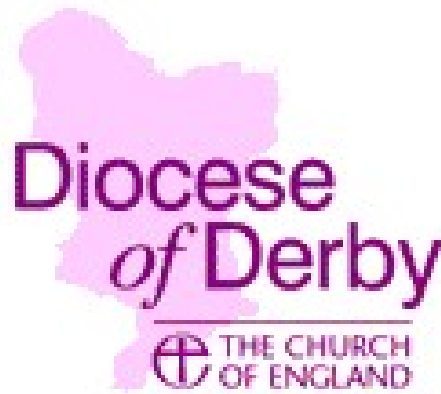


**ST THOMAS' BRAMPTON  
ST PETER'S HOLYMOORSIDE**



**ACCOUNTS 2020**  
**ANNUAL REPORT**  
**AND**  
**FINANCIAL STATEMENTS**  
**OF THE**  
**PAROCHIAL CHURCH COUNCIL**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**

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## **ST THOMAS' BRAMPTON with ST PETER'S HOLYMOORSIDE**

### **INTRODUCTION**

In this document, the Parochial Church Council (PCC) presents its annual report with the financial statements for the year ended 31 December 2020. The PCC is an unincorporated charity registered with the Charity Commission (charity number 1138026).

The accounts are presented in the prescribed manner in order to comply with the Charities Act 2011 and Church Accounting Regulations 2006. Accordingly:

1. The annual report outlining the activities of the PCC for the year is an integral part of the document.
2. The financial statements of the daughter church, St Peter's, Holymoorside, are required to be consolidated with those of St Thomas'.
3. The financial statements have been prepared on an accruals basis. This means that they take into account amounts owing to or by the PCC at the year end and are not limited to cash transactions.
4. The current year financial statements are presented by fund type (unrestricted, designated, restricted and total funds) in columnar format showing income / expenditure and assets / liabilities in the appropriate fund column. Only total figures are shown for the prior year.

This document has been compiled in line with the guidance provided by the Church of England in the book "PCC Accountability: The Charities Act 2011 and the PCC (5<sup>th</sup> edition, incorporating the Statement of Recommended Practice 2015)". A copy of this book is held in the St Thomas' office if you would like to refer to it.

I would like to draw your attention to the fact that the accounts include prior year adjustments. Full details are provided in note 12 to the financial statements. The main purpose of these adjustments is to ensure that balances the PCC owe the Derby Diocese in relation to the Hope House project and are owed by their subsidiary companies are appropriately included in the financial statements.

I hope these accounts give you a good understanding of the overall financial position of St Thomas' Brampton with St Peter's Holymoorside at the end of last year, where money has come from during the year and where it has been spent to support the work of the parish. However, the accounts do not illustrate the financial activity and position separately of St Thomas' or St Peter's. If you require further information, please contact the treasurers of the two churches.

In the short time I have been Parish Treasurer, I have become increasingly aware of the hard work and dedication of those who held this role before me. I would particularly like to thank David Oldale for assisting me in my transition into the role during the severe constraints placed on us all during the Covid-19 pandemic.

In addition, I would like to thank Geoff Walker for acting as our Independent Examiner for many years. This will be the last year that he provides this service for us.

Lastly, I know that not everyone is as interested in or knowledgeable about financial statements as the accountants among us. However, if you would like to know more about these numbers or have a question you would like to ask, please don't hesitate to contact me. I will be delighted to explain as clearly as I can.

**Lindsay Leteve FCA, Parish Treasurer**

**March 2021**

# **TRUSTEES' ANNUAL REPORT**

## **FOR THE YEAR ENDED 31 DECEMBER 2020**

### **AIMS AND PURPOSE**

St Thomas' Brampton with St Peter's Holymoorside Parochial Church Council (PCC) has the responsibility for working with the Acting Rector in promoting the whole mission of the church, pastoral, evangelistic, social and ecumenical within the ecclesiastical parish. It also has overall responsibility for the District Church Council (DCC) of St Peter's, Holymoorside.

### **VISION AND VALUES**

Our vision is to be a church of disciples making disciples who reach out in the love of Jesus to see lives transformed by him.

Our values are those of:

- **Welcome:** God welcomes us to come as we are. He is the loving Father who runs to the prodigal with a warm embrace. We want to welcome people as God welcomes us (Luke 15.20)
- **Worship:** Worship is our primary purpose and goes far beyond our Sunday gatherings. We want to show our passion for Jesus by loving him with all our heart, soul, mind and strength (Mark 12.30)
- **Belonging:** We have been created for relationship and therefore we do not have to travel a journey of discipleship alone. Jesus instigated the church to be first and foremost a family where people can find belonging, encouragement and support (1 Corinthians 12.27)
- **Growth:** God welcomes us as we are but doesn't leave us unchanged. Through the gift of the Spirit we are empowered to become more like Jesus (2 Corinthians 3.18)
- **Mission:** Jesus gives his disciples a mission to go and make more disciples. As we embrace God's love for people, live out Spirit-led, Gospel-centred lives that share and care, we will see his kingdom advance (Matthew 28.19, Mark 12.31)

### **ACHIEVEMENT AND PERFORMANCE**

#### **Vacancy**

In September 2020, the Rector of St Thomas' Brampton with St Peter's Holymoorside, Reverend Canon Matt Barnes was confirmed in his role as Director of Discipleship, Mission and Ministry for the Derby Diocese – a role to which he was seconded in April 2018. The parish is now officially in Vacancy (previously known as Interregnum). Our church wardens are drawing up a Parish Profile and we offer them our prayers and support in this important work.

#### **Covenant with St John's, Walton**

Under the covenant between St Thomas' and St John's Walton, signed in August 2019, Reverend Nick Green, the Vicar at St John's is the minister in charge of St Peter's, Holymoorside while St Thomas' continues to provide administrative support.

