



Parish of Kidlington with Hampton Poyle

Annual Report for 2020

Background

The PCC for the Parish of Kidlington with Hampton Poyle has the responsibility of co-operating with the appointed Team Ministers for promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has responsibility for the churches of St Mary's Kidlington, St John's Kidlington and St Mary's Hampton Poyle. The PCC is a charity registered with the Charity Commission (Registered Charity Number: 1135350).

The Parish Vision statement is

- To serve the people of Kidlington and Hampton Poyle for their own sake;
- To respond to God's call and to recognise and establish the Kingdom of God in the minds and lives of local people;
- By faith and trust in God - Father, Son and Holy Spirit - to build up the Body of Christ in Kidlington and Hampton Poyle.

The Parish Office is situated at St John's Church, Broadway, Kidlington, OX5 1DD

Banks: CAF Bank, 25 Kings Hill Avenue, Kings Hill, West Malling,
Kent, ME19 4JQ
Lloyds Bank, 1 Oxford Road, Kidlington, OX5 2BP
Metro Bank, One Southampton Row, London, WC1B 5HA

Independent Examiner: Nicola Cadwallader FCCA AIIT CTA of David
Cadwallader & Co, Accountants, Unit 3 Bignell Park Barns, Chesterton, Nr
Bicester, Oxon, OX26 1TD

Membership

Members of the PCC are either ex officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules, with any vacancy in the year covered by co-option. Trustees are informed of their role and responsibilities shortly after the APCM. During the year the following served as members of the PCC:

Team Rector: The Revd Felicity Scroggie (Chairman)
Team Vicar: The Revd Martin Davis
Curate: The Revd Susy Brouard (from July 2020, ordained October 2020)

Licensed Lay Minister: Mrs Lesley Heffer
Mrs Meghann Hewett

Wardens: Mr Robert Buckeldee (to October 2020)
Mr Mark Christodoulou
Mrs Tilly Evershed (from October 2020)
Dr Gary Gibbs
Mrs Kathryn Smith

Representatives on the Deanery Synod:
Miss Philippa Burrell (from October 2020)
Miss Stephanie Hobson
Mr Michael Ling (to October 2020)
Prof. John Morris (to October 2020)
Miss Rosemary Tucker (from October 2020)
Mrs Janet Warren (to October 2020)

Elected Members: Mrs Sheila Alcraft (to APCM 2020)
Mr Robert Buckeldee (from APCM 2020)
Miss Philippa Burrell (to APCM 2020)
Mrs Caroline Coleman (from APCM 2019)
Mrs Diana Davis (from APCM 2020)
Miss Margaret Day (to APCM 2020)
Mrs Margaret Dee (from APCM 2018)
Mrs Tilly Evershed (to APCM 2020)
Mrs Jane Green (to APCM 2020)
Mrs Anne Handsley (from APCM 2020)
Mrs Helen Head (to APCM 2020)
Mr David Hewett (from APCM 2020)
Miss Ann Holland (from APCM 2019)
Mr Michael Ling (from APCM 2020)
Mrs Catherine Male (from APCM 2020)
Mrs Karen Mason (to APCM 2020)
Mrs Clare Morgan (from APCM 2020)
Mrs Sue O'Hare (from APCM 2020)
Mr Andy Pedley (from APCM 2020)
Mrs Lesley Smith (to APCM 2020)
Mr Chris Tupling (from APCM 2020)
Mrs Janet Warren (from APCM 2020)

Co-opted Members: Miss Margaret Day (from APCM 2020)

Secretary: Miss Margaret Day

Treasurer: Mr Michael Ling

CTK Representatives: Mrs Pam Cooper
Miss Margaret Day
Mrs Penny Pedley (from APCM 2020)
Mrs Janet Warren (from APCM 2020)

Officers:

Safeguarding
Health & Safety

Mrs Ann Ling
Dr Gary Gibbs

Committees

The PCC has a number of committees which meet between full meetings of the PCC.

Standing Committee:

This is 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.

Finance Committee:

This oversees the general financial business of the parish by monitoring income and expenditure, budgeting, Planned Giving, etc.

Fabric Committee:

This attends to matters relating to the stewardship of property such as the church buildings and fabric, churchyard and the house at 29 Anderson's Close.

Worship Committee:

This focuses on the overall worship in the parish without taking away the individuality of the three churches.

Children and Young People Committee:

This provides on-going consideration of provision for children and young people across the parish. It plans and supports the implementation of new initiatives and champions children and young people in committees. It reviews the support and training of the leaders.

Community Hub at St John's Committee:

This attends to the day-to-day management of the Community Hub, which runs activities in both St John's and St Mary's Kidlington. Members of the community and Hub users also serve on this committee.

St Mary's Kidlington Committee:

This attends to matters of worship, fellowship and administration specific to St Mary's Kidlington.

