



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## **Trustees' Annual Report for the period**

**From January 1, 2020 To December 31, 2020**

**Charity name:** THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST LUKE'S

**Charity registration number:** 1137630

## **Objectives and Activities**

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	St. Luke's Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent, the Reverend Kylie Hodgins, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the Church Hall in The Crescent, Bricket Wood.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	St Luke's offers a variety of services each week and at other times during the year to meet the needs of the church and the wider community. Worship is generally more in the open evangelical tradition and open to renewal. Regular Brunch services attract those less comfortable with services that are more formal. A mid-week liturgical service draws a small congregation, mostly of retired people. Throughout the liturgical year we continue to serve the community at large by having a number of additional services, e.g. the Senior Citizens Services, Bereavement service, the Mount Pleasant Lane School Carol service, and Messy Church.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	When planning the activities for the year the Vicar and members of the PCC have considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion.

**Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>House groups continue to play a vital teaching and pastoral role in the church. Their members include a number of people who are not regular attenders at church services.</p> <p>St Luke's ministry includes other groups exercising their own pastoral and social support: a Lunch Club for the older members of the community, our Visiting and Bereavement teams, Ladies Group, and 'Sally's Place', a group for mums and toddlers.</p> <p>Members of the congregation are actively involved in the Bricket Wood Community Choir, which meets weekly in the church. We continue to support members in their short term and long-term mission in this country and overseas.</p> <p>We continue our tradition of substantial giving and volunteering to Christian and other services outside the parish. Within the parish we have enjoyed sharing in the life and work of Mount Pleasant Lane School</p>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	

Investment performance against objectives	Para 1.41	
Other		COVID 19. During the year the PCC acted in accordance with Government and House of Bishop's guidelines on the conduct of parish life. Services in church were suspended during lockdown, and services broadcast on YouTube and a Sunday morning Zoom gathering took their place. A weekly newsletter containing news, information and bible study material was sent to the wider church community via email and post.

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>The charity continues to be financially stable and has achieved its aims of maintaining and improving the church premises as well as donating substantial sums to its chosen missions and development agencies.</p> <p>The charity cut costs during the year but maintained sufficient income through donations and legacies, despite the fall in Church Hall fees, to increase its financial resources by the end of the year.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The PCC maintains general reserve funds to provide reassurance that the operating costs of the PCC can be met for at least 3 months
Amount of reserves held	Para 1.22	£20,000
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

**Additional information (optional)**

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

**Structure, Governance and Management**

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	PAROCHIAL CHURCH COUNCIL POWERS MEASURE (1956) AS AMENDED AND CHURCH REPRESENTATION RULES
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Previously excepted but now 'Standard registration' as of 27th August, 2010

Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Appointed by Annual Parochial Church Meeting or "ex officio" if Diocesan appointee, eg Reader
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### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

### Reference and Administrative details

Charity name	THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST LUKE'S
Other name the charity uses	
Registered charity number	1137630
Charity's principal address	The Crescent, Bricket Wood, St. Albans AL2 3NF

Names of the charity trustees who manage the charity				
	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Reverend K. Hodgins	Vicar & Chair		Diocese of St. Albans
2	L. Herbert	Church Warden		Annual Church meeting
3	J. Heany			Annual Church meeting
4	B. Funnell			Annual Church meeting
5	L. Plummer	Church Warden	Church Warden Until October 2020, then voted onto the PCC at the APCM	Annual Church Meeting
6	J. Blamey			Annual Church meeting
7	P. Cook	Ex Officio member of Deanery Synod		Diocese
10	S. Burke			Annual Church meeting
11	P. Wright		Until October 2020	Annual Church meeting

Corporate trustees – names of the directors at the date the report was approved

Director name		

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Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

## Additional information (optional)

Names and addresses of advisers (Optional information)		
Type of adviser	Name	Address

<b>Name of chief executive or names of senior staff members (Optional information)</b>	
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Paul Harper	PCC Voluntary Treasurer
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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

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## Other optional information

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## Declarations

<p><b>The trustees declare that they have approved the trustees' report above.</b></p>
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<p><b>Signed on behalf of the charity's trustees</b></p>
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<b>Signature(s)</b>			
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<b>Full name(s)</b>	Kylie Hodgins	Lynne Herbert	
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<b>Position (eg Secretary, Chair, etc)</b>	Chair	Church Warden	
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<b>Date</b>	March 23, 2021		
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The Parochial Church Council of St Luke's, Bricket Wood		Charity No (if any)	<b>1137630</b>
Annual accounts for the period			
Period start date	<b>01/01/2020</b>	To	Period end date <b>12/31/2020</b>

## Section A Statement of financial activities

Recommended categories by activity	Guidance Notes	Unrestricted funds £ F01	Restricted income funds £ F02	Endowment funds £ F03	Total funds £ F04	Prior year funds £ F05
<b>Incoming resources (Note 3)</b>						
<b>Income and endowments from:</b>						
Donations and legacies	S01	82,247	-	-	82,247	77,277
Charitable activities	S02	14,660	-	-	14,660	28,955
Other trading activities	S03	-	-	-	-	-
Investments	S04	10,811	-	-	10,811	10,509
Separate material item of income	S05	-	-	-	-	-
Other	S06	-	-	-	-	-
<b>Total</b>	S07	107,718	-	-	107,718	116,741
<b>Resources expended (Note 6)</b>						
<b>Expenditure on:</b>						
Raising funds	S08	-	-	-	-	-
Charitable activities	S09	92,516	-	-	92,516	112,559
Separate material item of expense	S10	-	-	-	-	-
Other	S11	-	-	-	-	-
<b>Total</b>	S12	92,516	-	-	92,516	112,559
<b>Net income/(expenditure) before investment gains/(losses)</b>						
Net gains/(losses) on investments	S13	15,202	-	-	15,202	4,182
<b>Net income/(expenditure)</b>	S14	-	-	-	-	-
<b>Extraordinary items</b>	S15	15,202	-	-	15,202	4,182
<b>Transfers between funds</b>	S16	-	-	-	-	-
<b>Other recognised gains/(losses):</b>	S17	-	-	-	-	-
Gains and losses on revaluation of fixed assets for the charity's own use	S18	-	-	-	-	-
Other gains/(losses)	S19	-	-	-	-	-
<b>Net movement in funds</b>	S20	15,202	-	-	15,202	4,182
<b>Reconciliation of funds:</b>						
Total funds brought forward	S21	633,887	-	-	633,887	629,705
<b>Total funds carried forward</b>	S22	649,089	-	-	649,089	633,887

## Section B Balance sheet

		Guidance Notes	Unrestricted funds £ F01	Restricted income funds £ F02	Endowment funds £ F03	Total this year £ F04	Total last year £ F05
<b>Fixed assets</b>							
Intangible assets	(Note 15)	B01	-	-	-	-	-
Tangible assets	(Note 14)	B02	540,000	-	-	540,000	540,000
Heritage assets	(Note 16)	B03	-	-	-	-	-
Investments	(Note 17)	B04	-	-	-	-	-
<b>Total fixed assets</b>		B05	540,000	-	-	540,000	540,000
<b>Current assets</b>							
Stocks	(Note 18)	B06	-	-	-	-	-
Debtors	(Note 19)	B07	5,343	-	-	5,343	3,576
Investments	(Note 17.4)	B08	-	-	-	-	-
Cash at bank and in hand	(Note 24)	B09	108,230	-	-	108,230	93,795
<b>Total current assets</b>		B10	113,573	-	-	113,573	97,371
<b>Creditors: amounts falling due within one year</b>	(Note 20)	B11	4,484	-	-	4,484	3,484
<b>Net current assets/(liabilities)</b>		B12	109,089	-	-	109,089	93,887
<b>Total assets less current liabilities</b>		B13	649,089	-	-	649,089	633,887
<b>Creditors: amounts falling due after one year</b>	(Note 20)	B14	-	-	-	-	-
<b>Provisions for liabilities</b>		B15	-	-	-	-	-
<b>Total net assets or liabilities</b>		B16	649,089	-	-	649,089	633,887
<b>Funds of the Charity</b>							
Endowment funds	(Note 27)	B17	-	-	-	-	-
Restricted income funds	(Note 27)	B18	-	-	-	-	-
Unrestricted funds		B19	649,089	-	-	649,089	633,887
Revaluation reserve		B20	-	-	-	-	-
<b>Total funds</b>		B21	649,089	-	-	649,089	633,887
Signed by one or two trustees on behalf of all the trustees			Signature		Print Name		Date of approval dd/mm/yyyy