#### **Worship and Prayer**

All are welcome to attend our regular services. St Thomas' offers different worship styles at the 9:30am, 11am and 6pm services and St Peter's holds regular Sunday morning services. The church buildings have also been open for private prayer. The parish Electoral Roll, as updated in March 2020, lists 275 parishioners of whom 234 are members of St Thomas', and 41 of St Peter's.

2020 has been an exceptionally difficult year when, for much of the year, we have been unable to gather in person for public worship due to the Covid-19 pandemic. Online services started during the first lockdown with Church@Home. When our church buildings could be reopened, initially this was purely for private prayer and funerals. When we were able to gather again for public worship, our services were limited to a congregation size of 30 at St Thomas' and 20 at St Peter's to enable the necessary social distancing. Our thanks go to all who acted as stewards for private prayer and at our services for helping to keep us Covid-secure. Other online gatherings and streamed services have been provided on Sundays and during the week throughout the year since the pandemic started. Our thanks go to all the technologically-savvy people behind the scenes who have made this possible.

We held 14 funeral services in church during 2020 (11 at St Thomas' and 3 at St Peter's) with restrictions meaning that many services were only possible at the crematorium or cemetery.

### **Deanery Synod**

Five Deanery Synod representatives sit on the PCC. This provides the PCC with an important link between the parish and the wider structures of the Church.

### **Pastoral care**

Some members of our parish are unable to attend church due to sickness or age. Members of the clergy and licensed distributors have visited those church members who have requested it, to celebrate communion with them at home.

A community support scheme was set up at the start of the pandemic, to support people living alone, particularly those finding themselves without the support of friends and family nearby. For sustainability, the system was initially set up using the structures that were already established within church life, namely house groups and community groups, such as Knit & Natter and Thom's Blokes. Others who did not belong to such groups were brought into the scheme and supported by individual volunteers, as were members of our community who contacted the church for support. In the main, support consists of weekly phone calls (with some 'mutually agreed' variations), and others being supported in more practical ways such as shopping, collecting prescriptions and dog walking, though many of these arrangements have been made 'between friends', and not officially through the scheme.

In addition, the Community Support page that has been on the church website since April 2020 is regularly updated with information and contact details that we hope have been, and still are, of value during the pandemic. Our thanks go to Tony & Marie Witham and Jane Simmonds for all their work in this important area of support.

### **St Thomas' church centre**

During 2020, the church centre continued to be our 'beacon to the community' by providing a warm welcome for church members and non-church members alike. The coffee shop remained popular (and retained its 5-star hygiene rating) and the meeting rooms hosted our church and many other groups – at least when Covid-19 restrictions permitted. The coffee shop and the group meetings have been sorely missed when the centre has had to remain closed.

### **Mission and evangelism**

The PCC continues to follow the biblical ethos of tithing with 10% of St Thomas' unrestricted donations and the associated Gift Aid being transferred into the World Mission Fund each year. The distribution of this fund is administered by the World Mission Committee who take into account the views of the congregation in agreeing the main beneficiaries of this charitable giving.

The main beneficiaries during 2020 were:

- Christian Solidarity Worldwide (CSW)
- Christian Mission Society (CMS)
- Tearfund
- Church on the Bus
- Christian Vision for Men (CVM)

During the year, we provided financial support to Jackie Santos, one of our previous international interns, by contributing £300 to the funding of his tuition fees at Calvary College.

The publication of our parish magazine, Ploughshare, was affected by Covid-19 during 2020 with only 3 editions being produced. When restrictions permitted, we delivered the magazine to those subscribers who were unable to access it electronically via email or through our website.

### **Ecumenical relationships**

The church is a member of Churches Together in Chesterfield. Under normal circumstances we would have taken part in the annual Churches Together service and the Whit Walk but these, like so many other events in 2020, were cancelled due to the pandemic.

### **FINANCIAL REVIEW**

The accounts show that total expenditure exceeded total income by £14,065 in 2020. However, where possible, expenditure was made from designated and restricted funds to maintain our unrestricted reserves.

£186,605 was spent from unrestricted funds during 2020 to provide the Christian ministry of the parish, with a further £25,456 spent from the designated fund for the 0-18 Director role. This expenditure includes £100,236 contribution to the diocesan common fund (an increase of 1.9% from the previous year) which largely provides the stipends and housing for the clergy.

The closure of our church buildings has resulted in significant reduction in income from open plate donations. A stewardship campaign (TRIO – The Responsibility is Ours) was undertaken in both churches to encourage church family members to give regularly through bank transfer or the Parish Giving Scheme. Our thanks go to all our donors who continue to give so generously.

The majority of the expenditure from restricted funds related to a replacement boiler and new flooring in the ladies' toilet of the St Thomas' church centre and the completion of the memorial garden at St Peter's.

STB (Chesterfield) Ltd opened the coffee shop and meeting rooms when Covid-19 restrictions permitted, during a year that was extremely difficult for all businesses operating in the hospitality sector. They have obtained financial support from the government's furlough scheme and non-repayable grants. They have recovered most of their outstanding debts, with only a small amount of non-recoverable debt being written off, and have repaid the PCC the remaining £2,000 of their start up loan (see note 8). Overall, the company made a profit of around £1,000 which they will retain to put towards the future cost of replacement equipment.

STB (Hope House) Ltd has recorded several significant transactions during 2020, including repaying the diocesan loan instalment of £2,000 on behalf of the PCC in February 2020 (see note 9b), funding £66,000 towards the renovation of the property at 91-93 Derby Road, Chesterfield and recovering corporation tax of £6,386.

The running of Hope House will be undertaken through a separate company, Hope House (Chesterfield) Ltd, which is also a registered charity (charity number 1183254). This company is not connected to the PCC and, at 31 December 2020, had not yet commenced trading.