St John's Committee:

This attends to matters of worship, fellowship and administration specific to St John's Kidlington.

St John's Hall Management Committee:

This oversees the running of the Hall at St John's Kidlington for non-church use.

St Mary's Hampton Poyle Committee:

This attends to matters of worship, fellowship and administration specific to St Mary's Hampton Poyle.

A new group – the Eco Team – was set up following APCM 2020 to provide leadership on achieving the Carbon Zero 2030 Challenge and other environmental matters - in our churches and in our lives. Other Working Groups are set up for specific purposes, e.g. Communications, Data Protection, 2020 Projects, 2020 Events.

Church attendance

At the Annual Parochial Church Meeting in October 2020 there were 247 names on the Electoral Roll for the Parish of Kidlington with Hampton Poyle. Prior to

the arrival of COVID-19, the average attendance at the main Sunday service (including children) was 115 at St Mary's Kidlington, 44 at St John's Kidlington, 12 at St Mary's Hampton Poyle. Since March 2020 services have been held in our churches when regulations permitted, but with numbers greatly restricted to enable safe social distancing. "Attendance" at online services is referred to below.

During the course of the year two babies were welcomed into the church through Baptism.

Review of the year

The Annual Parochial Church Meeting was delayed until October 2020. Hence churchwardens, PCC members and committees all served for an extra six months. Both the Treasurer and Secretary also continued in post, although having expressed the wish to retire, to maintain continuity during the difficult COVID-19 situation. Thanks are due to all of them, as well as to all who took on new roles from October.

The full PCC met eight times during the year. The first of these was in St John's in January, with 12 attendees. All others were held electronically, with an average attendance of 18; this included one special meeting to introduce new PCC members to the 2020 Building Projects. Where necessary, PCC decisions were made using electronic consultations between meetings. For most of the year primary attention was obviously focused on COVID-19 related matters (see below) but the PCC always reviewed financial and fabric matters, received any incident reports (from the Safeguarding Officer and the Health & Safety Officer) and reviewed all parish policy documents. Minutes of all committee meetings were received and discussed where necessary.

A number of Fabric matters were considered and a Faculty application was agreed for refurbishment work at St John's. Planning for the 2020 projects at both St Mary's Kidlington and St Mary's Hampton Poyle has been continued at a reduced level. PCC agreed to continue with work to obtain necessary DAC and planning permission for development of the new hall at St Mary's Kidlington (replacing the Refectory) and to obtain project costings, but then to pause the project. This would have reduced reserves to a very low level after financing the deficit on the project until major fundraising could recommence. A fundraising campaign was held within the church community to achieve sufficient reserves to meet the existing deficit on the project and to hold a reasonable balance to meet unforeseen financial demands. This campaign was very successful in meeting its objectives. Preparations were also made for consultation both within the church community and more widely, when circumstances permit. We were delighted to see completion of the Safe Educational Play Area at the rear of St John's in May and look forward to the time when it is thronging with children.

The Communications Group reported on their work during the year, which led to improved appearance of notices in our buildings, a new logo (with variations for the parish and for each church as appropriate), notes on parish "branding" with style guide and most noticeably, release of a new website in October 2020. Warmest thanks go to Prof. David Murray, who developed and maintained our previous website for many years, with great care and

attention, and had felt it was time to retire. The new website is easier to maintain and the ability to have multiple editors will allow for diversity and flexibility of input. It has already proved a valuable tool in our communications during the pandemic and the website team are thanked for all their work on this. It has also enabled us to introduce "official" email addresses for our clergy, office and other main points of contact.

Since March 2020, PCC has also been considering all aspects of our activities affected by the pandemic. This has included provision of contact and support for congregation members and the wider public, consideration of different forms of worship, reviews of health and safety concerns (including arrangements for choir and chorister rehearsals) and staffing needs (including use of the Government furlough scheme where appropriate).

All the above was vital "business as usual" most of which had to be conducted under the constraints of the pandemic, which obviously led to many changes from our previous ways of working. Thanks are due to so many people who have enabled this with great care, skill and compassion.

Thanks are also due to all those who have supported the parish financially at this time. Donations through Planned Giving have held up well during the year, with special thanks to those who changed their method of giving as necessary. A number of people also made specific donations to support the work of the parish, which has partially made up for the loss of income from cash collections at services, fees from occasional offices and lettings, etc.

Up to 15th March 2020 services were held as usual in our three churches. This included an inspiring service for the launch of "Kidlington and Hampton Poyle 800" led by Bishop Steven and attended by representatives of local churches, organisations etc.

Then everything changed. The severity of the first lockdown and its implications for church life required immediate, but careful, response and a number of people worked hard and fast to review the situation in our context. Immediate actions included preparation of thorough risk assessments and contingency planning, spearheaded by the clergy, Gary Gibbs and all the Standing Committee, as well as investigations of technical resources available by David Hewett. Heartfelt thanks are due to all those who just got on with the task of "keeping us running".

