

ALL SAINTS' LALEHAM
PAROCHIAL CHURCH COUNCIL

Annual Report
and
Statement of Financial Activities
for the year ended 31 December 2020

Registered Charity Number 1135064

Office Address: All Saints' Parish Office, The Broadway, Laleham, Staines, TW18 1RZ
Tel: 01784 441160, e-mail: office@allsaintslaleham.org.uk

Incumbent: Revd. Dr. Andrew Saville, Laleham Vicarage, The Broadway, Laleham, Staines, TW18 1SB
Tel: 01784 455524, e-mail: andy.saville@allsaintslaleham.org.uk

Bankers: Charities Aid Foundation (CAF), Santander and Nationwide (Playgroup).

Independent Examiner: Archie McDowall BA CA, Stewardship, 1 Lamb's Passage, London EC1Y 8AB

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The PCC is registered with the Charity Commission from March 2010 – Registration Number 1135064. The appointment of PCC members is governed by and set out in the Church Representation Rules. The PCC is required to co-operate with the Incumbent in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. Members of the PCC are either ex officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules.

During the year the following served as members of the PCC:

Incumbent: Revd. Dr. Andrew Saville, the Chairman

Associate Minister (Self-Supporting Minister): Revd. Ian Smailes

Churchwardens: Karen Rieveley, Ian Hunt

Deanery Synod Representatives: Deborah Bull, Alan McLaughlin, Rosalind Smailes, Stewart Smith.

Elected members up to the APCM 2020 were: Richard Atterton, Deborah Bull, Ian Hunt, Sharon Maycock Prime, Alan McLaughlin, Karen Rieveley, Stewart Smith, Andrea Stevens, Ben Usher, Kasia Van't Hoogerhuijs, Simon Williams, Alexandra Wren.

Elected members from the APCM 2020 were: Richard Atterton, Tori Biutanaseva, Deborah Bull, Ian Hunt, Sharon Maycock Prime, Alan McLaughlin, Debbie Nurse, Karen Rieveley, Jo Smith, Stewart Smith, Ben Usher, Kasia Van't Hoogerhuijs, Simon Williams, Alexandra Wren.

Associate Minister: Rev. Ian Smailes (co-opted member of PCC).

Deanery Synod: Rosalind Smailes (co-opted member of PCC).

Licensed Assistant Minister: Elspeth Saville (co-opted member of PCC).

Honorary Treasurer: Keith Vigurs (co-opted member of PCC).

Also in attendance:

Honorary Secretary: Louise Blackwell

The PCC met 6 times in 2020, including a 'Day Away' morning on Zoom.

Other roles in the Church include:

Electoral Roll Officer: Mary Hunt

There were 190 Church members on the Church Electoral Roll.

Church Safeguarding Officers: Jan Vince and Wendy Williams

Children's Champion: Alexandra Wren

Licensed Lay Ministers: Alan McLaughlin, Richard Atterton (PTO), Alan Vince (PTO)

Administrators: Mary Hunt, Claire Welham

2020 was a year full of such unexpected change and challenge as we faced the Covid 19 pandemic. While many of our usual services, events and activities were suspended, the following hopefully gives a flavour of what God did enable us to do in 2020.

1. Worship

In January, we welcomed guest speakers Keith Wilson (Ashford Congregational Church) and Nick Gray (Staines Congregational Church) as part of a pulpit swap sermon series on 'Benefits of the Gospel: Past, Present and Future. Desmond Egharevba and Graham Kings each preached in March.

As part of a Deanery wide Mission during February, we hosted Michael Harvey who led a workshop on 'Invitation' and Bishop Graham who gave a Sunday evening talk on Suffering.

We were 3 Sundays into a series on our 5 Purposes, when the country went into lockdown due to the Covid 19 pandemic and services moved online.

From Mar 22nd we were in 'lockdown' and Sunday morning services were streamed live on YouTube at 10am. One of the blessings of this forced change was a sense of the whole church family worshipping together. Sunday views to our YouTube 10am service averaged more than 160, including those from around the country. Thanks must go to Simon Roe, of Zest4TV, for his willingness to share his technical expertise, experience and time in support of our streamed services. Recently Richard Scoates has joined the streaming team.

Contributors included a number of All Saints' members who brought their 'Lessons from Lockdown' and we heard from a range of Mission Partners and organisations, including Andrew Gordon (London City Mission), James McIntosh (Compassion), Peter Holloway (Prison Fellowship), Andrew Meredith Jones (Tearfund), Lee Gatiss (Church Society), Dr David Dean (Barnabus Fund), Stephen Gaukroger (Haggai) and Neil Meehan (Laleham Primary School).

Weekday Morning Prayer (led by Revd. Ian Smailes) was held daily over Zoom from the outset of lockdown and continued throughout the year, moving from daily, to twice or three times a week, as Covid 19 restrictions fluctuated.

A full range of Holy Week and Easter Services, as well as the Memorial Service and Remembrance Sunday services, were held online.

Andy recorded content for Laleham Primary School's Collective Worship regularly throughout the year.

Our weekly Monday morning prayer meeting moved to Zoom, as did our monthly News & Prayer meetings.

Thanks to Alan McLaughlin who worked with Mary Hunt, to guide our plans for operating physical services within Covid guidelines, and to Alastair Duncan for helping with the seating layout in Church.

The Church was opened for private prayer on Sunday afternoons from 28th June to 26th July. We also held six public services of Holy Communion in Church on Sun evenings and Wed mornings during Sep & Oct, with bookings taken to manage the numbers attending.

Plans for physical Christmas services, some of which were to be held in St Peter's larger building, moved online at short notice as the area was moved in Tier 4 on Sat 20th Dec. Christmas services included a Christmas Celebration, Christingle, Midnight Holy Communion and an All Age Christmas Morning service. A particular highlight was Contemporary Carols organised by Alastair Duncan, with a socially distanced choir and outstanding recording under the auspices of Simon Roe and his team, which at the time of writing, had over 520 views.

