

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



Louise Newman  
FCCA  
Louise Newman & Co Ltd  
2 Bath Mews  
Bath Parade  
Cheltenham  
Gloucestershire  
GL53 7HL

Date: .....16<sup>th</sup> April 2021.....

# St. Andrew's and St. Bartholomew's, Churchdown

## Statement of Financial Activities for the Year Ended 31 December 2020

	Notes	Unrestricted fund £	Restricted fund £	Endowment fund £	31.12.20 Total funds £	31.12.19 Total funds £
<b>INCOMING RESOURCES</b>						
<b>FROM</b>						
Voluntary Income	1	307,911	134,811		442,722	330,904
Grants			1,500		1,500	2,500
Activities for generating funds	2	12,359	4,269		16,628	31,372
Investment Income	3	818	1,082	463	2,363	2,921
Income from Charitable Activities		4,284	1,090		5,374	49,518
<b>Total</b>		<b>325,372</b>	<b>142,752</b>	<b>463</b>	<b>468,587</b>	<b>417,215</b>
<b>EXPENDITURE ON</b>						
Fundraising and Trading		4,758	4,072		8,830	19,046
Support Costs	4	209,758	21,128		230,886	242,868
Charitable Activities		16,112	22,494		38,606	93,304
Payment to Diocese		83,301			83,301	78,584
<b>Total</b>		<b>313,929</b>	<b>47,694</b>		<b>361,623</b>	<b>433,802</b>
Net gains on investments		0	2,380	1,063	3,443	7,889
<b>NET</b>						
<b>INCOME/(EXPENDITURE)</b>		<b>11,443</b>	<b>97,438</b>	<b>1,526</b>	<b>110,407</b>	<b>(8,698)</b>
<b>Transfers between funds</b>	13	<b>(36,958)</b>	<b>37,421</b>	<b>(463)</b>	<b>-</b>	<b>-</b>
<b>Net movement in funds</b>		<b>(25,515)</b>	<b>134,859</b>	<b>1,063</b>	<b>110,407</b>	<b>(8,698)</b>
<b>RECONCILIATION OF FUNDS</b>						
<b>Total funds brought forward</b>		<b>184,716</b>	<b>709,390</b>	<b>15,464</b>	<b>909,570</b>	<b>918,268</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>159,201</b>	<b>844,249</b>	<b>16,527</b>	<b>1,019,977</b>	<b>909,570</b>


# St. Andrew's and St. Bartholomew's, Churchdown

## Balance Sheet 31 December 2020

	Notes	Unrestricted fund £	Restricted fund £	Endowment fund £	31.12.20 Total funds £	31.12.19 Total funds £
<b>FIXED ASSETS</b>						
Tangible assets	7	42,868	788,736		831,604	663,160
Investments	8		36,986	16,527	53,513	50,070
		42,868	825,722	16,527	885,117	713,230
<b>CURRENT ASSETS</b>						
Stocks	9	1,881			1,881	1,886
Debtors	10	865			865	1,520
Prepayments and accrued income	10	3,888			3,888	661
Cash at bank and in hand		120,961	33,527		154,488	215,395
		127,595	33,527		161,122	219,462
<b>CREDITORS</b>						
Amounts falling due within one year	11	(11,262)			(11,262)	(23,122)
<b>NET CURRENT ASSETS</b>		116,333	33,527		149,860	196,340
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		159,201	859,249	16,527	1,034,977	909,570
<b>CREDITORS</b>						
Amounts falling due after more than one year	12		(15,000)		(15,000)	
<b>NET ASSETS</b>		<b>159,201</b>	<b>844,249</b>	<b>16,527</b>	<b>1,019,977</b>	<b>909,570</b>
<b>FUNDS</b>	13					
Unrestricted Funds					159,201	184,716
Restricted Funds					844,249	709,390
Endowment Funds					16,527	15,464
<b>TOTAL FUNDS</b>					<b>1,019,977</b>	<b>909,570</b>

The financial statements were approved by the Board of Trustees.....16.4.2021..... and were signed on its behalf by:

  
Trustee

  
Trustee

# St. Andrew's and St. Bartholomew's, Churchdown

## Notes to the Financial Statements for the Year Ended 31 December 2020

### ACCOUNTING POLICIES

#### Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value.

#### Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

#### Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings, they have been allocated to activities on a basis consistent with the use of resources.

Grants offered subject to conditions which have not been met at the year-end date are noted as a commitment but not accrued as expenditure.

#### Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Freehold property including courtyard @2%, Fixtures, Fittings and Computer Equipment @10%

#### Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

#### Taxation

The charity is exempt from tax on its charitable activities.

#### Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

### 1. VOLUNTARY INCOME

			31.12.20 £	31.12.19 £
	Unrestricted	Restricted	Total	Total
Planned Giving	277,992	-	277,992	262,974
One Off Donations	24,777	198	24,975	56,797
Re-order Donations		80	80	3,280
Legacies				1,500
Courtyard Donations		134,533	134,533	
Miscellaneous Income	4,047		4,047	3,424
Collections during services	<u>1,095</u>		<u>1,095</u>	<u>2,929</u>
Total	<u>307,911</u>	<u>134,811</u>	<u>442,722</u>	<u>330,904</u>



# St. Andrew's and St. Bartholomew's, Churchdown

Notes to the Financial Statements - continued  
for the Year Ended 31 December 2020

## 2. ACTIVITIES FOR GENERATING FUNDS

	31.12.20	31.12.19
	£	£
Mission Shop - Ripples *	-	1,884
Coffee Shop	648	2,487
Friday's Kitchen	398	1,899
Traidcraft Stall	3,223	7,615
Fees	<u>12,359</u>	<u>17,487</u>
• Mission Shop – Ripples – closed May 2019	<u>16,628</u>	<u>31,372</u>

## 3 INVESTMENT INCOME

	31.12.20	31.12.19
	£	£
Interest receivable	<u>2,363</u>	<u>2,921</u>

## 4 SUPPORT COSTS

	31.12.20	31.12.19
	£	£
Support costs	<u>230,886</u>	<u>242,868</u>

## 5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2020 nor for the year ended 31 December 2019.

### Trustees' expenses

There were no trustees' expenses paid for the year ended 31 December 2020 (£923 year ended December 2019)

## 6. STAFF COSTS

The average monthly number of employees during the year was as follows:

	31.12.20	31.12.19
	12	11
Number of staff	<u>12</u>	<u>11</u>

No employees received emoluments in excess of £60,000.



# St. Andrew's and St. Bartholomew's, Churchdown

Notes to the Financial Statements - continued  
for the Year Ended 31 December 2020

## 7. TANGIBLE FIXED ASSETS

	Land £	Freehold Property £	Fixtures & Fittings £	Courtyard £	Computer Equipment £	Totals £
<b>COST</b>						
At 1 January 2020	5,978	984,059	84,909	11,130	67,904	1,153,980
Additions			29,972	165,501		195,473
At 31 December 2020	5,978	984,059	114,881	176,631	67,904	1,349,453
<b>DEPRECIATION</b>						
At 1 January 2020	-	351,057	83,278		56,485	490,820
Charge for year	-	19,551	3,542	1,344	2,592	27,029
At 31 December 2020		370,608	86,820	1,344	59,077	517,849
<b>NET BOOK VALUE</b>						
At 31 December 2020	5,978	613,451	28,061	175,287	8,827	831,604
St 31 December 2019	5,978	633,000	1,633	<u>11,130</u>	11,419	663,160

## 8. FIXED ASSET INVESTMENTS

	Listed investments £
<b>MARKET VALUE</b>	
At 1 January 2020	50,712
Revaluations	<u>3,443</u>
At 31 December 2020	<u>54,155</u>
<b>PROVISIONS</b>	
At 1 January 2020 and 31 December 2020	<u>642</u>
<b>NET BOOK VALUE</b>	
At 31 December 2020	<u>53,513</u>
At 31 December 2019	<u>50,070</u>

There were no investment assets outside the UK.

## 9. STOCKS

	31.12.20 £	31.12.19 £
Stocks - Traidcraft	<u>1,881</u>	<u>1,886</u>

## 10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.20 £	31.12.19 £
Trade debtors and Accrued Income	865	1,520
Other debtors and Prepayments	3,888	661

## St. Andrew's and St. Bartholomew's, Churchdown

Notes to the Financial Statements - continued  
for the Year Ended 31 December 2020

### 11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.20	31.12.19
	£	£
Trade creditors	1,644	6,405
Taxation and social security	2,866	2,605
Other creditors	<u>6,752</u>	<u>14,112</u>
	<u>11,262</u>	<u>23,122</u>

### 12. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

	31.12.20	31.12.19
	£	£
Other creditors – Loans falling between two and four years	<u>15,000</u>	<u>      </u>

