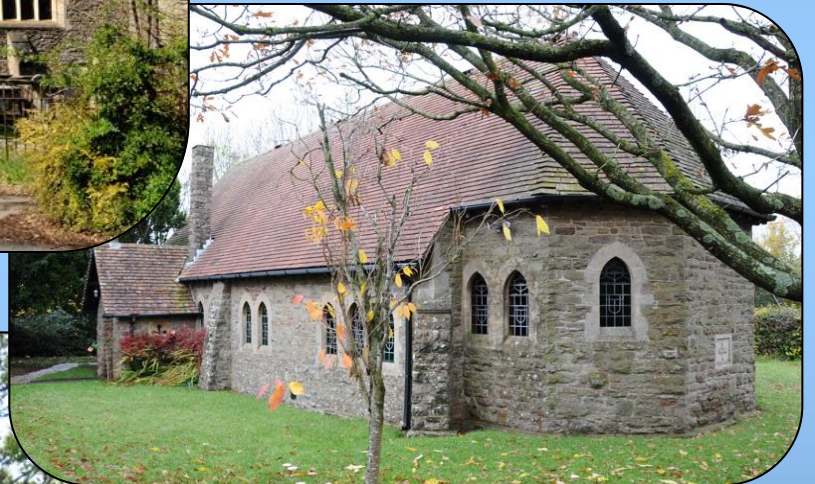


# Thornbury Parochial Church Council

## 2020 Annual Report and Accounts



# **Annual Report**

## **Legal and administrative Parish**

Legal and administrative information, including details of the Parochial Church Council (PCC) members who served during the year, is shown in Appendix A.

## **Aims and organisation**

The main purpose of the PCC is defined in the Parochial Church Councils (Powers) Measure 1956 as 'to co-operate with the minister in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical'.

The PCC normally meets about 9 times in the year. Between these meetings business is transacted by the Standing Committee. Other subcommittees and groups reporting to the PCC are shown in Appendix B.

The revised electoral roll report is to be presented at the Annual Parochial Church Meeting (APCM).

As both St Mary's and St Paul's churches had to be closed for public worship for many months during the Covid-19 pandemic, it is not possible to give usual average Sunday attendances. The lockdown began on 23rd March 2020. St Mary's was able to open for limited numbers, for a few services, during July, August and September, and again for a Christmas service. St Paul's was only open for a very limited number of services as it is much smaller and we had to limit the numbers attending, due to the social distancing regulations. Some services were able to be held on zoom from the vicarage, or St Mary's Church, until the new audio-visual equipment was installed, and we could live-stream on YouTube.

## **Review of progress and achievements**

Due to the Covid-19 pandemic, the PCC only met 5 times over the calendar year, not counting the APCM, of which one was via Zoom. In addition, where decisions by the PCC became necessary during lockdown, these were made by email votes.

Zoom was also used for Standing Committee meetings.

Our Curate, Reverend Joy Ludlow, completed her curacy in July, and was appointed priest in charge of Thornbury Benefice, returning in October. Canon Tudor Griffiths took over during the period July-October. Our retired priests were unable to assist from March onwards, during the pandemic, due to their age. There have been no other staff changes this year.

At St Mary's work continued on the Porch Doors, there were upgrades to the electrics, CCTV was installed, a new audio-visual system with live streaming was installed, and some smaller works carried out. There were small maintenance works at St Pauls, as well as improvements to the AV system.

The Covid-19 pandemic caused the church to be closed for much of the year and all social events were abandoned.

Our income reduced dramatically, because services were curtailed, weddings were cancelled, few funerals took place in church buildings, and there were almost no visitors. However, we are fortunate in having many regular contributors, either to the Parish Giving Scheme, or directly to our bank account. Our finances suffered a large reduction, but investments rose which reduced the impact. We also took advantage of the furlough scheme when our employees were unable to work.

Finally, we have had to bid a sad farewell to many of our church community who contributed to our Parish in so many ways. May they rest in peace.

## **Legal and administrative – Hall**

Legal and administrative information, including details of the Managing Trustees and the Hall Committee is in Appendix C.

## **Aims and organisation**

The aims of St Mary's Church Hall Trust are contained in the Thornbury Church Institute Declaration of Trust Deed dated 30<sup>th</sup> March 1912. This established the Trust to provide a Hall, inter alia, "for any ecclesiastical purpose or for the purpose of mission services, Sunday schools or meetings or for any object or purpose having in view the spiritual, moral, social or intellectual wants, requirements and welfare of professing members of the Church of England".

The Hall Trust places the facility in the absolute care of the Vicar and Churchwardens for the time being in office. They have the power to appoint Trustees. The original Custodian Trustees are all deceased and this role has now been taken by The Gloucester Diocesan Trust. On 27 January 2004, the Vicar and Churchwardens appointed Thornbury PCC to manage the day-to-day administration of the Hall. This is undertaken via the Church Hall Sub-committee of the PCC, which can include, ex-officio, the Vicar and Wardens.

## **Review of Financial Activities and Affairs**

The most significant feature of 2020, affecting the Accounts, was the Covid -19 pandemic. Following the lockdown imposed by the Government in March 2020, the churches were closed, and no services were held in them for many weeks. There were no weddings or funerals in church, or any services at all for many weeks. Even when the churches re-opened, we took a cautious approach, and numbers attending services were limited. Churches were not receiving casual visitors, there was one small wedding, and funerals were also very limited in numbers allowed.

This had a major impact on our income for the year, with very low cash collections at services, few donations and much reduced fee income from funerals and weddings. We could not have film nights or music concerts or any other social meetings. We are, however, truly fortunate in having generous and committed congregations, who have maintained their regular giving, whether via the Planned Giving Scheme, Standing Orders or envelopes.

Expenditure was not significantly reduced, as we had to invest in hand sanitizers, extra cleaning, a contactless machine for donations, and extra licences to enable us to stream services to be seen online. We were able to continue with maintenance and improvements to the fabric of St Mary's. Most importantly we invested in much improved audio-visual equipment in both churches and the Church Hall. This was a timely exercise and has meant that we could introduce live streaming of services from the Autumn onwards.

