

Report of the Trustees and unaudited financial statements for the year ended 31st December 2021

for the Parochial Church Council of the Ecclesiastical Parish of Holmer with Huntington



Holmer with Huntington & St Mary's, Hereford

Annual Report for the year ending 31st December 2021

The trustees present their report with the financial statements of the charity for the year ended 31 December 2021. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005

Reference and Administration Details

The parish has three churches St Bartholomew's, St Mary's and St Mary Magdalene. There is also Holmer Church Centre. The Parochial Church Council of the Ecclesiastical Parish of Holmer with Huntington is a Registered Charity No 1135577

Parish Contact Address is

Holmer PCC

The New Vicarage

Holmer

Hereford

Herefordshire

HR4 9RG

Independent Examiner:

David Owen ACIB

Roewen

13 Lugg View Close

Hereford

HR1 1JF

Parish Website: <http://www.holmerchurch.org.uk>

Members of the PCC are either ex-officio or elected by the annual Parochial Church Meeting in accordance with the Church representation rules. During the year the following served as members of the PCC from September 2020 onwards:

Vicar	Rev. Steven Lee
Associate Vicar	Rev. Rob Oram
Churchwardens	Mrs Wendy Burge and Mrs Jean King until May 2021. Then Mrs Christine Price and Mrs Wendy Rochard
Chapel Wardens	Mrs Margaret Hampshire (Huntington), Mrs Sheila Tolson (Huntington) & Mrs Cynthia Hartland (St. Mary's)
Deanery Synod Members	Mrs Barbara Hartland, Mrs Emma Harrison, Mrs Maggie Love & Mrs Gill Waring-Jenkins
Secretary	Mrs Wendy Rochard

Elected Members

Members not re-elected May 2021 Mrs Rose Vodden

1 year ending May 2022 Mrs Gill Waring- Jenkins* Mrs Elizabeth Harris

2 years ending May 2023 Mrs Ruth Stott, Mrs Christine Price*

3 years ending May 2024 Mr Richard Rodda, Mrs Janis Gough, Mr Gerald Ridley, Mrs Wendy Burge,
Mrs Jean King & Mr Mike Jefferis

Non Members but regular attenders at PCC meeting Mrs Liz Combe (Correspondence secretary & Treasurer), Mrs Jane Tate (Children and Families' Worker)

Structure, governance and management

The Parochial Church Council (PCC) is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. It is registered with the Charity Commission.

There are currently no policies and procedures for the recruitment, induction and training of PCC members. Copies of the Archbishops' Council and Charity Commission's booklet "*Trusteeship – An Introduction for PCC Members*" are made available to new PCC members.

Apart from the Standing Committee of the PCC, the Church has no official sub-committees. There are often however a number of sub groups which meet as required.

Ministry Group	Mission Support	Finance
Parish Church Maintenance	Huntington Maintenance	Compliance Groups
St Mary's Maintenance	Church Centre	

Objectives and activities

Our Mission Statement is 'Showing Jesus Christ to those around us.'

Public Benefit

The trustees of the Charity are aware of the Charity Commission's guidance on public benefit in The Advancement of Religion for the Public Benefit and have had regard to it in their administration of the Charity.

The trustees believe that, by promoting the work of the Church of England in the Ecclesiastical Parish of Holmer with Huntington it helps to promote the whole mission of the Church (pastoral, evangelistic, social and ecumenical) more effectively, within the Ecclesiastical Parish, and that in so doing it provides a benefit to the public by:-

Providing facilities for public worship, pastoral care and spiritual, moral and intellectual development, both for its members and for anyone who wishes to benefit from what the Church offers: and
Promoting Christian values, and service by members of the Church in and to their communities, to the benefit of individuals and society as a whole.

Church Attendance. There are 138 names on the Church Electoral Roll.

The average Sunday attendances during 2021 were greatly affected by lockdown and social distancing restrictions. Since the easing of restrictions numbers have not yet settled but numbers are about 80% of pre pandemic levels. Church n Chips has resumed with about 75% attendance compared to pre-pandemic. Our Sunday services have continued to be recorded for YouTube and these recordings are appreciated.

During 2021 there were 17 baptisms, 3 weddings, 11 funerals at our Churches. In addition, there were 11 funerals at the Hereford Crematorium.

Christian Giving: Our Churches support Scripture Union (SU), Church Pastoral Aid Society (CPAS), Children's Society, Bible Society, Tearfund, Serving Africa Mission, and CMS on a regular basis. In addition, we support Christian Aid Week and the Samaritan's Purse Christmas Shoebox appeal. Any disaster appeals are channelled through Tearfund.

