



## **PCC REPORT**

### **Report from Pat McKillop**

### **PCC Secretary**

#### **Administrative Information**

St Anne's Church is situated on Newcastle Avenue, Worksop S80 1NJ and is part of the Diocese of Southwell and Nottingham within the Church of England.

The correspondence address is:  
The Vicarage, 11 Poplar Close,  
Worksop, S80 3BZ.

The Parochial Church Council (PCC) is a charity registered with

the Charity Commission (1135074).

#### **Structure, Governance and Management**

The method of appointment of PCC members is set out in the Church Representation rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

PCC members who have served from 4th October 2020 until the date this report was approved are:

**Incumbent:** Rev David Gough

**Curate:** Rev Richard Hanford

**Readers:** Mr Nigel Stones  
Mrs Lianne Stones (LLM)

**Wardens:** Mrs Sarah Prior (1st elected 2018)  
Mrs Tracey Pink (1st elected 2020)

**Treasurer:** Mrs Elizabeth Evans (ex-officio)

**Representatives of the Deanery Synod:** Mrs Philippa Farr  
(Elected 2020)  
Mr J Hemshall  
(Elected 2020)

**Elected Members:** Mrs S Dawson (Elected 2018)  
Mrs R Baxter (Elected 2019)  
Mrs P McKillop (Elected 2019)  
Mr S Pike (Elected 2019)  
Mrs AJ Ridout (Elected 2020)  
Mrs Sarah Wendon (Elected 2020)  
Mr Matthew Butters (Elected 2020)  
Mr Peter Beevers (Elected 2020)

## **Objectives and Activities**

***Our Vision:*** *“To share God’s love and peace in our community”*

***Our Values:*** 1. *Jesus at the centre*  
2. *Invitational and welcoming*  
3. *Wider, younger, deeper*

St Anne’s PCC has the responsibility of co-operating with the Incumbent and the diocese of Southwell and Nottingham, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

It also has maintenance responsibilities for St Anne’s Church Hall.

## **Achievements and Performance**

There are 97 parishioners on the Church Electoral Roll, of which 68 live in the parish and 29 live outside. Due to the pandemic we are unable to give an average weekly attendance based on figures as the church remained closed for a significant proportion of the year. Viewing figures for online services would suggest about 75% of those who would regularly attend in person were engaging with this content throughout the week and there is anecdotal evidence

that many more were looking in on an occasional basis or for special services.

In terms of services between September and December when we were offering socially distanced services we averaged 28 adults at the 9:30 service, 12 adults at STA@4 and 10 children at Ignite.

**Services include:**

Sunday Holy Communion / Morning Prayer at 8:00am.

Sunday Holy Communion/ Prayer and Praise at 10:30am.

Service at The Old Vicarage Care Home

IGNITE

STA@4

**Review of the Year**

The PCC met 9 times during the year via Zoom. Key items discussed included:

- Reading and approving the monthly finance statements and the budget for 2020
- Planning and reviewing social events
- Approving and putting in place measures to ensure the Church and Hall met all Covid safe procedures
- Reviewing Risk Assessments for groups and activities in particular relating to Covid restrictions
- Approving an intern-ship to support children and youth work and develop worship through music
- Agreeing the Parish Share payment
- Receiving monthly maintenance updates
- Reviewing and approving the annual signing off of the Safeguarding Policy

# **St Anne's Church, Workop - Annual Accounts 2020**

## **The Financial Statements**

The financial statements have been prepared in accordance with the Charities Act 2011 and the Church Accounting Regulations 2006 together with applicable accounting standards. Funds are shown as either unrestricted (available for application on the general purposes of the PCC), designated (currently set aside for a particular purpose by the PCC) or restricted (available exclusively for a particular purpose). The accounts include all transactions, assets and liabilities for which the PCC is responsible in law and do not include the accounts of church groups that owe their main affiliation to another body. All items less than £500 are deemed immaterial and included as sundries unless they are considered relevant to the reading of the accounts. The accounts have been prepared on a receipts and payments basis as required due to the income being less than £250,000.

The PCC are very grateful to all who have contributed financially during this difficult year. Your generosity has resulted in the General Fund deficit for the year being close to the amount budgeted at the beginning of the year. The General Fund (3rd page of financial statements) is the fund from which almost all running costs of the Church are paid. This includes Parish Share, staff salaries and expenses, heating, lighting, water, insurance, repairs and maintenance of building and grounds etc. These costs must be paid from income received during the year. If there is a deficit on the General Fund, amounts need to be transferred from the Welham Legacy Fund to cover the deficit, rather than being used for the designated purpose of employing a youth worker. We are extremely grateful for the income received from the Garth Trust once again this year. However, the long-term goal of the PCC is that a substantial portion of the expenses are covered by gifts from members of the congregation.

