

**The Parochial Church Council of the Ecclesiastical Parish
of Saint Mary Bredin, Canterbury**

Annual Reports and Accounts

For the year ended 31 December 2020

Charity Number 1137431

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Annual report and accounts for the year ended 31 December 2020

Trustees and Advisers

Principal office: St. Mary Bredin Church
Church Office
59 Nunnery Fields
Canterbury, Kent CT1 3JN

Membership of the Parochial Church Council (PCC) and Charity Trustees:

Incumbent and ex officio Chairman: The Reverend Canon Barney de Berry
Vice-Chairman: The Reverend Stephen Carter
Churchwardens: Peter Bobb (Elected 2020)
Rosemary Wade (Elected 2020)
Honorary PCC Secretary: Svenja Powell (re-appointed October 2020)
Honorary Treasurer: Simon Webster (co-opted October 2020)

Members of the PCC during 2020 were as follows:

Ex-officio members

The Reverend Canon Barney de Berry - Incumbent
The Reverend Stephen Carter - Associate Vicar
The Reverend Charmaine Muir - Curate
Rosemary Wade - Churchwarden
Peter Bobb - Churchwarden
Simon Webster - Treasurer

Ex-officio members elected to Synod

Zac Bawtree (Deanery and Diocesan Synod)
Harry Macdonald (Deanery and Diocesan Synod)
Samuel Locke (Diocesan Synod)
Margaret Griffin (Deanery Synod)
Martin Collings (Deanery Synod)
Lucy Scarse (Deanery Synod)
Angela Swindley (Deanery Synod)

Elected PCC members prior to the 2020 AGM:

Philip Lewis
Tom Gilbert
Chloe Baxter
Andy King
Jacob Nicholson
Katie Mickleburgh
Rosemary Wade
Lucy Scarse
Samuel Locke

Members elected at the 2020 AGM:

Bryony Williamson
Nedine Watson-Cutts
Sarah Genders

Members who retired at the 2020 AGM

Members who left during the year

Lizzie Worthen
Charlotte Sleigh

Members who joined during the year

Individuals attending PCC who have no vote in decision making
Svenja Powell - Honorary PCC Secretary

Bank: Lloyds Banking Group PLC
49 High Street
Canterbury, Kent CT1 2SE

Independent Examiner: Mark Laughton FCCA
Burgess Hodgson LLP
Camburgh House
27 New Dover Road
Canterbury, Kent CT1 3DN

PCC Annual Report for the year ended 31 December 2020

Structure, Governance and Management

The Parochial Church Council is a corporate body established by the Church of England. Under the terms of the Parochial Church Councils (Powers) Measure 1956 the Parochial Church Council of St. Mary Bredin (the PCC) has the responsibility of co-operating with the incumbent, the Reverend Barney de Berry, in promoting in the parish of St. Mary Bredin the whole mission of the Church; pastoral, evangelistic, social and ecumenical. It has the responsibility for the maintenance of the grounds and fabric of the Church premises and the furniture, furnishings, equipment, etc. within the various buildings on the site.

Day to day operating management of the charity's activities is delegated by the PCC to the Standing Committee which is the only committee required by law. It has the power to transact the business of the PCC between its meetings, subject to any directions given by the Church Council. The Incumbent, Churchwardens, Honorary Treasurer, Associate Vicar, Curate and up to one elected member make up this committee.

The Parochial Church Council and Charity Trustees

The members of the PCC are Trustees of the charity and are responsible for ensuring compliance with legislation governing matters including health and safety, safeguarding, disability discrimination, employment and financial matters.

Membership of the Parochial Church Council and Charity Trustees

Members of the PCC are either ex-officio, elected at the Annual Parochial Church Meeting in accordance with Church Representation Rules or co-opted. Those persons who were members of the PCC and Trustees are disclosed on Page 1 of the Annual Reports and Financial Statements.

Recruitment, induction and training of PCC members and Trustees

As part of the application process PCC members are given an explanation of what it means to become a PCC member and Trustee. This includes why the church has a PCC, what the PCC works for and with, what the PCC does and when, and what qualities and qualifications a PCC member and Trustee requires.

Public benefit

The charity constitutes a public benefit entity as defined by FRS102.