Rev Steven Lee (Chairman & Vicar)

The Parochial Church Council of the Ecclesiastical Parish of Holmer with Huntingdon
Report of the Trustees for the Year Ended 31 December 2021

FINANCIAL REVIEW

Another extraordinary year for our finances. Our administrator and cleaner have for some of the year been on total or partial furlough. This reduced our expenditure as did the reduction in electricity and gas use at our venues. However, this did not offset the loss of about £5000 in letting income on our halls, and a £7500 reduction in our giving from pre pandemic levels. The reduction in giving came from the loose plate, and some people not keeping up with their planned giving envelopes. There has been an increase in the amount given through the parish giving scheme. Our finances were rather saved by furlough money and grants towards our Church Centre – these totaled £20,000. This enabled us to do some important £7500 repair work to a badly damaged wall and other important work in Huntingdon Churchyard. Overall, our reserves improved by £1000 to £40,748, of which £32,398 is in unrestricted funds.

The main funds for the charity are held in two accounts, a CAF (Charities Aid Foundation) account and a COIF deposit postal account, which both hold restricted and unrestricted funds. In addition, there are three designated funds, The Bell Tower, Junior Church, and Busy Bees. Throughout 2021, all funds have had credit balances.

The PCC are pleased to report that the Parish Share was paid in full for 2021.

Reserves Policy

The PCC has agreed to keep at least £20,000 in reserve to cover at least three months of general operating expenditure in case of an emergency interruption to our regular income flow. If our reserves fall below £20,000 then we would have an emergency meeting of the PCC to consider what should be our response. This policy will be reviewed annually by the PCC.

Approved by order of the board of trustees on 3rd May 2022 and signed on its behalf by:

.Steven M Lee

Rev S.Lee – Chairman

**Independent Examiner's Report to the Trustees of Holmer with Huntington
Parochial Church Council.**

I report on the accounts for the year ended 31st December 2021 which are set out on pages 5 to 9

Respective responsibilities of the Trustees and Independent Examiner

As trustees of the charity, the members of the PCC are responsible for the preparation of the accounts. They consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5)(b) of the 2011 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 management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently I do not express an audit opinion on the accounts.

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 s.130 of the 2011 Act; or
 - to prepare accounts which accord with these accounting records have not been met;
- or

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



David Owen ACIB

Roewen

13 Lugg View Close

Hereford

HR1 1JF

Date 25th February 2022

The PCC of the Ecclesiastical Parish of Holmer with Huntington - 1135577

Balance Sheet detailed

		As at 31/12/2021	As at 31/12/2020
Current assets			
	6501: Barclays Bank Current Account	—	—
	6510: CCLA Deposit Account	13,811.70	13,810.07
	6520: CAF Cash Account	21,171.18	18,789.19
	6521: CAF Gold Account	1,002.23	1,002.13
	6590: Bell Tower Bank Account	1,432.83	1,364.09
	6591: Busy Bees Bank Account	3,302.34	3,658.91
	6592: Over 60's Bank Account	—	1,341.74
	6593: Junior Church Bank Account	69.68	23.88
	Total Current assets	40,789.96	39,990.01
Liabilities			
	6699: Agency collections	41.00	183.74
	Z04: Accounts Payable	—	—
	Total Liabilities	41.00	183.74
	Net Asset surplus (deficit)	40,748.96	39,806.27
Reserves			
	Excess / (deficit) to date	942.69	(3,038.90)
	Z01: Starting balances	39,806.27	42,845.17
	Total Reserves	40,748.96	39,806.27

Represented by Funds		
Unrestricted	32,398.92	23,709.26
Designated	4,804.85	6,388.62
Restricted	3,545.19	9,708.39
Endowment	—	—
Total	40,748.96	39,806.27

The PCC of the Ecclesiastical Parish of Holmer with Huntington - 1135577

Statement of Assets and Liabilities (by code)