The Garth Trust is an independent trust for the benefit of St Anne's created in 1971, and has generously supported the work at St Anne's for many years. The trustees are the Vicar, Mr G R Adams and Mr T Sorby.

Hall income was of course greatly reduced due to the pandemic. As many costs are fixed, this resulted in a deficit for the year, and so it was necessary to transfer £2,800 from the General Fund to the Hall Fund. In order to reduce costs, the PCC reluctantly decided that it was necessary to make our cleaner redundant.

In 2011, St Anne's PCC received a generous legacy. After tithing, the sum of £180,000 was invested in a Barclays Wealth investment fund, and the PCC designated the legacy to be used to employ a youth worker. Monies from the Welham Legacy Fund were again used for the intended purpose of employing a youth worker this year. However, due to a General Fund net deficit, £8,000 has had to be transferred to the General Fund to pay for operating expenses. The market value of the Welham Legacy Fund at the end of the year was £153,741, consisting of £100,695 in Barclays Wealth, £38,342 in a CCLA deposit account and £14,704 in a current account with HSBC.

The balances of the Fabric Fund and Bell Fund have increased slightly due to investment interest. Both funds are restricted in that the funds are for the sole purpose of maintenance of the Church and the Church bells respectively. There are no current plans for further expenditure from either fund.

The balance in the Grants Fund consists of unspent amounts from grants from the Diocese of Southwell and Nottingham and from Nottinghamshire County Council. The remaining grant funds will be spent in future years.

In summary, we have weathered a difficult year, but operating reserves continue to be at an absolute minimum level. The PCC is continuing to monitor this situation and pray that money may be spent wisely, and that members of the congregation will continue to give generously and regularly, so that God's work at and through St Anne's Church will not be hindered by financial needs.

### **Reserves Policy**

The PCC policy is to ensure that the balance on unrestricted funds equates to at least six months payments from these funds. Total payments from unrestricted funds in 2020 were £92,864 from the General Fund and £11,395 from the Hall Fund. Therefore the target for 2021 is to have a minimum balance of £52,130 in the unrestricted funds.

The money in the CBF Church of England Deposit Fund managed by CCLA currently earns 0.224% pa. The funds in the 2 Shires Credit Union account earned 0.25% pa in 2020.

St Anne's Church, Worksop  
Financial Statements for year ending December 31, 2020

Receipts and Payments Account (summary)

	Unrestricted Funds (General, Hall)	Designated Funds (Welham)	Restricted Funds (Bells, Fabric, Grants)	Endowment Funds	Total 2020	Total 2019
	£	£	£	£	£	£
<b>Receipts</b>						
Voluntary income	47,730		75		47,805	62,582
Weddings and funerals	3,162				3,162	4,150
Activities for generating funds	76				76	2,811
Investment income	163	4,034	88	3	4,288	5,916
Other income	27,398		2,200		29,598	25,770
Hall income	2,686				2,686	9,428
Parish magazine	1,849				1,849	2,582
Job retention scheme	9,084				9,084	0
	92,148	4,034	2,363	3	98,548	113,239
Transfers	13,157				13,157	14,676
	105,305	4,034	2,363	3	111,705	127,915
<b>Payments</b>						
Parish Share	51,000				51,000	48,644
Mission	404				404	2,465
Staffing costs	20,250	20,005			40,255	35,490
Staff expenses	2,595	436			3,031	6,829
Church activities	8,846		1,984		10,830	11,433
Church management and administration/governance	7,612				7,612	7,430
Parish magazine	1,156				1,156	2,481
Charities	1,001				1,001	1,921
Hall management and administration	11,395				11,395	11,861
	104,259	20,441	1,984	0	126,684	128,554
Transfers	3,928	8,000			11,928	13,629
	108,187	28,441	1,984	0	138,612	142,183
Excess/(Deficit) of Receipts over Payments	(2,882)	(24,407)	379	3	(26,907)	(14,268)
Realised Gain on sale of investments		10,356			10,356	0
Balances brought forward	43,486	149,557	13,373	2,997	209,413	223,681
	40,604	135,506	13,752	3,000	192,862	209,413

St Anne's Church, Worksop  
Financial Statements for year ending December 31, 2020