David Hewett, supported by Andy Pedley, soon got our new ways of worship and communications established. Our first live-steamed Facebook service was with Felicity celebrating communion in St Mary's Kidlington on Wednesday 18th March closely followed by Pause for Prayer at 10am starting on Thursday 19th and Sunday morning Eucharist on the 22nd with Iona Tuesday Eucharist from 30th March. The Lent Compline Talks smoothly switched to Zoom. "Virtual" meetings were soon in place, using Microsoft Teams or Zoom, with a PCC meeting on 25th March. That day was also the first for sending out emails to as wide a group of people as possible, with a message/reading/prayer/music, initially composed by Meghann Hewett.

Pause for Prayer continued Monday to Friday (and including Saturdays up to July) and Sunday and Tuesday Eucharists have been held every week (except

for Pentecost when we joined with Churches Together in Kidlington for our now traditional united service, this time on Zoom). Other online services have been held at appropriate times, including occasional "Joyful Noise", and over Holy Week and Christmas. These were supported with music performed by individuals or by members of St Mary's Choir and Choristers, who continued to rehearse and record, either over Zoom or in-person when this was permitted, under the leadership of David Hewett. It also depended on the versatility and care of our clergy team, augmented with support from many lay people, and the (slightly) extended team of technicians working hard behind the scenes. All these services can be accessed directly on Facebook or via our website. Viewing figures do vary considerably but special services (Easter Day, All Souls, Nativity Play, etc) attracted more than 300 Facebook views, whilst regular Sunday mornings averaged 260, Pause for Prayer 130, Iona 75.

Whilst lacking the physical "gathering together" of God's people these services have offered many benefits – offering worship for those unable to attend church even in normal circumstances, the flexibility of joining the service live or at a time of one's choosing, reaching out to a community far wider than our usual congregations both locally and further afield, encouraging and enabling many more people to join those leading worship, such as for Pause for Prayer. All of which will influence our thinking as we seek to return to "normality" at some point.

From July, services "in-person" have also been held, whenever Government restrictions permitted. The usual pattern was for Communion at St Mary's Kidlington on a Wednesday morning and at least one of our churches on a Sunday afternoon. Special services have included occasional Family Services at St John's and St Mary's Hampton Poyle, and a special Christmas-tide service of remembering.

These followed thorough Risk Assessments by Felicity and Gary Gibbs, our Health and Safety Officer, identifying the number of households who could be spaced safely in each church, conditions for sanitising etc. A booking system was also put in place to ensure the numbers were not exceeded but we did not have to turn away anyone who came. All attendances were also recorded for track-and-trace purposes. All this, together with funerals, meant considerable use of St Mary's Kidlington, with necessary cleaning between events, which would not have been possible without the flexibility and care given by Sue Caine, for which we are very grateful. In the summer/autumn a small number of "pop-up" services were held in the churchyard at St Mary's Kidlington, arranged to coincide with good weather.

In the latter part of the year, when restrictions were relaxed we were also able to enjoy choir and choristers singing in some indoor services (though without congregational singing) ensuring a rich variety of worship was available. Unfortunately, the one suspected church-related incident of COVID transmission did occur at one of our Carol Services but this was restricted to two choir members at that service, who thankfully recovered well. All church singing was immediately stopped whilst a review of safety was undertaken (to be overtaken by introduction of the third "lockdown" at the end of 2020). The incident was reported under RIDDOR statutory requirements.

We have been sending regular "parish emails" to about 240 addresses, initially daily but reduced to about two a week by the end of the year. These have helped to keep as many people as possible informed of what was happening and to provide encouragement and support. Much effort was also put into the need to connect with those without, or unfamiliar with, such technology. Many parishioners were helped to set up access to the online worship and social sessions and all without email have been posted materials regularly – news, worship sheets etc - as well as occasional phone calls. The Pastoral Visiting Team has maintained contact with parishioners who are house-bound or unwell, assisted by a number of extra people who have helped keep in touch with those who needed support, especially those without email.

Our regular groups meeting for fellowship, prayer, bible study and meditation have continued, adapting as necessary as regulations changed.

Our extended leadership team includes Revd Mervyn Puleston, Venerable David Meara, Revd Jane Hemmings, Revd Marian Needham, Revd Sarah Sewell and Miss Philippa Burrell (or Mrs Anne Handsley). Mrs Lesley Heffer and Mrs Meghann Hewett serve as Licensed Lay Ministers and Mrs Joyce Morris continues with the Bishop's commission for Lay Funeral Ministry. We welcomed Susy Brouard from July 2020, initially as a Lay Minister and then formally as Curate following her ordination in October, and are grateful that she has been able to slot so well into the team in such difficult circumstances. We thank them all as they work faithfully and creatively to minister to the members of our congregations and to their wider flock in Kidlington and Hampton Poyle, especially recognising the increased work-load for them all in this year.