As at: 31 December 2021

Class and nominal code	General	Designated	Restricted	Endowment	Total	Last year
Current assets - Cash at bank and in hand						
6510 : CCLA Deposit Account	13,811.70	—	—	—	13,811.70	13,810.07
6520 : CAF Cash Account	17,584.99	—	3,586.19	—	21,171.18	18,789.19
6521 : CAF Gold Account	1,002.23	—	—	—	1,002.23	1,002.13
6590 : Bell Tower Bank Account	—	1,432.83	—	—	1,432.83	1,364.09
6591 : Busy Bees Bank Account	—	3,302.34	—	—	3,302.34	3,658.91
6592 : Over 60's Bank Account	—	—	—	—	—	1,341.74
6593 : Junior Church Bank Account	—	69.68	—	—	69.68	23.88
Total	32,398.92	4,804.85	3,586.19	—	40,789.96	39,990.01
Liabilities - Agency accounts						
6699 : Agency collections	—	—	41.00	—	41.00	183.74
Total	—	—	41.00	—	41.00	183.74
Net total assets	32,398.92	4,804.85	3,545.19	—	40,748.96	39,806.27
Represented by						
Unrestricted - General	32,398.92	—	—	—	32,398.92	23,709.26
Designated - BellTower	—	1,432.83	—	—	1,432.83	1,364.09
Designated - BusyBees	—	3,302.34	—	—	3,302.34	3,658.91
Designated - JunChurch	—	69.68	—	—	69.68	23.88
Designated - Over60s	—	—	—	—	—	1,341.74
Restricted - CFamWork	—	—	2,703.17	—	2,703.17	8,053.10
Restricted - HolmerFlow	—	—	782.90	—	782.90	1,232.90
Restricted - HuntChurch	—	—	—	—	—	363.27
Restricted - HuntFlower	—	—	59.12	—	59.12	59.12
Total	32,398.92	4,804.85	3,545.19	—	40,748.96	39,806.27

The PCC of the Ecclesiastical Parish of Holmer with Huntington - 1135577

Analysis of income and expenditure

Selected period: 01 January 2021 to 31 December 2021

	Unrestricted	Designated	Restricted	Endowment	This year	Total Last year
Income and endowments						
<i>Donations and legacies</i>						
0101 - Standing Orders	2,328	—	—	—	2,328	2,328
0110 - Holmer Envelopes	5,960	—	—	—	5,960	7,123
0120 - Huntington Envelopes	2,174	—	—	—	2,174	1,039
0130 - St Mary's Envelopes	4,477	—	—	—	4,477	5,820
0140 - Parish Giving - Gift Aided	28,617	—	—	—	28,617	27,983
0141 - Parish Giving - Gift Aid Income	6,080	—	—	—	6,080	5,974
0142 - Parish Giving - No Gift Aid	—	—	—	—	—	—
0301 - Holmer Plate	2,850	—	—	—	2,850	2,355
0302 - Huntington Plate	524	—	—	—	524	468
0303 - St Mary's Plate	684	—	—	—	684	375
0304 - Baptism, Wedding and Funeral Service Col	807	—	—	—	807	265
0401 - Donations	5,364	—	5,701	—	11,065	11,065
0402 - Special Appeals	—	—	—	—	—	—
0403 - Gift Days	—	—	—	—	—	—
0404 - Bell Tower Donations	—	68	—	—	68	97
0405 - Donations for Wedding Flowers	—	—	—	—	—	—
0501 - Online Giving	78	—	—	—	78	—
0601 - Gift Aid Recovered	8,366	—	1,251	—	9,617	5,940
0701 - Legacies Received	—	—	—	—	—	—
0801 - Listed places of Worship	—	—	—	—	—	—
0802 - Hereford Diocese	—	—	—	—	—	—
0803 - Other Grants	20,541	—	—	—	20,541	16,175
Donations and legacies Totals	88,856	68	6,952	—	95,877	87,010
<i>Income from charitable activities</i>						
0901 - Fundraising Income	—	—	—	—	—	25
1101 - Funeral Fees	3,304	—	—	—	3,304	1,960
1110 - Wedding Fees	1,439	—	—	—	1,439	101
Income from charitable activities Totals	4,743	—	—	—	4,743	2,086
<i>Other trading activities</i>						
1201 - Magazine Adverts & Sales	1,406	—	—	—	1,406	1,525
1210 - Parish Centre Lettings	5,761	—	—	—	5,761	3,174
1211 - St Mary's Lettings	1,547	—	—	—	1,547	1,717
1220 - Activity / Training Days	213	—	—	—	213	1,550
1221 - Social Events Income	150	—	—	—	150	25
1222 - Plaque Income	200	—	—	—	200	200
1230 - Junior Church	—	225	—	—	225	152
1231 - Over 60's	—	2	—	—	2	672
1232 - Busy Bees	—	333	—	—	333	537
Other trading activities Totals	9,278	561	—	—	9,840	9,554