## Section C Notes to the accounts

### Note 1 Basis of preparation

**This section should be completed by all charities.**

#### 1.1 Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts have been prepared in accordance with:

- and with\* ☒ the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014
- and with\* ☐ the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102)
- and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.\*

☒

\* -Tick as appropriate

#### 1.2 Going concern

**If there are material uncertainties related to events or conditions that cast significant doubt on the charity's ability to continue as a going concern, please provide the following details or state "Not applicable", if appropriate:**

An explanation as to those factors that support the conclusion that the charity is a going concern;

**NOT APPLICABLE**

Disclosure of any uncertainties that make the going concern assumption doubtful;

**NOT APPLICABLE**

Where accounts are not prepared on a going concern basis, please disclose this fact together with the basis on which the trustees prepared the accounts and the reason why the charity is not regarded as a going concern.

**NOT APPLICABLE**

#### 1.3 Change of accounting policy

The accounts present a true and fair view and the accounting policies adopted are those outlined in note { }.

Yes\*

☒

No\*

☒

\* -Tick as appropriate

**Please disclose:**

<b>(i) the nature of the change in accounting policy;</b>	
<b>(ii) the reasons why applying the new accounting policy provides more reliable and more relevant information; and</b>	
<b>(iii) the amount of the adjustment for each line affected in the current period, each prior period presented and the aggregate amount of the adjustment relating to periods before those presented, 3.44 FRS 102 SORP.</b>	

#### 1.4 Changes to accounting estimates

No changes to accounting estimates have occurred in the reporting period (3.46 FRS 102 SORP).

Yes\*

☒

No\*

☒

\* -Tick as appropriate

**Please disclose:**

<b>(i) the nature of any changes;</b>	
<b>(ii) the effect of the change on income and expense or assets and liabilities for the current period; and</b>	
<b>(iii) where practicable, the effect of the change in one or more future periods.</b>	

#### 1.5 Material prior year errors

No material prior year error have been identified in the reporting period (3.47 FRS 102 SORP).

Yes\*

☒

No\*

☒

\* -Tick as appropriate

**Please disclose:**

<b>(i) the nature of the prior period error;</b>	
<b>(ii) for each prior period presented in the accounts, the amount of the correction for each account line item affected; and</b>	
<b>(iii) the amount of the correction at the beginning of the earliest prior period presented in the accounts.</b>	

## Section C

### Note 2

### Accounting policies

*Please complete this note when first reporting under FRS2102. presented, if all are applicable.*

## 2.1 RECONCILIATION WITH PREVIOUS GE PRACTICE

**Please provide a description of the nature of each change in accounting policy**

No changes needed

### *Reconciliation of funds per previous GAAP to funds dete*

	Start of period £	End of period £
Fund balances as previously stated		
<i>Adjustments:</i>		

Fund balance as restated

### *Reconciliation of net income/(net expenditure) per previ 102*

	End of period £
Net income/(expenditure) as previously stated	
<i>Adjustments:</i>	

Previous period net income/(expenditure) as restated

## Notes to the accounts

*Section 35 of FRS102, requires 3 reconciliations to be*

### **GENERALLY ACCEPTED ACCOUNTING**

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*rmind under FRS 102*

*ous GAAP to net income/(net expenditure) under FRS*

## Note 2

## Accounting policies

## 2.2 INCOME

*This standard list of accounting policies has been applied but if a different or additional policy has been adopted then this is*

<b>Recognition of income</b>	<p>These are included in the Statement of Financial Activities</p> <ul style="list-style-type: none"> <li>• the charity becomes entitled to the income</li> <li>• it is more likely than not that the charity will receive the income</li> <li>• the monetary value can be measured reliably</li> </ul>
<b>Offsetting</b>	<p>There has been no offsetting of income and expenditure as permitted by the FRS 102 SOFAS</p>
<b>Grants and donations</b>	<p>Grants and donations are only included if the following criteria are met (5.10 to 5.12)</p>
<b>Legacies</b>	<p>In the case of performance related legacies, income is only included if the charity has provided the service to which the legacy only occurs when the performance condition is met.</p> <p>Legacies are included in the Statement of Financial Activities if the charity has received a grant of probate, the executor has accepted the legacy on behalf of the charity and any conditions attached to the legacy have been met.</p>
<b>Government grants</b>	<p>The charity has received government grants</p>
<b>Tax reclaims on donations and gifts</b>	<p>Gift Aid receivable is included in the Statement of Financial Activities. Any Gift Aid amount recovered is included in the Statement of Financial Activities and treated as an addition to the income. Any amount recovered in excess of the Gift Aid claimed on the terms of the appeal have been included in the Statement of Financial Activities.</p>
<b>Contractual income and performance related grants</b>	<p>This is only included in the Statement of Financial Activities if the charity has provided the service or met the performance condition of the grant.</p>
<b>Donated goods</b>	<p>Donated goods are measured at fair value (cost less any depreciation or amortisation, or exchanged) unless impracticable, in which case the cost is used.</p> <p>The cost of any stock of goods donated for resale is the fair value of those gifts at the time of receipt. In the reporting period, the cost is included as an expense at the carrying amount.</p> <p>Donated goods for resale are included in the Statement of Financial Activities at the expected proceeds from sale, less any expected costs of sale, less any expected costs from other trading activities' and less any expected costs from other trading activities'. On its sale the value of the goods is included in the Statement of Financial Activities and the proceeds from the sale are included in the Statement of Financial Activities.</p> <p>Goods donated for on-going use are included in the Statement of Financial Activities at the fair value at the time of receipt and included in the SoFA as in the Statement of Financial Activities.</p>

	Gifts in kind for use by the charity when receivable.
<b>Donated services and facilities</b>	Donated services and facilities the gift to the charity provider  Donated services and facilities with an equivalent amount recorded in the SOFA.
<b>Support costs</b>	The charity has incurred expenditure
<b>Volunteer help</b>	The value of any voluntary help in the trustees' annual report.
<b>Income from interest, royalties and dividends</b>	This is included in the accounts and be measured reliably.
<b>Income from membership subscriptions</b>	Membership subscriptions received Legacies.  Membership subscriptions where benefits are recognised as income from charitable activities
<b>Settlement of insurance claims</b>	Insurance claims are only included if criteria are met (5.10 to 5.12 in the SoFA).
<b>Investment gains and losses</b>	This includes any realised or unrealised any gain or loss resulting from the year.

## 2.3 EXPENDITURE AND LIABILITIES

<b>Liability recognition</b>	Liabilities are recognised where there is a constructive obligation commensurate with the obligation can be measured reliably
<b>Governance and support costs</b>	Support costs have been allocated to Governance costs comprise all costs of compliance with regulation and support costs include central categories on a basis consistent with floor areas, or per capita, staff costs
<b>Grants with performance conditions</b>	Where the charity gives a grant for a service or output to be provided and the recipient of the grant has provided evidence of performance
<b>Grants payable without performance conditions</b>	Where there are no conditions attached to the grant realistically avoid the commitment being recognised.
<b>Redundancy cost</b>	The charity made no redundancy payments

<b>Deferred income</b>	No material item of deferred i
<b>Creditors</b>	The charity has creditors whic discounts
<b>Provisions for liabilities</b>	A liability is measured on recc measured at the best estimat reporting date
<b>Basic financial instruments</b>	The charity accounts for basic paragraph 10.7 FRS102 SORP 11.19, FRS102 SORP.