Financial Review

The General Fund had a surplus in the year of £29,004 (2019: £1,271) which has been transferred to the Reserve Fund.

This was achieved primarily due to the combination of a special appeal resulting in additional income in excess of £24,000 and no major repairs being undertaken in the year.

However, the Deanery is finding it difficult to meet its total parish share payments to the Diocese. Long-term, if this is not resolved then there could be serious implications for the number of clergy serving in our deanery and therefore, possibly, in our parish. Whilst the Diocese has decided not to increase the parish share in 2021 this does not remove the problem for future years.

The Quota (Parish Share) paid to the Diocese in 2020 equates to 48.0% of all unrestricted income (2019: 45.1%) and 55.3% of all unrestricted expenditure (2019: 46.4%).

The Kidlington 2020 Project still has a deficit balance that is currently being funded by the Reserve Fund, as fundraising was unable to take place during the year due to the pandemic.

St John's Hub incurred capital expenditure in the year of £41,105 part-funded over the years by grants and donations of £30,552. The Hub starts 2021 with a net balance of £8,544.

Reserves Policy

The Reserves Policy is to hold a minimum sum of £10,000 in the Reserve Fund to cover sudden and unforeseen calls made on parish finances. This is in addition to reserves held in the St John's Hall Fund to cover similar situations relating to the Church Hall.

The balance on the Reserve Fund at 31 December 2020 was £90,364 (2019: £61,360) which meets the policy. This level of reserves equates more to the generally accepted level of reserves for charities, being the equivalent of almost 7 months of unrestricted expenditure excluding St John's Hall (2019: almost 4 months). However, the Reserve Fund is effectively funding the net deficit of £41,705 on the Kidlington 2020 Project pending the receipt of further income for that Fund. This effectively reduces reserves to £48,659 which is sufficient to meet 3 months unrestricted expenditure excluding St John's Hall.

Reserves held for St John's Hall total £13,231 (2019: £16,440) which is sufficient to cover a longer period of expenditure.

Public Benefit

When planning activities for the year, consideration was given to the Charity Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion. We continued our outreach activities, as much as possible, trying to make a contribution to our local community and further afield. The Parish continued to collect food for the North Oxfordshire Community Foodbank, which was especially welcome during the spring when it was difficult to buy sufficient supplies from supermarkets. The Community Hub at St John's was running until March 2020, offering many opportunities for outreach and providing facilities for the clinics, appointments and classes run by local Health Visitors and Midwives. Most activities did not resume later in the year as the guidelines indicated that our stay-and-play model was not practical. However, "Bouncing Babies" restarted when allowed – offering support to mothers with babies under 6 months old, two mornings a week. We look to re-introduce further groups as soon as possible, but first do need to appoint a new lead Children's Worker, to replace Donna Dover-Griffin, who left our employ in December 2020, and to rebuild our valuable team of volunteers.

Our three churches continued to be open in daylight hours when permitted by government restrictions and have been used by many members of the public needing space to reflect and seek comfort over the past year. The Making Group displays in St Mary's Kidlington were particularly appreciated.

Use of the churches by outside groups has been severely restricted by regulations but St John's has continued to provide for children's activities and exercise classes when permitted. These attract a wide spectrum of people from across the parish.

Social events

Social activities also started off well, with two well-attended Winter Sunday Tea Talks and a lively Parish Quiz Night with Supper at St John's. We were also able to hold the first two "Kidlington 800" events – a delightful Epiphany Tea and a superb Gala Dinner with Silent Auction, thanks to a splendid team of cooks, servers, auctioneers etc organized by Meghann Hewett. When COVID

struck it was (perhaps naively) assumed that we would be able to reschedule all other planned events until 2021, but perhaps a few will be possible.

To maintain as much social contact as possible since March regular Zoom coffee sessions have been held (after Sunday service, on Tuesday mornings and Thursday afternoons – complete with quiz). Zoom sing-alongs have also provided much fun.

Conclusion

It has been a year like no other and we have had to draw on wellsprings of faith love and connection as we have all been in different places, emotionally and physically. For some of us our faith in God has deepened as we have learned to pray and connect in different ways; for others, it has been difficult to hold on to faith at all.

The experiences of privacy, loss, peace and quiet, technology, time, reflection, isolation, death, illness, nature, sleep, loss, confidence, exhaustion, anger, frustration, exercise, anxiety, work, family, risk..... resonate in radically different ways with many of us.

In these circumstances we have needed to tread gently with each other and bear each other up before God. I give thanks for our community, both in church and beyond church circles where such love and concern has been shown in so many ways. Thank you to each of you who played your part, however small you think it might be. Nothing is too insignificant for God.