Baptisms were held for: Bear Lacey, Leanne Nutter & Rae Nutter-Thompson, Mike Burt, Arthur Gilbert.

From our Fellowship, those that died included: Godfrey Deere, Peter Taylor, Gordon Simpson, Pat Sullivan, Kathleen Bond, Carol Parker, Gwen Murtagh.

Funerals were held in Church for: Jean Troke, Diane Hart, Carol Parker, Gwen Murtagh. From Mar 22nd there were significant limitations on numbers who were able to attend.

2. Connect

In February Tori Biutanaseva was appointed as All Saints' Families Minister. Throughout the year she coordinated much of the communication to Children's group parents, including writing a weekly newsletter for parents of young children and keeping in touch with families through a number of WhatsApp groups.

A selection of children's craft activities was emailed with the notices each week, with particular thanks to Fiona Bull and her team. Craft packs, gifts and cards were sent to children and their families on a number of occasions. Some video stories for Small Saints were emailed and posted on the website—thanks to Lorna Duncan, and to Jo Smith who made regular contact with Super Saints families.

A system of Fellowship Phone Calls was established, attempting to ensure that everyone we had regular contact with, was phoned by someone representing All Saints' in the early days of lockdown. Around 40 people were involved in phoning over 160 people.

All Saints' volunteers worked with Laleham Residents Association and Laleham Good Neighbours to form Laleham Friends, who provided practical assistance to many in the local community throughout the pandemic. We posted a weekly script of the Sunday morning service to those unable to access online services and later in the year added the notice sheet too. Some people chose to receive an audio CD recording of the service.

At Easter Andy wrote a letter of encouragement and sent a Palm Cross to all on our email distribution list.

Viewers of our Sunday morning YouTube service were encouraged to send pictures showing what they'd been doing during the week. We called these 'Fellowship Photos' and a slideshow was shown at the start and close Sunday services.

A Facebook page for All Saints' Church Family was started.

Many members of the congregation met weekly on Zoom following the Sunday service for virtual 'coffee' and chat—thanks to Pete & Kerry Tomlins for being our Zoom hosts.

A new look All Saints' website, compatible with mobile devices, was designed and launched, and we updated our All Saints' logo. Thank you to Mike Parker who had managed the original website so well for many years and to Claire Welham for overseeing the website relaunch.

Prior to Christmas, a Christmas Card was delivered to almost every home in the parish and through children's book bags to families at Laleham and Buckland Primary Schools. Christingles were hand delivered to everyone that had booked to attend the Christingle Service before it was moved online. Thanks to Alison Ash for the preparation of the Christingles and to all who helped deliver.

Some All Saints' children and children at Laleham Primary School, made Christmas cards which were sent to residents of local care/nursing homes.

Jean Davies continued to lead our Pastoral Care Team which aims to support church family members facing particular issues such as being housebound. Alan Vince continued to lead our Spiritual Care Team which focuses particularly on spiritual support, including arranging home Communions.

3. Grow

Almost 100 members of the church meet regularly in homegroups, many of which have continued to meet regularly either in small gatherings when permitted, or over Zoom. Those that didn't meet regularly were able to maintain phone/text contact. Tori ran a 'Glue' group over Zoom, and Andy and Elspeth started a new homegroup on Zoom with 12 members.

Elsbeth Saville continued to help lead WIN (for ages 11-18), a joint youth group partnering with Ashford Congregational on Sunday evenings. Tori Biutanaseva and Simon Williams also serve as leaders of this group. WIN met in person when restrictions allowed and otherwise over Zoom. Some members also joined Staines Congregational Church for Sunday evening services at 'Espresso Church' and Friday socials at 'The Lounge', some held in person and some on Zoom. Nine young people (and seven adult helpers) attended Oakwood online—a Christian holiday activity day during the summer.

Super Saints met regularly on Zoom following the Sunday morning service. A total number of 38 children have attended the group since it started in May 2020. Around 15 children have been attending every week, which has risen from an average of 9 in the spring of 2020. Surprisingly, some of those attending regularly were not regular attendees to the physical Sunday School group pre lockdown. Five leaders facilitate this group. The children engage well and it is a great encouragement to see the numbers growing. Tori also runs a WhatsApp group for the parents of those who attend the Super Saints zoom. She also emails all the Super Saints parents weekly to send them additional crafts and Bible study activities that are associated with the Super Saints session.

We aimed to resource younger families through Tori's weekly newsletter and craft activities linked to the theme of the service.

A number of Christian books have been given away, particularly aimed at deepening understanding suffering in a Christian context.

The preaching team met regularly over Zoom, and this usually included reflection on how we can better communicate God's Word.

Supplementary Forms were signed for 11 children applying to church primary schools and 18 children applying to church secondary schools. Schools amended their entry criteria to take account of the suspension of physical services. Thanks to Sharon Maycock Prime for coordinating the supplementary school form process.

Baptism courses were run over Zoom by Alan & Anne McLaughlin.

All Saints' hosted a Christian Institute (Zoom) meeting in November.

Andy attended the London Preacher's Conference, a 48-hour residential training course, before Lockdown. Since Lockdown there have been numerous online training events provided by organisations such as CPAS and the Diocese.

4. Serve

The PCC and Standing Committee continued to meet regularly, using Zoom as a virtual meeting platform. The APCM was held in October over Zoom following the Sunday morning YouTube service.

Jan Vince and Wendy Williams continued to coordinate Safeguarding policy compliance for over 80 DBS checked volunteers.

Almost 80 people were regularly serving on rotas supporting our Sunday services until physical services were suspended in March.

Several long serving leaders stepped back from service with children's groups this year—thanks to Anne McLaughlin, Andrea Stevens, Simon Williams (who now helps with WIN), Abbie Raeside, Michael Welham for their dedicated service.

Andy served on the Governing Body of both Laleham and (until July) Bishop Wand schools. Jennie Curtis, Richard Smith and Alexandra Wren also served as Governors at Laleham Primary School. The Vicar, Churchwardens and Foundation Governors are also Trustees of the Laleham School Foundation.