Statement of Assets and Liabilities

	2020 £	2019 £
Cash Funds:		
HSBC current account	41,677	9,155
TSB current account	1,117	289
CCLA investment account	49,395	59,155
2 Shires Credit Union	15,035	7,500
Stripe (account for on-line donations)	48	0
Petty cash	130	212
CBF and SDBF trust funds	3,000	2,997
	<hr/>	<hr/>
Total Cash	110,402	79,308
Investment Assets:		
Barclays Wealth at cost (market value at 31st December 2020 £100,695)	82,460	130,105
	<hr/>	<hr/>
Fixed Assets:		
Hand bells	12,070	12,070
	<hr/>	<hr/>
Liabilities:		
Prepaid income and accrued expenses	0	0
	<hr/>	<hr/>

Notes

1. The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payments Accounts basis.
2. The following assets are recognised but not necessarily valued in the statement of Assets and Liabilities: Movable church furnishings vested in the Church Wardens on special trust for the PCC and which require a faculty for disposal.
3. Fixtures, fittings and equipment where the PCC is free to dispose of such assets without faculty, are depreciated on a straight line basis over 4 years and therefore do not include any item purchased over 4 years ago or where the original cost did not exceed £1,000.

These financial statements were approved by the St Anne's Parochial Church Council on 9th February 2021 and signed on its behalf by:

Mr J Hemshall - Trustee

*J. Hemshall*

Mrs E Evans - Trustee

*E. A. Evans*

St Anne's Church, Worksop  
Financial Statements for year ending December 31, 2020

General (unrestricted) Fund Receipts and Payments Account

		2020 £	2019 £
<b>Receipts</b>			
Donations:	Standing orders	31,616	31,183
	Envelope schemes and one-off donations	3,603	7,619
	Income tax recovered	9,258	11,452
	General collections	1,890	4,782
	Advent gifts	700	1,252
	Legacies	663	6,000
		<u>47,730</u>	<u>62,288</u>
Church activities:	Weddings and funerals	3,162	4,150
	Other activities	489	1,331
		<u>3,651</u>	<u>5,481</u>
Other:	Activities for generating funds	76	2,811
	Mission and charities	409	1,569
	Investment income	163	251
	Parish magazine	1,849	2,582
	VAT refund	0	770
	Job retention scheme grants	7,192	0
	Garth Trust	26,500	18,600
		<u>36,189</u>	<u>26,583</u>
	<b>Total receipts</b>	<u>87,570</u>	<u>94,352</u>
<b>Payments</b>			
Ministry and Mission:	Parish share of diocesan budget	51,000	48,644
	Mission	404	2,465
Clergy and staffing costs:	Clergy expenses	2,249	4,213
	Organist/music	1,848	1,908
	Administrator	4,836	4,680
	Family and children's worker (incl expenses)	11,260	9,750
	Cleaning	1,944	2,219
	Redundancy	708	0
Cost of church activities	Utilities, insurance, supplies etc	8,846	10,204
Cost of management/admin	Repairs, maintenance, printing, stationery etc	6,847	6,683
Governance costs	Independent examiner, training courses etc	765	747
Parish magazine	Printing	1,156	2,481
Mission and Charities	See last page of financial statements	1,001	1,921
		<u>92,864</u>	<u>95,915</u>
Excess of payments over receipts		(5,294)	(1,563)
Transfer to Hall Fund re use of church hall		(1,128)	(3,265)
Transfer to Hall Fund re Garth Trust income used for new lighting in 2018		0	(3,214)
Transfer to Hall Fund to cover deficit for year		(2,800)	0
Transfer to Bell Fund re bellringing fees		0	(150)
Transfer of surplus in Fees Fund		1,229	1,197
Transfer from Welham Legacy Fund		8,000	7,000
<b>Balance of General Fund at beginning of year</b>		<u>40,574</u>	<u>40,569</u>
<b>Balance of General Fund at end of year</b>		<u>40,581</u>	<u>40,574</u>

St Anne's Church, Worksop  
Financial Statements for year ending December 31, 2020

Hall (unrestricted) Fund Receipts and Payments Account

		2020 £	2019 £
Receipts:			
	Charges and donations	2,686	9,428
	Job retention scheme grant	1,892	0
		<u>4,578</u>	<u>9,428</u>
Payments:			
	Utilities and insurance	3,867	4,882
	Cleaning	4,374	5,049
	Redundancy	1,594	0
	Maintenance, appliances and refuse disposal	1,560	1,930
		<u>11,395</u>	<u>11,861</u>
Excess of Payments over Receipts		(6,817)	(2,433)
Transfer from General Fund - new lighting paid from Garth Trust income		0	3,214
Transfer from General Fund - church family use of Hall		1,128	3,265
Transfer from General Fund - to cover deficit for year		2,800	0
<b>Balance of Hall Fund at beginning of year</b>		<u>2,912</u>	<u>(1,134)</u>
<b>Balance of Hall Fund at end of year</b>		<u>23</u>	<u>2,912</u>