### 13. MOVEMENT IN FUNDS

	At 1.1.20	Net movement	Transfers	At
	£	in funds	between funds	31.12.20
		£	£	£
<b>Unrestricted funds</b>				
General fund	184,716	11,443	(36,958)	159,201
<b>Restricted funds</b>				
Restricted	709,390	97,438	37,421	844,249
<b>Endowment funds</b>				
Endowment	15,464	1,526	(463)	16,527
	<u>      </u>	<u>      </u>	<u>      </u>	<u>      </u>
<b>TOTAL FUNDS</b>	<u>909,570</u>	<u>110,407</u>	<u>-</u>	<u>1,019,977</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Gains and losses	Movement in funds
	£	£	£	£
<b>Unrestricted funds</b>				
General fund	325,372	(313,929)	0	11,443
<b>Restricted funds</b>				
Restricted	142,752	(47,694)	2,380	97,438
<b>Endowment funds</b>				
Endowment	463		1,063	1,526
	<u>      </u>	<u>      </u>	<u>      </u>	<u>      </u>
<b>TOTAL FUNDS</b>	<u>468,587</u>	<u>(361,623)</u>	<u>3,443</u>	<u>110,407</u>

### 14. RELATED PARTY DISCLOSURES

There were four related party transactions during 2020, however these had no personal benefit.

# St. Andrew's and St. Bartholomew's, Churchdown

## Detailed Statement of Financial Activities for the Year Ended 31 December 2020

	31.12.20 £	31.12.19
<b>INCOMING RESOURCES</b>		
<b>Voluntary Income</b>		
Donations	442,722	330,904
Grants	<u>1,500</u>	<u>2,500</u>
	444,222	333,404
<b>Activities for generating funds</b>		
Mission Shop - Ripples	-	1,884
Coffee Shop	648	2,487
Friday's Kitchen	398	1,899
Traidcraft Stall	3,223	7,615
Fees	<u>12,359</u>	<u>17,487</u>
	16,628	31,372
<b>Investment income</b>		
Interest receivable	2,363	2,921
<b>Incoming resources from charitable activities</b>		
Church Centre Hire	2,717	8,403
Rental	-	(1,322)
Ministry Activities (see note 15)	<u>2,657</u>	<u>42,437</u>
	<u>5,374</u>	<u>49,518</u>
<b>Total incoming resources</b>	468,587	417,215
<b>RESOURCES EXPENDED</b>		
<b>Fundraising trading :cost of goods sold and other costs</b>		
Mission Shop Ripples	-	870
Coffee Shop Exps	683	1,120
Friday's Kitchen	355	1,067
Traidcraft Stall Purchases	3,034	7,210
Expenses Against Fees	<u>4,758</u>	<u>8,779</u>
	8,830	19,046
<b>Charitable activities</b>		
Grants to institutions	22,732	28,752
Ministry Activities (see note 15)	<u>15,874</u>	<u>64,552</u>
	38,606	93,304
<b>Other resources expended</b>		
Payment to Diocese	83,301	78,584

This page does not form part of the statutory financial statements

## St. Andrew's and St. Bartholomew's, Churchdown

### Detailed Statement of Financial Activities for the Year Ended 31 December 2020

	31.12.20	31.12.19
<b>Support costs</b>		
	£	£
Salaries	112,235	106,313
Cost of Services	2,095	3,580
	<hr/>	<hr/>
	114,330	109,893
 <b>St Andrew's – Running Expenses</b>		
Rates and water	401	719
Insurance	2,597	2,577
Light and heat	6,937	8,608
Repairs & Maintenance	4,745	7,284
Caretaker	2,911	3,020
Cleaning	7,080	7,431
Grounds Maintenance	1,885	1,746
Other Running Expenses	4,635	5,923
Reordering Expenses	-	60
Fixtures & Fittings Depn	6,134	6,932
Church Centre Depn	19,551	19,551
Courtyard Depn	1,344	<hr/>
	58,220	63,851
 <b>St Bartholomew's - Running Expenses</b>		
Insurance	1,565	1,536
Light and heat	119	980
Repairs & Maintenance	340	269
Churchyard Maintenance	7,865	10,064
Cottage Running Expenses	1,344	1,199
	<hr/>	<hr/>
	11,233	14,048
 <b>Support &amp; Admin Costs</b>		
Salaries	31,535	31,769
Telephone	1,841	1,040
Postage and stationery	2,565	5,689
Sundries	1,018	4,780
Subscriptions	629	1,188
Professional Fees	275	380
IT Costs	5,795	5,040
Architect & Professional fees	1,875	3,863
	<hr/>	<hr/>
	45,533	53,749
 <b>Governance costs</b>		
Accountancy	1,570	1,327
	<hr/>	<hr/>
 <b>Total Support Costs</b>	<u>230,886</u>	<u>242,868</u>
 Total resources expended	<u>361,623</u>	<u>433,802</u>
  <b>Realised recognised gains and losses</b>		
Realised gains/(losses) on fixed asset investments	<u>3,443</u>	<u>7,889</u>
 <b>Net income/(expenditure)</b>	<u>110,407</u>	<u>(8,698)</u>