Achievements and performance

A brief outline of the activities undertaken by the organisation is set out below under the heading 'Activities'. These activities demonstrate the awareness of the PCC of the Charity Commission's published guidance on the Public Benefit requirement under the Charities Act 2011. A 'Church Life Report' document, is made available at the Annual Parochial Church Meeting or through the Church Office which provides more full details of the achievements and performance of the Church during 2020.

Volunteers

At the heart of much of the work of the Church there is a huge foundation of generous support, hard work and love which is supplied voluntarily by members of the congregation. This is often expressed in long hours spent serving in fellowship groups, in outreach programmes, in social action work, welcoming, stewarding, leading children's and youth groups, prayer meetings, training programmes and other areas of service. A huge 'thank you' is extended to all those who serve so willingly to make these events possible and for being the 'Church Life' of St Mary Bredin.

Objectives

Our vision as a church continues to be one in which we seek more fully to 'Proclaim the Good News of Jesus Christ through word and action'.

Church Attendance and Electoral Roll

A Electoral Role was compiled in 2020 and there were 225 parishioners recorded (2019: 228). The average weekly attendance counted during October 2020 was 135 individuals over the age of 16 years (2019: 232 adults) and 25 young people under the age of 16 (2019: 44 young people).

PCC Annual Report for the year ended 31 December 2020

Activities

Many of the main Church activities, including worship and teaching services, prayer meetings, courses, fellowship groups, children's activities and social action all moved online as a result of Covid lockdowns but nevertheless continued throughout the year. Sadly, many face to face, community based activities had to be cancelled, but a socially distanced Christmas Carol Service was live streamed.

Members of the Church remain involved in many inter-church projects including: Street Pastors, Healing on the Streets, Stop The Traffik and Canterbury Food Bank. The Church continued to operate a Make Lunch ministry.

The Church partnered with the Christians Against Poverty Debt Centre and sponsored a 'debt coach'.

Financial Review of 2020

Total receipts accounted for in the year were £446,650 of which £23,600 was restricted to specified purposes reflected in the restricted funds used to meet the costs of those purposes. Most of the restricted donations were directed to the Mission Specified funds and to the Property Development Fund into which members of the congregation continue to contribute to paying down the Kingdom Bank mortgage that helped to finance the redevelopment and extension of the Church building.

There was a significant reduction in property rent due to COVID 19 restrictions decreasing to £5,018 in 2020 from £31,860 in 2019.

£411,142 was spent to provide the Christian ministry of St Mary Bredin Church in 2020, including £18,396 paid out of restricted funds. This sum includes the payment of £109,994 for the Diocesan Parish Share which provides for the stipends, housing and training of the Incumbent and Curate amongst other things. It is the policy of the PCC to commit for mission grant purposes 10% of unrestricted planned giving and collections at services, excluding the related Gift Aid sums reclaimed. In 2020 this policy provided £33,284 for use locally, elsewhere in the UK and abroad. Adding restricted donations received for mission payment purposes and partnership giving, a total of £45,478 was allocated to be paid in grants in respect of the year.

The PCC has no discretion as to the purpose to which restricted funding is put. Unrestricted funds are available to the PCC as it considers appropriate to meet costs, including overheads, the Diocesan Parish Share and payroll costs, and to support the various activities, ministries and mission partners with whom the Church is engaged.

Unrestricted voluntary giving totalling £404,463 is an increase of £29,153 on that paid in 2019. Without this generous giving, the PCC would have been unable to fund the activities of the Church in the way it was able to do in 2020 and to have the balance of reserves disclosed at the end of the year.

£18,396 was paid out of restricted funds during the year. A summary of these payments is disclosed in Note 9 to the accounts.

Plans for future periods

The objectives of the PCC continue to be to work and serve in the parish and the City of Canterbury in order to 'Proclaim the Good News of Jesus Christ through word and action'. It is currently anticipated that a move towards normal face to face services will commence in the second quarter of 2021.

Reserves and Investment Policies

The PCC reviewed its Reserves Policy during the year. It is the policy of the PCC, particularly in view of having a number of staff on permanent contracts of employment, to maintain cash reserves of approximately £85,000 at any one time to cover unexpected situations that could lead to a cash flow problem. That criterion is currently met.

