

# **Report and Accounts for the Parochial Church Council of Clutton with Cameley (the PCC) for the year ended 31<sup>st</sup> December 2020.**

## **Aim and purposes**

The PCC has the responsibility of promoting, in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

## **Objectives and Activities**

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that live within our parish. Our services and worship put faith into practice through prayer and scripture, music and sacrament.

When planning our activities for the year, we have considered the Charity Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion. In particular, we try to enable ordinary people to live out their faith as part of our parish community through:

- Worship and prayer; learning about the Gospel; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish.
- Missionary and outreach work.

To facilitate this work it is important that we maintain the fabric of our Churches – St Augustine's, Clutton, St Barnabas, Temple Cloud and the Churchyard at St James, Cameley

## **Achievements and Performance**

### **Worship and Prayer**

The PCC is keen to offer a range of services that our community find both beneficial and spiritually fulfilling. For example, there is a mix of traditional and more modern services with Holy Communion plus less formal services led by Worship Leaders or visiting Readers.

All are welcome to attend our regular services. There were 68 parishioners on the Church Electoral Roll as at April 2022.

As well as our regular services, we enable our community to celebrate and thank God at the milestones of the journey through life. Through baptism we thank God for the gift of life, in marriage public vows are exchanged with God's blessing and through funeral services friends and family express their grief and give thanks for the life which is now complete in this world and to commend the person into God's keeping.

During the year there were 3 weddings, 7 funeral services in Church or at gravesides (4 burials ensuing), 2 funeral services at a crematorium and 3 other cremations and 10 burials of ashes.

### **Covid Impact**

From late April onwards we were able to restart normal services St Augustine's, Clutton and In October at St Barnabas.

### **Deanery Synod**

The PCC was represented on the Deanery Synod which provides the PCC with an important link between the parish and the wider structures of the church.

The PCC currently consists of 6 members who communicate regularly and is supported by a Buildings Sub Committee and an Events Committee.

### **Church Buildings**

The major expense this year was re-tarmacking of the path from the Church door to the compost area in the lower churchyard of St Augustine's - £1,944.

The Quinquennial for St Barnabas has indicated that some substantial repairs will be needed shortly. Ways to fund this are in discussion by the Buildings Sub Committee.

### **Pastoral Care**

Some members of our parish are unable to attend church due to sickness or age. When requested our rota of volunteers, and the Rector, aim to visit all who are sick or unable to get out for any other reason to keep them in touch with church life now that Covid restrictions have been lifted.

Holy Communion can be arranged at home or in hospital by contacting Reverend Cregan when permitted.

### **Mission and Evangelism**

Helping those in need is a demonstration of our faith. Our finances have been restricted owing to the reordering and other projects in recent years but we give what we sensibly can.

The PCC appoints 2 governors to Cameley Church Of England Voluntary Controlled Primary School in Temple Cloud who regularly attend governors' meetings and lead school assemblies. Both Temple Cloud and Clutton schools hold Carol and Harvest Services in our Churches.

### **Volunteers**

We would like to thank all the volunteers who work so hard in and on behalf of our Churches.

### **Financial Review**

#### **Reserves policy**

It is PCC policy to try to maintain a balance on unrestricted funds which equates to at least three months of payments from unrestricted funds. This is equivalent

to approx. £5,600 in 2021 to smooth out fluctuations in cash flow and to meet emergencies. The cash balance of £3,020 held on unrestricted funds at the year-end was short of this target. It is the PCC's hope to achieve this level of reserve in future years.

## Treasurers Report to the Annual Parish Meeting 1<sup>st</sup> May 2022.

### Financial year ended 31<sup>st</sup> December 2021

I am pleased to report that Unrestricted Income and Expenditure showed a surplus of £822 for the year compared to a deficit of £466 in 2020, despite there being no repeat of the £5,000 grant from B&NES –

The principal reasons for this better than forecast financial performance were:

- Planned Giving (incl. Pink Envelopes), service collections and Gift Aid were maintained at similar levels in excess of £14,000
- The Events Committee swung into action once again and raised £654
- We saw the highest ever income from weddings and funerals/burials (sadly the latter was the largest part) at £8,382 gross, £5482 net after the Dioceses' share.
- Our Parish Share (formerly Diocesan Quota) was £1,319 lower at £18,547 thanks in part to a 'Lockdown' rebate from the Diocese.
- There was tight control of all other expenditure and the reduction in services held reduced our heating and lighting costs leading to refunds from EDF totalling £559.