Andy served as Spelthorne Area Dean until July. Stewart Smith served on the Standing Committee, along with Deborah Bull, Alan McLaughlin and Ros Smailes, on the Deanery Synod.

Clergy, particularly Ian Smailes, have attended Churches Together in Staines and Laleham meetings and local Church Leader's lunches.

Many other acts of service were regularly carried out including flower arranging, church cleaning, preparation of bread for Communion, delivery of the parish Christmas card and managing church heating.

5) Share

The 18th Bible Holiday Club ran online over Zoom and the theme was *Super Sleuths*. There were 13 children in attendance, led by Tori Biutanaseva and with nine volunteer leaders. Fiona Bull supported by sourcing and packing great craft activities for the children to use at home.

Although shopping in person was more difficult this year, over 40 gift filled shoeboxes were sent out to disadvantaged children around the world via Operation Christmas Child. Many donated online.

A Ladies' event Christmas Craft evening was held over Zoom.

A Nativity QR code Trail was held on the weekend before Christmas with 24 families booked to attend, following a trail around the Village, ending at the Church. Volunteers dressed as Nativity characters helped guide participants to the 'Holy Family' in the Church porch. Sadly, events had to be scaled back on the Sunday as Tier 4 restrictions were imposed.

Fabric Committee: Alastair Duncan (Chair), Alan McLaughlin, Mike Nelson, Kasia Van't Hoogerhuijs, Rob Van't Hoogerhuijs, Jennie Curtis (Honorary Secretary).

With the restrictions of Covid 19, the Fabric Committee only met twice in 2020, but despite this, a fair amount has been achieved through the hard work of the Committee.

In January 2019 the PCC agreed that only two projects would be looked at and after extensive discussion and quotes etc, we proceeded with the Fencing at the Youth Centre which consisted of the removal of all the foliage and existing fencing to the front and right hand side. We now have much more durable metal fencing with an enlarged vehicle gate and the addition of a pedestrian gate. The side of the building now has very durable metal and wood fencing. The other item we were tasked with looking at, was the church boiler and system. This continues on as there are many options and at present the church boiler still works. The Fabric Committee want to be sure that we put in a future proof system and in the meantime the old boiler has been serviced and remains viable.

The other main item of attention has been the decoration in the Church, which last took place some 30 years ago. It was felt that with the present lack of use, it would be a perfect time to look at repairs and redecoration in light of the report carried out on cracking a few years ago. Exterior repairs took place last year. In consultation with Robert Shaw, our QI inspector, we managed to carry out the decoration in the first three weeks of December, using state of the art silicate paint, which is very durable and works like a modern limewash. As the Church is so old, the walls need to breathe and we discovered at least 6 different types of flaking paint which were not allowing this to happen. With use of a scaffolding tower and hydraulic scissor lift, most high-level areas could be reached, hoovered and painted. The end result is waiting for all to see. Other than this we have continued with general repairs as and when they are needed. We hope that 2021 might be a more productive year.

Finance Committee: Keith Vigurs, Stewart Smith, Linda Dibben (co-opted)

Including the Playgroup, total receipts on unrestricted funds were £238,459 (2019: £273,553) of which £128,945 was unrestricted planned voluntary donations together with a further £40,257 from Gift Aid. Restricted donations of £56,275 (2019: £16,795) including Gift Aid were also received and dispersed to our Mission Partners.

Total expenditure for the year was £297,815 (2019: 273,755) which after taking into account a gain on investments of £889 (2019: gain of £2,055) resulted in net expenditure of £2,192 (2019: net income of £18,648). As a result, reserves decreased from £181,887 at the end of 2019 to £179,695 at the end of 2020, of which £23,113 (2019: £12,435) was restricted.

Our Parish Share or Quota, which provides the stipends and housing for clergy, from unrestricted funds amounted to £85,200, an increase of 2.9% over 2019.

Stewart and Keith would like to thank all the volunteers who assist them with Banking (Ian Dibben), counting (Jennie Curtis, Laurence Curtis, Cherry Menzies-Gow, Mike Nelson, Sue Pett and Mike Parker) as well as the safe management of all the service collections (Wardens and Deputy Wardens too numerous to mention). The full Treasurer's Financial Report will be available at the APCM.

The Finance Committee has reviewed the financial risk and is satisfied that procedure and policies are in place to minimize financial risk including the risks associated with fraud, theft and investment.

Reserves Policy: In addition to restricted and designated funds, it is PCC policy to maintain a balance equal to approximately three months unrestricted payments to cover emergency situations which might arise. In accordance with this policy, the present church reserves of £61,769 equates to 3.2 months cover and the Playgroup reserves of £34,163 equates to approximately 6.3 months cover.

Standing Committee:

Up to the APCM 2020 were: Revd. Andrew Saville, Ian Hunt, Karen Rieveley, Stewart Smith, Andrea Stevens, Keith Vigurs.

From the APCM 2020 were: Revd. Andrew Saville, Deborah Bull, Ian Hunt, Karen Rieveley, Stewart Smith, Simon Williams.

The only committee required by law, it has power to transact the business of the PCC between its meetings, subject to any directions given by the Council. This committee comprises the Incumbent, the Churchwardens, and at least two elected members from the PCC, which usually include the Treasurer and Secretary, if they are PCC members. The Standing Committee usually meets 2 weeks prior to the PCC to plan the agenda.

Safeguarding: Jan Vince (Safeguarding Officer) assisted by Wendy Williams.

Everyone involved with our church children / young people have continued to have regular DBS (Disclosure & Barring Service) checks, in spite of the sad break from groups meeting together. This is partly because we want to keep everybody up to date, ready for the day we can meet again, but also because we have to have DBS checks if we are meeting with children / young people on Zoom. DBS checks need to be renewed every 5 years, apart from members in our playgroup team who need to be checked each term, for best practice. We have offered online Safeguarding training produced by the Diocese when volunteers are due to refresh (this occurs every 3 years for each individual), but most volunteers have chosen to postpone it until they know we are meeting again. Currently we have 77 volunteers.