### **Reserves Policy**

It is PCC policy to try to maintain a balance of free reserves to cover at least three months' planned expenditure. It is held to smooth out fluctuations in cash flows and to help cover emergencies. The PCC defines free reserves as unrestricted net current assets excluding amounts owed by subsidiary companies since this money is not considered to be readily available.

Based on the 2021 expenditure budget, the amount required to meet the reserves policy is £49,000. The balance of the free reserves at 31 December 2020 was less than required by this policy at £43,029. However, when the amount set aside by the PCC for the funding of the 0-18 Director role is included with the free reserves, this balance stands at £60,043 (2019 restated £71,620). The PCC believes that ministry with children and young people is crucial to the health of the church and is seeking further funding to continue the important work in this area.

In addition, at 31 December 2020, a total balance of £52,196 was held in restricted funds to meet the costs of development, repairs and maintenance of St Thomas' (£42,521) and the church centre (£9,675). Expenditure from the St Thomas' restricted fund is likely to be required in the near future since the ceiling of the church is showing signs of water damage. Details of the balances on the other restricted funds can be found in note 11 to the financial statements.

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

The PCC is a corporate body established by the Church of England and operates under the Parochial Church Council (Powers) Measure 1956. The PCC is a registered charity and all members of the PCC are charity trustees.

The method of appointment of PCC members is set out in the Church Representation Rules. PCC members can either be ex-officio through their role or elected. All members of our congregations who are on the electoral rolls of the churches are able to vote and stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are to be spent. New members receive a booklet into the workings of the PCC. The PCC has a number of committees each dealing with a particular aspect of parish life. These committees are all responsible to the PCC.

The full PCC met 4 times during the year (in person for the March meeting, then by video-conference in June, September and December) with an average level of attendance of 75%.

A major topic of discussion throughout the year was the impact of the pandemic on our overall wellbeing – in our church, our church family and the wider parish. Our thanks go to Julie Barton for her diligence in completing the many necessary risk assessments for PCC review and approval.

Following the announcement in September of Matt Barnes' appointment to the diocesan role he had been seconded to in April 2018, the PCC discussed the process through which a new rector is to be appointed. Our thanks go to Carol Coslett, Archdeacon of Chesterfield, and Karen Hamblin, Area Dean, for their knowledgeable and helpful input to our discussions.

## ADMINISTRATIVE INFORMATION

### Membership of the PCC (see note 1 below)

#### Clerks in Holy Orders (beneficed or licensed to the Parish) (also see note 2 below)

Reverend David Owens (Chair)	Ex-officio
Reverend David Mouncer	Ex-officio

#### Churchwardens

(Parish Wardens elected annually, see notes 3 and 4 below)

Philip Bird	Parish Warden
Millie Guthrie	Parish Warden
Diana Hinchliffe	Deputy Parish Warden

#### Readers licensed to the Parish

(currently no APCM 'limiting' resolution passed and so all Readers are entitled to attend)

Martin Cox	Ex-officio
Robin Dawson	Ex-officio
Bill Galloway	Ex-officio
Alison Wells	Ex-officio
Tim Wheeler	Ex-officio

#### Elected General, Diocesan, Deanery Synod Members

Millie Guthrie	Deanery Synod Rep	St Thomas'	2020-2023
Karen Riley	Deanery Synod Rep	St Thomas'	2020-2023
Stuart Robinson	Deanery Synod Rep	St Thomas'	2020-2023
Jenny Smedley	Deanery Synod Rep	St Thomas'	2020-2023
Ben Widdowson	Deanery Synod Rep	St Thomas'	2020-2023

#### Safeguarding Officer and Electoral Roll Officer

(If not elected, these positions are ex-officio on the PCC)

Julie Barton	Ex-officio (non-voting)
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#### Ordinary Elected Members

(a maximum of fifteen members by virtue of rule 14(g), see note 5 below)

Pauline Kelshaw	St Thomas'	2018-2021
Andrew Smith	St Thomas'	2018-2021
Mark Wood	St Thomas'	2018-2021
Ken Franklin	St Peter's	2018-2021
Mark Hoare	St Thomas'	2019-2022
Lindsay Leteve	St Thomas'	2020-2023
Julie Sparks	St Thomas'	2020-2023
Claire Wood	St Thomas'	2020-2023

#### PCC Secretary

Sue Wheeler (non-voting)
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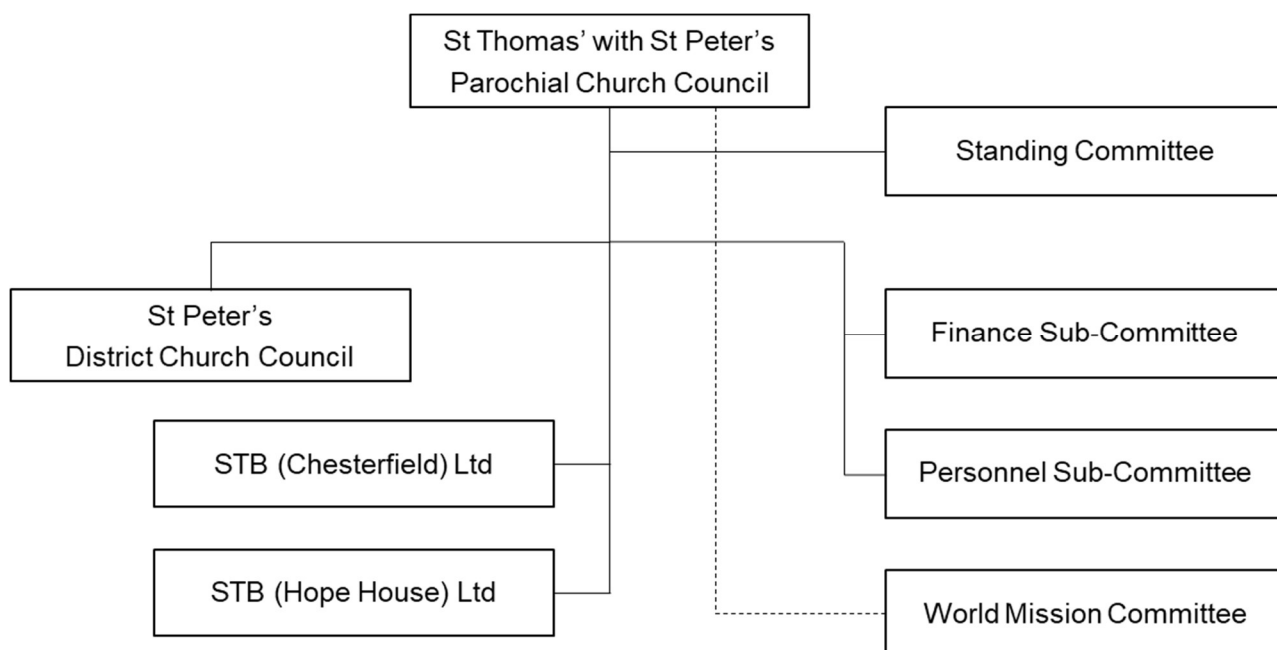
#### Notes:

1. All membership rules are currently in accordance with the Church Representation Rules 2011. The PCC is working towards compliance with the Church Representation Rules 2020.
2. Reverend Alison Cox (retired) has Permission to Officiate in the Parish but is not an ex-officio member of the PCC.



3. Churchwardens measure 2001 – provision 3, “Disqualification after six periods of office”. A meeting of parishioners (2009) resolved that this section shall not apply in this parish. *It is noted that this resolution may be revoked by a subsequent meeting of the parishioners.*
4. Deputy warden ex-officio members by scheme as per Rule 18(4).
5. Ordinary members limited to 3 years of consecutive service with a minimum of a one-year break in office before eligible for re-election by scheme as per Rule 17.

## Organisation Structure



## Committees

### Standing Committee

Chair: Reverend David Owens (Acting Rector)

The committee is empowered to transact the business of the PCC between PCC meetings subject to any directions given by the PCC.

### St Peter's District Church Council

Chair: Reverend Nick Green (Vicar at St John's, Walton)

To offer practical leadership, to deliver the objectives identified in the Mission Action Plan, to monitor and maintain the health of the church and to advise the PCC of any relevant concern.

### Finance sub-committee

Chair: Lindsay Leteve (Parish Treasurer)

To manage the parish accounts and to advise the PCC on all matters relating to the financial activities of the churches.

### Personnel sub-committee

Chair: Reverend David Owens (Acting Rector)

To advise the PCC on all matters relating to employment issues, including, but not limited to, recruitment, development, terms & conditions and discipline.

### World Mission Committee

Chair: Reverend David Mouncer

To encourage, support, promote and manage St Thomas' support of the church's world mission partners and to seek ways to help St Thomas' engage in world and home mission.

## **Directors of subsidiary companies**

### STB (Chesterfield) Ltd (Company Number 08146516)

Julie Barton	Phil Bird
Janet Bradbury	Mark Hoare
Reverend David Owens	Ian Simmons

### STB (Hope House) Ltd (Company Number 09194559)

Reverend Canon Matt Barnes	Mark Hoare
Karen Riley	Andrew Travis

Trustees' Annual Report approved by the Parochial Church Council on 1 March 2021 and signed on its behalf by the Reverend David Owens (PCC Chair)

## **INDEPENDENT EXAMINER'S REPORT**

### **To the PCC of St Thomas' Brampton with St Peter's Holymoorside**

I report on the accounts of the PCC for the year ended 31<sup>st</sup> December 2020, which are set out on pages 12 to 25, in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 (The Regulations) and section 145 of The Charities Act 2011.

### **Respective responsibilities of Members and examiners**

As members of the PCC, you are responsible for the preparation of the financial statements. You consider that an audit is not required for this year under section 144 of the Charities Act 2011 (Charities Act) and that an independent examination is needed.

It is my responsibility to you:-

- to examine the accounts under section 145 of the Charities Act
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 134 (5) (b) of the Charities Act), and
- to state whether particular matters have come to my attention.

### **Basis of Independent Examiner's Report**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners under Section 43 (7) (b) of the Act and to be found in the Church Guidance, 2006 edition. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the financial statement and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an opinion on the view given by the accounts.

### **Independent Examiner's Statement**

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

1. which gives me reasonable cause to believe that in any material respect the requirements
  - to keep accounting records in accordance with Section 41 of the Act; and
  - to prepare financial statements which accord with the accounting records; and
  - comply with the requirements of the Act and the Regulationshave not been met  
or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**M. G. Walker FAIA, FMAAT**  
**19<sup>th</sup> February 2021**