## 2.4 ASSETS

<b>Tangible fixed assets for use by charity</b>	These are capitalised if they c  They are valued at cost.  The depreciation rates and m
<b>Intangible fixed assets</b>	The charity has intangible fixe physical substance but are ide or legal rights. The amortisat  They are valued at cost.
<b>Heritage assets</b>	The charity has heritage asse scientific, technological, geop maintained principally for the rates and methods used as di  They are valued at cost.
<b>Investments</b>	Fixed asset investments in qu valued at initially at cost and end. The same treatment is a measured reliably in which ca  Investments held for resale or maturity date of less than 1 y
<b>Stocks and work in progress</b>	Stocks held for sale as part of realisable value.  Goods or services provided as based on the service potentia  Work in progress is valued at
<b>Debtors</b>	Debtors (including trade debt settlement amount after any 1 they are measured at the casl
<b>Current asset</b>	The charity has has investmei equivalents with a maturity d

**Current asset  
investments**

equivalents with a maturity of  
equivalents with a maturity of  
to meet short term cash comr

They are valued at fair value of

**POLICIES ADOPTED  
ADDITIONAL TO OR  
DIFFERENT FROM  
THOSE ABOVE**

by the charity except for those ticked "No" or "N/a". Where a detailed in the box below.

Statement of Financial Activities (SoFA) when:  
 entitled to the resources;  
 that the trustees will receive the resources; and  
 be measured with sufficient reliability.

Yes	No	N/a
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

of assets and liabilities, or income and expenses, unless required or  
 RP or FRS 102.

Yes	No	N/a
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

included in the SoFA when the general income recognition  
 FRS102 SORP).

Yes	No	N/a
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

related grants, income must only be recognised to the extent  
 the specified goods or services as entitlement to the grant  
 licence related conditions are met (5.16 FRS 102 SORP).

Yes	No	N/a
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

SoFA when receipt is probable, that is, when there has been  
 resources have established that there are sufficient assets in the  
 attached to the legacy are either within the control of the

Yes	No	N/a
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Government grants in the reporting period

Yes	No	N/a
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

in income when there is a valid declaration from the donor.  
 on a donation is considered to be part of that gift and is  
 same fund as the initial donation unless the donor or the  
 specified otherwise.

Yes	No	N/a
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

FA once the charity has provided the related goods or  
 licence related conditions.

Yes	No	N/a
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

at fair value (the amount for which the asset could be  
 sold to do so.

Yes	No	N/a
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

stocks donated for distribution to beneficiaries is deemed to be  
 the time of their receipt and they are recognised on  
 the day in which the stocks are distributed, they are recognised  
 at the amount of the stocks at distribution.

Yes	No	N/a
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

measured at fair value on initial recognition, which is the  
 less the expected costs of sale, and recognised in 'Income  
 from other trading' with the corresponding stock recognised in the balance  
 sheet. If stock is charged against 'Income from other trading'  
 on sale are also recognised as 'Income from other trading'

Yes	No	N/a
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

resources by the charity are recognised as tangible fixed assets  
 incoming resources when receivable.

Yes	No	N/a
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

arity are included in the SoFA as income from donations

Yes	No	N/a
		✓

s are included in the SOFA when received at the value of  
d the value of the gift can be measured reliably.

Yes	No	N/a
		✓

s that are consumed immediately are recognised as income  
cognised as an expense under the appropriate heading in

Yes	No	N/a
		✓

nditure on support costs.

Yes	No	N/a
✓		

elp received is not included in the accounts but is described

Yes	No	N/a
✓		

ts when receipt is probable and the amount receivable can

Yes	No	N/a
✓		

ceived in the nature of a gift are recognised in Donations and

Yes	No	N/a
		✓

ich gives a member the right to buy services or other  
ome earned from the provision of goods and services as  
ies.

Yes	No	N/a
		✓

uded in the SoFA when the general income recognition  
FRS102 SORP) and are included as an item of other income

Yes	No	N/a
		✓

unrealised gains or losses on the sale of investments and  
1 revaluing investments to market value at the end of the

Yes	No	N/a
✓		

re it is more likely than not that there is a legal or  
itting the charity to pay out resources and the amount of  
ad with reasonable certainty.

Yes	No	N/a
✓		

ated between governance costs and other support.  
ll costs involving public accountability of the charity and its  
id good practice.

Yes	No	N/a
✓		

functions and have been allocated to activity cost  
:nt with the use of resources, eg allocating property costs by  
f costs by the time spent and other costs by their usage.

Yes	No	N/a
✓		

nt with conditions for its payment being a specific level of  
ed, such grants are only recognised in the SoFA once the  
vided the specified service or output.

Yes	No	N/a
		✓

s attaching to the grant that enables the donor charity to  
ment, a liability for the full funding obligation must be

Yes	No	N/a
✓		

ncy payments during the reporting period.

Yes	No	N/a
✓		

income has been included in the accounts.

Yes	No	N/a
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

which are measured at settlement amounts less any trade

Yes	No	N/a
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

on recognition at its historical cost and then subsequently  
the amount required to settle the obligation at the

Yes	No	N/a
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

for financial instruments on initial recognition as per  
Subsequent measurement is as per paragraphs 11.17 to

Yes	No	N/a
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

can be used for more than one year, and cost at least

£500

Yes	No	N/a
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

methods used are disclosed in note 9.2.

ed assets, that is, non-monetary assets that do not have  
entifiable and are controlled by the charity through custody  
ion rates and methods used are disclosed in note 9.5

Yes	No	N/a
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Yes	No	N/a
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

ts, that is, non-monetary assets with historic, artistic,  
hysical or environmental qualities that are held and  
ir contribution to knowledge and culture. The depreciation  
isclosed in note 9.6.1.4.

Yes	No	N/a
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Yes	No	N/a
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

oted shares, traded bonds and similar investments are  
subsequently at fair value (their market value) at the year  
applied to unlisted investments unless fair value cannot be  
se it is measured at cost less impairment.

Yes	No	N/a
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

r pending their sale and cash and cash equivalents with a  
ear are treated as current asset investments

Yes	No	N/a
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

non-charitable trade are measured at the lower or cost or net

Yes	No	N/a
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

s part of a charitable activity are measured at net realisable value  
l provided by items of stock.

Yes	No	N/a
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

cost less any foreseeable loss that is likely to occur on the contract.

Yes	No	N/a
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

ors and loans receivable) are measured on initial recognition at  
trade discounts or amount advanced by the charity. Subsequently,  
h or other consideration expected to be received.

Yes	No	N/a
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

nts which it holds for resale or pending their sale and cash and cash  
ats less than one year. These include cash on deposit and cash

Yes	No	N/a
-----	----	-----

✓		
---	--	--

except where they qualify as basic financial instruments.

Yes	No	N/a
✓		

--

## Note 3

## Analysis of income

Analysis		Unrestricted funds	Restricted income funds	Endowment funds	Total funds	Prior year
					£	£
<b>Donations and legacies:</b>	Donations and gifts	55,173	-	-	55,173	61,531
	Gift Aid	11,755	-	-	11,755	12,894
	Legacies	10,809	-	-	10,809	-
	General grants provided by government/other charities	1,577	-	-	1,577	-
	Membership subscriptions and sponsorships which are in substance donations	-	-	-	-	-
	Donated goods, facilities and services	-	-	-	-	-
	Other	2,933	-	-	2,933	2,853
	<b>Total</b>	82,247	-	-	82,247	77,278
<b>Charitable activities:</b>	Other	14,660	-	-	14,660	28,955
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
	<b>Total</b>	14,660	-	-	14,660	28,955
<b>Other trading activities:</b>		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
	Other	-	-	-	-	-
	<b>Total</b>	-	-	-	-	-
<b>Income from investments:</b>	Interest income	311	-	-	311	508
	Dividend income	-	-	-	-	-
	Rental and leasing income	10,500	-	-	10,500	10,000
	Other	-	-	-	-	-
	<b>Total</b>	10,811	-	-	10,811	10,508
<b>Separate material item of income:</b>		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
	<b>Total</b>	-	-	-	-	-
<b>Other:</b>	Conversion of endowment funds into income	-	-	-	-	-
	Gain on disposal of a tangible fixed asset held for charity's own use	-	-	-	-	-
	Gain on disposal of a programme related investment	-	-	-	-	-
	Royalties from the exploitation of intellectual property rights	-	-	-	-	-
	Other	-	-	-	-	-
	<b>Total</b>	-	-	-	-	-
<b>TOTAL INCOME</b>		107,718	-	-	107,718	116,741

## Other information:

All income in the prior year was unrestricted except for:  
(please provide description and amounts)

Where any endowment fund is converted into income in the reporting period, please give the reason for the conversion.