We complete our Church Safeguarding Audit each April and set the targets for the following year based on the Parish Safeguarding Handbook published by the House of Bishops. We have completed a policy for Domestic Abuse, which is displayed on all our notice boards. We look forward to the completion of a Social Media policy, which is being produced by PCC members. The other target we hope to complete soon is for all members of the PCC to have Safeguarding training, as required by the Church of England. This can be completed online. We will continue to review and display our Safeguarding Policy following our APCM.

Statement of Parochial Church Council Responsibilities

Under the Charities Act 2011, the PCC is required to prepare a statement of accounts for each accounting year which gives a true and fair view of the state of affairs of the church.

They are required to:

Select suitable accounting policies and apply them consistently.

Make judgements and estimates that are reasonable and prudent.

State whether the policies adopted are in accordance with the Church Accounting Regulations and with applicable accounting standards.

Prepare the financial statements on an ongoing basis.

They are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time, the financial position of the church and to ensure that such accounts comply with applicable accounting standards, and with the Statements of Recommended Practice and the Regulations made under Section 130 of the Charities Act 2011. They also have a responsibility to safeguard the assets of the church and to take reasonable steps for the prevention of fraud and other irregularities.

The Trustees have complied with the duty to have due regard to the public benefit guidance published by the Charity Commission.

For and on behalf of the Parochial Church Council

Revd. Dr. Andrew Saville
Chairman

INDEPENDENT EXAMINER'S REPORT
TO THE MEMBERS OF THE PAROCHIAL CHURCH COUNCIL OF
ALL SAINTS LALEHAM PAROCHIAL CHURCH COUNCIL
('the Charity')

I report to the members of the PCC (who are also the charity's trustees) on my examination of the accounts of the Charity for the year ended 31 December 2020 on pages 10 to 22 following, which have been prepared on the basis of the accounting policies set out on pages 12 to 14.

Responsibilities and basis of report

As members of the PCC 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 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

Since the Charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of The Institute of Chartered Accountants of Scotland, which is one of the listed bodies.

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

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.

Archie McDowall BA, CA
Member of The Institute of Chartered Accountants of Scotland

2021

Stewardship
1 Lamb's Passage
London
EC1Y 8AB

ALL SAINTS LALEHAM PAROCHIAL CHURCH COUNCIL

STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31 DECEMBER 2020

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 £
INCOME AND ENDOWMENTS FROM:					
Donations and legacies	3	163,838	56,275	220,113	190,192
Charitable activities	4	70,852	-	70,852	92,080
Other trading activities	5	3,065	-	3,065	7,086
Investments	6	704	-	704	991
Total income and endowments		238,459	56,275	294,735	290,348
EXPENDITURE ON:					
Charitable activities	7	251,869	45,884	297,753	273,302
Raising funds	9	62	-	62	453
Total expenditure		251,931	45,884	297,815	273,755
Net gains/(losses) on investments		607	282	889	2,055
Net income/(expenditure)		(12,865)	10,673	(2,191)	18,648
Transfers between funds	17	(5)	5	-	-
Net movement in funds		(12,870)	10,678	(2,191)	18,648
Reconciliation of funds:					
Total funds brought forward		169,452	12,435	181,887	163,239
Total funds carried forward	17	156,582	23,113	179,696	181,887

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing operations.

The notes on pages 12-22 form part of these accounts.

ALL SAINTS LALEHAM PAROCHIAL CHURCH COUNCIL

BALANCE SHEET

AS AT 31 DECEMBER 2020

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 £
FIXED ASSETS					
Investments	12	9,405	4,674	14,079	13,190
		<u>9,405</u>	<u>4,674</u>	<u>14,079</u>	<u>13,190</u>
CURRENT ASSETS					
Stock	13	92	-	92	93
Debtors	14	6,218	-	6,218	9,147
Cash at bank and in hand	15	146,995	18,439	165,434	174,822
		<u>153,305</u>	<u>18,439</u>	<u>171,744</u>	<u>184,062</u>
CREDITORS: Amounts falling due within one year	16	(6,128)	-	(6,128)	(15,365)
Net current assets / (liabilities)		<u>147,177</u>	<u>18,439</u>	<u>165,616</u>	<u>168,698</u>
TOTAL NET ASSETS		<u>156,582</u>	<u>23,113</u>	<u>179,695</u>	<u>181,887</u>
FUND BALANCES					
Unrestricted Funds	17				
General funds		62,373	-	62,373	68,516
Designated funds		94,209	-	94,209	100,936
		<u>156,582</u>	<u>-</u>	<u>156,582</u>	<u>169,452</u>
Restricted Funds		<u>-</u>	<u>23,113</u>	<u>23,113</u>	<u>12,435</u>
		<u>156,582</u>	<u>23,113</u>	<u>179,695</u>	<u>181,887</u>

The financial statements were approved by the members of the PCC on behalf by:

May 2021 and were signed on its

1

Andy Saville

Charity number: 1135064

The notes on page 12-22 form part of these accounts.

ALL SAINTS LALEHAM PAROCHIAL CHURCH COUNCIL

NOTES TO THE ACCOUNTS

YEAR ENDED 31 DECEMBER 2020

1 Statutory Information

The Parochial Church Council of All Saints Church Laleham is a charity registered with the Charity Commission in England & Wales. The charity's registered number and principal address can be found on the Charity Information page.

2 Accounting Policies

These financial statements are prepared on a going concern basis, under the historical cost convention [as modified by the revaluation of certain assets, which are measured at fair value through the Statement of Financial Activities]. The financial statements include all activities for which the PCC is legally responsible; the activities of informal gatherings of church members and groups that owe their main affiliation to another body and are excluded.

These financial statements have been prepared in accordance with The Church Accounting Regulations 2006, 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)' ('the Charities SORP'), with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland ("FRS 102") and with the Charities Act 2011. The charity meets the definition of a public benefit entity as set out in FRS 102.