**ST THOMAS' BRAMPTON with ST PETER'S HOLYMOORSIDE**

**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2020**

	<b>Note</b>	<b>Unrestricted Funds £</b>	<b>Designated funds £</b>	<b>Restricted Funds £</b>	<b>Total 2020 £</b>	<b>Total 2019 (restated) £</b>
<b>INCOME</b>						
Voluntary income	2a	198,187	-	11,235	<b>209,422</b>	273,781
Activities for generating funds	2b	12,000	-	364	<b>12,364</b>	6,684
Income from church activities	2c	7,614	-	-	<b>7,614</b>	10,260
<b>TOTAL INCOME</b>		<b>217,801</b>	<b>-</b>	<b>11,599</b>	<b>229,400</b>	290,725
<b>EXPENDITURE</b>						
Missionary & charitable giving	3a	600	14,720	-	<b>15,320</b>	23,240
Church activities	3b	186,605	25,456	15,767	<b>227,828</b>	225,990
Raising funds	3c	317	-	-	<b>317</b>	926
<b>TOTAL EXPENDITURE</b>		<b>187,522</b>	<b>40,176</b>	<b>15,767</b>	<b>243,465</b>	250,156
<b>Net Income / (Expenditure)</b>		<b>30,279</b>	<b>(40,176)</b>	<b>(4,168)</b>	<b>(14,065)</b>	40,569
<b>Transfer between funds</b>	6	(18,400)	18,400	-	-	-
<b>Net movement in funds</b>		<b>11,879</b>	<b>(21,776)</b>	<b>(4,168)</b>	<b>(14,065)</b>	40,569
<b>Total funds brought forward</b>	11	283,152	62,229	72,368	417,749	377,180
<b>Total funds carried forward</b>		<b>295,031</b>	<b>40,453</b>	<b>68,200</b>	<b>403,684</b>	417,749

**ST THOMAS' BRAMPTON with ST PETER'S HOLYMOORSIDE**

**BALANCE SHEET AS AT 31 DECEMBER 2020**

	<b>Note</b>	<b>2020 £</b>	<b>2019 (restated) £</b>
<b>Fixed Assets:</b>			
Tangible fixed assets	7a	<b>248,000</b>	248,000
Investment in wholly-owned subsidiary companies	7b	<b>2</b>	2
<b>Total fixed assets</b>		<b>248,002</b>	248,002
<b>Current Assets:</b>			
Debtors	8	<b>14,287</b>	17,583
Short term deposits		<b>10,188</b>	16,188
Cash at bank		<b>139,355</b>	146,435
<b>Total current assets</b>		<b>163,830</b>	180,206
<b>Current Liabilities:</b>			
Amounts falling due within one year	9a	<b>(4,148)</b>	(4,459)
<b>Net Current Assets</b>		<b>159,682</b>	175,747
<b>Total Assets less Current Liabilities</b>		<b>407,684</b>	423,749
Amounts falling due after one year	9b	<b>(4,000)</b>	(6,000)
<b>Net Assets</b>		<b>403,684</b>	417,749
<b>Funds:</b>			
Unrestricted	11	<b>295,031</b>	283,152
Designated	11	<b>40,453</b>	62,229
Restricted	11	<b>68,200</b>	72,368
<b>Total</b>		<b>403,684</b>	417,749

Approved by the Parochial Church Council on 1 March 2021 and signed on its behalf by the Reverend David Owens (PCC Chair)

The notes on pages 14 to 25 form part of these accounts.

## **ST THOMAS' BRAMPTON with ST PETER'S HOLYMOORSIDE**

### **Notes to the financial statements for the year ended 31 December 2020**

#### **1: Accounting Policies**

The PCC is a public benefit entity within the meaning of Financial Reporting Standard 102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' "true and fair" provisions, together with applicable accounting standards and the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)).

The financial statements have been prepared under the historical cost convention.

#### **Basis of preparation**

The aggregate gross income of the PCC and its wholly-owned subsidiary companies, STB (Chesterfield) Ltd and STB (Hope House) Ltd, is less than £1 million. The PCC has therefore taken advantage of the exception relating to the requirement to prepare group accounts provided in the Charities Act 2011 and SI 2008/629.

These financial statements 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 main affiliation to another body or those that are informal gatherings of church members.

#### **Prior year adjustments**

The prior year figures have been restated mainly to include shareholdings in and balances held with the PCC's two wholly-owned subsidiary companies, STB (Chesterfield) Ltd and STB (Hope House) Ltd. Full details of the prior year adjustments are given in note 12. This note is a long and complex one and has been included as the last note to try to avoid confusing the reader of the financial statements.

#### **ASSETS**

##### **Consecrated and benefice property**

In so far as consecrated and benefice property of any kind is excluded from the statutory definition of 'charity' by Section 10(2) (a) and (c) of the Charities Act 2011, such assets are not capitalised in these financial statements.

In simpler terms, these financial statements only include property that is owned by the PCC. The one property owned by the PCC is the House for Duty in Holymoorside. Other clergy housing is owned by Derby Diocese and is capitalised in their financial statements.

The freehold of the church buildings, the churchyards and St Thomas' church centre vests in the incumbent (who is the temporary custodian), rather than the PCC, so their values are not included in these accounts. However, it is the responsibility of the PCC to maintain these properties and any expenditure on maintenance is written off as incurred.

##### **Moveable church furnishings**

Moveable church furnishings held by the Rector and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted for as inalienable property unless consecrated. In this case, the items are not capitalised but they are listed in the church's inventory which can be inspected at any reasonable time.

All expenditure incurred on these items at any time has been written off.

**Tangible fixed assets for use by the charity**

These items are capitalised if they can be used for more than one year, and cost at least £1,000. They are valued at cost or else, for gifts in kind, at a reasonable estimate of their open market value on receipt.

No depreciation is provided on the property held as a House for Duty, as its estimated residual value is not less than its carrying value and the remaining useful life of this property currently exceeds 50 years, so that any depreciation would be immaterial. An impairment review is carried out at each year end and any resultant loss identified included in expenditure for the year.

Depreciation is calculated to write off the capitalised cost of other fixed assets, less their currently anticipated residual fair value, over their estimated useful lives as follows:

- Fixtures and fittings 20 years
- Computers 3 years

No depreciation on fixed assets has been charged in these financial statements.

**Investments**

The shares held by the PCC in its wholly-owned subsidiary companies are shown at their nominal value.

**Short term deposits**

These are cash deposits held at the Chesterfield and North Derbyshire Credit Union.

**FUNDS****Unrestricted funds**

These represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted.

**Restricted funds**

These are income funds that must be spent on restricted purposes and details of the funds held are shown in the notes to the accounts.