My hope is that we will not forget what we have learned this year, about ourselves and God, about church, about community. As God is continually creative and creating, there is always an exciting future ahead and we have a firm base on which to build. The learning has been profound and will take us some time to process together. The national vision of a '*Simpler Humbler Bolder*' church was formed before Covid but is a helpful perspective from which to ask ourselves how we best move on. We will move on, and we will do so together, listening to God, taking the opportunities which this unique time opens up for us, and helping each other along the way. Thank you for being part of the journey so far. I look forward to sharing the next stage with you all. As the song goes:

"And its from the old we travel to the new;

Keep me travelling along with you."

God bless you and keep you.

Signed on behalf of the PCC:

.....*Felicity Scroggie*.....

Rev'd Felicity Scroggie (Team Rector)
Chair

.....12th June 2021.....

KIDLINGTON WITH HAMPTON POYLE PAROCHIAL CHURCH COUNCIL

Registered charity 1135350

ANNUAL ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2020

KIDLINGTON WITH HAMPTON POYLE PAROCHIAL CHURCH COUNCIL

Independent Examiner's Report to the Trustees of The Parochial Church Council of Kidlington with Hampton Poyle, charity number 1135350, on accounts for the year ended 31 December 2020 set out on pages 2 to 12

I report to the trustees on my examination of the accounts of the above charity ('the Trust') for the year ended 31 December 2020.

Responsibilities and basis of report

As the charity's trustees, 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 2011 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

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination 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 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.

Signed



Date 16 June 2021

Nicola Cadwallader FCCA AIT CTA
Association of Chartered Certified Accountants

David Cadwallader and Co
Unit 3 Bignell Park Barns
Chesterton
Nr Bicester
Oxon
OX26 1TD

KIDLINGTON WITH HAMPTON POYLE PAROCHIAL CHURCH COUNCIL

Statement of Financial Activities for the year ended 31 December 2020

	Note	2020				2019			
		Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total £	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total £
Income and endowments from:									
Donations and legacies	2a	181,246	45,439		226,685	161,897	37,049		198,946
Charitable activities	2b	8,340	7,673		16,013	24,537	4,325		28,862
Other trading activities	2c	1,364	1,201		2,565	8,322	520		8,842
Investments	2d	1,396	68	363	1,827	5,227	74	351	5,652
Other income	2e	129			129	0			0
Total income		192,475	54,381	363	247,219	199,983	41,968	351	242,302
Expenditure on:									
Raising funds	3a	582	789		1,371	2,329			2,329
Charitable activities	3b	166,506	85,164		251,670	191,778	87,263		279,041
Total expenditure		167,088	85,953	0	253,041	194,107	87,263	0	281,370
Net gains / (losses) on investments	5	0	108	806	914	0	257	1,906	2,163
Net income / (expenditure)		25,387	(31,464)	1,169	(4,908)	5,876	(45,038)	2,257	(36,905)
Transfers between funds					0	(9,283)	9,283		0
Net movement in funds		25,387	(31,464)	1,169	(4,908)	(3,407)	(35,755)	2,257	(36,905)
Reconciliation of funds:									
Total funds brought-forward		83,345	147,810	17,341	248,496	86,752	183,565	15,084	285,401
Total funds carried-forward		108,732	116,346	18,510	243,588	83,345	147,810	17,341	248,496

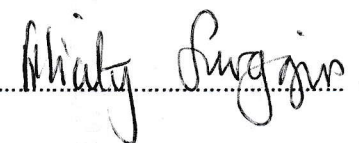
The notes on pages 4 to 12 form part of these accounts

KIDLINGTON WITH HAMPTON POYLE PAROCHIAL CHURCH COUNCIL

Balance Sheet as at 31 December 2020

		TOTAL FUNDS	
		2020	2019
		£	£
FIXED ASSETS (Investments)	5	14,703	13,789
CURRENT ASSETS			
Debtors	6	25,638	22,772
Cash at bank and in hand		213,204	219,491
Total Current Assets		238,842	242,263
LIABILITIES			
Creditors - amounts falling due in one year	7	9,957	7,556
Net current assets/(liabilities)		228,885	234,707
TOTAL NET ASSETS		243,588	248,496
PARISH FUNDS			
Unrestricted	8	108,732	83,345
Restricted	8	116,346	147,810
Endowment	8	18,510	17,341
Total Parish Funds	8	243,588	248,496

Approved by the Parochial Church Council on 11 May 2021 and signed on its behalf by:

 12 Jun 2021

Revd Felicity Scroggie (Team Rector)
Chair

The notes on pages 4 to 12 form part of these accounts.

KIDLINGTON WITH HAMPTON POYLE PAROCHIAL CHURCH COUNCIL

Notes to the financial statements for the year ended 31 December 2020

1. ACCOUNTING POLICIES

The charity constitutes a public benefit entity as defined by Financial Reporting Standard 102 (FRS 102).