The Receipts and Payments account shows a net deficit over the year of £92,399. The deficit on the General Fund was due to reduced income, that on the Designated Fund was because of the audio-visual equipment installed at St Mary's. The Restricted Funds also showed a deficit in the year, because of all the fabric work undertaken at St Mary's, but this was offset by an increase in the share valuation at the year end. The total funds have thus decreased slightly from £1,609,603 to £1,581,357.

Reverend Joy had a placement in California in February, returning early in March to the pandemic and quarantine. She continued as curate until July, then left for two months before returning as Priest in Charge. She had been appointed following interviews in July, and the congregations were delighted with the result! While she was away, we had Canon Tudor Griffiths leading our services and maintaining our spiritual needs.

The Churchwardens were very busy during this year, ensuring that the churches were kept safe, whether they were empty or with services taking place. They also oversaw a large amount of maintenance and improvements in both churches, but particularly in St. Mary's (funded by the Robinson Trust).

Many thanks to everyone who gives generously of their money, time and support in so many different ways.

## Funds

We operate 3 types of fund: The General Fund covers day to day income and expenditure and can be used for the whole Parish. The Designated Fund is earmarked for major projects, while the Restricted Funds are for specific expenditure using income raised or donated for such purposes, as detailed in the notes. As we no longer have a "Reserves" fund (what we used to think of as "savings") we need to keep a surplus and operating balance on our General Fund, sufficient to cover a year of salaries or three to four months of out-goings or any emergency that might arise. For this reason, we now keep a balance of between £50k – £60k on the General Fund. (£50,581 at 31.12.20).

### General (unrestricted) Fund

As expected the outgoings of this fund exceeded the income by almost £8,000. We hope that income will increase in 2021, while expenditure should not vary much from 2020. We have reduced the Parish Share (our payment to Gloucester Diocese) for 2021 and hope that there may be fundraising to restore our day-to-day funds.

The notes to the accounts give a breakdown of figures and costs for all the components that make up our income and expenditure and where there is a difference which is more than normal variation or inflation a comment or explanation is given.

### Designated Fund

The Designated Fund holds our reserves, which are available to use on any projects within the Parish. For the purposes of the Charities Commission, we must identify possible works that will need doing in the near future. During 2020 the audio-visual equipment was significantly upgraded in St Mary's, enabling live streaming of services to take place, when congregations were not encouraged to be in the church buildings.

The balance on the fund is now £46,333.

Current projects to be funded in 2021 onwards are as follows

Stained Glass window cleaning /repairs	40,000
Fees: - Architect's fees on above projects	<u>6,333</u>
	<u>46,333</u>

The above figures are estimates of cost only at this stage. Works will not begin until a contract price and schedule of works is agreed. These items may change if priorities change. The stained-glass cleaning/repairs will cost more than £40K, but hopefully we can apply for grants.

## **Planned Giving and the Parish Giving Scheme**

The number of planned givers (whether in the diocese scheme, Standing Orders or envelopes) has decreased from 152 to 135 at the end of 2020.

Thank you all for your continued commitment to our ministry, and for reviewing or increasing your giving. Thanks to Phil Jones for continuing in the role of Planned Giving Recorder.

## **Restricted Funds**

### **Bufumbo**

Limited income continues to come in from the sale of beads for our link parish in Uganda. The fund includes a legacy of £5,000 given in 2016 from the will of the late Dr Jean Clark. We are indebted to Fiona and Ken Mitchell, who work tirelessly to continue our active support of Bufumbo. They are working with the Missions Committee to decide how best to spend the large balance. Full fund details appear in the notes to the accounts.

### **Fabric Fund**

The fund has now closed as fabric repairs will be paid for out of the Robinson Fund.

### **Friends of St Mary's Re-ordering Fund**

There has been no movement on this fund since the completion of the first stage of re-ordering - the west end in 2014. This fund was set up when we had an ambitious scheme and design for re-ordering at St Mary's. That scheme was closed in 2012 when it was found to be financially unattainable and since then a more piecemeal approach has been taken of doing smaller projects for which funding can be found. The small remaining balance on this fund will be used for the next phase of re-ordering at St Mary's.

### **Hopkins Restricted Fund**

The Hopkins Legacy is restricted by the will of the benefactor who left it "to the PCC of St Mary's and St Paul's Thornbury, to be applied both capital and income for such charitable or religious purposes in the said parish as the PCC shall in its absolute discretion think fit". It now stands at almost £564K. It provides income of approx. £10k per annum, 10% of which the PCC voted to be distributed in the parish as decided annually by the missions committee. The remaining 90% income is held in the Hopkins deposit account and funds other projects and buildings maintenance. The value of the share capital increased by £30K in 2020. The CBF fund is administered by CCLA the Church of England investment managers. Full fund details appear in the notes to the accounts.

### **Robinson Restricted Fund**

The fund was opened in June 2019, on receipt of a legacy from the late Nesta Robinson. The funds have now been invested with CCLA, £250K was immediately put into shares, while the balance (£350K) was held in a deposit fund. There were monthly purchases of £50K of shares up to £150K in 2020, leaving a balance in the deposit fund to pay for projects in 2020 and 2021. This fund is also restricted under the terms of the will, to be used for the fabric of St Mary's Church. However, this does mean that more of the General Fund is available for non- fabric expenditure and for St Paul's Church.



### **Music Fund**

This fund holds money for the organist to use on musical matters and is funded by income from choir fees for singing at weddings, and donations, mainly from the concert series, when allowed. Full fund details appear in the notes to the accounts.

### **Bells Fund**

The Bells fund has been brought back into PCC accounts. It receives monies from wedding couples, and payments are made from it to the ringers, as required. The current balance will be used for any small repairs, as necessary. The CCTV has been improved so that there is a better view from the Bell Tower into the church, particularly useful for weddings.