**INCOME****Voluntary donations**

Gift Aid donations, other planned giving, gifts on plate and sundry donations are recognised when received by or on behalf of the PCC.

Income tax recoverable on Gift Aid donations is recognised when the income is received.

Legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount is quantifiable and its ultimate receipt by the PCC is reasonably certain.

**Other Income**

Income from the sales of books and magazines is accounted for gross, before any related costs have been deducted. Income from the letting of the church premises is recognised when due. Parochial fees due to the PCC for weddings, funerals etc. are accounted for on an event-by-event basis. Income from fundraising events and other church activities is recognised when received.

## **EXPENDITURE**

### **Grants for Mission**

Grants and donations for mission are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC.

All other expenditure is accounted for when due.

### **Staff Pension Arrangements**

St Thomas' Brampton PCC participates in the Pension Builder Scheme section of the Church Workers' Pension Fund for lay staff. The Scheme is administered by the Church of England Pensions Board, which holds the assets of the schemes separately from those of the Employer and the other participating employers.

The Church Workers Pension Fund has a section known as the Defined Benefits Scheme, a deferred annuity section known as Pension Builder Classic and a cash balance section known as Pension Builder 2014.

### **Pension Builder Scheme**

The Pension Builder Scheme of the Church Workers' Pension Fund is made up of two sections, Pension Builder Classic and Pension Builder 2014, both of which are classed as defined benefit schemes. St Thomas' Brampton PCC participates in the Pension Builder 2014 section.

Pension Builder 2014 is a cash balance scheme that provides a lump sum that members use to provide benefits at retirement. Pension contributions are recorded in an account for each member. This account may have bonuses added by the Board before retirement. The bonuses depend on investment experience and other factors. There is no requirement for the Board to grant any bonuses. The account, plus any bonuses declared, is payable from members' Normal Pension Age.

There is no sub-division of assets between employers in each section of the Pension Builder Scheme.

The scheme is a multi-employer scheme as described in Section 28 of FRS 102. This is because it is not possible to attribute the Pension Scheme's assets and liabilities to specific employers and means that contributions are accounted for as if the scheme were a defined contribution scheme. The pensions costs charged to the SoFA in the year are contributions payable (2020 £2,599; 2019 £1,846).

A valuation of the Pension Builder Scheme is carried out once every three years. The most recent valuation was carried out as at 31 December 2016. A valuation as at 31 December 2019 was under way as at 31 December 2020.

For the Pension Builder 2014 section, the funding valuation revealed a surplus of £1.8m on the ongoing assumptions used. There is no requirement for deficit payments at the current time.

The legal structure of the scheme is such that if another employer fails, St Thomas' Brampton PCC could become responsible for paying a share of the employer's pension liabilities.



## 2a: Voluntary income

	Unrestricted Funds £	Designated funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 (restated) £
Planned giving:					
- Gift Aid donations	134,014	-	2,254	<b>136,268</b>	141,111
- Tax recoverable	35,322	-	733	<b>36,055</b>	37,047
- Other	25,866	-	1,064	<b>26,930</b>	22,232
Sundry donations	850	-	184	<b>1,034</b>	5,785
Open plate donations	1,735	-	-	<b>1,735</b>	6,364
Grant	400	-	2,000	<b>2,400</b>	400
Legacies	-	-	5,000	<b>5,000</b>	60,842
<b>TOTAL</b>	<b>198,187</b>	-	<b>11,235</b>	<b>209,422</b>	273,781

Restricted grant income of £2,000 was received during the year for the Baby Basics community work. The unrestricted grant income of £400 (2019 £400) was towards the cost of maintaining the churchyard at St Peter's.

## 2b: Activities for generating funds

	Unrestricted Funds £	Designated funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 £
Fund raising events	-	-	364	<b>364</b>	2,204
Letting of rooms	300	-	-	<b>300</b>	-
Rent – temporary let of house for duty	11,700	-	-	<b>11,700</b>	4,480
<b>TOTAL</b>	<b>12,000</b>	-	<b>364</b>	<b>12,364</b>	6,684

## 2c: Income from church activities

	Unrestricted Funds £	Designated funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 (restated) £
Fees for weddings / funerals	6,246	-	-	<b>6,246</b>	7,635
Book and magazine sales	352	-	-	<b>352</b>	1,546
Income from other church group activities	1,016	-	-	<b>1,016</b>	1,079
<b>TOTAL</b>	<b>7,614</b>	-	-	<b>7,614</b>	10,260

### 3a: Missionary and charitable giving

	Unrestricted Funds £	Designated funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 (restated) £
Overseas missionary societies:					
- CSW	-	2,545	-	<b>2,545</b>	3,450
- CMS	-	2,125	-	<b>2,125</b>	3,450
- Other overseas missionary societies	300	450	-	<b>750</b>	750
Overseas relief / development agencies:					
- Tearfund	-	2,545	-	<b>2,545</b>	3,700
- Other agencies	-	420	-	<b>420</b>	428
Other overseas giving	-	1,077		<b>1,077</b>	600
Home missions and others:					
- Church on the Bus	300	2,545	-	<b>2,845</b>	4,450
- CVM	-	1,825	-	<b>1,825</b>	3,105
- Other home giving	-	1,188	-	<b>1,188</b>	3,307
<b>TOTAL</b>	<b>600</b>	<b>14,720</b>	-	<b>15,320</b>	23,240