At the end of the financial year the PCC held £75,000 (2019: £150,000) on Market Linked Deposits subject to various notice periods with Lloyds Bank with whom it also maintains one current account. At the end of the financial year the PCC also held balances with The Church of England Deposit Fund including the restricted flower investment fund, income from which is used for the provision of flowers in the church. During the year the PCC also effected a £50,000 unit linked investment as a hedge against low interest rates.

PCC Annual Report for the year ended 31 December 2020

Statement of responsibilities of the PCC members

The PCC members are responsible for ensuring that the annual reports and the accounts are prepared in accordance with applicable law and regulations and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the PCC members to ensure that accounts are prepared for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period.

In preparing these accounts, the PCC members are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP (Statement of Recommended Practice);
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- prepare the accounts on a going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The PCC members are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations, and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

At the date of signing these reports and accounts, the PCC considers that there are no material financial uncertainties about the PCC's ability to continue to operate.

Rev Barney de Berry (Incumbent)

Dated:



22. 4. 2021

**Independent Examiner's Report
for the year ended 31 December 2020**

I report to the Trustees on the accounts of the charity for the year ended 31 December 2020, which are set out on pages 6 to 17.

Respective responsibilities of trustees and examiner

The members of the PCC are responsible for the preparation of the accounts. The members of the PCC 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 Commission under section 145(5)(b) of the 2011 Act; and
- 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 Commissioner.

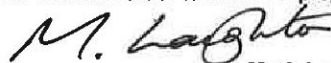
An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and the seeking of explanations from you as trustees concerning any such matters. 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

The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Association of Chartered Certified Accountants.

In connection with my examination, no matter has come to my attention:

- which gives me reasonable cause to believe that, in any material respect, the requirements:
 - (a) to keep accounting records in accordance with section 130 of the 2011 Act; and
 - (b) to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act, and the Regulations;have not been met; or
- to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



**Mark Laughton FCCA
Independent Examiner**

**Burgess Hodgson LLP
Chartered Accountants
27 New Dover Road
Canterbury
Kent CT1 3DN**

Dated: 23rd April 2021

Statement of Financial Activities

For the year ending 31 December 2020

Notes	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total 2020 £	Total 2019 £
2 INCOMING RESOURCES					
Incoming resources from generated funds					
2(a) Voluntary income	404,463	22,879	-	427,342	398,187
2(b) Activities for generating funds	9,878	-	-	9,878	37,099
Income from investments	3,691	721	-	4,412	1,674
Incoming resources from charitable activities					
2(d) Church activities	5,018	-	-	5,018	31,860
2(e) Other incoming resources	-	-	-	-	-
TOTAL INCOMING RESOURCES	423,050	23,600	-	446,650	468,820
3 RESOURCES EXPENDED					
Cost of generating funds					
3(a) Cost of generation of voluntary income	-	-	-	-	-
3(b) Fund-raising costs	12,910	-	-	12,910	19,672
Charitable activities					
3(c) Church activities	378,239	18,396	-	396,635	473,589
3(d) Governance costs	1,597	-	-	1,597	1,721
TOTAL RESOURCES EXPENDED	392,746	18,396	-	411,142	494,981
NET INCOMING RESOURCES BEFORE TRANSFERS	30,304	5,204	-	35,508	(26,161)
9 Gross transfers between funds					
NET (OUTGOING)/ INCOMING RESOURCES BEFORE OTHER RECOGNISED GAINS AND LOSSES	30,304	5,204	-	35,508	(26,161)
Other recognised gains/losses					
(Loss)/Gain on revaluation of investments	-	-	1,657	1,657	3,797
NET MOVEMENT IN FUNDS	30,304	5,204	1,657	37,165	(22,364)
Reconciliation of funds					
Balances brought forward 1 January 2020	647,800	19,562	24,096	691,458	713,824
Balances carried forward 31 December 2020	678,104	24,766	25,753	728,624	691,460