As regards Restricted Income and Expenditure (page 3), the Roof/Loo/Tower Fund continues to raise invaluable funds through the 200 Club. 50% of the surplus after prizemoney is paid out goes to cover indirect building costs e.g. insurance and the remaining 50% is used for repair and maintenance of the actual buildings and associated fees.

The Trust income of some £3,000 p.a. is also significant and greatly assists with the costs of maintaining the graveyards of St Augustine's and St James and also general repairs to our buildings.

While the accounts do not show a grant from Temple Cloud w Cameley Parish Council, a grant of £450 was agreed late in the year with the money received in 2022 and we are very grateful for their support.

### Our Finances at the Year End.

We carry forward £3,020 in Unrestricted Funds, better than we hoped at the outset but still way below what we would ideally like to have in reserve - £6,500 representing roughly 3 months outgoings. The PCC is fully aware of the demands on all our personal finances due to inflation, taxes and fuel costs etc. but we ask each of us to review our giving and increase it if at all possible.

Between the Roof/Loo/Tower Fund and accrued Trust Income we have some £19,000 for building maintenance and repairs which is reassuring though not yet sufficient to commence serious work at say St Barnabas without starting a specific appeal – volunteers for this please step forward!

My thanks to Lynda Smart for her stewardship of the Pink Envelope scheme, to Phil Lewis for his work as our Independent Accounts Reviewer and to all who have contributed to a successful financial year!

Roger Snary. 30<sup>th</sup> April 2022

	PARISH OF CLUTTON WITH CAMELEY				Charity Number 1135065						
	STATEMENT OF FINANCIAL ACTIVITIES- for the year ended 31st December 2021										
2020	Receipts And Payments A/C										2021
Total	Receipts				Unrestricted		Restricted		Endowment		Total
£	Voluntary Receipts				£		£				£
9698		Planned Giving			9485.00						
1198		Collections			2256.81						
3353		Income Tax Refunds			2478.20		105.00		62.50		
14249					14220		105.00		62.50		###
	Other Voluntary Receipts										
1891		Donations			2200.35		70.00				
561		re St A new bench			0.00						
250		Martin Memorial Fund							250.00		
6884		Roof/Loo/Tower Appeal a/c					6145.63				
0		Grants	Clutton PC		0						
450			T/Cloud PC		0						
5000			B&NES		0.00						
70	Events	Tea Party £271, Flower Show £115			654.96						
		Coffee Mrng £189, C/Tree Festival £79									
15106					2855.31		6215.63		250.00		9320.94
	Receipts From Investments & Trusts										
73		Interest			18.69		0.49		0.29		
345		Rent- PCC Share Of Grass Keep					345.34				
12		Wayleaves					12.09				
2570		Trust Investment Income					2652.15				
3000					18.69		3010.07		0.29		3029.05
	Receipts From Church Activities & Other Sources										
700		Hire Of Hall			0.00						
4340		Wedding/Funeral Fees Etc		8382.89							
-1133		less Diocesan Share & Refu		-2900.00	5482.89						
		Verger Fees		500.00							
		less paid		-200.00	300.00						
1322		VAT Rebates			7.20		465.45				
257		Shared Expenses		688.88							
		less tfr to Educ'n Fd & Reb		-189.54	499.34						
0		Sundry Income									
5486					6289.43		465.45				6754.88
37841			Total Receipts		###		9796.15		312.79		###
	Payments										
0		Harvest Lunch Charities					0.00				
40		Change Ringers £15, Frds Som Chches £		40.00			0.00				
40					40.00		0.00				40.00
	On Activities Directly Relating To The Work Of The Church										
19867		Diocesan Quota			18547.80						
3777		Church Running Expenses		2880.51							
-9		less rebates		-559.09	2321.42						
682		Clergy Expenses & Phone			879.96						
472		Cost Of Services/Ceremonies incl Covid			516.95						
0		Organ & Piano Tuning			0.00						
100		Honoraria/Courses/Hospitality			50.00						
149		Building Maintenance					2816.78				
2318		Churchyard Mtnance & Repair					2308.40				
7563		Roof, Loo & Tower Appeal					4488.13				
115		Website			106.22						
0		Sundry Expenses			0.00						
35034					###		9613.31				###
	Church Mgt & Administration										
67		Postages, Printing & Stationery			16.53						
0		less recharges			0.00						
79		Fundraising Expenses			59.28						
662		Salaries			0						
808					75.81		0.00				75.81
730	Assets Purchased	SumUp Card Reader			22.80						
					22.80		0.00				22.80
36612			Total Payments		###		9613.31		0.00		###
1229	Shortfall/excess Of Receipts Over Payments				822.48		182.84		312.79		1318.11
28732		Bank/Cash balances at 1st January 2021								###	
29961		Bank/Cash balances at 31st December 2021								###	