Within the income items above the following items are material: (please disclose the nature, amount and any prior year amounts)

## Note 4

## Analysis of receipts of government grants

	Description
Government grant 1	
Government grant 2	
Government grant 3	
Other	
	<b>Total</b>

*Please provide details of any unfulfilled conditions and other contingencies attaching to grants that have been recognised in income.*

--

*Please give details of other forms of government assistance from which the charity has directly benefited.*

--

**(cont)**

<b>This year</b>	<b>Last year</b>
<b>£</b>	<b>£</b>
-	-
-	-
-	-
-	-
-	-

## Note 5

## Donated goods, facilities and services

Seconded staff

Use of property

Other

**Please provide details of the accounting policy for the recognition and valuation of donated goods, facilities and services.**

**Please provide details of any unfulfilled conditions and other contingencies attaching to resources from donated goods and services not recognised in income.**

**Please give details of other forms of other donated goods and services not recognised in the accounts, eg contribution of unpaid volunteers.**

**(cont)**

<b>This year</b>	<b>Last year</b>
<b>£</b>	<b>£</b>
-	-
-	-
-	-
-	-

**Note 6 Analysis of expenditure**

	Unrestricted funds	Restricted income funds	Endowment funds	Total funds £	Prior year £
<b>Analysis</b>					
<b>Expenditure on raising funds:</b>					
Incurred seeking donations		-	-	-	
Incurred seeking legacies	-	-	-	-	-
Incurred seeking grants					
Operating membership schemes and social lotteries					
Staging fundraising events	-			-	
Fundraising agents					
Operating charity shops					
Operating a trading company undertaking non-charitable trading activity					
Advertising, marketing, direct mail and publicity	160	-	-	160	3
Start up costs incurred in generating new source of future income	-	-	-	-	-
Database development costs	-	-	-	-	-
Other trading activities					
Investment management costs:	-	-	-	-	
Portfolio management costs	-	-	-	-	-
Cost of obtaining investment advice	-	-	-	-	-
Investment administration costs	-	-	-	-	-
Intellectual property licencing costs	-	-	-	-	-
Rent collection, property repairs and maintenance charges	-	-	-	-	-
	-	-	-	-	-
<b>Total expenditure on raising funds</b>	160	-	-	160	3
<b>Expenditure on charitable activities</b>					
Grants to Missions and development	370		-	370	9,502
Parish Share	57,102	-	-	57,102	55,762
Church running costs	34,884	-	-	34,884	41,939
	-	-	-	-	-
<b>Total expenditure on charitable activities</b>	92,356	-	-	92,356	107,203
<b>Separate material item of expense</b>					
Hall Chairs	-	-	-	-	5,353
	-	-	-	-	-
	-	-	-	-	-
<b>Total</b>	-	-	-	-	5,353
<b>Other</b>					
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Total other expenditure</b>	-	-	-	-	-
<b>TOTAL EXPENDITURE</b>	92,516	-	-	92,516	112,559

**Section C****Notes to the accounts****Note 7                      Extraordinary items**

*Please explain the nature of each extraordinary item occurring in the period*

	Description
Extraordinary item 1	
Extraordinary item 2	
Extraordinary item 3	
Extraordinary item 4	
Total extrordinary items	

(c)

1.

This year £	Last year £
-	-
-	-
-	-
-	-
-	-

<b>Section C</b>	<b>Notes to the accounts</b>
------------------	------------------------------

**Note 8**                      **Funds received as agent**

**8.1 Please complete this note if the charity has agreed to administer the funds of another entity as its agent. Note: If a charity is acting as an agent, it should not recognise the income in the Statement of Financial Activities or the Balance Sheet.**

Description/name of party	Related party (Yes or No)	Amount received		Amount paid out		Balance held at period end	
		This year	Last year	This year	Last year	This year	Last year
		£	£	£	£	£	£
		-	-	-	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
<b>Total</b>		-	-	-	-	-	-

**8.2 Where a consortia or similar arrangement exists whereby 2 or more charities co-operate to achieve economies in the purchase of goods or services, please disclose details of any balances outstanding between any participating members.**

Description/name of party	Balance held at period end	
	This year	Last year
	£	£
	-	-
	-	-
	-	-
	-	-
	-	-
<b>Total</b>		-

**Section C****Notes to the accounts****Note 9 Support Costs**

***Please complete this note if the charity has analysed its expenses using activity categories and has support costs.***

<b>Support cost (examples)</b>	<b>Raising funds £</b>	<b>Activity 1 £</b>	<b>Activity 2 £</b>	<b>Activity 3 £</b>
Governance	-	-		-
	-	-		-
	-	-		-
	-	-		-
Other	-	-		-
<b>Total</b>	-	-		-

***Please provide details of the accounting policy adopted for the apportionment of costs between activities and any estimation techniques used to calculate their apportionment.***

--



Grand total £	Basis of allocation
	(Describe method)
-	
-	
-	
-	
-	
-	

--

## Section C

## Notes to the accounts

### **Note 10** Details of certain items of expenditure

#### **10.1 Fees for examination of the accounts**

*Please provide details of the amount paid for any statutory external scrutiny of accounts and other services provided by your independent examiner. If nothing was paid please enter '0' in the appropriate box(es).*

**Independent examiner's fees**

**Assurance services other than audit or independent examination**

**Tax advisory fees**

**Other fees (for example: financial advice, consultancy, accountancy services) paid to the independent examiner**



<b>This year £</b>	<b>Last year £</b>
100	150

**Section C****Notes to the accounts****Note 11****Paid employees**

*Please complete this note if the charity has any employees.*

**11.1 Staff Costs**

	<b>This year £</b>
Salaries and wages	6,240
Social security costs	-
Pension costs (defined contribution scheme)	
Other employee benefits	-
<b>Total staff costs</b>	<b>6,240</b>

Please provide details of expenditure on staff working for the charity whose contracts are with and are paid by a related party

--

*Please give details of the number of employees whose total employee benefits (excluding pension costs) fell within each band of £10,000 from £60,000 upwards. If there are transactions, please enter 'true' in the box provided.*

No employees received employee benefits (excluding employer pension costs) for the reporting period of more than £60,000

--

<b>Band</b>	<b>Number of employees</b>
£60,000 to £69,999	
£70,000 to £79,999	
£80,000 to £89,999	
£90,000 to £99,999	
£100,000 to £109,999	

Please provide the total amount paid to key management personnel (includes trustees and senior management) for their services to the charity

--

**11.2 Average head count in the year**

The parts of the charity in which the employees work

	<b>This year Number</b>
Fundraising	-
Charitable Activities	-
Governance	-
Other	1

Total 1

### 11.3 Ex-gratia payments to employees and others (excluding trustees)

*Please complete if an ex-gratia payment is made.*

**Please explain the nature of the payment**

**Please state the legal authority or reason for making the payment**

**Please state the amount of the payment (or value of any waiver of a right to an asset)**

### 11.4 Redundancy payments

*Please complete if any redundancy or termination payment is made in the period.*