### 3b: Expenditure on church activities

	Unrestricted Funds £	Designated funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 (restated) £
Common Fund	100,236	-	-	<b>100,236</b>	98,364
Ministry expenses	1,561	-	-	<b>1,561</b>	2,720
Children / Youth work	953	25,456	-	<b>26,409</b>	13,386
Parish training & mission	1,155	-	4,704	<b>5,859</b>	3,719
Church running expenses	16,290	-	660	<b>16,950</b>	18,233
Church maintenance	2,524	-	-	<b>2,524</b>	3,528
Upkeep of services	2,549	-	319	<b>2,868</b>	3,152
Upkeep of churchyard	7,145	-	4,200	<b>11,345</b>	5,869
Church administration	53,328	-	-	<b>53,328</b>	59,041
Parish magazine / books	212	-	-	<b>212</b>	1,450
Upkeep of church centre	-	-	5,884	<b>5,884</b>	1,227
Upkeep of House for Duty	652	-	-	<b>652</b>	4,689
Development costs	-	-	-	-	10,612
<b>TOTAL</b>	<b>186,605</b>	<b>25,456</b>	<b>15,767</b>	<b>227,828</b>	225,990

Included in the costs of church administration is the fee of £300 (2019 £300) payable to the PCC's Independent Examiner for the examination of the financial statements.

### 3c: Expenditure on raising funds

	Unrestricted Funds £	Designated funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 £
Cost of appeals	317	-	-	<b>317</b>	-
Fundraising costs	-	-	-	-	926
<b>TOTAL</b>	<b>317</b>	-	-	<b>317</b>	926

### 4: Staff costs

The PCC employs a number of people to support the ministry and administration of the parish. Details of the costs of these employees is shown below. The PCC also pays for the services of a church cleaner and a gardener.

The PCC does not pay the salaries of the clergy directly but pays towards these costs through the contribution to the Common Fund.

	<b>2020 £</b>	<b>2019 £</b>
Wages and salaries	71,412	59,890
Pension costs	2,599	1,846
<b>TOTAL</b>	<b>74,011</b>	<b>61,736</b>

	<b>Number</b>	<b>Number</b>
Average number of employees	6	6

The roles of these employees are shown below, with all employment contracts being part-time with the exception of the 0-18 Director:

- Parish Operations Manager
- Parish Administration Assistant
- Worship Pastor
- Communications Officer
- Community Worker
- 0-18 Director

No employee was paid in excess of £60,000.

Relief from £3,197 of employer's national insurance contributions was provided under the HMRC Employment Allowance Scheme (2019 £1,790).

## **5: Related party transactions**

As the Parish Administration Assistant, Mrs Julie Sparks, who was appointed a member of the PCC on 4 October 2020, was paid £7,332 (2019 £7,190).

Brams Landscapes, a business owned by the husband of Mrs Jenny Smedley who is a member of the PCC, was paid £4,560 for the maintenance of the churchyard at St Thomas' (2019 £2,280 when STB (Chesterfield) Ltd paid for half the cost of grounds maintenance under the management agreement between the PCC and the company at that time).

No other payments or expenses were paid to any other PCC member, persons closely connected or related parties.

## **6: Analysis of transfer between funds**

In line with the biblical ethos of tithing, the PCC has continued its tradition of transferring 10% of the amount received by St Thomas' from unrestricted planned giving and the associated tax recovery to the World Mission designated fund for missionary and charitable giving during the following year.

	<b>Unrestricted Funds £</b>	<b>Designated funds £</b>	<b>Total £</b>
Missionary and charitable giving	(18,400)	18,400	-

#### 7a: Tangible fixed assets

	2020 £	2019 £
Freehold land and buildings Value at cost at 1 January 2020 and 31 December 2020	248,000	248,000
<b>TOTAL</b>	<b>248,000</b>	<b>248,000</b>

The freehold land and buildings consists of a House for Duty, which is temporarily let.

#### 7b: Investments in wholly-owned subsidiary companies

	2020 £	2019 (restated) £
STB (Chesterfield) Ltd – one ordinary share	1	1
STB (Hope House) Ltd – one ordinary share	1	1
<b>TOTAL</b>	<b>2</b>	<b>2</b>

STB (Chesterfield) Ltd is the company that runs the St Thomas' coffee shop and manages room bookings on behalf of the PCC.

STB (Hope House) Ltd is the company that was set up to support the provision of safe and fair living accommodation for the homeless with an offer of additional services to clients trying to reengage with normal society.

#### 8: Debtors

	2020 £	2019 (restated) £
Income tax recoverable	2,367	2,744
Other debtors	225	-
Prepayments	3,695	2,839
Loan to STB (Chesterfield) Ltd – start up	-	2,000
Loan to STB (Chesterfield) Ltd – continuing	4,000	4,000
Loan to STB (Hope House) Ltd	4,000	6,000
<b>TOTAL</b>	<b>14,287</b>	<b>17,583</b>

The loans to STB (Chesterfield) Ltd bear no interest and have no fixed repayment term.

The loan to STB (Hope House) Ltd bears no interest and reflects the outstanding element of the diocesan loan for the Hope House project (see note 9b).

**9a: Liabilities falling due within one year**

	<b>2020 £</b>	<b>2019 (restated) £</b>
Accruals	1,725	2,688
Creditors for goods and services	2,423	1,771
<b>TOTAL</b>	<b>4,148</b>	<b>4,459</b>

**9b: Liabilities falling due after one year**

	<b>2020 £</b>	<b>2019 (restated) £</b>
Diocesan loan provided for the Hope House project	4,000	6,000
<b>TOTAL</b>	<b>4,000</b>	<b>6,000</b>

The diocesan loan bears no interest and is being repaid, to date directly by STB (Hope House) Ltd, in equal annual instalments of £2,000, with the final instalment falling due on 12 February 2022.