The Charities (Accounts and Reports) Regulations 2008 (the '2008 Regulations') requires charities to prepare their accounts in accordance with 'Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005' but this accounting standard has since been withdrawn and has been replaced by the Charities SORP mentioned in the preceding paragraph. The charity has prepared these financial statements in accordance with the new Charities SORP; this departure from the 2008 Regulations is believed to be necessary for these financial statements to give a 'true and fair view'.

The principles adopted in the preparation of the financial statements are set out below.

a) Going concern

The PCC have assessed whether the use of the going concern basis is appropriate and have considered possible events or conditions that might cast significant doubt on the ability of the charity to continue as a going concern. The PCC have made this assessment for a period of at least one year from the date of approval of the financial statements. In particular the PCC have considered the charity's forecasts and projections and the possible implications should projected income and / or expenditure vary unexpectedly. The PCC have concluded that there is a reasonable expectation that the charity has adequate resources to continue to operate for the foreseeable future. The charity therefore continues to adopt the going concern basis in preparing its financial statements.

In making this assessment the trustees have considered the impact of Covid-19.

b) Income

Income (which includes planned giving, collections and other donations) is recognised in the period in which the charity becomes entitled to receipt, the amount receivable can be measured with reasonable certainty, and receipt is probable. For the most part income is generally recognised when it is received by, or on behalf of, the PCC. Income is only deferred when the charity has to fulfil conditions before becoming entitled to it or where the donor has specified that the income is to be expended in a future period.

Income from donations and legacies includes:

- i) Recoverable gift aid. This is recognised when the related donation is received. Gift aid that has not been recovered by the balance sheet date is included as a debtor.
- ii) The charity relies on volunteers to carry out many of its activities. However, in accordance with the SORP, the value of these services has not been included in these financial statements as they cannot be reliably measured.

Income from charitable activities represents income receivable from goods, services and facilities supplied in furtherance of the charity's charitable objects. It includes income from the Playgroup, church retreats and other events and courses.]

c) Expenditure

Expenditure, including irrecoverable VAT, is recognised when it is incurred or, if earlier, when a legal or constructive obligation for a payment arises provided that it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Contributions in respect of the diocesan parish share are included in the Statement of Financial Activities for all amounts agreed to being payable for the financial year.

ALL SAINTS LALEHAM PAROCHIAL CHURCH COUNCIL

NOTES TO THE ACCOUNTS

YEAR ENDED 31 DECEMBER 2020

The charity makes grants to other institutions and individuals to further its charitable objectives. Grants payable are recognised as constructive obligations arise, which is generally when the charity expresses a commitment to the recipient that can be measured reliably and then only to the extent that any conditions associated with the grant are outside of the control of the charity.

Governance costs, which are included in expenditure on charitable activities but are identified separately in the notes to the accounts, includes costs associated with the independent examination of the financial statements, compliance with constitutional and statutory requirements and any other expenditure incurred on the strategic management of the charity.

d) Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the PCC in furtherance of the general objectives of the charity. Designated funds comprise unrestricted funds that have been set aside by the PCC for particular purposes. Restricted funds are donations which are to be used in accordance with specific restrictions imposed by donors; they include donations received from appeals for specific activities or projects.

f) Tangible fixed assets

Consecrated and beneficed property is not included in these financial statements by virtue of s.10(2) of the Charities Act 2011. All expenditure on consecrated or beneficed buildings is written off in the year in which it is incurred.

Movable church furnishings held by the incumbent and Churchwardens on special trust for the PCC and which require a faculty for disposal are capitalised in accordance with the policy set out below. These items are regarded as inalienable property and are listed in the church's inventory which can be inspected at any reasonable time. Inalienable property acquired prior to 2000 has not been capitalised as there is insufficient cost information available.

The Youth Centre which was built in the 1960's at a cost of approximately £7,000 on land given to All Saints' for that specific purpose, would today cost approximately £250,000. However it is not considered to be a realisable asset since we have been advised that no other use would be permitted. Therefore it is not included on the balance sheet.

Items purchased or donated for the charity's own use are capitalised when the cost of purchased items, or the fair value of donated items, is more than £1,000 and the item is expected to benefit the charity over more than one accounting period. Depreciation is charged on a straight line basis so as to write down the value of each asset to its estimated residual value (if any) over its expected useful economic life. To achieve this objective the following rates of depreciation are charged:

Freehold land	Is not depreciated (because it is not consumed by use)
Freehold buildings	Over 50 years after taking account of the building's residual value
Equipment	Over 3 to 7 years

The carrying values of tangible fixed assets are reviewed for impairment in periods when events or changes in circumstances indicate that the carrying value may not be recoverable.

h) Stocks

Stocks of books purchased for re-sale are stated at the lower of cost and net realisable value.

i) Pension scheme arrangements

All Saints Laleham PCC (PB 2014) participates in the Pension Builder Scheme section of CWPF for lay staff. The Scheme is administered by the Church of England Pensions Board, which holds the assets of the schemes separately from those of All Saints Laleham and the other participating employers. The Church Workers Pension Fund has a section known as the Defined Benefits Scheme, a deferred annuity section known as Pension Builder Classic and a cash balance section known as Pension Builder 2014. All Saints Laleham participates solely in the Pension Builder 2014.

Pension Builder 2014 is a cash balance scheme that provides a lump sum that members use to provide benefits at retirement. Pension contributions are recorded in an account for each member. This account may have bonuses added by the Board before retirement. The bonuses depend on investment experience and other factors. There is no requirement for the Board to grant any bonuses. The account, plus any bonuses declared, is payable from members' Normal Pension Age.

ALL SAINTS LALEHAM PAROCHIAL CHURCH COUNCIL

NOTES TO THE ACCOUNTS

YEAR ENDED 31 DECEMBER 2020

There is no sub-division of assets between employers in each section of the Pension Builder Scheme.

The scheme is considered to be a multi-employer scheme as described in Section 28 of FRS 102; however as it is not possible to attribute the Pension Builder Scheme's assets and liabilities to specific employers, contributions are accounted for as if the Scheme were a defined contribution scheme. The pensions costs charged to the SoFA in the year are contributions payable (2020:£3,082, 2019: £2,118).

