

Annual Report and Financial Statements of the Parochial Church Council of Short Heath Parish

Registered Charity number 1136136

For the year ended 31st December 2021

Objectives and Activities

The PCC is committed to enabling as many people as possible to worship at our churches and to become part of the worshipping community at Short Heath. 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. This is supported through social events and charitable activities.

The trustees of the PCC 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 Short Heath Willenhall it helps to promote the whole mission of the Church (pastoral, evangelistic, social, and ecumenical) more effectively, within the Ecclesiastical Parish, and that in doing so 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.
- Growth is a priority for both churches in the Parish.
- For Holy Trinity, the main objective is to repair the building and offer worship appropriate to younger families. Holy Trinity will continue to provide facilities for the community through the church hall and on-line centre, staffed by volunteers.
- For Furzebank Worship Centre the main objective is to fulfil the vision of its Mission Action Plan – working with Short Heath Federation and other partners to reach out to and to serve the wider community.
- The Benefice wide events will continue to be an opportunity for joint worship and celebration.

Achievements and Performance

At the beginning of the year the Parish had an interim minister who, whilst appointed as a half post at Furzebank Worship Centre, had “stepped-up” to a whole post across the Parish. The staffing for the Parish is 1.5 posts, with the 0.5 being based at Furzebank Worship Centre and the whole post being at Holy Trinity. The whole post at Holy Trinity has been in interregnum since the beginning of 2021. The interim minister who had “stepped-up” since the beginning of 2021 left for another post late October and since then the 1.5 post have been in interregnum.

As in the previous year, life in the Parish, worship, ministry, and mission of the Parish was influenced by the Covid 19 Pandemic.

Holy Trinity was opened on the 4th April for Said Communion within the guidelines as the Government and Church of England legislation allowed. Regular services in Holy Trinity have been limited to a Sunday 9.30 am Service of Holy Communion and joint Thursday Communion Services with Short Heath Methodist Church.

Furzebank Worship Centre reopened on 16th May and eventually returned to some normality latter on in the year when singing with masks on was reintroduced when it was allowed.

The Interim Minister and Wardens have been responsible for ensuring all relevant Covid legislation has been enforced in the Church buildings, all necessary risk assessments have been carried out, and all social distancing and health and safety measures have been in place.

Furzebank Worship Centre continues to be aware of the situation with Rosedale C of E Infant School and the need ensure that neither the congregation nor the pupils and staff of the school are put at risk in any way.

Furzebank continue to represent part of the Sunday service on-line and continue to offer Messy Church online with measure of success.

Occasional Offices have continued and were not particularly affected by Covid, and the Parish is responding to demand, though one baptism was due to held at Furzebank Worship Centre, but because of the restrictions in number was moved to Holy Trinity and was conducted by the Interim Minister. In 2020, We undertook 71 funeral services, 17 burials of ashes, 0 baptisms and 1 wedding.

The number of people on our Parish Electoral Roll decreased from 93 to 90, comprising 60 for Holy Trinity and 30 for Furzebank Worship Centre. The Electoral Role will be adjusted prior to the AGM in May 2022.

Both churches continue to support charities – particularly Njarange Area Project Kenya, The Children's Society, Christian Aid, and the Black Country Food Bank.

Good links have been maintained with the local schools – especially the Short Heath Federation.

Cross Parish Zoom meetings have continued for the purpose of study and prayers and the Furzebank Singing Group has also continued via Zoom.

Church funds at Holy Trinity continue to be affected since Covid-19 and the Parish could not meet its full Share payments.

Our Share for 2021 was set at £49,052.00. Of this, we managed to pay £30,234.00 by the end of 2021. We also received a credit note from the Diocese for £4,088.00. This meant that we defaulted on our Share payment for 2021 by £14,730.00. (There still remains outstanding £12,696.00 from 2020.)

The building infrastructure at Holy Trinity continues to be a concern. A planned ramp to the side door leading into the main body of the church has been put on hold.

The churchyard extension continues to cause issues in respect of trees, but the overall appearance has improved greatly due to a volunteer and the gardening services the parish purchases.

Holy Trinity continues its ministry to the wider community through the Church Hall which is rented by many and various community groups including uniform organisations and a parent/carers and toddler group. During 2021, many of Hall's regular users have come back to use the facilities which has played an important part in the finances of the church.

The churchyard is also a focal point for the community and thanks must be given to the team of volunteers who normally look after the churchyard.