### **Children and Youth Fund**

This fund has now received the additional giving pledged by our members, and no more donations are expected, unless another Children and/or Youth worker is employed. We tried to refill the post but were unsuccessful. An alternative Children and Family worker position was also advertised but not filled. The balance will be spent on the children and youth ministry in the parish, in accordance with a policy to be devised and agreed with the Revd Joy. Full details of the fund appear in the notes to the accounts.

### **St Mary's Church Hall**

The Church Hall accounts form part of our church accounts. They occupy the fourth column of the receipts and payments account and the balance sheet includes their details and share of investments. The Church Hall report is at the end of this one and their notes appear in the "Notes to the accounts". The Hall Committee, as a sub-committee of the PCC, maintain and run the Church Hall and prepare the Hall accounts for inclusion at year end.

## **Use of Funds**

The Charities Commission require the PCC to comment on the size and use of retained funds. The General Fund covers the cost of our ministry, staff costs, Parish Share and routine up-keep of our buildings. The operating balance we hold on that fund is around a third of our annual expenditure. Funds surplus to this are held in the Designated Fund. We have a hall complex and two church buildings to maintain, one of which is Grade I listed and in constant need of specialist attention, particularly regarding its masonry. The funds we hold are not enough to cover all the things we would wish to do to bring the latter to the level of modernisation required by a 21st century community. The biggest foreseen cost is St Mary's floor. The stone tiles are disintegrating and will eventually need replacing. This could cost more than £1million. The investment held in the Hopkins fund (which is under our sole discretion) has long been earmarked for this project when other funding is available. The Robinson legacy is for the fabric of St Mary's and it has been agreed that Glass Doors will be fitted at the South End (main entrance). The stained-glass windows need re-leading and repairing, costing in the region of £60K. The total re-ordering of St Mary's, so that it can better serve the mission of the parish in the 21st Century, remains our aspiration.

## **Assessment and Mitigation of Financial Risks**

The major threats can be summarised as follows:

- Falling church membership. Most of the congregation are over 65 years of age.
- The Congregation is comprised of a high proportion of pensioners on reduced income.

- Failure to refresh the congregation by younger people committed to Planned Giving.
- 35% of our Planned Giving coming from just 10 givers and the impact of the loss of one or more of these on our total income.
- Meeting the cost of upkeep and re-ordering of buildings.
- Large Parish Share. For the support of ministry in this and other parishes in diocese.
- Rising staff costs due to the need to comply with employee legislation for both salary level and the work-place pension.
- The difficulty in finding people with the skills and the time available to take up roles such as warden or treasurer. The raising of state pension age has resulted in many people having to work longer, depleting the group of people available for many roles in the church.
- Children and children's work is a priority, despite losing our Youth Worker during 2017. Considerable time is spent on encouraging children and their families to join the church community.

## **Bank Accounts**

Interest rates continue to be very low so there is nothing to be gained from moving any of our investments. We continue to bank with NatWest as the diocese has an agreement that all its churches get interest on their balances, although we do now pay bank charges on both current accounts. We hold surplus funds in a Virgin Money saver and at the beginning of 2016 we opened a Coventry Charities saver account in order to bring all balances to £85k or lower, £85k now being the maximum amount covered by the Financial Services Compensation Scheme. It is increasingly difficult to find or open "charity" accounts due to increased legislation regarding signatories. The PCC will continue to safeguard the funds in the best way possible.



## Church Hall - Review of Activities during 2020

Regular use of the hall was curtailed from mid-March due to the Coronavirus Pandemic.

During August, a full risk assessment was carried out. The hall was thoroughly cleaned, a sanitising station with auto dispenser and additional warning notices were acquired to make the hall covid-19 compliant.

Four regular users, namely Thornbury Studio Art Groups, Music with Mummy and Kumon, returned in September, after users had been advised that the hall security was covid-19 compliant. However, further restrictions in November and December resulted in the cancellation of these user groups.

Three new children's play groups, Little City Bristol, Tots Play World and Pop-Up Village started using the hall on a monthly basis, after the hall reopened in September.

Three existing users, Whist Drive, Sugar Crew and Thornbury Craft Club no longer use the hall.

During the year, the audio-visual equipment in the hall was upgraded. This included the provision of overhead projection facilities.

While the hall was unoccupied during the covid-19 lockdown, a fault developed in the cistern flow control in the men's toilet which resulted in an excessive loss of water over several weeks. This only became apparent when the six-monthly water bill was received at the beginning of December,

Arrangements have been made to acquire and install a new control unit during 2021. The replacement of the hall shed in the car park costing £700 is another major project planned for 2021.

The accounts for Church Hall are included in the Notes to the Accounts.

The key points are:

- A net operating deficit of £870 was recorded for the year. This was made up as follows:

Church Hall – Deficit of £7,905 (£5,314 surplus in 2019)

House – Surplus of £7,035 (£7,721 surplus in 2019).

The poor financial performance of the hall was due mainly to the loss of hall rental income and additional costs arising from the coronavirus pandemic, whereas rental income from the house remained at the same level as 2019.

- The total annual income from hall lettings was £5,340 (69% less than 2019). This included only £40 from a single casual user, the balance from regular users. Most of the income was received in the first three months of the year before the hall closed in March.
- Subsidies to hall users for the year through "charity" discounts amounted to £420 (£1371 in 2019). Discounts allowed to frequent hall users amounted to £1,220 (£3,625 in 2019).
- The net rent from the house, after deduction of management fees, was the same as the previous year. There was no increase in the annual rent charged to the house tenant. The

flooring of the house was renewed, costing £367 for the materials. The tenant kindly laid the new flooring himself, so no labour costs were incurred.