Balance sheet


As at 31 December 2020

Notes	Unrestricted funds £	Restricted funds £	Endowment funds £	Total 2020 £	Total 2019 £
FIXED ASSETS					
5(a) Tangible	754,687	-	-	754,687	781,424
5(b) Investments	51,731	-	25,753	77,484	24,096
	806,418	-	25,753	832,171	805,520
CURRENT ASSETS					
6 Debtors	12,909	-	-	12,909	15,540
Short term deposits	55,000	20,000	-	75,000	150,000
Cash at bank and in hand	146,226	6,101	-	152,327	79,627
	214,135	26,101	-	240,236	245,167
LIABILITIES					
7 Creditors - amounts falling due in one year	24,994	1,335	-	26,329	26,218
<i>Net current assets</i>	189,141	24,766	-	213,907	218,949
<i>Total assets less current liabilities</i>	995,559	24,766	25,753	1,046,078	1,024,468
7 Creditors - amounts falling after one year	317,455	-	-	317,455	333,011
TOTAL NET ASSETS	678,104	24,766	25,753	728,624	691,458
PARISH FUNDS					
9 Funds	678,104	24,766	25,753	728,624	691,458

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



Simon Webster (Honorary Treasurer)



Rev Barney de Berry (Incumbent)

Notes to the accounts

For the year ending 31 December 2020

1. Accounting policies

a) Statement of Compliance

These accounts have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and the Republic of Ireland (FRS 102) (Charities SORP (FRS 102)) and the Charities Act 2011.

b) Basis of preparation

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

c) Going concern

There are no material uncertainties about the charity's ability to continue.

d) Judgements and key sources of estimation uncertainty

The preparation of the accounts requires the PCC to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

e) Incoming resources

Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received unless notification of the entitlement is not received in time for this to be processed. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. Dividends and interest are accounted for when receivable. Income relating to premises lettings is recognised when each letting is completed. All other income is recognised when it is receivable. All incoming resources are accounted for gross.

f) Resources expended

Grants and donations are accounted for when awarded if that award creates a binding or constructive obligation on the PCC. The diocesan parish share is accounted for when due. All other expenditure including attributable VAT is generally recognised when it is incurred and is accounted for gross.

Direct payroll costs are allocated to the appropriate activity. Support payroll costs and other support costs are allocated to activities on the basis of estimated time spent on that particular activity.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the PCC and include the Independent Examiner's fee and costs linked to the strategic management of the PCC.

Notes to the accounts

For the year ending 31 December 2020

1 Accounting policies (continued)

g) **Tangible fixed assets**

Consecrated and benefice property is not included in the accounts in accordance with section 10 (2)(a) of the Charities Act 2011.

Movable church furnishings held by the incumbent 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 on request at any reasonable time.

Individual assets or relevant groups of assets with a purchase price of more than £1,000 are depreciated on a straight-line basis. Furniture is depreciated over 5 years and technology equipment (including audio/visual, computers and printers) is depreciated over 3 years.

Buildings and building improvements, specifically the Church Centre, Kendall Hall and the residential property, are depreciated over 50 years from the date of completion or acquisition. The additional work carried out on Kendall Hall in 2004 is depreciated over 15 years from 1 January 2005. Other assets are depreciated over a period between 10 and 15 years.

h) **Investments**

Investments held as fixed assets are revalued at the balance sheet date. Realised and unrealised gains and losses on investments are taken to the Statement of Financial Activities.

i) **Funds**

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

Restricted Funds represent (a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and (b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may be expended only on the specific object for which they were given. Any balance remaining unspent at the end of each year is required to be carried forward as a balance on that fund. It is not normal practice for the PCC to invest separately for each fund. Interest generated by holding these funds is very small and no allocation of interest received is made to restricted funds.

Designated Funds are funds set aside by decision at a PCC meeting out of unrestricted general funds for specific future purposes or projects.

Unrestricted Funds are general funds which can be used for normal church activities for which the PCC is responsible.

j) **Pension costs**

The PCC contributes to a defined contribution pension scheme for permanent employees. Contributions to this scheme are charged to the Statement of Financial Activities in the period in which they are paid.

k) **Taxation**

As a registered charity the PCC is exempt from corporation tax.