The Scouts have been meeting most of the year and the 'Curate's House' – 13 Wesley Road – is still rented out to tenants but is now run by Bairstow Eves.

'Shaping For Mission'

Shaping for mission continues to be the Diocesan strategy by which all of the parishes within the diocese are being reviewed. Covid-19 has exasperated and hastened the difficulties for the Church of England because of the changes in societal needs, particularly in respect of numbers of attendance and giving, and this is leading to very painful adjustments that are being made at every level in order to arrive at a *modus operandi* for the future that is sustainable.

The Parish has three main problems at the moment that are leading to potentially very painful adjustments. Namely: reduced weekly numbers, that no longer justify the staffing establishment of 1.5; reduced income, that means that it could be argued that at Holy Trinity it could support 0.5 staffing and at Furzebank Worship Centre it could support in the region of 0.3 staffing; and that the church building at Holy Trinity needs a great deal of money to correct the increasing number of issues.

These three problems focusing the attentions of Shaping for Mission on the Parish with a view to addressing the issues. To this end, various meetings are being held, one of which the Archdeacon and the Rural Dean are addressing the PCC (8th March 2022). It will take time to arrive at a solution and we may need to endure one or more interim solutions before arriving at one that is suitable, but the situation is serious and churches and parishes in this situation have been closed and parish boundaries altered.

Financial Review

The PCC's financial position is described in the attached document.

The financial risks are described below. The principal sources of income are collections, occasional office fees and the rent received from 13 Wesley Road.

Reserves Policy

The PCC aims to keep approximately three months running costs in reserves. This is also to cover emergency building work. However, during the Covid Pandemic this has not been achievable due to the lack of income received from church collections.

It continues to be our policy to invest the short-term investment fund balances with the CCLA Church of England Deposit Fund and the remainder in the CCLA Church of England Investment Fund.

Safeguarding

The PCC believe they have fulfilled their duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults), though over Covid-19 this became a little difficult to maintain, however, Safeguarding continues to be an agenda item on the PCC and recently a thorough revamp of the documentation has been initiated and is due to be completed very soon.

Volunteers

No one who has been involved in the workings of the Parish this year cannot have been anything but amazed by the extraordinary effort of some people to maintain the work of the church at the current time. Particularly extraordinary are the efforts of some people who do a great deal for the church, even though they retired from full-time careers many years ago.

This report has been written without mentioning people by name, on the basis that we know who everyone is, God knows, and you all will be rewarded in Heaven.

But, in these times of a complete parish interregnum, we all give our heartfelt thanks to everyone who currently contribute to the life of our parish in whatever way.

Review of the Year

Will Jellyman, Chair of PCC and Church Warden, writes:

2021 continued to bring unique challenges for both churches in our Parish.

We continue to lose Loved Ones, and loyal and dedicated members of our Church, in particularly we remember Beryl Baddeley, a long-time servant of this Parish and long-time member of the Scout Association, whose funeral would have had people standing outside of church had the Covid-19 rules allowed.

Rev. Helen Duckett, who was Interim Minister, left the Parish, having performed her last services on 24th October. Many went to her inaugural service in her new parishes, and we wish her and her family the very best for the future and thank her for the great work that she did whilst in the Parish.

'Shaping For Mission' continues to be a factor in our lives, however, there is a great deal of progress to be made in respect of how this may impact on our churches and the Parish. There is no word at the moment as to whether we will get any minister in the future and it is simply a matter of continuing to go through the process that presents itself as best we can, and to wait.

The work of the Parish continues because our Reader, Wardens and District Wardens have taken on the extra work, above what they were doing already.

The Parish continues to rely on other people, members of the DCCs and the PCC, people who occupy other offices, those who make the services work, in whatever way.

Many people are making an extraordinary effort and we all thank you very much.

This report has been written without mentioning people by name, on the basis that we know who everyone is, God knows, and you all will be rewarded in Heaven.

But, in these times of a complete parish interregnum, we all give our heartfelt thanks to everyone who currently contribute to the life of our parish in whatever way.

Risk Management

The PCC recognises that its principal income is from collections and fees. Both congregations are ageing. The structure of Holy Trinity needs regular maintenance, and the churchyard requires maintenance to provide a safe place for visitors.

The PCC is aware of the need to grow congregations and ensure that the community is welcome at the pastoral offices that mark our lives.

The PCC recognises the challenges of setting aside financial reserves.

The PCC recognises that the Covid Pandemic has the potential to greatly affect future church attendance and giving.