**10: Analysis of net assets by fund**

	<b>Unrestricted Funds £</b>	<b>Designated funds £</b>	<b>Restricted Funds £</b>	<b>Total Funds 2020 £</b>	<b>Total Funds 2019 (restated) £</b>
Fixed Assets	248,002	-	-	<b>248,002</b>	248,002
Current Assets	55,097	40,453	68,280	<b>163,830</b>	180,206
Current Liabilities	(4,068)	-	(80)	<b>(4,148)</b>	(4,459)
Long term liabilities	(4,000)	-	-	<b>(4,000)</b>	(6,000)
<b>TOTAL</b>	<b>295,031</b>	<b>40,453</b>	<b>68,200</b>	<b>403,684</b>	417,749

**11: Fund details**Unrestricted funds

These comprise of the general funds of the two churches, St Thomas' Brampton and St Peter's, Holymoorside, but includes £248,000 Fixed Assets, the value of the property held as a House for Duty, and the investments in subsidiary companies.

Designated funds

These are funds set aside from the general funds by the PCC for a specific purpose. Currently there are two funds designated by the PCC.

The Children / Family Director Fund was established on receipt of a legacy in 2019 for the purpose of supporting the role of Director to work with children and young people up to the age of 18.

The World Mission Fund is used to hold and administer the 10% of St Thomas' unrestricted income from donors set aside by the PCC for its own missionary and charitable donations. This fund was previously disclosed as a Restricted Fund.

	<b>Balance 1 January (restated) £</b>	<b>Incoming resources £</b>	<b>Resources used £</b>	<b>Balance 31 December £</b>
Children / Family Director	42,470	-	25,456	<b>17,014</b>
St Thomas' World Mission Fund	19,759	18,400 *	14,720	<b>23,439</b>
<b>Total</b>	<b>62,229</b>	<b>18,400</b>	<b>40,176</b>	<b>40,453</b>

\* Amount transferred from unrestricted fund. See note 6 for details.

#### Restricted funds

These hold monies given, collected or donated for a specific purpose. At 31 December 2019, the St Thomas' Church Centre Fund was disclosed as a Designated Fund. However, monies in this fund were given specifically for the renovation and maintenance of the church centre and therefore this Fund has been restated as a Restricted Fund.

	<b>Balance 1 January (restated) £</b>	<b>Incoming resources £</b>	<b>Resources used £</b>	<b>Balance 31 December £</b>
<b>St Thomas' Restricted Funds</b>				
Church Centre Fund	12,598	2,961	5,884	<b>9,675</b>
Development Fund	37,631	5,490	600	<b>42,521</b>
Children's Work Fund	587	-	-	<b>587</b>
Organ Fund	2,546	-	660	<b>1,886</b>
Choir Fund	319	-	319	-
Community Fund	1,738	893	1,843	<b>788</b>
Intern Fund	10,906	225	-	<b>11,131</b>
Baby Basics Fund	1,232	2,030	2,261	<b>1,001</b>
<b>St Peter's Restricted Fund</b>				
Memorial Garden Fund	4,811	-	4,200	<b>611</b>
<b>Total</b>	<b>72,368</b>	<b>11,599</b>	<b>15,767</b>	<b>68,200</b>

## 12: Prior year adjustments

### Net assets brought forward at 1 January 2019

The net assets of £379,178 brought forward at 1 January 2019 in the published 2019 financial statements did not include the value of the shares in wholly-owned subsidiary companies or the balances on loans with, and relating to, these companies.

The effect of adjusting the brought forward net assets to include these items results in a reduction of £1,998 as shown below.

	Adjustment £	2019 £
Net assets brought forward at 1 January 2019 as published		379,178
<i>Increased by:</i>		
1 ordinary share in STB (Chesterfield) Ltd – from 2012	1	
1 ordinary share in STB (Hope House) Ltd – from 2014	1	
Outstanding start up loan to STB (Chesterfield) Ltd – from 2012	2,000	
Outstanding start up loan to STB (Hope House) Ltd – from 2017	8,000	
		10,002
<i>Decreased by:</i>		
Outstanding loan from Derby Diocese (Hope Project) – from 2017	(8,000)	
Outstanding loan from STB (Chesterfield) Ltd for completion of Suite refurbishment – from 2018	(4,000)	
		(12,000)
<b>Net assets brought forward at 1 January 2019 as restated</b>		<b>377,180</b>

### Statement of Financial Activities (SoFA) 2019

The SoFA for 2019 has been adjusted to record transactions which were subject to query at the time of the publication of the financial statements and for an element of income that had been netted off against expenditure.

The effect of adjusting the income and expenditure to include these transactions results in an increase in total income of £3,439 and a reduction in expenditure of £6,921 as shown below.

	Adjustment £	2019 £
Total income for 2019 as published		287,286
<i>Increased by:</i>		
Gift Aid on donations to the Centre Appeal	2,360	
Income from other church activities	1,079	
		3,439
<b>Total income for 2019 as restated</b>		<b>290,725</b>



	<b>Adjustment £</b>	<b>2019 £</b>
Total expenditure "directly relating to work of the church" for 2019 as published		157,836
Contribution to maintenance of church centre as published		8,000
Total expenditure on church management / administration as published		56,463
Costs of development as published		10,612
<b>Total</b>		<b>232,911</b>
<i>Adjusted by:</i>		
An increase in parish mission expenditure previously netted off with income	1,079	
Removal of 'contribution to maintenance'	(8,000)	
		(6,921)
<b>Total expenditure on church activities as restated</b>		<b>225,990</b>

The adjustments in income and expenditure for 2019, along with the adjusted net assets brought forward affect the net assets carried forward at 31 December 2019 as shown below.

	<b>£</b>	<b>2019 £</b>
<i>Adjusted figures for 2019:</i>		
Total income for 2019 as restated		290,725
Missionary & charitable giving	23,240	
Expenditure on church activities as restated	225,990	
Expenditure on raising funds	926	
Total expenditure for 2019		(250,156)
Net income / (expenditure) for 2019		<b>40,569</b>
Net assets brought forward at 1 January 2019		377,180
<b>Net assets carried forward at 31 December 2019</b>		<b>417,749</b>