- Major works of £5,666 relate to £4,625 for the installation of a new audio-visual system in the hall, £707 to install new LED strip lights and £434 for the sanitising station.
- The cost of heating and lighting was £795 (36%) less than the previous year. The cost of water and sewerage was £296 more than 2019 due to the loss of water arising from the failure of the cistern control valve in the men's toilet during lockdown. The water supplier has been approached for a refund to offset this loss.
- Staff costs were £841 more than the previous year, as it was necessary to employ contractors to clean the hall, due to the ill health of the regular cleaner. £766 was received from the Government's "furlough" scheme to cover 80% of the cleaner's salary during the "lock down" period.
- The Virgin Bank deposit held by the Parochial Church Council remained at £35,000. The interest received on the deposit was £90 less than the previous year.
- The Virgin Bank deposit of £35,000 has been set aside for resurfacing the car park. The Nat West Bank balance of £24,192 will be applied to future operating costs arising from the pandemic and a contingency for future repairs to the hall and the house.

## **Independent Examiners Report**

I report on the accounts of The Parochial Church Council of the Ecclesiastical Parish of Thornbury, Bristol, registered charity no. 1137265 for the year ended 31<sup>st</sup> December, 2020 which are set out on the subsequent pages.

### **Respective responsibilities of the trustee and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(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;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

### **Basis of the independent examiner's report**

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 you as 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 matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act 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.



27<sup>th</sup> April 2021

Kenneth Mitchell  
19, David's Close  
Alveston  
Bristol  
BS35 3LR

**Thornbury Church - 1137265**  
**Receipts and Payments Account**

**For the period from 01 January 2020 to 31 December 2020**

	Unrestricted funds	Designated funds	Restricted funds	Church Hall funds	Total funds	Prior year total funds
<b>Receipts</b>						
Donations and legacies	149,180	—	16,760	—	165,940	842,919
Income from charitable activities	3,326	—	—	15,377	18,703	38,088
Other trading activities	—	—	—	—	—	11
Investments	1,494	—	25,245	172	26,911	17,025
Other income	636	—	—	—	636	757
<b>Total receipts</b>	<b>154,637</b>	<b>—</b>	<b>42,004</b>	<b>15,549</b>	<b>212,190</b>	<b>898,800</b>
<b>Payments</b>						
Expenditure on charitable activities	162,390	50,277	75,320	16,419	304,407	248,602
Other expenditure	182	—	—	—	182	664
<b>Total payments</b>	<b>162,572</b>	<b>50,277</b>	<b>75,320</b>	<b>16,419</b>	<b>304,589</b>	<b>249,266</b>
<b>Excess of payments over receipts before transfer</b>	<b>(7,935)</b>	<b>(50,277)</b>	<b>(33,316)</b>	<b>(871)</b>	<b>(92,399)</b>	<b>649,534</b>
<b>Transfers</b>						
Gross transfers between funds - in	40,000	10,000	40,000	—	90,000	20,433
Gross transfers between funds - out	(40,000)	—	(40,000)	(10,000)	(90,000)	(20,433)
<b>Excess of payments over receipts before other gains</b>	<b>(7,935)</b>	<b>(40,277)</b>	<b>(33,316)</b>	<b>(10,871)</b>	<b>(92,399)</b>	<b>649,534</b>
Gains/(Loss) on Investments	670	—	63,484	—	64,154	73,323
<b>Net movement in funds</b>	<b>(7,265)</b>	<b>(40,277)</b>	<b>30,168</b>	<b>(10,871)</b>	<b>(28,245)</b>	<b>722,857</b>
<b>Reconciliation of funds</b>						
<b>Excess of receipts over payments at beginning of</b>	<b>57,846</b>	<b>86,610</b>	<b>1,184,510</b>	<b>280,637</b>	<b>1,609,603</b>	<b>886,745</b>
<b>Excess of receipts over payments for the year</b>	<b>50,581</b>	<b>46,333</b>	<b>1,214,677</b>	<b>269,766</b>	<b>1,581,357</b>	<b>1,609,603</b>
<b>Represented by</b>						
Unrestricted						
General fund	50,581	—	—	—	50,581	57,846
Designated						
Designated fund	—	46,333	—	—	46,333	86,610
Restricted						
Bells	—	—	1,882	—	1,882	3,375
Bufumbo	—	—	8,548	—	8,548	8,488
Children and Youth Work	—	—	28,537	—	28,537	28,769
Fabric Fund incl Chancel Roof	—	—	0	—	0	0
Friends of St Mary's Reordering	—	—	4,561	—	4,561	4,561
Hopkins Restricted Reserve	—	—	564,462	—	564,462	521,994
Music incl choir	—	—	5,435	—	5,435	5,355
Robinson Trust	—	—	601,253	—	601,253	611,968
Church Hall						
Hall Property	—	—	—	210,000	210,000	210,000
Hall designated receipts and payments	—	—	—	59,766	59,766	70,637

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

# Thornbury Church - 1137265

## Balance Sheet detailed

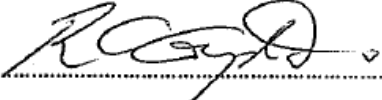
	As at 31/12/2020	As at 31/12/2019
<b>Fixed assets</b>		
Hopkins Reserve CBF CofE Investments	96,958	90,695
Hopkins General CBF CofE Investments	371,496	347,500
Salmon Curate gift - CBF CofE Shares	2,593	2,426
General Bequest Fund - CBF CofE Shares	7,779	7,276
Church Hall and Land	210,000	210,000
Robinson CBF (CCLA) Investments	435,910	252,685
<b>Total Fixed assets</b>	<b>1,124,736</b>	<b>910,582</b>
<b>Current assets</b>		
NatWest Number 1 account	60,075	80,424
NatWest Number 3 account	0	0
Church Hall Bank A/c	24,192	33,183
CBF General Purposes Deposit	9,639	9,598
Hopkins Restricted Deposit	96,131	83,922
Virgin Money Savings A/c Church	40,000	40,000
Virgin Money Savings A/c Hall	35,000	35,000
Coventry charity deposit	55,749	55,421
Robinson Restricted Deposit	146,200	350,171
Accounts Receivable	1,773	12,355
Oldbury share receivable	—	—
Payments in Advance	—	—
Pre-paid Expenditure	200	0
Accrued Income	6998	148
Hall Net Debtors	2,090	3,562
<b>Total Current assets</b>	<b>478,047</b>	<b>703,783</b>
<b>Liabilities</b>		
Agency collections	3,505	773
Accrued expenditure	14,881	2,581
Unpaid assigned fees	—	—
Unpaid pass throughs	—	—
Outstanding payments to charities	—	—
Pre-paid Fees	1,526	300
Hall Liabilities	1,515	1,109
<b>Total Liabilities</b>	<b>21,427</b>	<b>4,763</b>
<b>Net Asset surplus (deficit)</b>	<b>1,581,357</b>	<b>1,609,603</b>