Structure, Governance and Management

The method of appointment of the PCC members is set out in the Church Representation Rules. The Council currently comprises the Churchwardens, a representative of the Readers, those elected to the Deanery Synod, the Secretary and Treasurer of the District Church Councils, the Safeguarding Officer and other members who are elected at the Annual Parochial Church Meeting, by those on the Electoral Roll. The PCC members receive training from courses run by the Diocese. Members of the congregation are always urged to join the Electoral Roll, and to stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance in the parish, and for all financial matters. The Short Heath Parish is a Team Ministry. The day to day running of each church is delegated to District Church Councils for Holy Trinity and Furzebank Worship Centre. These councils deal with all aspects of the life of each church.

Each Church elects' representatives to the Wulfrun Deanery Synod.

The PCC is a Body Corporate established by the Church of England (PCC Powers Measure 1956, and the Church Representation Rules 2006) and is a Charity registered with the Charity Commission. The PCC is governed by the Parochial Church Council Powers Measure (1956) as amended, and the Church Representation Rules that came into effect on 2nd January 1957 (most recently updated in 2020).

The following policies are in place:

Safeguarding

Health and Safety with accompanying Risk Assessments

Expenses for clergy and ministers

Lone working

Vicar and Wardens account (This is a fund for those in need in the Parish)

Baptism policy

General Data Protection Regulation

Social Media

Parish Fees Policy

Related Parties

The Parish of Holy Trinity Short Heath is linked with the parish of Emmanuel Bentley as a United Benefice.

Reference and Administrative details

The Church is situated in Church Road, Willenhall WV12 5PT and is part of the Deanery of Wulfrun, in the Diocese of Lichfield. The correspondence address is 167 Colman Avenue, Wednesfield, Wolverhampton, WV11 3RU.

Registered charity number: 1136136.

Web presence is through A Church Near You and a website for Furzebank.

Holy Trinity Short Heath and Furzebank Worship Centre have independent Facebook pages.

PCC members who have served from 1st January 2021 until the date this report was approved were:

1	Rev Helen Duckett	Team Vicar to 24 th October
2	William Jellyman	Parish Warden (Chair of PCC)
3	Gilleen Oplocky	Parish Warden
4	Helen Denny	District Warden Furzebank
5	Barry Crook	District Warden Furzebank
6	Betty Harding	District Warden Holy Trinity
7	Polly Harding	District Warden Holy Trinity
8	Gwenda Butt	Deanery Synod Rep
9	Barbara Crowther	Deanery
10	Roger Butt	Holy Trinity Rep
13	Roger Wilcox	Furzebank Rep
14	Carol Crook	Deanery Synod Rep
15	Roger Wilcox	Furzebank Rep
16	Bryn Evans	Safeguarding
17	Sally Tuckley	District Secretary Furzebank
18	Norma Mills	District Secretary Holy Trinity

Names and addresses of advisers

Bank Lloyds Bank

Investment CCLA

Managers Diocesan Board of Finance

Independent Examiner Mr D Bennett

Approved by the PCC on 12th May 2022 and signed on its behalf by:

.....

William Jellyman (Chair)

.....

Gilleen Oplocky (Parish Warden)

Independent Examiner's Report to the trustees/members of the PCC of Short Heath Parish

Registered Charity number 1136136

I report on the accounts for the year ended 31st December 2021 which are set out on the following pages.

Respective responsibilities of the 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) that an independent examination is needed.

It is my responsibility

- to examine the accounts under section 145 of the Charities Act, to follow the procedures laid down in the General Directions given by the Charity Commission (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 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 (other than that disclosed on the following page *) which gives me cause to believe that in any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records

I have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

** Please delete words in brackets if they do not apply*

Signed: Date:

Derek John Bennett FIAB; FIAAP; AMISM; MACAT.
6 Heath Road New Invention Willenhall WV12 5EF

The PCC of Short Heath Parish
Financial Statements for the Year Ended 31st December 2021
Receipts and Payments Account

		Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2021 £		Total Funds 2020 £
RECEIPTS								
Donations and Legacies	4a	33,586				33,586		38,911
Activities for Generating Funds	4b		265			265		34
Income from Investments	4c		82	710		792		771
Church Activities	4d	13,443	36,001			49,444		19,312
Other	4e	272				272		1,081
Total Receipts		47,301	36,348	710		84,359		60,110
PAYMENTS								
Raising Funds	5a							-
Church Activities	5b	56,049	26,245			82,294		69,489
Other	5c	3,351	50			3,401		1,918
Total Payments		59,400	26,295			85,695		71,407
Excess of Receipts over Payments		-12,099	10,053	710		-1,336		(11,297)
Transfer between Funds	8	11,160	-11,160			0		
Adjustment from 2020								8000
Cash at Bank and In Hand at 1st Jan	6	20,374	58,625	11,634	-	90,633		82,633
Cash at Bank and In Hand at 31st Dec	6	19,435	57,518	12,344	-	89,297		90,633

The PCC of Short Heath Parish

Financial Statements for the Year Ended 31st December 2021

Finance
Form Box
Number

Statement of Assets and Liabilities

		Total 2021 £	Total 2020 £
Cash Funds			
	6		
Bank Current Accounts		76,953	78,999
CBF Deposit Accounts		12,344	11,634
Petty Cash			-
31	Total Cash Funds	89,297	90,633
Other Monetary Assets (due to PCC)			
Gift Aid Recoverable			
Other			
34	Total Other Monetary Assets		-
Investment Assets			
	7		
CCLA Investment Fund (at market value)			
Other Investments			
32	Total Investment Assets		-
Assets Retained for Church Use			
	8		
Freehold House		175,000	175,000
Other			
33	Total Assets Retained for Church Use	175,000	175,000
Liabilities (owed by the PCC)			
Loan from the Diocese			
Diocesan Parish Share		24,409	11,903
Organ Cleaning			
35	Total Liabilities	24,409	11,903

The PCC of Short Heath Parish

Financial Statements for the Year Ended 31st December 2021

1. Notes to the Accounts:

The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payments basis.

2. Fixed Assets

Consecrated and benefice property is not included from the accounts by s.10(2)(a)&(c) of the Charities Act 2011.

Moveable 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's inventory, which can be inspected (at reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements.

Other tangible fixed assets are valued at cost.

3. Description of Funds

a. Unrestricted Funds are income funds of the PCC that are available for spending on the general purposes of the PCC, including amounts designated by the PCC for fixed assets for its own use or for spending on a future project and which are therefore not included in its "free reserves" as disclosed in the trustees' annual report.

b. Restricted Funds Comprise of two elements:

- i. income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest.
- ii. 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. Where there is not separate investment, interest is apportioned to individual funds on an average balance basis.

c. Endowment Funds are restricted funds that must be retained a trust capital either permanently to subject to a discretionary power to spend capital as income, and where the use of any income or other benefit derived from the capital may be restricted or unrestricted. Full details of all their restrictions are shown in the notes to the accounts.

The PCC of Short Heath Parish
Financial Statements for the Year Ended 31st December 2021

Finance	RECEIPTS	4	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2021 £	Total Funds 2020 £
	Donations and Legacies							
	<i>Voluntary Receipts</i>	4a						
1	Tax efficient planned giving		19,120				19,120	20,310
2	Other planned giving		1,220				1,220	3,655
3	Collections at services		1,761				1,761	5,733
4	All other giving and voluntary receipts including special appeals		5,479				5,479	1,330
6	Gift Aid Recovered		6,006				6,006	7,883
7	Legacies Received							-
8	Grants (recurring and one-off)							-
			33,586				33,586	38,911
	<i>Activities for Generating Funds</i>	4b						
9	Summer Fete							-
9	Christmas Fair							-
9	Other Fundraising Activities			265			265	34
				265			265	34
	<i>Receipts from Investments</i>	4c						
10	Dividends			75	710		785	771
10	Bank Interest			7			7	-
				82	710		792	771
	<i>Church Activities</i>	4d						
11	Statutory Fees (retained by PCC)			36,001			36,001	13,626

12	Church Hall Hire		3,835				3,835		1,105
12	Sunday morning coffee								-
12	Bookstall		144				144		500
12	Car Park		1,430				1,430		
12	Wesley Road		6,252				6,252		2432
12	Other trading activities		1,782				1,782		1650
			13,443	36,001			49,444		19,312
	Other Receipts	4e							
13	Other		272				272		475
13	Scouts Contract reimbursement								606
			272				272		1081
A	Total Receipts		47,301	36,348	710		84,359		60,110

The PCC of Short Heath Parish
Financial Statements for the Year Ended 31st December 2021