**Total amount of payment**

**The nature of the payment (cash, asset etc.)**

**The extent of redundancy funding at the balance sheet date**

**Please state the accounting policy for any redundancy or termination payments**

**(cont)**

Last year £
6,214
-
-
6,214

--

***cluding employer  
no such***

1
---


--

Last year Number
-
-
-
1

1

**Section C****Notes to the accounts**

**Note 12** **Defined contribution pension scheme or defined benefit accounted for as a defined contribution scheme.**

**12.1 Please complete this note if a defined contribution pension scheme is operate**

**Amount of contributions recognised in the SOFA as an expense**

**Please explain the basis for allocating the liability and expense of defined contribution pension scheme between activities and between restricted and unrestricted funds.**

**12.2 Please complete this section where the charity participates in a defined benefit is unable to ascertain its share of the underlying assets and liabilities.**

**Please confirm that although the scheme is accounted for as a defined contribution plan, it is a defined benefit plan.**

**Please provide such information as is available about the plan's surplus or deficit and the implications, if any, for the reporting charity**

**12.3 Please complete this section where the charity participates in a multi-employee pension plan that is accounted for as a defined contribution plan.**

**Describe the extent to which the charity can be liable to the plan for other entities' obligations under the terms and conditions of the multi-employer plan**

**(cont)**

**t scheme**

**d.**


**it pension plan but**


**r defined benefit**


**Section C****Notes to the accounts****Note 13****Grantmaking**

***Please complete this note if the charity made any grants or donations which are part of the charitable activities undertaken.***

**13.1 Analysis of grants paid (included in cost of charitable activities)**

<b>Analysis</b>	<b>Grants to institutions</b>	<b>Grants to individuals</b>
Bigogwe Trust		
Community Relief		
Hockley Message Trust		
New Hope Trust		
STEP		
Bishop's Harvest Appeal		
Bishop's STAR Appeal		
Saltmine		
2:67 Project		
Unlock		
Urban Saints		
Watford Schools Trust		
Light of Hope		
Crosslinks		
BFSB		
UM to Nepal		
CPAS		
<b>Total</b>	<b>-</b>	<b>-</b>

***Please enter "Nil" if the charity does not identify and/or allocate support to any of the above.***

**13.2 Grants made to institutions**

***My charity has made grants to particular institutions that are material in the context of its grantmaking. Details of the institution supported, purpose of the grant and total paid to each institution is available on the charity's web site.***

<b>Names of institution</b>	<b>Purpose of grant</b>


***Total grants to institutions in reporting period***

***Other unanalysed grants***

***TOTAL GRANTS PAID***

**(cont)**

*high in aggregate form a material*

<b>Support costs</b>	<b>Total</b>
<b>NIL</b>	<b>0</b>
<b>NIL</b>	<b>0</b>
<b>NIL</b>	<b>0</b>
<b>NIL</b>	<b>0</b>
<b>NIL</b>	<b>0</b>
<b>NIL</b>	<b>0</b>
<b>50</b>	<b>50</b>
<b>320</b>	<b>320</b>
<b>NIL</b>	<b>0</b>
<b>NIL</b>	<b>0</b>
<b>NIL</b>	<b>0</b>
<b>NIL</b>	<b>0</b>
<b>NIL</b>	<b>0</b>
<b>NIL</b>	<b>0</b>
<b>NIL</b>	<b>0</b>
<b>NIL</b>	<b>0</b>
<b>NIL</b>	<b>0</b>
<b>370</b>	<b>370</b>

*t costs.*

<b>Yes</b>	<b><i>Please provide details of charity's URL.</i></b>
<b>No</b>	<b><i>Provide details below</i></b>
<b>pose</b>	<b>Total amount of grants paid £</b>
	-



**Note 14**                      **Tangible fixed assets***Please complete this note if the charity has any tangible fixed assets***14.1 Cost or valuation**

	Freehold land & buildings	Other land & buildings	Plant, machinery and motor vehicles	Fixtures, fittings and equipment	Total
	£	£	£	£	£
At the beginning of the year	400,000	140,000	-	-	540,000
Additions	-	-	-	-	-
Revaluations	-	-	-	-	-
Disposals	-	-	-	-	-
Transfers *	-	-	-	-	-
At end of the year	400,000	140,000	-	-	540,000

**14.2 Depreciation and impairments**

<b>**Basis</b>	SL or RB	SL or RB	SL or RB	SL or RB	SL or RB
<b>** Rate</b>					

At beginning of the year	-	-	-	-	-
Disposals	-	-	-	-	-
Depreciation	-	-	-	-	-
Impairment	-	-	-	-	-
Transfers*	-	-	-	-	-
At end of the year	-	-	-	-	-

**14.3 Net book value**

Net book value at the beginning of the year	400,000	140,000	-	-	540,000
Net book value at the end of the year	400,000	140,000	-	-	540,000

**14.4 Impairment**

**Please provide a description of the events and circumstances that led to the recognition or reversal of an impairment loss.**

--

#### **14.5 Revaluation**

**If an accounting policy of revaluation is adopted, please provide:**

**the effective date of the revaluation**

--

**the name of independent valuer, if applicable**

--

**the methods applied and significant assumptions**

--

**the carrying amount that would have been recognised had the assets been carried under the cost model.**

--

#### **14.6 Other disclosures**

**(i) Please state the amount of borrowing costs, if any, capitalised in the construction of tangible fixed assets and the capitalisation rate used**

--

**(ii) Please provide the amount of contractual commitments for the acquisition of tangible fixed assets.**

--

**(iii) Details of the existence and carrying amounts of property, plant and equipment to which the charity has restricted title or that are pledged as security for liabilities.**

--

\* The "transfers" row is for movements between fixed asset categories.

\*\* Please indicate the method of depreciation by deleting the method not applicable (SL = straight

**(cont)**

Straight Line  
("SL") or  
Reducing  
Balance ("RB")



**Section C****Notes to the accounts****Note 15 Intangible assets***Please complete this note if the charity has any intangible assets***15.1 Cost or valuation**

	Research & development	Patents and trademarks	Other	Total
	£	£	£	£
At beginning of the year	-	-	-	-
Additions	-	-	-	-
Disposals	-	-	-	-
Revaluations	-	-	-	-
Transfers *	-	-	-	-
At end of the year	-	-	-	-

**15.2 Amortisation and impairments**

<b>**Basis</b>	SL or RB	SL or RB	SL or RB	SL or RB	Straight Line ("SL") or Reducing Balance ("RB")
<b>** Rate</b>					

At beginning of the year	-	-	-	-
Disposals	-	-	-	-
Amortisation	-	-	-	-
Impairment	-	-	-	-
Transfers*	-	-	-	-
At end of year	-	-	-	-

**15.3 Net book value**

Nat book value at the beginning of the year	-	-	-	-
Net book value at the end of the year	-	-	-	-

**15.4 Accounting policy***Please disclose the accounting policy for intangible fixed assets including:***Reasons for choosing amortisation rates****Policies for the recognition of any capital development**


**15.5 Impairment**

**Please provide a description of the events and circumstances that led to the recognition or reversal of an impairment loss.**

--

## 15.6 Revaluation

**If an accounting policy of revaluation is adopted, please provide:**

**the effective date of the revaluation**

--

**the name of independent valuer, if applicable**

--

**the methods applied**

--

**the carrying amount that would have been recognised had the assets been carried under the cost model.**

--

## 15.7 Other disclosures

**(i) If your intangible asset was acquired by way of grant, provide value on initial recognition and carrying amount of the asset.**

--

**(ii) Details of the carrying amounts of any intangible assets to which the charity has restricted title or that are pledged as security for liabilities.**

--

**(iii) Please provide the amount of contractual commitments for the acquisition of intangible assets.**

--

**(iv) State the amount of research and development expenditure recognised as expenditure in the year.**

--

**(vi) Please detail the headings in the SOFA in which a charge for amortisation of intangible assets is included.**

--

**(vii) For any material intangible assets, please provide a description, its carrying amount and any remaining amortisation period.**

--

\* The "transfers" row is for movements between fixed asset categories.