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006, together with applicable accounting standards and the Charities SORP (FRS 102) 2015 with Update Bulletin 1.

The financial statements have been prepared on an accruals basis under the historical cost convention except for the valuation of investment assets, which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members.

The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £.

Funds

Endowment funds are funds where the capital must be maintained. Only income arising from investment of the endowment may be used either as restricted or unrestricted funds depending upon the purpose for which the endowment was established.

Restricted funds represent (a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and (b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried-forward as a balance on that fund. The PCC does not usually invest separately for each fund, although a very limited number of funds still retain historical short-term deposits and this will be addressed in the forthcoming year.

Unrestricted funds are general funds which can be used for any purpose that the PCC determines within that allowed under its governing documents.

Income

Under the SORP income is recognised when there is entitlement, sufficient certainty of receipt and it can be measured reliably.

Planned giving, collections and general donations are recognized when received.

Gift Aid income is recognized when the income to which it relates is received.

Dividends are accounted for when receivable.

All income is accounted for gross wherever possible.

Expenditure

Under the SORP expenditure is recognised when a legal or constructive obligation exists at the balance sheet date as a result of a past event, it is more likely than not that a transfer of economic benefits, often cash, will be required in settlement and the amount of the obligation can be measured or estimated reliably.

All expenditure is accounted for gross wherever possible.

KIDLINGTON WITH HAMPTON POYLE PAROCHIAL CHURCH COUNCIL

Debtors and creditors receivable/payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

Other recognised gains/(losses)

Gains or losses are accounted for on revaluation of investments at 31 December.

Fixed Assets

Consecrated and benefice property is not included in the accounts in accordance with s10(2)(a) of the Charities Act, 2011.

Movable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church inventories, which are open to inspection. For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements.

Investments are valued at market value at 31 December.

KIDLINGTON WITH HAMPTON POYLE PAROCHIAL CHURCH COUNCIL

	2020				2019			
	Unrestricted	Restricted	Endowment	Total	Unrestricted	Restricted	Endowment	Total
	Funds	Funds	Funds		Funds	Funds	Funds	
	£	£	£	£	£	£	£	£
2 INCOME								
2a Donations and legacies								
Planned giving								
Bank	72,555			72,555	68,906			68,906
Parish Giving Scheme	33,839			33,839	29,736			29,736
Envelopes	6,129			6,129	11,042			11,042
Other	1,628			1,628	1,820			1,820
Collections	2,183	532		2,715	10,807	2,026		12,833
Donations	26,784	3,481		30,265	7,969	11,363		19,332
Tax recovered	31,759	1,442		33,201	30,387	660		31,047
Legacies	2,000			2,000	0	0		0
Grants	4,369	39,984		44,353	1,230	23,000		24,230
	181,246	45,439	0	226,685	161,897	37,049	0	198,946
2b Charitable activities								
Fees	4,274			4,274	10,100	720		10,820
Charges		7,673		7,673	235	3,605		3,840
Church hall lettings	3,728			3,728	11,869			11,869
Letting, church buildings	338			338	2,333			2,333
	8,340	7,673	0	16,013	24,537	4,325	0	28,862
2c Other trading activities								
Fund-raising	1,364	1,201		2,565	8,322	520	0	8,842
2d Investments								
Dividends and interest	46	68	363	477	67	74	351	492
Rent	1,350			1,350	5,160			5,160
	1,396	68	363	1,827	5,227	74	351	5,652
2e Other income								
Other	129			129	0	0	0	0
Total	192,475	54,381	363	247,219	199,983	41,968	351	242,302

KIDLINGTON WITH HAMPTON POYLE PAROCHIAL CHURCH COUNCIL

	2020				2019			
	Unrestricted Funds	Restricted Funds	Endowment Funds	Total	Unrestricted Funds	Restricted Funds	Endowment Funds	Total
3 EXPENDITURE								
3a Raising funds								
Cost of fundraising events	582	789	0	1,371	2,329	0	0	2,329
3b Charitable activities								
Missionary and charitable giving:								
Missionary societies	800			800	0			0
Relief and development agencies		102		102				0
Home mission				0				0
Secular charities				0		571		571
Ministry:								
Diocesan parish share(Quota)	92,347			92,347	90,090			90,090
Churches Together in Kidlington	400			400	500			500
Junior Church groups	163			163	413	97		510
Children's workers		22,440		22,440		22,320		22,320
Music	5,704			5,704	6,461			6,461
Repairs and maintenance	3,748			3,748	3,709			3,709
Major repairs				0	27,123	11,580		38,703
Other major works		19,866		19,866		28,809		28,809
Other fabric works				0	1,931			1,931
Heat, light and cleaning	7,402	1,080		8,482	4,569	4,572		9,141
Church hall running costs (excluding insurance)	6,632			6,632	9,233			9,233
Insurance	13,479			13,479	13,543			13,543
Office and admin costs	16,916			16,916	21,009	2,651		23,660
Independent examination of accounts	722			722	690			690
Other supplies and services	18,193	41,676		59,869	12,507	16,663		29,170
	166,506	85,164	0	251,670	191,778	87,263	0	279,041
Total	167,088	85,953	0	253,041	194,107	87,263	0	281,370