l) **Financial instruments**

The PCC has only financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

Notes to the accounts

For the year ending 31 December 2020

2. INCOMING RESOURCES	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total 2020 £	Total 2019 £
2(a) Voluntary income					
Planned giving:					
Gift Aid donations	225,707	12,187	-	237,894	227,905
Tax recoverable	56,427	3,047	-	59,474	56,976
Other	53,031	-	-	53,031	55,741
Collections at services (open plate)	12,699	553	-	13,252	23,372
Tax recoverable for unidentified giving	500	-	-	500	2,000
Collections at groups (open plate)	631	-	-	631	2,807
Gift days:					
Gift Aid donations	23,100	-	-	23,100	12,440
Tax recoverable	5,775	-	-	5,775	3,110
Other	26,418	-	-	26,418	11,103
Donations, appeals, etc.:					
Gift Aid donations	-	-	-	-	107
Tax recoverable	-	-	-	-	-
Other	164	6,975	-	7,139	2,451
Gift Aid received re donation in the prior year	11	117	-	128	175
Legacies	-	-	-	-	-
	404,463	22,879	-	427,342	398,187
2(b) Activities for generating funds					
Church property lettings (for non-church purposes)	9,573	-	-	9,573	35,285
Fund-raising events	-	-	-	-	-
Other	305	-	-	305	1,814
	9,878	-	-	9,878	37,099
2(c) Income from investments					
Dividends	-	721	-	721	700
Interest	3,691	-	-	3,691	974
	3,691	721	-	4,412	1,674
2(d) Income from church activities					
Church property lettings (for church purposes)	446	-	-	446	1,893
Fees for weddings and funerals	2,213	-	-	2,213	2,660
Fees for courses and events	2,359	-	-	2,359	27,307
	5,018	-	-	5,018	31,860
2(e) Other incoming resources					
Gain on sale of fixed assets	-	-	-	-	-
Total incoming resources	423,050	23,600	-	446,650	468,820

Notes to the accounts

For the year ending 31 December 2020

3. RESOURCES EXPENDED	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total 2020 £	Total 2019 £
3(a) Generation of voluntary income					
Costs of appeals, grants, etc.	-	-	-	-	-
3(b) Fund-raising costs					
Attributable to church property lettings	12,910	-	-	12,910	19,672
Cost of fund raising events	-	-	-	-	-
	12,910	-	-	12,910	19,672
3(c) Charitable activities					
Total Missionary and Charitable giving	34,646	10,832	-	45,478	53,072
Ministry: Diocesan parish share	109,994	-	-	109,994	108,156
Other ministry costs	36,930	661	-	37,591	23,682
Clergy support	11,752	-	-	11,752	16,523
Parsonage houses costs	1,347	-	-	1,347	4,776
Music ministry	10,446	-	-	10,446	12,550
Pastoral ministry	2,251	-	-	2,251	3,194
Youth and Children ministries	44,903	-	-	44,903	48,308
Students ministry	655	-	-	655	3,116
Church running	34,850	92	-	34,942	50,232
Church maintenance and repairs	8,400	-	-	8,400	15,229
Upkeep of services	-	-	-	-	99
Upkeep of churchyard	203	-	-	203	80
Cost of courses and events	1,230	-	-	1,231	26,424
Cost of group meetings	2,136	6,810	-	8,946	15,110
Discipleship Year costs	2,495	-	-	2,495	5,028
Church Hall and Centre					
running costs and repairs	35,505	-	-	35,505	42,157
Finance charges	12,776	-	-	12,776	15,037
Depreciation charges on:					
Furnishings and equipment	4,210	-	-	4,210	5,802
Church Hall and Church					
improvements	23,510	-	-	23,510	25,013
	378,239	18,396	-	396,635	473,589
3(d) Governance costs					
Staff costs	389	-	-	389	553
Independent Examiner's fees	1,147	-	-	1,147	1,082
Adjustment re prior year fees	-	-	-	-	-
Professional fees	-	-	-	-	-
Support costs	61	-	-	61	86
	1,597	-	-	1,597	1,721
TOTAL RESOURCES EXPENDED	392,746	18,396	-	411,142	494,981

Included in the Resources Expended, Fund Raising and Charitable Activities costs, disclosed in Notes 3(b) and 3(c) above are wages and support costs allocated on the basis of the proportion of time that members of staff spend being involved in the various areas of activity. The balance of the total costs for each category of expense which is shown above represents direct costs incurred during the year. Further analysis of some of the activity headings above is shown in Note 3 (continued) on Page 12.