## Balance Sheet detailed (Continued)

	As at 31/12/2020	As at 31/12/2019
<b>Reserves</b>		
Excess / (deficit) to date	(92,399)	775,847
Starting balances	1,609,603	760,432
Gains/(losses) on investment assets	64,153	73,324
Gains/(losses) on investment assets	—	—
<b>Total Reserves</b>	<b>1,581,357</b>	<b>1,609,603</b>

Represented by Funds		
General	50,581	57,846
Designated	46,333	86,610
Restricted	1,214,677	1,184,510
Church Hall	269,766	280,637
<b>Total</b>	<b>1,581,357</b>	<b>1,609,603</b>

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

Signed by:  .....

Date: 4/5/21 .....

Robin Gupta – Churchwarden and Lay Chair of PCC

**Thornbury Church - 1137265**  
**Receipts and Payments Account**

**For the period from 01 January 2020 to 31 December 2020**

**Notes to the Accounts**

**General Fund**

	2020	2020	2019	2019
	£	£	£	£
<b>General Fund – Receipts</b>				
Voluntary Income				
Planned giving (Note 1a)	105,545		107,788	
Collections (Note 1b)	2,706		10,304	
Donations (Note 1c)	6,151		13,087	
Gift aid reclaimed on charitable giving (Note 1d)	24,223		27,599	
GASDS - addition gift-aid on non-gift aided giving over the year (Note 1d)	1,430		2,599	
Income for flowers and photocopying, events (note 1e)	150		2,110	
Grants including recurring and one-off (note 1f)	7,977		422	
Legacies (Mr Peter Sumner 2020- 1 <sup>st</sup> instalment)	<u>1,000</u>		<u>1,500</u>	
		149,182		165,409
Investment Income (Note 1g)		1,494		3,238
Receipts from Charitable Activities				
Weddings and Funerals (Note 2a)	3,098		11,058	
Bookstall sales, course material, (note 2b)	0		10	
Other funds generated (note 2c)	834		980	
		3,962		12,038
<b>Total Receipts</b>		<u>154,638</u>		<u>180,685</u>

Note 1a Planned giving was almost maintained despite the lack of normal services.

Note 1b Collections were significantly lower, due to Covid-19, the lockdown and the lack of normal services.

Note 1c Donations were also significantly reduced due the churches being closed for much of the year. It normally includes monies raised from film nights, Sunday lunches, Alveston Singers and Monies raised by Rev Tom on his Ride and Stride - which he still did in 2020!

Note 1d Gift Aid received was also much reduced as collections and donations were much lower.

Note 1e Flowers' income was much lower in 2020 as there was only 1 wedding

Note 1f Grants include Utilities Warehouse commission, town council grant for flood lighting and a furlough grant.

Note 1g Investment Income is down due to very low interest rates.

Note 2a 2020 had only 1 wedding compared with 2019, which had 14 weddings and 2 blessings. The number of funerals was similar in 2020 to 2019, but we did not charge normal rates and there were fewer in the churches, due to Covid-19.

Note 2b Bookstall – no income received in 2020.

Note 2c Other funds generated include:  
     Oldbury Share of Office Costs  
     Clergy funeral travel fees



**Thornbury Church - 1137265**  
**Receipts and Payments Account**

**For the period from 01 January 2020 to 31 December 2020**

**Notes to the Accounts**

**General Fund**

	2020	2020	2019	2019
	£	£	£	£
<b>General Fund - payments</b>				
Cost of generating voluntary income		132		203
Charitable Activities				
Church office costs	3,277		3,837	
Church flowers (Note 3)	340		2,046	
Children's work	117		54	
Organ & piano tuning	825		480	
Choir & music	107		105	
Chat (church magazine) (Note 4)	682		1,746	
Church Maintenance				
St Mary's (Note 5)	2,516		3,238	
St Paul's	3,673		1,092	
Church Equipment (note 6)	12,515		3,328	
Church Running costs				
St Mary's utilities (note 7)	4,360		5,359	
St Paul's utilities	541		1,069	
St Mary's Insurance	4,615		4,531	
St Paul's Insurance	513		504	
Cost of upkeep of services	465		989	
Lay Salaries	18,362		18,304	
Parish Share (Note 8)	97,160		92,159	
Ministry Costs, incl vicar's expenses, training, subscription & licenses	1,581		2,625	
Faith sharing, events, courses & social expenses Note 9)	1,487		1,127	
Mission giving (excluding Hopkins - now a restricted fund) (Note 10)	<u>9,050</u>		<u>9,064</u>	
		162,188		151,657
Governance, audit fee, VAT reclaimable, Architect's fees		254		1,381
<b>Total</b>		<u>162,572</u>		<u>153,241</u>

- Note 3 The cost for church flowers was negligible in 2020, as the church was closed for much of the year.
- Note 4 Chat costs were much lower in 2020, as most editions were produced on-line. Costs will revert back to a higher level as hard copies are produced again during 2021.
- Note 5 Maintenance - St Mary's: - Fire risk inspection, lightning conductor testing, boiler service.  
St Paul's – gutter cleaning, electrical inspection and repairs, roof tiles.
- Note 6 Includes noticeboards, CCTV and intercom for office, contactless machine, St Paul's AV equipment, bench and water butts (paid for by a donation)
- Note 7 Utilities costs are lower than would be normal, due to the closure of the churches.
- Note 8 Parish Share was higher in 2020, as we had agreed an extra £5000 for one year, as we had received the Robinson monies.
- Note 9 This was higher than may be expected, as we awarded a grant to Rev Joy for her placement in the USA.
- Note 10 This was maintained at the normal level, as it had been budgeted.