Finance Form Box Number	PAYMENTS	5	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2020 £	Total Funds 2020 £
	Raising Funds	5a						
	Costs of Generating Funds							
17	Stewardship Costs							-
17	Costs of Fund Raising							-
17	Coffee Morning Costs							-
								-
	Charitable Activities	5b						
	Church Activities							
18	Mission Giving and Donations		845				845	1,261
19	Diocesan Parish Share		31,251				31,251	30,000
20	Salaries and Wages		63	1,505			1,568	210
21	Clergy and Staff Expenses		2,171	324			2,495	3,857
	Church Expenses							
22	Church Expenses (Mission and Evangelism)		51	114			165	1,060
23	Church Running Expenses (inc Governance)		1,685				1,685	9,951
24	Church Utility Bills		2,606				2,606	2,764
25	Support Costs		569				569	215
25	Insurance		4,034				4,034	5,051
25	DBF Fees			18,566			18,566	13,588
25	Wesley Road			249			249	771
25	Church Yard		6,913	5,487			12,400	4,268
25	Church Hall & IT Running Costs		4,505				4,505	2,180
	Major Capital Expenditure							
27	Major Repairs to the Church		816				816	944
28	Major Repairs to Church Hall							1,075
29	New Building Work		1,070				1,070	-
			56,579	26,245			82,824	69,489

99	Other Payments	5c							
	Governance Costs		245				245		1,210
	Other Expenditure		2,576	50			2,626		708
									-
			2,821	50			2,871		1,918
C	Total Payments		59,400	26,295			85,695		71,407

The PCC of Short Heath Parish

Financial Statements for the Year Ended 31st December 2021

6	Cash at Bank and in hand								
			Unrestricted £	Restricted £	Endowment £	2021 Total £	2020 Total £		
	HSBC Current Account		26,553			26,553	61,202		
	Barclays Account		50,400			50,400	9,797		
	CBF Deposit Account			12,344		12,344	11,634		
	Petty Cash					-	-		
	Total		76,953	12,344	-	89,297	82,633		
7	Investments (if applicable)								
		At 1st Jan £	Additions £	Disposals £	Transfers £	Change in Market Value £	At 31st Dec £		
	Unrestricted funds								
	Investments	11,513	7,102				18,615		
	Restricted funds								
	Investments	11,634	710				12,344		
	Endowment funds								
	Investments	-							
	Total	23,147	7,812				30,959		
8	Fixed Assets	175,000					175,000		
	Fixed Assets freehold Curates House £175,000								

9	Summary of Fund Movements								
		Balance at 1st Jan £	Receipts £	Payments £	Transfers £	Balance at 31st Dec £			
	Unrestricted Fund					-			
hsbc	1. Furzebank 91285467	2,574	26,395	23592	7100 2000 -2000 -7100 -8058 -4676	5,377			
hsbc	2. Short Heath PCC 51414461	7,493	34,851	39,788	8058 4676 7500 8093	2,556			
bclay	3. Holy Trinity DCC 60893382	10,307	24,590	23,395	-7500 1070 1997	11,502	Inc hall		
		20,374	85,836	86,775	11,160	19,435			
	Designated Funds								
hsbc	1. Holy Trinity Rectors fund 43126900	7,030	75	7,100	-7,100	5			
bclay	2. Holy Trinity Community 60678163	7,490	1.0 (int)			7,491			
hsbc	3. Furzebank 41594265	11,513	2 int 7,100		7,100	18,615			
bclay	4. Holy Trinity Fundraising 40555622	30,592	3 int 265	1,070	-1070	29,790			
bclay	5. Holy Trinity Fees 43514595	2,000	38,001	38,384	2000 -2000 -8093 --1997	1,617			
		58,625	45,447	46,554	-11,160	57,518			
	Restricted Funds								
	1. Invst CBF* 620163001S	11,634	710			12,344			
	2. PCC	175,000				175,000			
		186,634	710			187,344			
	Endowment Funds								
	Total Funds	265,633	131,993	133,329	0	264,297			
	Designated Fund 1	receives interest and dividends from CBF fund for distribution by the Rector							
	Designated Fund 2	use for community as designated by the incumbent, all but £5 transferred to Furzebank Savings Account, for ease of using							
	Designated Fund 3	Furzebank savings account, from 14 th April 21 including Holy Trinity Rectors Fund							
	Designated Fund 4	for fundraising activities by Holy Trinity							
	Designated Fund 5	for fees from statutory offices performed in the parish opened 30 January 20							
	Restricted Fund 1	CBF Investment							
	Restricted Fund 2	Property, any income goes into the PCC account							