\*\* Please indicate the method of depreciation by deleting the method not applicable (SL = straight line; RB = reducing balance). Also please indicate the rate of depreciation: for straight line, what is the anticipated life of the asset (in years); for reducing balance, what is the percentage annual deduction

**Note 16** Heritage assets*Please complete this note if the charity has heritage assets***16.1 General disclosures for all charities holding heritage assets****(i) Explain the nature and scale of heritage assets held.****(ii) Explain the policy for the acquisition, preservation, management and disposal of heritage assets.****16.2 Cost or valuation**

	Heritage asset 1 £	Heritage asset 2 £	Heritage asset 3 £
At beginning of the year	-	-	-
Additions	-	-	-
Disposals	-	-	-
Revaluations	-	-	-
Transfers *	-	-	-
At end of the year	-	-	-

**16.3 Depreciation and impairments****\*\*Basis****\*\* Rate**

At beginning of the year	-	-	-
Disposals	-	-	-
Depreciation	-	-	-
Impairment	-	-	-
Transfers*	-	-	-
At end of year	-	-	-

#### 16.4 Net book value

Nat book value at the beginning of the year

Net book value at the end of the year

-	-	-
-	-	-

#### 16.5 Impairment

***Please provide a description of the events and circumstances that led to the recognition or reversal of an impairment loss.***

--

#### 16.6 Revaluation

***If an accounting policy of revaluation is adopted, please provide:***

***the effective date of the revaluation***

***the name of independent valuer, if applicable***

***qualifications of independent valuer***

***the methods applied and significant assumptions***

***any significant limitations on the valuation***


#### 16.7 Analysis of heritage assets by class or group distinguishing those at cost

Carrying amount at the beginning of the period

Additions

Disposals

Depreciation/impairment

Revaluation

Carrying amount at the end of period

## 16.8 Heritage assets (where heritage assets are not recognised on the balance sheet)

(i) Explain the reason why heritage assets have not been recognised on the balance sheet.

(ii) Describe the significance and nature of heritage assets.

(iii) Disclose information that is helpful in assessing the value of heritage assets.

(iv) Explain the reason why it is not practicable to obtain a valuation of heritage assets.

## 16.9 Five year summary of heritage assets transactions

	2015	2014	2013
	£	£	£
<b>Purchases</b>			
Group A	-	-	-
Group B	-	-	-
Group C	-		
Other	-		
<b>Donations</b>			
Group A	-	-	-
Group B	-	-	-
Group C	-	-	-
Other	-	-	-
<b>Total additions</b>	-	-	-
<b>Charge for impairment</b>			
Group A	-	-	-
Group B	-	-	-
Group C	-	-	-
Other	-	-	-
<b>Total charge for impairment</b>	-	-	-
<b>Disposals</b>			
Group A - carrying amount	-	-	-
Group B - carrying amount	-	-	-
Group C	-	-	-
Other	-	-	-

**Total disposals**

-	-	-
---	---	---

(cont)


Heritage asset 4 £	Total £
-	-
-	-
-	-
-	-
-	-
-	-

		Straight Line ("SL") or Reducing Balance ("RB")

-	-
-	-
-	-
-	-
-	-
-	-

-	-
-	-

--


**and those at valuation**

<b>At valuation Group A</b>	<b>At cost Group B</b>	<b>Total</b>
<b>£</b>	<b>£</b>	<b>£</b>
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-

e sheet)


2012	2011
£	£
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-

-	-
---	---

## Section C

## Notes to the accounts

### Note 17 Investment assets

*Please complete this note if the charity has any investment assets.*

#### 17.1 Fixed assets investments (please provide for each class of investment)

	Cash & cash equivalents	Listed investments	Investment properties	Social investments
Carrying (fair) value at beginning of period	-	-	-	-
<b>Add:</b> additions to investments during period*	-	-	-	-
<b>Less:</b> disposals at carrying value	-	-	-	-
<b>Less: impairments</b>	-	-	-	-
<b>Add: Reversal of impairments</b>	-	-	-	-
<b>Add/(deduct):</b> transfer in/(out) in the period	-	-	-	-
<b>Add/(deduct):</b> net gain/(loss) on revaluation	-	-	-	-
Carrying (fair) value at end of year	-	-	-	-

**\*Please specify additions resulting from acquisitions through business combinations, if any.**

--

*Please note that Fair Value in this context is the amount for which an asset could be knowlegable and willing parties in an arm's length transaction. For traded securities, value of the security quoted on the London Stock Exchange Daily Official List or equivalent assets where there is no market price on a traded market, it is the trustees' or value fair value.*

**17.2 Please provide a breakdown of investments shown above agreeing with balance sheet row B04 differentiating between those held at fair value and those at cost less impairment.**

#### Analysis of investments

Cash or cash equivalents

Listed investments

Fair value at year end
£
-
-

<b>Investment properties</b>	-
<b>Social investments</b>	-
<b>Other investments</b>	-
<b>Total</b>	-
<b>Grand total (Fair value at year end+Cost less impairment)</b>	

**17.3 If your charity holds investment properties, please complete the following**

- (i) Explain the methods and significant assumptions in determining the fair value of investment property held by the charity**
- (ii) Name or independent valuer, if applicable, and relevant qualifications**
- (iii) Provide details of any restrictions on the ability to realise investment property or on the remittance of income or disposal proceeds**
- (iv) Explain any contractual obligations for the purchase, construction or development of investment property or for repairs, maintenance or enhancements**


**17.4 Please provide a breakdown of current asset investments, if applicable, balance sheet.**

**Analysis of current asset investments**

Cash or cash equivalents  
Listed investments  
Investment properties  
Social investments  
Other investments  
Total

This year
£
-
-
-
-
-
-

**17.5 Guarantees**

Please provide details and amount of any guarantee made to or on behalf of a third party

Name of the entity or entities benefitting from those guarantees

Please explain how the guarantee furthers the charity's aims


**17.6 Concessionary loans**

**Amount of concessionary loans made** (*Multiple loans made may be disclosed in aggregate provided that such aggregation does not obscure significant information*).

Description
<b>Total</b>

**Amount of concessionary loans received** (*Multiple loans received may be disclosed in aggregate provided that such aggregation does not obscure significant information*).

Description
<b>Total</b>

**Terms and conditions eg interest rate, security provided**

**Value of any concessionary loans which have been committed but not taken up at the reporting date**

**Amounts payable within 1 year**

**Amounts payable after more than 1 year**

**Amounts receivable within 1 year**

**Amounts receivable after more than 1 year**

### **17.7 Additional information**

**Please provide information about the significance of investments to the charity's financial position or performance eg. terms and conditions of loans or the use of hedging to manage financial risk.**

**For all investments measured at fair value, the basis for determining the value, including any assumptions applied when using a valuation technique.**

**Where a charity has provided financial assets as a form of security, the carrying amount of the financial asset pledged as security and the terms and conditions relating to its pledge.**

(cont)

Other	Total
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-

--

*exchanged between  
s, the fair value is the  
ivalent. For other  
ers' best estimate of*

**the  
ose held**

<b>Cost less impairment</b>
<b>£</b>
-
-

-
-
-
-

ing note:


**agreeing with the**

<b>Last year</b>
<b>£</b>
-
-
-
-
-
-
-


	<b>This year £</b>	<b>Last year £</b>

	<b>This year £</b>	<b>Last year £</b>



**Section C****Notes to the accounts****Note 18 Stocks**

*Please complete this note if the charity holds any stock items*

**18.1 Please state the carrying amount of stock and work in progress analysed by activities.**

	Stock		Donated goods	
	For distribution	For resale	For distribution	For resale
	£	£	£	£
<b>Charitable activities:</b>				
<i>Opening</i>	-	-	-	-
<i>Added in period</i>	-	-	-	-
<i>Expensed in period</i>	-	-	-	-
<i>Impaired</i>	-	-	-	-
<i>Closing</i>	-	-	-	-
<b>Other trading activities:</b>				
<i>Opening</i>	-	-	-	-
<i>Added in period</i>	-	-	-	-
<i>Expensed in period</i>	-	-	-	-
<i>Impaired</i>	-	-	-	-
<i>Closing</i>	-	-	-	-
<b>Other:</b>				
<i>Opening</i>	-	-	-	-
<i>Added in period</i>	-	-	-	-
<i>Expensed in period</i>	-	-	-	-
<i>Impaired</i>	-	-	-	-
<i>Closing</i>	-	-	-	-
<b>Total this year</b>	-	-	-	-
<b>Total previous year</b>	-	-	-	-

**18.2 Please specify the carrying amount of any stocks pledged as security for liabilities**

--

**(cont)**

**tween**

<b>Work in progress</b>
<b>£</b>
-
-
-
-
-
-
-
-
-
-
-
-
-
-
-
-
-
-
-
-



Section C	Notes to the accounts
-----------	-----------------------

**Note 19 Debtors and prepayments**

*Please complete this note if the charity has any debtors or prepayments.*

**19.1 Analysis of debtors**

Trade debtors

Prepayments and accrued income

Other debtors

**Total**

*Please complete 19.2 where a material debtor is recoverable more than a year*

**19.2 Analysis of debtors recoverable in more than 1 year (included in debtor**

Trade debtors

Prepayments and accrued income

Other debtors

**Total**

**(cont)**

<b>This year</b>	<b>Last year</b>
<b>£</b>	<b>£</b>
-	-
5,343	1,164
	2,412
5,343	3,576

*after the reporting date.*

rs above)

<b>This year</b>	<b>Last year</b>
<b>£</b>	<b>£</b>
	-
-	-
-	-
-	-

**Note 20 Creditors and accruals**

*Please complete this note if the charity has any creditors or accruals.*

**20.1 Analysis of creditors**

	Amounts falling due within one year	
	This year £	Last year £
Accruals for grants payable	-	-
Bank loans and overdrafts	-	-
Trade creditors	-	-
Payments received on account for contracts or performance-related grants	-	-
Accruals and deferred income	4,484	3,484
Taxation and social security	-	-
Other creditors	-	-
<b>Total</b>	<b>4,484</b>	<b>3,484</b>

**20.2 Deferred income**

*Please complete this note if the charity has deferred income.*

*Please explain the reasons why income is deferred.*

--

***Movement in deferred income account***

**Balance at the start of the reporting period**

**Amounts added in current period**

**Amounts released to income from previous periods**

**Balance at the end of the reporting period**

**(cont)**

<b>Amounts falling due after more than one year</b>	
<b>This year £</b>	<b>Last year £</b>
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-

--

<b>This year £</b>	<b>Last year £</b>
-	-
-	-
-	-
-	-

**Section C****Notes to the accounts****Note 21 Provisions for liabilities and charges**

*Please complete this note if you have included in charity expenditure any provision made when the charity has a liability of uncertain timing or amount.*

**21.1 Please provide:**

- a brief description of any obligations on the balance sheet and the expected amount and timing of resulting payments;
- an indication of the uncertainties about the amount or timing of those outflows; and
- the amount of any expected reimbursement, stating the amount of any asset that has been recognised for that expected reimbursement.


**21.2 Movements in recognised provisions and funding commitment during the**

**Balance at the start of the reporting period**

**Amounts added in current period**

**Amounts charged against the provision in the current period**

**Unused amounts reversed during the period**

**Balance at the end of the reporting period**

**21.3 For any funding commitment that is not recognised as a liability or provision, provide details of commitment made, the time frame of that commitment, any performance-related conditions and details of how the commitment will be funded (with contracts for capital expenditure separately identified).**

--

**21.4 Where unrestricted funds have been designated to a fund commitment, please disclose the nature of any amounts designated and the likely timing of that expenditure.**

--

**(cont)**

**visions. A provision is**


**period**

<b>This year £</b>	<b>Last year £</b>
-	-
-	-
-	-
-	-
-	-



**Section C****Notes to the accounts****Note 22 Other disclosures for debtors, creditors and other basic financial instruments**

**22.1 Please provide information about the significance of financial instruments (eg. debtors, creditors, investments etc) to the charity's financial position or performance, for example, the terms and conditions of loans or the use of hedging to manage financial risk.**

**22.2 If the charity has provided financial assets as a form of security, the carrying amount of the financial assets pledged as security and the terms and conditions related to its pledge should be given here.**


**(cont)**

**ial instruments**


**Section C****Notes to the accounts****Note 23 Contingent liabilities and contingent assets****23.1 Contingent liabilities**

Where the charity has contingent liabilities, please complete the following section where the possibility of their existence is remote.

<b>Description of item including its legal nature. Please describe any security provided in connection to the liability.</b>	<b>Estimate of financial impact</b>

**23.2 Contingent assets**

Where the charity has contingent assets, please complete the following section where the probability of their realization is probable

<b>Description of item</b>	<b>Estimate of financial impact</b>

**23.4 Other disclosures for contingent assets and/or liabilities**

Please provide the following information where practicable:

Explain any uncertainties relating to the amount or timing of settlement; and the possibility of any reimbursement

Where it is not practical to make one or more of these disclosures, please state this fact


**(cont)**

**ction unless the**

**nancial effect**


**n when their existence is**

**nancial effect**



**Section C****Notes to the accounts****Note 24****Cash at bank and in hand****Short term cash investments (less than 3 months maturity date)****Short term deposits****Cash at bank and on hand****Other****Total**

**(cont)**

<b>This year £</b>	<b>Last year £</b>
-	-
-	-
108,230	93,796
-	-
108,230	93,796

**Note 25 Fair value of assets and liabilities**

**25.1 Please provide details of the charity's exposure to credit risk (the risk of incurring a loss due to a debtor not paying what is owed) , liquidity risk (the risk of not being able to meet short term financial demands) and market risk (the risk that the value of an investment will fall due to changes in the market) arising from financial instruments to which the charity is exposed at the end of the reporting period and explain how the charity manages those risks.**

**25.2 Please give details of the amount of change in the fair value of basic financial instruments (debtors, creditors, investments (see section 11, FRS 102 SORP)) measured at fair value through the SoFA that is attributable to changes in credit risk.**

**(cont)**

[illegible]

## Section C

## Notes to the accounts

## Note 26

## Events after the end of the reporting period

**Please complete this note events (not requiring adjustment to the accounts) h  
the end of the reporting period but before the accounts are authorised which i  
that arose after the end of the reporting period.**

**Please provide details of the nature of the event**

**Provide an estimate of the financial effect of the event or a statement that such an estimate cannot be made**

**(cont)**

***ave occurred after  
relate to conditions***

--

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**Section C****Notes to the accounts****(cont)****Note 27****Charity funds****27.1 Details of material funds held and movements during the CURRENT reporting period**

*Please give details of the movements of material individual funds in the reporting period together with a balancing figure if figure below should reconcile to 'Total funds' in the balance sheet.*

*\* Key: PE - permanent endowment funds; EE - expendable endowment funds; R - restricted income funds, including special trusts; UR - unrestricted funds*

<b>Fund names</b>	<b>Type PE, EE R or UR *</b>	<b>Purpose and Restrictions</b>	<b>Fund balances brought forward £</b>	<b>Income £</b>	<b>Expenditure £</b>
Gift Day	U	Refurbishment of church facilities	15,571	12,523	
Missions Fund	U	Grants to Missions and development agencies	8,358	5,465	
Fixed Assets Fund	U	Properties to facilitate church activities	540,000		
Reserve Funds	U	Reserves	20,000		
Building Funds	U	To build new facilities in Church	25,755	10,809	
	U	Minor funds	977	135	
		<b>Total Designated Funds</b>	<b>610,661</b>	<b>28,932</b>	<b>-</b>
General Fund	U	Total General Operating expenses	23,226	78,787	- 92,517
		<b>Total Unrestricted Funds</b>	<b>633,887</b>	<b>107,719</b>	<b>- 92,517</b>
	R		-		
	R				
	R		-		
	R		-		
<b>Other funds</b>	<b>R</b>		-		