**Thornbury Church - 1137265**  
**Receipts and Payments Account**

**For the period from 01 January 2020 to 31 December 2020**

**Notes to the Accounts**

**Designated Fund**

This fund contains surplus funds designated to fund agreed "projects".

In accordance with FRS 102 SORP we no-longer hold a "reserves" fund. All funds which are not "restricted" to a particular works or projects that have been identified by the PCC as necessary or desirable for delivering our ministry or maintaining our building in order to better serve that ministry (this change took effect for the year ending 31st Dec 2015.)

		2020	2020	2019	2019
		£	£	£	£
<b>Income</b>					
	Grant from Ibstock for pointing works			717	
<b>Total Receipts</b>			0		717
<b>Expenditure</b>					
	St Mary's				
	Audio-Visual equipment	49,387		0	
	Repairs to pinnacles	0		2,467	
	Stafford Ramp Carpentry	470		5,525	
	Stafford ramp pipe alterations	0		2,181	
	Organ sheeting for AV works	420		0	
<b>Total Expenditure</b>			<u>50,277</u>		<u>10,173</u>
Sub-total			(50,277)		(9,456)
Brought forward balance			86,610		76,066
Transfer of General fund surplus to Designated Fund			0		20,000
Transfer of funding from Hall			10,000		<u>0</u>
<b>Balance carried forward</b>			<u>46,333</u>		<u>86,610</u>

Note 13 Below is the current list of Items for which funds have been designated. Additional future works will be for cleaning and repairs to the stained-glass windows in St Mary's.

Items to be funded 2021 onwards by funds held in the designated balance:

		£
St Paul's		0
St Mary's		0
	Stained glass window cleaning/repairs	40,000
	Fees - Architect's fees on above projects	<u>6,333</u>
		<u>46,333</u>

All items are estimated costs only and may be higher than the funds available. If that is the case, we have the Hopkins deposit and a small balance on FOSM fund. St Mary's church requires constant resources for maintenance and fabric upkeep, but we now have the Robinson Trust fund to cover fabric works to St Mary's – see below.

**Thornbury Church - 1137265**  
**Receipts and Payments Account**

**For the period from 01 January 2020 to 31 December 2020**

**Notes to the Accounts**

**Restricted Funds**

**Robinson Trust**

	2020	2020	2019	2019
	£	£	£	
<b>Receipts</b>				
Legacy received from Nesta Robinson		0	675,146	0
Interest on deposit fund	1,030		170	
Dividends from shares	10,691			
Grants received (VAT refunded)	16,481			
<b>Total receipts</b>		28,201		675,316
<b>Payments</b>				
Legal and investment fees	1,240		3,020	
Architects and lighting designer Fees	4,196		6,830	
Prototype doors			1,344	
Lighting project			54,839	
Porch doors, path relaying	22,114			
Relaying slabs	560			
VAT reclaimable	7,439			
Repairs and improvements to clock	8,610			
Electrical works	27,982			
<b>Total Payments</b>		<u>72,141</u>		<u>66,033</u>
Excess of expenditure over income		(43,940)		609,283
Value of Robinson shareholding b/f		611,967		
Increase in value of shareholding		33,224		2,684
<b>Balance carried forward</b>		<u>601,253</u>		611,967

Note14     The requirements of the Will, leaving the funds to St Mary's, state that they must be used for the upkeep of the fabric of St. Mary's. This enables other funds to be released for the upkeep of St Paul's. The first project was to improve the lighting throughout the church. The improvement to the South entrance, including Glass doors should be completed in 2020, with a memorial plaque giving thanks to Nesta Robinson, for her generous donation to the church.

**Thornbury Church - 1137265**  
**Receipts and Payments Account**

**For the period from 01 January 2020 to 31 December 2020**

**Notes to the Accounts**

**Restricted Funds (continued)**

	2020 £	2020 £	2019 £	2019 £
<b>Bufumbo</b>				
<b>Receipts</b>				
Sale of beads	60		48	
Balance brought forward from last year	<u>8,488</u>		<u>8,440</u>	
<b>Balance carried forward</b>	<u>8,548</u>		<u>8,488</u>	
<b>Fabric Fund including Chancel Roof</b>				
<b>Receipts</b>				
	<u>0</u>	<u>0</u>	<u>0</u>	0
<b>Payments</b>				
Repairs to Mary's roof			1,395	
Sub-total		0		(1,395)
Balance brought forward		0		1,395
<b>Balance carried forward</b>		<u>0</u>		0

No specific donations for fabric were received in 2019. This fund has now closed.

**FOSM Re-ordering Fund**

<b>Balance carried forward</b>	<u>4,560</u>	<u>4,560</u>
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Since completion of the first stage of re-ordering of St Mary's - the west end in 2014 - there has been no movement on this fund. The remaining balance will be used on the next stage of re-ordering (South door work) after which the fund will be wound up.

**Thornbury Church - 1137265**  
**Receipts and Payments Account**

**For the period from 01 January 2020 to 31 December 2020**

**Notes to the Accounts**

**Restricted Funds (continued)**

	2020	2020	2019	2019
	£	£	£	£
<b>Hopkins Restricted Fund</b>				
<b>Income from Investments</b>				
Dividends from Hopkins Restricted Investment	11,834		11,489	
10% Dividend for Hopkins Disbursement (Note 15)	1,315		1,277	
Interests on Hopkins restricted deposit	376	13,524	585	13,351
<b>Payments</b>				
Hopkins disbursement	1,315		1,276	
		<u>1,315</u>		<u>1,276</u>
<b>Subtotal</b>		12,210		12,075
Value of Hopkins shareholding b/f	521,994		440,810	
Decrease/Increase in value of shareholding	<u>30,259</u>		<u>69,109</u>	
Year end value of shareholding		<u>552,253</u>		<u>509,919</u>
<b>Balance carried forward</b>		<u>564,462</u>		<u>521,994</u>

This fund arose from the bequest of the late Francis Hopkins. Under the terms of his will, it can only be spent by the PCC of St Mary's and St Paul's, at their discretion, within the parish of Thornbury)

Note 15     10% of the dividends from Hopkins investments are designated for dispersing on projects or causes decided by the missions committee. Total dividend income on this investment was £13,149 giving a figure of £1,315 in 2020.