KIDLINGTON WITH HAMPTON POYLE PAROCHIAL CHURCH COUNCIL

4 (a) STAFF COSTS

	2020	2019
	£	£
Salaries and wages	38,641	44,141
Employer's national insurance contributions	866	1,289
Employer's national insurance allowance received	-866	(1,289)
Employer's pension contributions	1,600	1,226
	<u>40,241</u>	<u>45,367</u>

During the year the PCC employed a parish administrator, Director of Music, organists, vergers, children's workers and a cleaner.

The total time that all staff are employed is the equivalent of 1.8 full-time staff.

No employee earned more than £60,000 in 2020 (2019: Nil).

(b) PENSIONS

Kidlington with Hampton Poyle Parochial Church Council participates in the Pension Builder Scheme section of the Church Workers Pension Fund (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 the Employer and the other participating employers.

The CWPF 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.

Pension Builder Scheme

The Pension Builder Scheme of the CWPF is made up of two sections, Pension Builder Classic and Pension Builder 2014, both of which are classed as defined benefit schemes.

Pension Builder Classic provides a pension for members for payment from retirement, accumulated from contributions paid and converted into a deferred annuity during employment based on terms set and reviewed by the Church of England Pensions Board from time to time. Bonuses may also be declared, depending upon the investment returns and other factors.

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.

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. This is because it is not possible to attribute the Pension Builder Scheme's assets and liabilities to specific employers and means that 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, £1,600; 2019, £1,226).

A valuation of the Pension Builder Scheme is carried out once every three years. The most recent was carried out as at 31 December 2016. A valuation as at 31 December 2019 was under way as at 31 December 2020.

For the Pension Builder Classic section, the valuation revealed a deficit of £14.2m on the ongoing assumptions used. At the most recent annual review, the Board chose not to grant a discretionary bonus, which will have acted to improve the funding position. There is no requirement for deficit payments at the current time.

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, the Kidlington with Hampton Poyle Parochial Church Council could become responsible for paying a share of that employer's pension liabilities.

Pension Builder 2014 is the pension scheme used by Kidlington with Hampton Poyle Parochial Church Council.

KIDLINGTON WITH HAMPTON POYLE PAROCHIAL CHURCH COUNCIL

(c) TRUSTEES' REMUNERATION

The trustees neither received nor waived any remuneration for undertaking their duties as trustees during the year (2019: Nil).

The trustees were not reimbursed for any expenses incurred in the year in undertaking their duties as trustees (2019: Nil).

5 FIXED ASSETS

Investments

	Bulford	Freeborn	Hulbert	Dodd	TOTAL	
	£	£	£	£	2020	2019
	£	£	£	£	£	£
Market value at 1 January	8,070	3,489	537	1,693	13,789	11,626
Gain/(Loss) on revaluation	538	232	36	108	914	2,163
Market value at 31 Dec	8,608	3,721	573	1,801	14,703	13,789

6 DEBTORS AND PRE-PAYMENTS

	Unrestricted	Restricted	Endowment	TOTAL FUNDS	
	£	£	£	2020	2019
	£	£	£	£	£
Tax recoverable:					
Gift Aid	22,119	730		22,849	20,807
Small Donations	721			721	1,881
Other debtors	1,325	743		2,068	0
Pre-payments				0	85
	24,165	1,473	0	25,638	22,773

7 LIABILITIES

Amounts falling due within one year:

	Unrestricted	Restricted	Endowment	TOTAL FUNDS	
	£	£	£	2020	2019
	£	£	£	£	£
HM Revenue & Customs	92	-79		13	208
Other employee costs	864	383		1,247	1,282
Diocesan fees	2,293			2,293	1,761
Utilities	895			895	1,154
Other creditors	3,636	572		4,208	2,556
Receipts in advance	1,301			1,301	595
	9,081	876	0	9,957	7,556

KIDLINGTON WITH HAMPTON POYLE PAROCHIAL CHURCH COUNCIL

8 FUNDS

General (Unrestricted) Used for all general purposes of the PCC, unless covered by another fund.

Residential Care Ministry (Restricted) Costs funded by initial grant.

Bell Maintenance (Restricted) For the repair, maintenance and replacement of bells and bellringing equipment.

Bulford (Endowment) Miss VM Bulford bequest dated 1976. Income to be used for keeping the graveyard of Kidlington Parish Church in good order and repair, with request that the Bulford family graves are kept in good order and repair.

Choir (Restricted) For music resources.

Dodd (Restricted) For the maintenance of the churchyard at Hampton Poyle.