Welham Legacy (designated) Fund Receipts and Payments Account

Receipts:	Investment income	4,034	5,542
Payments:	Youth worker salary	19,161	18,649
	Intern salary	844	0
	Youth work expenses	436	900
		<u>20,441</u>	<u>19,549</u>
Excess of payments over receipts		(16,407)	(14,007)
Transfer to General Fund		(8,000)	(7,000)
Realised Gain on sale of investments		10,356	0
<b>Balance of Welham Legacy Fund at cost at beginning of year</b>		<u>149,557</u>	<u>170,564</u>
<b>Balance of Welham Legacy Fund at cost at end of year</b>		<u>135,506</u>	<u>149,557</u>

As at 31 December 2020, the market value of the Fund was £153,741, which consisted of £100,695 invested with Barclays Wealth, £38,342 in a deposit account with CCLA and £14,704 in a current account with HSBC.  
The market value at 31 December 2019 was £181,734.

Bell (restricted) Fund Receipts and Payments Account

Receipts:	Bellringing fees transferred from general fund	0	150
	Donations	75	144
	Interest	24	40
		<u>99</u>	<u>334</u>
Payments	Sundry	51	161
Excess of receipts over payments		48	173
<b>Balance of Bell Fund at beginning of year</b>		<u>5,552</u>	<u>5,379</u>
<b>Balance of Bell Fund at end of year</b>		<u>5,600</u>	<u>5,552</u>

St Anne's Church, Worksop  
Financial Statements for year ending December 31, 2020

	2020 £	2019 £
<b><u>Fabric (restricted) Fund Receipts and Payments Account</u></b>		
Receipts:		
Interest	34	39
CBF Trust	30	39
	<u>64</u>	<u>78</u>
Payments:	<u>0</u>	<u>0</u>
Excess of receipts over payments	64	78
<b>Balance of Fabric Fund at beginning of year</b>	<b><u>5,389</u></b>	<b><u>5,311</u></b>
<b>Balance of Fabric Fund at end of year</b>	<b><u>5,453</u></b>	<b><u>5,389</u></b>

**Grants (restricted) Fund Receipts and Payments Account**

Receipt - New Worshipping Communities grant from Diocese	0	3,500
Receipt - Covid grant from Nottinghamshire County Council	2,200	0
	<u>2,200</u>	<u>3,500</u>
Payment - equipment purchased with Diocese grant	1,246	1,068
Payment - community support expenses - County Council grant	687	0
	<u>1,933</u>	<u>1,068</u>
Excess of receipts over payments	267	2,432
<b>Balance of Grants Fund at beginning of year</b>	<b><u>2,432</u></b>	<b><u>0</u></b>
<b>Balance of Grants Fund at end of year</b>	<b><u>2,699</u></b>	<b><u>2,432</u></b>
<b>Consisting of:</b>		
<b>New Worshipping Communities grant from Diocese</b>	<b>1,186</b>	<b>2,432</b>
<b>Covid grant from Nottinghamshire County Council</b>	<b>1,513</b>	<b>0</b>
	<u>2,699</u>	<u>2,432</u>

**Endowment Fund Receipts and Payments Account**

<b>Balance of Endowment Fund at beginning of year</b>	<b>2,997</b>	<b>2,992</b>
Interest retained	<u>3</u>	<u>5</u>
<b>Balance of Endowment Fund at end of year</b>	<b><u>3,000</u></b>	<b><u>2,997</u></b>

**Mission and Charities Payments**

	2020 £	2019 £
Compassion UK	981	900
Children's Society	0	517
FOSAS	0	265
Karuna	0	84
Teenage Cancer Trust	0	155
Hope Community Services	20	0
Church and home group sponsorship		
Christingle Service		
50% Summer raffle proceeds		
Light Club sponsored child (Victo)		
Outwood Portland Carol Service		
Specific gift		
	<u>1,001</u>	<u>1,921</u>

# St Anne's Church, Worksop – Annual Accounts 2020

## Independent Examiner's Report to the Trustees of St Anne's Church Parochial Church Council

I report on the accounts of the Charity ("the Trust") for the year ended 31 December 2020 which are set out on pages 1 to 6.

### Respective responsibilities of trustees and independent 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 Commission (under section 145(5)(b) of the Charities Act), and
- state whether particular matters have come to my attention.

### Basis of independent examiner's statement

My examination was carried out in accordance with the 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 an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

### Independent examiner's statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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 any independent examination.

I 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.



C Gillatt FCCA  
For and on behalf of  
N Williamson & Co  
Chartered Certified Accountants  
21 Potter Street  
Worksop S80 2AE

4 March 2021