Details of the disbursement recipients are given in the "Mission Giving 2020" Statement - Appendix D

	2020	2020	2019	2019
	£	£	£	£
<b>Music Fund, including choir</b>				
<b>Receipts</b>				
Donations not Gift Aided	0		75	
Tax recoverable on Gift Aided donations	0		262	
Donations – Concert series (Gift Aided)	0		488	
Donations- Concert series (not Gift Aided)	150		822	
Other funds generated	0		410	
Total Income		<u>150</u>		<u>1,796</u>
<b>Payments</b>				
Contribution to pew cushions	0		1,000	
Swiss visit	0		470	
New Organ Bench	0		2,160	
Music	70			
Total Expenditure		<u>70</u>		<u>1,470</u>
<b>Sub-total</b>		80		326
Balance brought forward prior year		5,355		5,029
<b>Balance carried forward</b>		<u>5,435</u>		<u>5,355</u>

**Thornbury Church - 1137265**  
**Receipts and Payments Account**

**For the period from 01 January 2020 to 31 December 2020**

**Notes to the Accounts**

**Restricted Funds (continued)**

	2020	2020	2019	2019
	£	£	£	£
<b>Bells Fund</b>				
<b>Receipts</b>				
Donations received	69		69	
Total income received		69		69
<b>Expenditure</b>				
Contribution to Pew cushions	0		1,000	
Subscriptions, CCTV, repairs	1,563		696	
Subtotal		<u>(1,563)</u>		(1,696)
Transfer from Weddings		0		433
Balance brought forward		3,375		4,570
<b>Balance carried forward</b>		<u>1,882</u>		<u>3,375</u>

Note 16 The bells fund has been brought back into the PCC accounts, from the Bell Tower Captain's account.

**Children and Youth Work fund**

<b>Receipts</b>				
Donations Gift Aided (Note 16)	0		0	
Donations not Gift Aided	0		0	
Tax recoverable on Gift Aid donations	<u>0</u>		0	
Total Receipts		0		0
<b>Payments</b>				
Materials	232		<u>198</u>	
Subtotal		(232)		(198)
Balance brought forward from prior year		<u>28,768</u>		<u>28,967</u>
<b>Balance carried forward</b>		<u>28,536</u>		<u>28,768</u>

Note 16 The Youth Worker left our employment at the end of August 2017 and has not yet been replaced. Those contributing to this fund were notified and many decided to continue to donate until September 2018. Small amounts are being spent on Children and Youth Work, until the post can be filled.

## Church Hall Notes

Accounts for the year 2020 (Hall Fund, extracted from Thornbury Church Receipts and Payments Accounts)

INCOME	Notes	2020 £	2019 £
Lettings – Hall	1	5,341	17,285
Lettings – House	2	9,240	9,240
General	3	796	30
Investment	4	<u>172</u>	<u>262</u>
		15,549	26,817
<b>EXPENDITURE</b>			
Administrative	5	1,406	1,598
Operations	6	11,800	9,812
Staff	7	<u>3,213</u>	<u>2,371</u>
		16,419	13,781
<b>SURPLUS/(DEFICIT)</b>		(870)	13,036
Balance at 1st January		70,636	57,600
Transfer to PCC designated fund		(10,000)	0
<b>Balance at 31st December</b>		<u>59,766</u>	<u>70,636</u>

Balance Sheet as of 31/12/2020 (Hall fund, extracted from Thornbury Church Balance Sheet)

<b>FIXED ASSETS</b>	Hall and Land	210,000	210,000
<b>CURRENT ASSETS</b>	Cash and Bank Accounts	24,192	33,183
	Virgin Money a/c held by PCC	35,000	35,000
	Debtors – Account Invoices	661	1,858
	Debtors – Other	112	390
	Prepayments	<u>1,316</u>	<u>1,315</u>
		<u>61,281</u>	<u>71,746</u>
<b>TOTAL ASSETS</b>		271,281	281,746
<b>CURRENT LIABILITIES</b>	Amounts due within one year	(1,515)	(1,109)
<b>NET ASSETS</b>		<u>269,766</u>	<u>280,637</u>
<b>LIABILITIES</b>			
Funds	General Fund	59,766	70,637
	Property	210,000	210,000
<b>TOTAL LIABILITIES</b>		<u>269,766</u>	<u>280,637</u>