This page does not form part of the statutory financial statements

# St. Andrew's and St. Bartholomew's, Churchdown

	-	
	<u>31.12.20</u>	<u>31.12.19</u>
<b>Ministry Activities</b>	<u>£</u>	<u>£</u>
<b>Income</b>		
Adult	3,266	6,050
Youth	989	8,842
Alpha	0	908
Away Weekend	0	18,390
Children	406	2,328
Cameo	<u>713</u>	<u>5,919</u>
	<u>5,374</u>	<u>42,437</u>
<b>Ministry Activities Expenditure</b>		
Adult	5,031	16,994
Youth	1,525	11,947
Alpha	0	1,818
Away weekend	0	23,742
Children	8,659	4,912
Cameo	<u>659</u>	<u>5,139</u>
	<u>15,874</u>	<u>64,552</u>
<b>Net Ministry Activities</b>	<u>(10,500)</u>	<u>(22,115)</u>



## St. Andrew's and St. Bartholomew's, Churchdown

Note 16	Specific Funds	Balance 31.12.19 £	Transfer £	Income £	Expenditure £	valuation £	Balance 31.12.20 £
	<b>Permanent Endowments</b>						
	St. Bartholomew's Churchyard 698 CBF Income Shares	13,394	(401)	401	0	921	14,315
	St. Andrew's Church Centre & Grounds 108 CBF Income Shares	2,070	(62)	62		142	2,212
	<b>Endowment Fund Total</b>	<b>15,464</b>	<b>(463)</b>	<b>463</b>	<b>0</b>	<b>1,063</b>	<b>16,527</b>
	<b>Depreciating Asset Fund</b>						
	St. Andrew's Church Centre	633,000	0	0	19,551	0	613,449
	Courtyard	11,130	165,501	0	1,344	0	175,287
	<b>Depreciating Asset Fund Total</b>	<b>644,130</b>	<b>165,501</b>	<b>0</b>	<b>20,895</b>	<b>0</b>	<b>788,736</b>
	<b>Restricted Fund</b>						
	St. Bartholomew's Maintenance (Fabric) 301 CBF Shares	5,769	(173)	173	0	398	6,167
	St. Andrew's Maintenance (Fabric) 112 CBF Shares	2,146	(64)	64	0	148	2,294
	St. Bartholomew's Repair & Maintenance (Anon) 1128 CBF Shares	23,930	(716)	716	0	1,645	25,575
	Witcomb Trust Sunday School 144 CBF Shares	2,761	(83)	83	0	189	2,950
		<b>34,606</b>	<b>(1,036)</b>	<b>1,036</b>	<b>0</b>	<b>2,380</b>	<b>36,986</b>
	<b>Current Assets</b>						
	St. Bartholomew's Restoration Project	6,675	4	25	0	0	6,704
	St. Bartholomew's Tower Fund (Bell ringers)	4,891	0	21	0	0	4,912
	St Bartholomew's Restricted Funds	4,354	0	0	0	0	4,354
	Friends of St. Bartholomew's, Churchyard	4,560	0	0	0	0	4,560
	St Bartholomew's Bells Project	2,312	0	0	0	0	2,312
	St Bartholomew's Cottage	254	0	0	0	0	254
	Courtyard	0	(126,521)	136,311	60	0	9,730
	Traidcraft	148	0	3,223	3,214	0	157
	St Andrews Coffee Shop	142	(107)	648	683	0	0
	Friday's Kitchen	0	87	398	485	0	0
	Mission	0	21,347	0	21,347	0	0
	Cameo	490	0	713	659	0	544
	Revive	0	(26)	377	351	0	0
	Mission Day	0	0	0	0	0	0
	St Andrews Re-order fund	6,828	(6,828)	0	0	0	0
		<b>30,654</b>	<b>(112,044)</b>	<b>141,716</b>	<b>26,799</b>	<b>0</b>	<b>33,527</b>
	Loan – Courtyard		(15,000)				(15,000)
	<b>Restricted Total</b>	<b>709,390</b>	<b>37,421</b>	<b>142,752</b>	<b>47,694</b>	<b>2,380</b>	<b>844,249</b>

This page does not form part of the statutory financial statements