Notes to the accounts

For the year ending 31 December 2020

3. RESOURCES EXPENDED (continued)

Allocation of wages and support costs	Direct Payroll £	Support Payroll £	Total Payroll £	Other Support costs £	Direct costs £	Total Allocated Costs £
Attributable to church property lettings	7,118	3,082	10,200	1,611	1,099	12,910
Diocese re Associate Vicar and other ministry costs	-	-	-	-	36,930	36,930
Incumbent activities	-	8,159	8,159	1,289	2,304	11,752
Music	6,697	769	7,466	1,179	1,801	10,446
Pastoral	-	1,944	1,944	307	-	2,251
Youth and Children	33,252	4,014	37,266	5,885	1,752	44,903
Students	-	-	-	-	655	655
Discipleship Year costs	-	972	972	154	1,369	2,495
Church running	7,334	17,727	25,061	3,958	5,831	34,850
Church maintenance and repairs	2,533	1,069	3,602	569	4,229	8,400
Upkeep of services	-	-	-	-	-	-
Cost of group meetings	-	-	-	-	2,136	2,136
Church Hall/Centre	10,638	1,999	12,637	1,996	20,872	35,505
Governance	-	389	389	61	1,147	1,597
	67,572	40,124	107,696	17,009	80,125	204,830

Other support costs included above:

	Total 2020 £	Total 2019 £
Printing, postage and stationery	1,919	5,198
Telephone	1,493	1,291
Website and IT costs	9,712	8,380
Recruitment and staff training	1,124	3,248
Repairs and maintenance	1,322	1,304
Payroll services	924	918
Travelling	499	383
Canteen	16	-
Other costs	-	12
	17,009	20,734

Notes to the accounts

For the year ending 31 December 2020

4. STAFF COSTS

	Total 2020 £	Total 2019 £
4(a) Wages and salaries		
Wages and salaries	101,994	125,546
Employers National Insurance	2,466	4,999
Pension costs	3,236	3,832
	<hr/>	<hr/>
	107,696	134,377

The average number of employees including temporary staff during the year, calculated on the basis of full time equivalents, was as follows:

	2020 Number	2019 Number
Church Hall/Centre	1.2	1.6
Youth and children	1.4	1.4
Administration and management	3.4	4.4
	<hr/>	<hr/>
	6.0	7.4

The full time equivalent information represents 6 (2019: 8) paid members of staff, some of whom work full time and some part time. Volunteers who serve in church activities and ministries are not included in these statistics.

During the year the PCC contributed to the defined contribution pension scheme £3,236 (2019 - £3,832) on behalf of employees who have not opted-out of the scheme. Of these contributions no amounts remained outstanding at the year end (2019 - £Nil).

The incumbent, associate vicar and curate are remunerated by the Diocese. Part of the Diocesan parish share disclosed above contributes towards the cost of the incumbent and curate.

No member of staff earned over £60,000 during the year (2019: None).

4(b) **Payments to PCC Members and Related Parties**

No member of the PCC received remuneration or benefits in respect of their services as members of the PCC during the year (2019: None). No PCC members were reimbursed expenses during the year other than for operating costs incurred on behalf of the PCC (2019: £None).

Katie Mickleburgh who is a member of the PCC was appointed as a temporary part time cleaner on the 16.10.2020 and was paid £2,041.08 in 2020

A payment of £500 from the investment fund was made, to a company whom a PCC member works for, in relation to setting up the investment with Old Mutual Wealth.

Lizzie Worthen who was a member of the PCC but left during year is the mother of Sarah Harvey who are one of the missionary partners that was supported by the church this year. £3,754 was donated to them out of unrestricted funds in 2020.

Use of the Family Fund is at the discretion of the incumbent and churchwardens. There was £125 available in this fund in 2020 (£0 2019) and £50 of payments were made out of the Family Fund in 2020 (£0 2019). No payments were made to individuals related to PCC members (2019: £Nil).

Notes to the accounts

For the year ending 31 December 2020

5. FIXED ASSETS

	Buldings & Improvements	Furniture & Equipment	Total
(a) Tangible	£	£	£
Cost:			
At 1 January 2020	1,054,886	177,430	1,232,316
Additions at cost	-	984	984
Disposals	-	(520)	(520)
At 31 December 2020	1,054,886	177,894	1,232,780
Depreciation			
At 1 January 2020	284,358	166,534	450,892
Accumulated depreciation on disposals	-	(520)	(520)
Charge for the year	23,510	4,211	27,721
At 31 December 2020	307,868	170,225	478,093
Net book value			
At 31 December 2020	747,018	7,670	754,687
At 31 December 2019	770,528	10,896	781,424

The buildings comprise the cost of improvements to the Church building, the cost of the Link and Church Centre, the cost of Kendall Hall, the cost of land on which the Kendall Hall stands and the cost of residential accommodation for use by the Associate Vicar together with the cost of improvements to those properties.