---

**Total Restricted Funds****Total Funds**

-	-	-
633,887	107,719	- 92,517



---

for 'Other funds'. The 'Total funds'

rusts, of the charity; and U -

Transfers £	Gains and losses £	Fund balances carried forward £
- 28,094	-	- 0
4,174		17,997
	-	540,000
	-	20,000
15,571	-	52,135
		1,112
- 8,349	-	631,244
8,349		17,845
-	-	649,089
		-
	-	-
	-	-
	-	-
	-	-

-	-	-
-	-	<b>649,089</b>

**Section C**
**Notes to the accounts**
**(cont)**
**Note 27**
**Charity funds (cont)**
**27.2 Details of material funds held and movements during the PREVIOUS reporting period**

*Please give details of the movements of material individual funds in the reporting period together with a balancing figure if figure below should reconcile to 'Total funds' in the balance sheet.*

*\* Key: PE - permanent endowment funds; EE - expendible endowment funds; R - restricted income funds, including special trusts and unrestricted funds*

<b>Fund names</b>	<b>Type PE, EE R or UR *</b>	<b>Purpose and Restrictions</b>	<b>Fund balances brought forward £</b>	<b>Income £</b>	<b>Expenditure £</b>
Gift Day	U	Refurbishment of church facilities	20,925	20,054	- 5,354
Missions Fund	U	Grants to Missions and development agencies	7,510	6,125	- 7,510
Fixed Assets Fund	U	Properties to facilitate church activities	540,000		
Reserve Funds	U	Reserves	20,000		
Building Funds	U	To build new Porch	18,675		- 941
	U	Minor funds	1,072	2,235	- 2,390
		<b>Total Designated Funds</b>	<b>608,182</b>	<b>28,414</b>	<b>- 16,195</b>
General Fund	U	General Operating expenses	21,523	88,328	- 96,365
		<b>Total Unrestricted</b>	<b>629,705</b>	<b>116,742</b>	<b>- 112,560</b>
	R		-		
	R				
	R		-		
	R		-		
	R		-		

		<b>Total Restricted</b>		-	
			<b>Total Funds</b>	<b>629,705</b>	<b>116,742 - 112,560</b>

or 'Other funds'. The 'Total funds'

rusts, of the charity; and U -

Transfers £	Gains and losses £	Fund balances carried forward £
- 20,054	-	15,571
2,233	-	8,358
	-	540,000
	-	20,000
8,021	-	25,755
60		977
- <b>9,740</b>	-	<b>610,661</b>
9,740		23,226
-	-	<b>633,887</b>
		-
	-	-
	-	-
	-	-
	-	-

-	-	-
-	-	<b>633,887</b>

**Section C****Notes to the accounts****Note 27****Charity funds (cont)****27.3 Transfers between funds**

	<b>Reason for transfer and where endowment is converted to income, legal power for its conversion</b>
Between unrestricted and restricted funds	
Between endowment and restricted funds	
Between endowment and unrestricted funds	

**27.4 Designated funds**

<b>Planned use</b>	<b>Purpose of the designation</b>

**(cont)**

verted to	Amount

	Amount

**Section C****Notes to the accounts****Note 28****Transactions with trustees and related parties**

*If the charity has any transactions with related parties (other than the trustee expenses) details of such transactions should be provided in this note. If there are no transactions to report, please enter "False" in the box or "False" if there are transactions to report.*

**28.1 Trustee remuneration and benefits**

**None of the trustees have been paid any remuneration or received any other benefits in connection with their employment with their charity or a related entity (True or False)**

*In the period the charity has paid trustees remuneration and benefits. Please give the details of any remuneration or other benefits paid to a trustee by the charity or any institution.*

Name of trustee	Legal authority (eg order, governing document)	Amounts paid	
		This year	
		Remuneration	Pension contribution
		£	£
A. Bradley	PCC approved contract		
K. Hodgins	PCC approved ex gratia payment		

*Please give details of why remuneration or other employment benefits were paid.*

*Where an ex gratia payment has been made to a trustee, provide an explanation of the nature of the payment.*

Administrator duties

Refurbishment of Vicarage for new Vicar

**28.2 Trustees' expenses**

*If the charity has paid trustees expenses for fulfilling their duties, details of such transactions should be provided in this note. If there are no transactions to report, please enter "True" in the box below. If there are transactions to report, please enter "False".*

**No trustee expenses have been incurred (True or False)**

Type of expenses reimbursed	This year
	£

Travel	
Subsistence	
Accommodation	
Other (please specify):	
<b>TOTAL</b>	

Please provide the number of trustees reimbursed for expenses or who had expenses paid by the charity

### 28.3 Transaction(s) with related parties

*Please give details of any transaction undertaken by (or on behalf of) the charity in which you have a financial interest, including where funds have been held as agent for related parties. If there is no such transaction, enter 'true' in the box provided.*

There have been no related party transactions in the reporting period (True or False)

Name of the trustee or related party	Relationship to charity	Description of the transaction(s)	Amount	Balance at period end
			£	£

*In relation to the transactions above, please provide the terms and conditions, including any security and the nature of any payment (consideration) to be provided in settlement.*

*For any related party, please provide details of any guarantees given or received.*

(cont)

ses explained in guidance notes)  
ns to report, please enter "True"

from an

0

e amount of, and legal authority  
ion or company connected with it.

aid or benefit value		
ear		Last year
Redundancy (including loss of office)/ex gratia	Other	TOTAL
	£	£
		0
		0

icar

nsactions should be provided in  
If there are transactions to

1

year	Last year
E	£


--

**which a related party has a material  
are no such transactions, please**

<b>1</b>
----------

<b>Provision for bad debts at period end</b>	<b>Amounts written off during reporting period</b>
<b>£</b>	<b>£</b>

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note 29	<b>Additional Disclosures</b>
The following are significant matters which are not covered in other notes and need to be included to provide a proper understanding of the accounts. If there is insufficient room here, please add a separate sheet.	

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Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name

The Parochial Church Council of St Luke's, Bricket Wood

On accounts for the year  
ended

31<sup>st</sup> December, 2020

Charity no  
(if any)

1137630

Set out on pages

1 to 41

(remember to include the page numbers of additional sheets)

Responsibilities and  
basis of report

I report to the trustees on my examination of the accounts of the above  
charity ("the Trust") for the year ended DD / MM / YYYY.

As the charity's trustees, you are responsible for the preparation of the  
accounts in accordance with the requirements of the Charities Act 2011  
("the Act").

I report in respect of my examination of the Trust's accounts carried out  
under section 145 of the 2011 Act and in carrying out my examination, I  
have followed all the applicable Directions given by the Charity Commission  
under section 145(5)(b) of the Act.

Independent  
examiner's statement

I have completed my examination. I confirm that no material matters have  
come to my attention in connection with the examination (other than that  
disclosed below \*) which gives me cause to believe that in, any material  
respect:

- the accounting records were not kept in accordance with section 130  
of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements  
concerning the form and content of accounts set out in the Charities  
(Accounts and Reports) Regulations 2008 other than any requirement  
that the accounts give a 'true and fair' view which is not a matter  
considered as part of an independent examination.

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

Signed:

Date:

3<sup>rd</sup> May, 2021

Name:

John Robert Eke

Relevant professional  
qualification(s) or body  
(if any):

Fellow of the Association of Charity Independent Examiners

Address:

168 Dragon Road, Hatfield, Herts AL10 9NZ