There may be minor discrepancies in the totals if the pence are not being shown

	Unrestricted	Designated	Restricted	Endowment	Total	
					This year	Last year
<i>Investments</i>						
1020 - Bank Interest	1	—	—	—	1	37
<i>Investments Totals</i>	1	—	—	—	1	37
<i>Other income</i>						
1301 - Utility Refunds	—	—	—	—	—	109
1302 - Other Incoming Resources	22	—	—	—	22	22
1303 - HMRC Refund	—	—	—	—	—	—
<i>Other income Totals</i>	22	—	—	—	22	132
Income and endowments	102,902	630	6,952	—	110,485	98,820
Grand totals						
Expenditure						
<i>Raising funds</i>						
1701 - Fundraising Expenses	—	—	—	—	—	201
1703 - Planned Giving Envelopes	—	—	—	—	—	—
<i>Raising funds Totals</i>	—	—	—	—	—	201
<i>Expenditure on charitable activities</i>						
1801 - PCC Mission Giving	3,748	—	—	—	3,748	2,985
1901 - Parish Share	58,720	—	—	—	58,720	57,853
2001 - Salaries	9,798	—	9,797	—	19,595	18,813
2002 - HMRC Costs	572	—	220	—	792	1,086
2003 - Pension Costs	114	—	735	—	850	941
2004 - Honoraria	—	—	—	—	—	—
2005 - Honoraria - Organists	255	—	—	—	255	765
2101 - Clergy Expenses	692	—	—	—	692	411
2102 - Staff Expenses	105	—	654	—	759	1,030
2103 - Staff Training	88	—	—	—	88	—
2300 - Worship Materials	314	—	—	—	314	466
2301 - Grounds Maintenance	485	—	450	—	935	431
2302 - Property Maintenance	514	—	—	—	514	180
2303 - Bell Tower Running Costs	24	—	—	—	24	152
2304 - Annual Service Contracts	916	—	—	—	916	759
2305 - Annual Subscriptions	711	—	—	—	711	685
2306 - Stationery & Equipment	465	—	—	—	465	583
2307 - Cleaning Supplies	116	—	—	—	116	224
2308 - Telephone	622	—	—	—	622	729
2309 - Postage	73	—	—	—	73	106
2310 - Printing Costs	483	—	—	—	483	221
2311 - Insurance	3,013	—	—	—	3,013	4,438
2312 - Flowers	—	—	—	—	—	131
2313 - Volunteers Training	—	—	—	—	—	54
2402 - Parish Centre Utility Bills	695	—	—	—	695	1,072
2403 - Holmer Utility Bills	1,041	—	—	—	1,041	1,016
2404 - Huntington Utility Bills	203	—	—	—	203	628
2405 - St Mary's Utility Bills	684	—	—	—	684	931
2406 - Parish Office Utility Bills	374	—	—	—	374	436
2505 - Social Events Expenses	167	—	—	—	167	388
2506 - Magazine Expenses	46	—	—	—	46	45
2601 - Governance Costs	—	—	—	—	—	90
2701 - Holmer Repairs	—	—	—	—	—	834
2702 - Huntington Repairs	7,994	—	1,258	—	9,253	—

There may be minor discrepancies in the totals if the pence are not being shown

	Unrestricted	Designated	Restricted	Endowment	Total	
					This year	Last year
2703 - St Mary's Repairs	72	—	—	—	72	—
2801 - Parish Centre Repairs	—	—	—	—	—	—
<i>Expenditure on charitable activities Totals</i>	93,116	—	13,115	—	106,231	98,495
<i>Other expenditure</i>						
2314 - Sundries	117	—	—	—	117	30
2501 - Junior Church	—	180	—	—	180	212
2502 - Over 60's	—	1,344	—	—	1,344	707
2503 - Busy Bees	—	690	—	—	690	616
2504 - Activity / Training Days	702	—	—	—	702	1,290
2507 - Plaques	141	—	—	—	141	141
2600 - Bank Account Fees	135	—	—	—	135	165
2602 - Holmer Burial Fees	—	—	—	—	—	—
2603 - Parish Hire Refund	—	—	—	—	—	—
2900 - Car Park	—	—	—	—	—	—
2950 - Bank Transfer	—	—	—	—	—	—
<i>Other expenditure Totals</i>	1,096	2,214	—	—	3,311	3,162
Expenditure Grand totals	94,213	2,214	13,115	—	109,542	101,859

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