## Church Hall Notes

NOTES		2020 £	2020 £	2019 £	2019 £
<b>INCOME</b>					
Note 1 - Hall Lettings	Casual Users	40		497	
	Regular Users	<u>5,301</u>		<u>16,788</u>	
		5,341		17,285	
Note 2 - House Lettings	House Rental	<u>9,240</u>	9,240	<u>9,240</u>	9,240
Note 3 – General	Miscellaneous	30		30	
	Grants (Furlough)	766		0	
	Insurance Claims	<u>0</u>		<u>0</u>	
			796		30
Note 4 – Investment	Virgin Money Interest		<u>172</u>		262
<b>TOTAL INCOME</b>			<u>15,548</u>		<u>26,817</u>
<b>EXPENDITURE</b>					
Note 5 – Administrative	Management fees	1,331		1,303	
	Postage / Stationery	0		220	
	Professional fees	<u>75</u>		<u>75</u>	
	Sub-total		<u>1,406</u>		<u>1,598</u>
Note 6 – Operations	Certificates		130		315
	Cleaning Materials		153		159
	Consumables		0		299
	Fabric Boiler	180		180	
	Furnishings	0		0	
	Major Works	5,666		3,930	
	Maintenance	1,000		476	
	House	<u>875</u>		<u>126</u>	
			7,731		4,712
	Gardens		235		327
	Insurance		1,341		1,296
	Kitchen Items		0		0
	Minor Disburse + mobile phone		248		335
	Piano Tuning		0		58
	Window Cleaning		160		0
	Utilities - Electric		605		1,062
	Gas	1,212		1,535	
	Less Gas recharge – house	<u>(437)</u>	775	<u>(422)</u>	1,113
	Water	1,142		791	
	Less Water recharge – house	<u>(710)</u>	432	<u>(655)</u>	136
	Sub-total		<u>1,812</u>		<u>2,311</u>
Note 7 – Cleaning	Staff - Cleaner		1,818		2,372
	Contractor		1,395		0
Sub-total			3,213		2372
<b>TOTAL EXPENSES</b>			<u>16,419</u>		<u>13,781</u>

## Appendix A – Legal and Administrative Information -

<i>Name:</i>	Parochial Church Council of the Ecclesiastical Parish of Thornbury
<i>Location:</i>	St Mary's is located in Castle Street, adjacent to the Castle on the edge of the old town; St Paul's is in Hackett Lane, outside the town close to the areas of recent housing development.
<i>Address for correspondence:</i>	Benefice Office St Mary's Church Castle Street Thornbury Bristol BS35 1HQ
<i>PCC Members:</i>	<p>Revd Joy Ludlow (Priest-in-Charge)</p> <p>Mike Dennett (Churchwarden) Robin Gupta (Churchwarden) Jenny Ovens (Churchwarden)</p> <p>Monica Mullinex (Lay Reader representative)</p> <p>Christine Dadd (Deanery Synod representative) Phil Jones (Deanery Synod representative) Gill Spiller (Deanery Synod representative)</p> <p>Anna Ballard (co-opted) Lucy Blenkiron (elected) Helen Bullock (elected) Rosemary Cook (elected) Peter Craig (elected) Martin Davey (elected) Pat Duru (elected) Marie Holmes (elected) Mike Keavey (elected) Kate Phillipson-Masters (elected) Janet Shipp (elected) Mike Spiller (elected) Tim Swan (elected) Andy Watson (elected) Gill Young (elected)</p>
<i>Status:</i>	The Parochial Church Council of the ecclesiastical parish of Thornbury has been registered with the Charity Commissioners as registered charity number 1137265
<i>Independent examiner:</i>	Ken Mitchell
<i>Bankers:</i>	National Westminster, PO Box 1062, 16 The Plain Thornbury, Bristol BS35 2QE

## **Appendix B – Sub-committees and groups reporting to the PCC**

Standing Committee  
Missions Committee, Global and Local Concern  
Church Hall Committee  
Music at St Mary's  
St Mary's cleaning team  
St Marys Flowers  
St Mary's Church buildings and fabric  
St Pauls Buildings and fabric  
St Mary's Churchyard  
Chat Parish Newsletter  
Parish Website  
Publicity  
Facebook  
Worship committee  
Thornbury churches together  
Wootton Deanery Synod  
Sunday Lunch  
Environment Champions  
Children's ministry  
Youth Work  
Mothers Union  
St Mary's C of E primary school  
Pastoral visiting team  
Bereavement support  
Marriage preparation  
Parish contacts  
Baptism  
Faith Sharing Committee  
Finance and Stewardship Committee  
Social Committee

A full report of the work of these committees and associated groups is made within the Annual Review of 2020.

## **Appendix C – Hall Management**

Custodian Trustee:

Gloucester Diocesan Trust

Managing Trustee:

Thornbury Parochial Church Council

Hall Sub-committee:

Joint Chairman: Mr A Mullinex & Mrs J Geal

Treasurers: Miss A Edwards & Mr B Knott

Mrs C Ball

Mrs M Stephens

Mrs H Bullock

Three Vacancies for User Representatives (Co-opted)

Ex-Officio:

The Vicar: Rev Joy Ludlow, from October 2020

Church Warden: Mrs Jenny Ovens

## Appendix D

### Missions: Global and Local Concern - Charitable Giving 2020

<u>Details</u>	<u>2020 Allocation</u>	<u>Comment</u>
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#### International

£

Church Mission Society	1450	
USPG	1450	
Wycliffe Bible Translators	725	
Embrace the Middle East	725	

Sub Total - International	4350	
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#### National

Children's Society	1000	
Children's Hospice SW	750	
Church Army	1100	
Church Urban Fund	1100	
A Rocha UK	700	
Sub Total - National	4650	

Gloucester Historic Churches Trust	50	Given as £50DD
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#### Grand Total Budgeted giving

9050

#### Special Collections

Lent Appeal - USPG	192	
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#### Four Special Collections

Christian Aid - Cyclone Appeal	0	March
Christian Aid	0	May
Toilet Twinning	0	June
Church Army	0	September

#### Total Special Collections

192

**Appendix D (Continued)**Hopkins Local Charity DistributionPrior Year Late allocation given in 2019

Memory Café	0	
St Peter's Hospice in the Home	0	
NSDA (TCT Debt Advisory Service)	0	
Krunch South West	0	
Jigsaw	0	

Prior Year allocation total	0	
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2020 In Year Hopkins Allocation

St Mary's School Leavers Bibles	198	
Hopscotch Advent Calendars	0	
Memory Café	0	
St Peter's Hospice in the Home	300	
NSDA (TCT Debt Advisory Service)	400	
Christingle expenses	0	
Haven Memory Café	0	
North Bristol Food Bank	300	
St Mary's School	117	
Total 2020 in year allocation of Hopkins spends	1315	

Balance to be spent from 2019 0

Total in year Hopkins Allocations 1315

Total Mission Giving for 2020	10557	
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