Restricted Receipts and Payments Analysis					Year 2021						
		Living	St Aug	Cameley	Endow't	Welcom	Roof/Loo/	Adminstr	Others	Endowm't	
		C'yard	C'yard	C'yard	Income	Leaflets	Tower Fund			Martin	
										Mem Fd	Total
Receipts											
Roof Appeal A/C							6145.63				###
	Owed by PCC						465.45				465.45
Gift Aid & Interest							105.49			62.79	168.28
Restricted Donations									70.00	250.00	320.00
Trust Income/Interest					2652.15						###
Grasskeep & Wayleaves					357.43						357.43
		0.00	0.00	0.00	###	0.00	6716.57	0.00	70.00	312.79	###
Bals B/Fwd		514.90	0.00	0.00	###	32.79	11993.94	1866.00	573.00	5492.33	###
		514.90	0.00	0.00	###	32.79	18710.51	1866.00	643.00	5805.12	###
Payments											
Grass Cutting Etc. St A					1800.00						###
	St James				508.40						508.40
Repairs/Maintenance/Fees					2746.78				70.00		###
Administrator Costs											0.00
Roof/Loo/Tower Fund							4488.13				###
		0.00	0.00	0.00	###	0.00	4488.13	0.00	70.00	0.00	###
Bals C/Fwd		514.90	0.00	0.00	###	32.79	14222.38	1866.00	573.00	5805.12	###
Memo -	Others										
	Paten Change								3.00		
	Organ Fund								570.00		
									573.00		
Administrator											
Grant	50%	3411.00									
Used 2017		-56.81									
2018		-766.91									
2019		-908.93									
2020		-331.16									
	Due to be repaid	1347.19	to Bath and Wells								
NB Balance £518.81 - £56.81 due to PCC re salary 12/17 & £462 to pay future adminstrator if general funds not available.											

**Statement Of Assets & Liabilities - 31st December 2021**

	<b>General Fund</b>	<b>Restricted Funds</b>	<b>Martin Endowment Fund</b>	<b>2021</b>	<b>Total 2020</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Monetary Assets</b>					
Bank Accounts	C/A & Deps 3020.59	22453.05	5805.12	###	###

**Report to the members/trustees of Clutton with Cameley PCC (charity number 1135065) on accounts for the year ended 31st December 2020, set out on pages 1 - 3.**

**Respective responsibilities of trustees and 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 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act
- follow the procedures laid down in the General Directions given by the Charity Commissioners under section 145(5)(b) of the Charities Act, and to state whether particular matters have come to my attention.

**Basis of independent examiner's statement**

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity 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 the trustees concerning any such matters

The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently no opinion is given as to whether the accounts represent a 'true or 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 matters have come to my attention;

(1) which give me reasonable cause to believe that, in any material respect the requirements;

- to keep accounting records in accordance with section 130 of the Charities Act;

- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; and

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

Signed

Date

Philip Lewis.

4 Tynings Way, Clutton, Bristol. BS39 5RY

**Memo - analysis of Roof/Loo/Tower expenditure**

<b>Receipts</b>		<b>Expenditure</b>	
Covenants	420.00	200 Club Prizes	2800.00
200 Club	5725.00	Architect re St A Broadband	122.23
Donations	0.00	Removal of tree from St B roof	248.40
Interest	<u>0.63</u>		
	6145.63	Share of 200 Club surplus to P	<u>1317.50</u>
Gift Aid & Interest	<u>105.49</u>		
	6251.12		4488.13

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## **1135065) on accounts for**

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Independent examination is needed.

Commissioners under section 145(5)(b) of the Charities

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Accounting requirements of the Charities Act

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