The PCC holds in trust for the Diocese of Canterbury, the Church building and land on which the Church building, the gardens, the car park, the Link and Church Centre stand. The PCC is responsible for the maintenance of the grounds and fabric of these premises.

The residential accommodation purchased for use by the Associate Vicar is held by The Canterbury Diocesan Board of Finance as custodian trustee for the PCC. The PCC is responsible for maintenance of the grounds and fabric of this property and also for the council tax and water charges.

(b) Investments	£
<u>CBF Church of England fund</u>	
Market value 1 January 2020	24,096
Revaluation gain/(loss)	1,657
Market value at 31 December 2020	25,753

The investment consists of 1,257 income shares in the CBF Church of England Investment Fund.

<u>Old mutual Wealth</u>	
Initial investment 10 November 2020	50,000
Revaluation gain/(loss)	1,731
Market value at 31 December 2020	51,731

During the year, the PCC purchased an investment in a portfolio of unit trusts on the Old Mutual Wealth platform for £50,000.

Notes to the accounts

For the year ending 31 December 2020

6. DEBTORS	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total 2020 £	Total 2019 £
Gift Aid tax recoverable	5,548	-	-	5,548	6,375
Debtors	-	-	-	-	2,812
Accrued income	-	-	-	-	-
Prepayments	7,361	-	-	7,361	6,362
	<u>12,909</u>	<u>-</u>	<u>-</u>	<u>12,909</u>	<u>15,540</u>
7. LIABILITIES	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total 2020 £	Total 2019 £
Creditors - amounts falling due in one year					
Trade Creditors	6,434	-	-	6,434	3,763
Other Creditors	600	-	-	600	700
Loans (see below)	13,300	-	-	13,300	11,000
Deferred Income	-	-	-	-	354
Accruals	4,660	1,335	-	5,995	10,401
	<u>24,994</u>	<u>1,335</u>	<u>-</u>	<u>26,329</u>	<u>26,218</u>
Creditors - amounts falling after one year					
Loans					
Kingdom Bank Limited					
Church renovation	42,450	-	-	42,450	45,400
Residential accommodation	288,305	-	-	288,305	298,611
Included in amounts falling due within one year	(13,300)	-	-	(13,300)	(11,000)
	<u>317,455</u>	<u>-</u>	<u>-</u>	<u>317,455</u>	<u>333,011</u>

A Kingdom Bank Limited loan to finance part of the church premises renovation is repayable over thirty years from 2008. Interest is charged at 2.5% over bank base rate and the loan is secured over freehold property consisting of the Kendall Hall and gardens owned by the PCC. During the year £2,949 of this loan was repaid from regular monthly payments. At the year end date the balance of the loan amounted to £42,450.

The two Kingdom Bank Limited loans to finance the residential accommodation are repayable over 25 years from 2016. Interest on these loans is charged at 3.5% over bank base rate and the loans are secured partly over the freehold property of the house and partly over the freehold property consisting of the Kendall Hall and gardens. Both properties offered as security for the loans are owned by the PCC. During the year, £10,306 of the loans was repaid from regular monthly repayments. At the year end date the balance of the loans amounted to £288,305.

Notes to the accounts

For the year ending 31 December 2020

8. FINANCIAL INSTRUMENTS

	2020	2019
Assets:		
Cash and bank balances	227,327	229,627
Debtors and gift aid recoverable	<u>5,548</u>	<u>9,187</u>
	<u>232,875</u>	<u>238,814</u>
Liabilities:		
Mortgage loans (Note 7)	330,755	344,011
Creditors	<u>7,034</u>	<u>4,463</u>
	<u>337,789</u>	<u>348,474</u>

The mortgage loans are in the form of secured loans with a variable interest rate. The risk facing the PCC is that interest rates will rise as the UK economic situation changes. The PCC considers that any increase in interest rate will be covered by increasing gifts or by reducing overheads to ensure that the PCC maintains its reserves policy.