A valuation of the Pension Builder Scheme is carried out once every three years. The most recent scheme valuation completed was carried out as at 31 December 2016. A valuation as at 31 December 2019 was underway as at 31 December 2020. For the Pension Builder 2014 section, the valuation revealed a surplus of £1.8m on the ongoing assumptions used. There is no requirement for deficit payments at the current time.

The legal structure of the scheme is such that if another employer fails, All Saints' Laleham could become responsible for paying a share of that employer's pension liabilities.

j) Taxation

The charity has taken advantage of the various reliefs from taxation available to charities and no tax is payable on the charity's income.

k) Financial instruments

The charity's financial assets and financial liabilities all qualify as basic financial instruments, as defined by FRS102. Except for loans, creditors and debtors are measured at their expected settlement value (normally the amount of cash that the charity expects to pay or receive). The charity recognises liabilities for the principal of those loans that remains outstanding at the year end (i.e. the liabilities exclude any interest chargeable on the loans in future years).

l) Exemption from preparing a cashflow statement

The charity has taken advantage of an exemption conferred by the Charities SORP and has not prepared a cash flow statement.

n) Critical accounting estimates and areas of judgement

The members of the PCC do not consider that there are any material sources of estimation or uncertainty at the balance sheet date that could result in a material adjustment to the carrying values of assets and liabilities in the next reporting period.

3 Donations and legacies

	2020	2019
	£	£
Planned Giving	128,945	132,292
Tax Recoverable	40,257	34,876
Other Giving	30,000	-
Special Appeals	14,869	8,385
Collections	3,072	14,638
Legacies	2,968	-
	<u>220,112</u>	<u>190,192</u>

4 Income from charitable activities

	2020	2019
	£	£
Fees for weddings and Funerals	1,705	4,566
Book Sales	80	590
Holiday Club		1,115
Church weekend and youth events		10,577
Other generated income		2,168
Playgroup: Local Authority Funding	59,185	60,822
Fees	9,711	11,786
Fundraising	149	403
Other	22	53
	<u>70,852</u>	<u>92,080</u>

ALL SAINTS LALEHAM PAROCHIAL CHURCH COUNCIL

NOTES TO THE ACCOUNTS

YEAR ENDED 31 DECEMBER 2020

5 Income from other trading activities

	2020	2019
	£	£
Lettings	2,265	6,206
Advertising fees	800	880
	<u>3,065</u>	<u>7,086</u>

6 Investment income

	2020	2019
	£	£
Dividends & interest	704	991
	<u>704</u>	<u>991</u>

7 Charitable expenditure

		2020	2019
		£	£
a Costs incurred directly on specific activities			
<i>Ministry costs</i>	note		
Diocesan contribution		85,200	82,800
Other clergy costs	8(a)	21,236	6,416
Assistant Vicar		-	-
Church running expenses	8(b)	4,641	5,318
Church maintenance	8(c)	8,346	2,314
Upkeep of services		7,489	5,957
Upkeep of churchyard	8(d)	7,478	5,531
Parish newsletter		824	3,034
Training & support costs (inc youth v	8(e)	3,220	15,272
Youth Centre running costs	8(f)	21,834	12,594
Playgroup running costs	8(g)	61,808	68,483
Church weekend			9,604
Bookstall		131	1,475
		<u>222,204</u>	<u>218,798</u>
<i>Grants payable (see b) below</i>		41,335	18,684
<i>Administration</i>			
Salary		25,392	26,120
Administration		4,064	4,044
Telephone		585	559
Insurance		360	338
Utilities		827	759
Office refurbishment & maintenance		76	249
Governance Costs		2,910	3,751
		<u>34,213</u>	<u>35,820</u>
Total expenditure on charitable activities		<u>297,753</u>	<u>273,302</u>
b Grants payable			
		2020	2019
		£	£
Grants for UK and overseas mission		39,792	15,944
Grants for the relief of poverty		1,543	2,740
		<u>41,335</u>	<u>18,684</u>

ALL SAINTS LALEHAM PAROCHIAL CHURCH COUNCIL

NOTES TO THE ACCOUNTS

YEAR ENDED 31 DECEMBER 2020

The charity's principal grants to institutions comprised:

	2020	2019
	£	£
Bible Society	12,582	5,878
Barnabus Trust	12,500	-
Leprosy Mission	-	1,250
London City Mission	12,500	5,000
Church Pastoral Aid Society	601	1,205
Tearfund	1,543	2,740
Grants to institutions for less than £1,000 each	2,210	2,611
	<u>41,335</u>	<u>18,684</u>

The fee payable to the independent examiner for preparing and examining the accounts was £2,880 (2019: £2,880). The charity paid £nil (2018: £nil) to Stewardship for other services

8	2020	2019
	£	£
8(a) Other Clergy costs		
Incumbent's expenses	4,283	4,267
Additional staff costs	15,443	118
Vicarage expenses	777	1,024
Curate's house		
Preaching costs	733	1,007
	<u>21,236</u>	<u>6,416</u>
8(b) Church Running expenses		
Insurance	2,008	1,966
Telephone and internet	285	
Utilities	2,347	3,352
	<u>4,641</u>	<u>5,318</u>
8(c) Church maintenance		
Repairs & maintenance	8,346	2,314
Other costs		
	<u>8,346</u>	<u>2,314</u>
8(d) Upkeep of Churchyard		
Contract Gardener	5,538	4,858
R&M and other costs	1,940	673
	<u>7,478</u>	<u>5,531</u>
8(e) Training & support costs		
Hire of school	2,488	8,751
Children's holiday club	35	710
Children's work	645	784
Residential support		3,092
Youth event - other costs		1,246
Parish support and mission	15	484
Education	36	204
Resources		
	<u>3,220</u>	<u>15,272</u>
8(f) Youth Centre costs		
Insurance	1,407	1,343
Utility charges	2,412	2,922
Repairs & maintenance	15,065	5,420
Other costs	2,949	2,909
	<u>21,834</u>	<u>12,594</u>