Donations (Restricted) Used for purposes specified by donors.

Flowers (Restricted) Provision of flowers to decorate church.

Fund a Football (Restricted) Project to provide footballs to young people in our partner diocese in South Africa to enable them to celebrate the hosting of the football World Cup. Remaining funds to be distributed in 2020 through liaison with Oxford Diocese.

Freeborn (Endowment) Bequest dated 1972. Income to be used for keeping the churchyard in good order and repair, with request that the Freeborn family graves are kept in good order and repair.

Hulbert (Endowment) Miss S Hulbert bequest, memorandum dated 1940. Income to be used for maintenance of church and churchyard of parish church of Kidlington so long as the grave of Lewin and Mary Hulbert is kept in good order and repair.

Mission (Unrestricted) Sums put aside by the PCC for distribution as Mission.

Project 2020 – Joint (Restricted) Relates to shared aspects of Kidlington and Hampton Poyle projects to celebrate 800 years of worship at each church.

Project 2020 - St Mary's, Kidlington (Restricted) Building project to celebrate 800 years of worship at St Mary's, Kidlington.

Project 2020 - St Mary's, Hampton Poyle (Restricted) Building project to celebrate 800 years of worship at St Mary's, Hampton Poyle.

Quinquennial Survey (Unrestricted) Provides for the cost of the quinquennial survey of buildings.

Reserve (Unrestricted) To cover sudden and unforeseen liabilities.

St John's Alterations (Restricted) Alterations to St John's building.

St John's Chancel (Restricted) Works to repair and redecorate chancel at St John's.

St John's Hall (Unrestricted) St John's Church Hall: use as a community building.

St John's Hub – Capital (Restricted) Capital projects of the St John's Community Hub.

St John's Hub – Revenue (Restricted) Revenue income and expenditure of St John's Community Hub.

St John's Improvements (Unrestricted) Improvements to the St John's building.

Vestments (Restricted) Provides for vestments at St Mary's, Kidlington.

KIDLINGTON WITH HAMPTON POYLE PAROCHIAL CHURCH COUNCIL

Funds - Summary statement for year ended 31 December 2020

Fund	Balance brought forward £	Incoming resources £	Outgoing resources £	Transfers £	Gains/ (Losses) £	Balance carried forward £
Unrestricted Funds						
General	0	188,578	158,032	(30,546)		0
Mission	2,128	0	800	91		1,419
Quinquennial Survey	1,100			300		1,400
Reserve	61,360			29,005		90,365
St John's Hall	16,440	3,897	8,256	1,150		13,231
St John's Improvements	2,317					2,317
	83,345	192,475	167,088	0	0	108,732
Restricted Funds						
Residential Care Ministry	2,784					2,784
Bell Maintenance	508	10				518
Choir	200					200
Dodd	823	57			108	988
Donations	123,540	793	421			123,912
Flowers	0		60			(60)
Fund a Football	660					660
Project 2020 - Joint Funds	1,576	10,468	829			11,215
Project 2020 - Kidlington*	(33,054)		19,866			(52,920)
Project 2020 - H'Poyle	217					217
St John's Alterations	18,354	1,830				20,184
St John's Hub - Capital	5,000	25,552	41,105			(10,553)
St John's Hub - Revenue	27,098	15,671	23,672			19,097
Vestments	104					104
	147,810	54,381	85,953	0	108	116,346
Endowments						
Bulford	11,572	241			538	12,351
Freeborn	5,029	105			233	5,367
Hulbert	740	16			36	792
	17,341	362	0	0	807	18,510
Total	248,496	247,218	253,041	0	915	243,588

*Deficit on this fund will be met by future donations or from reserves.

KIDLINGTON WITH HAMPTON POYLE PAROCHIAL CHURCH COUNCIL

9 COMPOSITION OF FUNDS

	Unrestricted	Restricted	Endowment	TOTAL FUNDS	
				2020	2019
	£	£	£	£	£
Investments		1,801	12,902	14,703	13,789
Debtors	24,165	1,473		25,638	22,772
Cash	93,648	113,948	5,608	213,204	219,491
Liabilities	(9,081)	(876)		(9,957)	(7,556)
Total	108,732	116,346	18,510	243,588	248,496

10 ENDOWMENTS - BREAKDOWN OF COMPOSITION OF FUNDS

	Investments	Cash	TOTAL FUNDS	
			2020	2019
	£	£	£	£
Bulford	8,608	3,743	12,351	11,572
Freeborn	3,721	1,646	5,367	5,029
Hulbert	573	219	792	740
Total	12,902	5,608	18,510	17,341

11 VOLUNTEERS

The Parochial Church Council is dependent upon the many volunteers who offer their services free of charge, and often at personal expense by incurring travel costs and purchasing materials at their own cost. Volunteers are involved in all aspects of the Council's work.