Notes to the accounts

For the year ending 31 December 2020

9. PARISH FUNDS	Balance at 1 Jan 2020	Incoming Resources	Resources Expended	Transfers	Revaluation Gains	Balance at 31 Dec 2020
Unrestricted Funds:						
General funds	131,004	423,050	(366,455)	(13,256)	-	174,343
Designated funds :						
Fixed Asset Fund	426,517	-	(23,510)	13,256	-	416,263
Property Reserve Fund	82,767	-	(2,781)	-	-	79,986
Cantercare	-	-	-	-	-	-
Mercy Ministries	7,512	-	-	-	-	7,512
	647,800	423,050	(392,746)	-	-	678,104
	Balance at 1 Jan 2020	Incoming Resources	Resources Expended	Capital Repayment	Revaluation Gains	Balance at 31 Dec 2020
Restricted Funds:						
Children	-	-	-	-	-	-
Youth	-	-	-	-	-	-
Flowers Revenue	1,194	721	(92)	-	-	1,823
Mission Specified	3,185	9,242	(10,407)	-	-	2,020
Family Relief	-	125	(50)	-	-	75
Property Development	4,917	6,450	-	-	-	11,367
SMB Groups	188	-	-	-	-	188
Uganda Field Trip	63	-	(63)	-	-	-
Regalia & Artefacts	-	-	-	-	-	-
Pastoral	2,011	-	(661)	-	-	1,350
South Sudan - Juba	-	313	(313)	-	-	-
Mercy Ministries	8,004	6,749	(6,810)	-	-	7,943
	19,582	23,600	(18,396)	-	-	24,766
Endowment Funds:						
Flower fund	24,096	-	-	-	1,657	25,753
Total Parish Funds	691,458	446,650	(411,142)	-	1,657	728,623

Designated Funds:**Fixed Asset Fund**

The fixed asset fund represents the net book value of property fixed assets less any secured loans. The transfer relates to adjustment for fixed asset additions and the mortgage repaid during the year.

Property Reserve Fund

In 2018, the PCC designated £91,011 towards the costs of an extension to the Old Dover Road entrance to the Church premises and survey work to meet the costs of design and preparation work for this project. £8,244 was spent in 2019 and £2,781 in 2020.

Cantercare

A fund to receive donations pledged to Cantercare to sponsor a room. Out of funds received, the church provides gifts and pastoral care to the resident of the room with this fund.

Mercy Ministries

In 2017 the PCC resolved to designate 10% of the 2017 Unrestricted Gift Day donations, excluding the Gift Aid recoverable, for the Mercy Ministries. These funds are utilised as the PCC directs to support these ministries.

Notes to the accounts

For the year ending 31 December 2020

9. PARISH FUNDS (continued)

Restricted Funds:

Children

A fund to receive donations to support ministry to children.

Youth

A fund to receive donations to support ministry to young people.

Flowers Revenue

A fund to receive the interest from the Flower Endowment Fund. This is used to support the provision of flowers in the church.

Mission Specified

These funds are received from donors who specify the mission partner to whom the funds are to be given over the course of the financial year.

Family Relief

A fund available to the incumbent and churchwardens to provide support to members of the church family who experience financially difficult times.

Property Development

A fund containing money given for building projects and repayment of the associated mortgage loan.

SMB Groups

A fund to receive donations by SMB groups for mission partners.

Uganda Field Trip

A fund to receive donations to support a team which will work with Jenga in Uganda during 2018.

Regalia & Artefacts

A fund to receive donations to purchase religious regalia and artefacts.

Pastoral

A fund to receive donations to support the pastoral activities of the church.

South Sudan - Juba

A fund to receive donations to support education work in Juba, South Sudan.

Mercy Ministries

A fund to receive donations to support the mercy ministries operated by the congregation: Christians Against Poverty, Make Lunch and Stop The Traffic.

10. FINANCIAL COMMITMENTS

There are no Financial Commitments at 31 December 2020 (2019: None).

11. EVENTS BEING CONSIDERED SUBSEQUENT TO THE YEAR END

The general condition of the Kendall Hall premises continues to cause some concern and significant repair costs may need to be met in the next 3 years.