ALL SAINTS LALEHAM PAROCHIAL CHURCH COUNCIL

NOTES TO THE ACCOUNTS

YEAR ENDED 31 DECEMBER 2020

8(g) Playgroup costs		
Salaries	57,780	61,814
Running costs	2,590	1,864
Equipment & consumables	1,393	4,681
Donations	45	125
	<u>61,808</u>	<u>68,483</u>

9 Fundraising costs	2020	2019
	£	£
Stewardship costs	62	55
Cost of Fetes and other events	-	398
	<u>62</u>	<u>453</u>

10 Analysis of staff costs, the cost of key management personnel and trustee remuneration and expenses

	Church	Playgroup	2020	Church	Playgroup	2019
	£	£	£	£	£	£
Gross wages and salaries	39,123	57,780	96,903	24,523	61,813	86,336
Social security			-			-
Pension costs	3,418		3,418	1,126		1,126
	<u>42,541</u>	<u>57,780</u>	<u>100,321</u>	<u>25,649</u>	<u>61,813</u>	<u>87,462</u>

The average monthly number of church employees during the year was 3 (2019: 2).

The average monthly number of playgroup employees during the year was 10 (2019: 10).

Most of the charity's activities are carried out by volunteers.

No staff received salaries at a rate of more than £60,000 per annum.

The charity's key management comprise the members of the PCC and the key staff named in the Trustees Annual Report. Total employment benefits payable to key management for the year were as follows:

	Wages & salaries	Other employment benefits	Employer pension contributions	2020
				£
Key management connected to members of the PCC				
Mary Hunt, church administrator, spouse of trustee	12,866		1,093	13,959
Wendy Williams, playgroup, spouse of trustee	7,184			7,184
Tori Biutanaseva, Families Minister	13,906		1,231	15,137
Other members of key management	12,351		1,094	13,445
				<u>49,725</u>

The following amounts were payable in the previous year:

	Wages & salaries	Other employment benefits	Employer pension contributions	2019
				£
Key management connected to members of the PCC				
Mary Hunt, church administrator, spouse of trustee	12,512		1,064	13,576
Wendy Williams, playgroup, spouse of trustee	8,895			8,895
Other members of key management	12,012		1,064	13,076
				<u>35,547</u>

ALL SAINTS LALEHAM PAROCHIAL CHURCH COUNCIL

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YEAR ENDED 31 DECEMBER 2020

Andrew Saville, clergy member of the PCC, receive a stipend from the Diocese and so is not an employee; some of the Parish Share paid to the Diocese is used to help meet the cost of these stipends. Andrew is provided with accommodation (which is customary for clergy) and the cost of this accommodation to the PCC is disclosed in note 8 'Charitable Expenditure'. The charity also reimbursed expenses to Andrew, again these costs are disclosed in note 8 'Charitable Expenditure' under the heading 'Clergy expenses'.

No other member of the PCC received employment benefits in either the current or preceding year.

11 Acting as agent

On occasion the charity receives money on behalf of other charities, which it banks and then pays out to these charities. This income is received as agent for these other charities and the income, and the related payments, are excluded from the Statement of Financial Activities; any money that has not been distributed by the year end is recognised as a creditor.

12 Investments:

		2020	2019
	Cost	Value	Value
	£	£	£
CBF Church of England			
460 Investment Fund Income Units	344	9,405	8,798
COIF Charities			
260 Investment Fund Units	257	4,674	4,392
	<u>601</u>	<u>14,079</u>	<u>13,190</u>
Opening Market Value		13,190	11,135
Net Gain(Loss) in the year on revaluation		889	2,055
Closing Market Value		<u>14,079</u>	<u>13,190</u>

13 Stock

	2020	2019
	£	£
Books purchased for re-sale, at cost	92	93
	<u>92</u>	<u>93</u>

14 Debtors

	2020	2019
	£	£
Income Tax Recoverable - Church	2,508	2,748
Income Tax Recoverable - Mission	38	2,044
Other Debtors - Agency Collections (see below)	-	660
Prepayments	3,673	3,695
	<u>6,218</u>	<u>9,147</u>

15 Cash at Bank and in Hand

		2020	2019
		£	£
Church	Santander	51,930	51,460
	CAF Bank	27,472	40,922
	Cash in hand	605	1,034
Playgroup	Santander	11,754	7,792
	Cash	74	55
	Building Society	22,412	22,590
		<u>114,248</u>	<u>123,852</u>
CBF Church of England Deposit		51,186	50,970
		<u>165,434</u>	<u>174,822</u>

ALL SAINTS LALEHAM PAROCHIAL CHURCH COUNCIL

NOTES TO THE ACCOUNTS

YEAR ENDED 31 DECEMBER 2020

16 Creditors: liabilities falling due within one year

	2020	2019
	£	£
Creditors and Accruals	6,128	5,365
Mission Funds	-	10,000
Deferred income (Playgroup Grants)	-	-
	<u>6,128</u>	<u>15,365</u>

17 Funds

During the year the movements in the charity's funds were as follows:

	Opening balance 2020 £	Incoming resources 2020 £	Outgoing resources 2020 £	Transfers in the year 2020 £	Gains and losses 2020 £	Closing balance 2020 £
<i>Designated Funds</i>						
Playgroup	30,436	69,156	(61,608)	(3,600)		34,385
Legacy - Property Improvement	20,000	2,968	(6,077)			16,891
Legacy - Support Staff	50,500		(7,567)			42,933
	<u>100,936</u>	<u>72,124</u>	<u>(75,252)</u>	<u>(3,600)</u>	<u>-</u>	<u>94,209</u>
<i>General Unrestricted Funds</i>	68,516	166,335	(176,679)	3,595	607	62,375
	<u>68,516</u>	<u>166,335</u>	<u>(176,679)</u>	<u>3,595</u>	<u>607</u>	<u>62,375</u>
Total Unrestricted Funds	<u>169,452</u>	<u>238,460</u>	<u>(251,931)</u>	<u>(5)</u>	<u>607</u>	<u>156,584</u>
<i>Restricted Funds</i>						
Mission	7	40,675	(40,706)			(24)
Building Appeal	5,173		(5,178)	5		0
Bursary Fund	2,810		-			2,810
Curate Fund		15,600				15,600
Other	4,444				282	4,726
	<u>12,435</u>	<u>56,275</u>	<u>(45,884)</u>	<u>5</u>	<u>282</u>	<u>23,113</u>
Aggregate of funds	<u>181,887</u>	<u>294,735</u>	<u>(297,815)</u>	<u>-</u>	<u>889</u>	<u>179,696</u>

Analysis of net assets by fund

The assets and liabilities of the various funds were as follows:

	<u>Unrestricted Funds</u>		Restricted funds	2020
	General funds	Designated funds	funds	
	£	£	£	£
Fixed asset investments	9,405		4,674	14,079
Stock	92			92
Debtors	6,218			6,218
Cash at bank and in hand	52,786	94,209	18,439	165,434
Creditors falling due within one year	(6,128)	-	-	(6,128)
	<u>62,373</u>	<u>94,209</u>	<u>23,113</u>	<u>179,695</u>

ALL SAINTS LALEHAM PAROCHIAL CHURCH COUNCIL

NOTES TO THE ACCOUNTS

YEAR ENDED 31 DECEMBER 2020

In the previous year the movements in the charity's funds were as follows:

	Opening balance 2019 £	Incoming resources 2019 £	Outgoing resources 2019 £	Transfers in the year 2019 £	Gains and losses 2019 £	Closing balance 2019 £
<i>Designated Funds</i>						
Playgroup	30,334	73,286	(68,483)	(4,700)		30,436
Legacy - Property Improvement	20,000					20,000
Legacy - Support Staff	50,000	500				50,500
	100,334	73,786	(68,483)	(4,700)	-	100,936
<i>General Unrestricted Funds</i>	47,910	199,768	(185,250)	4,700	1,388	68,516
Total Unrestricted Funds	148,244	273,554	(253,733)	-	1,388	169,452
<i>Restricted Funds</i>						
Mission	111	16,795	(16,898)			7
Project	-					-
Building Appeal	7,296		(2,123)			5,173
Bursary Fund	3,810		(1,000)			2,810
Other	3,778				667	4,444
	14,995	16,795	(20,021)	-	667	12,435
Aggregate of funds	163,239	290,348	(273,755)	-	2,055	181,886

Analysis of net assets by fund

In the previous year, the assets and liabilities of the various funds were as follows:

	<u>Unrestricted Funds</u>			
	General funds £	Designated funds £	Restricted funds £	2019 £
Fixed asset investments	8,798		4,392	13,190
Stock	93			93
Debtors	7,119	-	2,028	9,147
Cash at bank and in hand	57,871	100,936	16,015	174,822
Creditors falling due within one year	(5,365)	-	(10,000)	(15,365)
	68,516	100,936	12,435	181,887

ALL SAINTS LALEHAM PAROCHIAL CHURCH COUNCIL

NOTES TO THE ACCOUNTS

YEAR ENDED 31 DECEMBER 2020

18 Transactions with related parties

During the year the charity:

During the year the charity received donations totalling £41,700 (2019: £34,540) from related parties (which includes members of the PCC, any other members of key management and anyone closely connected to them).

During the year the charity also made the following payments to, or for, related parties:

- a) Steven Page, spouse of trustee Karen Rieveley, received payments totalling £5,537 (2019: £4,857) for providing gardening services to the charity

19 Events since the year end

In March 2020 the charity took steps (in line with government and Church of England advice) to help contain the outbreak of COVID-19. This included the temporary suspension of all physical gatherings and the charity has had to curtail, or change, how it operates; the charity has been able to continue some of its activities using Youtube for broadcast services and Zoom for PCC meetings and Home groups etc. The trustees continue to monitor income and expenditure and, if it becomes necessary, will take measures to mitigate the impact of COVID-19 on the charity's free reserves.

ALL SAINTS LALEHAM PAROCHIAL CHURCH COUNCIL
DETAILED STATEMENT OF FINANCIAL ACTIVITIES WITH COMPARATIVES
YEAR ENDED 31 DECEMBER 2020

	Note	Unrestricted funds				Unrestricted funds			
		General	Designated	Restricted	Total	General	Designated	Restricted	Total
		2020	2020	2020	2020	2019	2019	2019	2019
		£	£	£	£	£	£	£	£
INCOME AND ENDOWMENTS FROM:									
Donations and legacies	3	160,869	2,968	56,275	220,112	172,897	500	16,795	190,191
Charitable activities	4	1,785	69,067		70,852	19,016	73,064		92,080
Other trading activities	5	3,065			3,065	7,086			7,086
Investments	6	615	89		704	768	222		991
Total income and endowments		166,334	72,124	56,275	294,734	199,767	73,786	16,795	290,347
EXPENDITURE ON:									
Charitable activities:	7	176,617	75,252	45,884	297,753	184,798	68,483	20,021	273,302
Raising funds	9	62			62	453			453
Other		0			-	-			-
Total Expenditure		176,679	75,252	45,884	297,815	185,251	68,483	20,021	273,755
Net gains/(losses) on investments		607		282	889	1,388		667	2,055
Net income/(expenditure)		(9,738)	(3,127)	10,673	(2,192)	15,904	5,303	(2,560)	18,647
Transfers between funds	17	3,595	(3,600)	5	-	4,700	(4,700)	-	-
Net movement in funds		(6,143)	(6,727)	10,678	(2,192)	20,604	603	(2,560)	18,647
Reconciliation of funds:									
Total funds brought forward		68,516	100,936	12,435	181,887	47,912	100,334	14,995	163,240
Total funds carried forward		62,373	94,209	23,113	179,695	68,516	100,936	12,435	181,887