THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST PETER AND ST PAUL, AYLESFORD

England & Wales · Charity number 1138956

Details

Other names	ST PETER AND ST PAUL'S PCC. AYLESFORD
Status	Registered
Legal form	Previously excepted
Registered	2010-11-11
Register	View on the Charity Commission register

Contact

Address	The Vicarage Vicarage Close Aylesford ME20 7BB
Phone	01622717434
Email	admin@aylesford-church.org.uk
Website	www.aylesford-church.org.uk

Activities

Objects: Promoting in the ecclesiastical parish the whole mission of the Church.

Activities: Religious activities

Classification

- **How:** Makes Grants To Organisations, Provides Buildings/facilities/open Space, Provides Services
- **What:** Religious Activities
- **Who:** The General Public/mankind

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Geography

- **Area of benefit:** UNDEFINED. IN PRACTICE, LOCAL.
- Kent
- Medway

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£117,737	£107,852	-	-
2023-12-31	£115,206	£118,031	-	-
2022-12-31	£431,436	£505,154	-	-
2021-12-31	£366,399	£431,436	-	-
2020-12-31	£352,925	£366,399	-	-

Trustees

Name	Role	Appointed
Aline Ongley		2017-03-20
Ann Gladys Beale		2010-11-23
Desmond Nolan		2024-05-12
Emma Louise Parren		2025-06-30
JANET HOLDSTOCK		
Sharon Elizabeth Stigle		2019-04-14
Sheena Margaret Nolan		2024-05-12
Tania Dosoruth		2024-05-12

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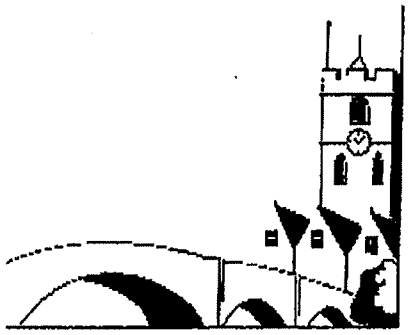
THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST PETER AND ST PAUL,

England & Wales - Charity number 1138956

Accounts

ANNUAL PAROCHIAL CHURCH MEETING OF ST PETER AND ST PAUL'S CHURCH AYLESFORD



ANNUAL REPORT FOR PCC YEAR 2024/25

For Meeting on
Tuesday 29th April 2025 at 7.30pm
in church

Draft Minutes of Annual Meeting of Parishioners and Annual Parochial Church Meeting of St Peter and St Paul's Church, Aylesford held on Sunday 12th May 2024 at 11.45am in the Church.

1. Welcome and Prayer.
Ruth thanked everyone for attending and opened the meeting with a prayer.

2. Apologies for absence
Emma Parren, Anita and Michael Keays, Gordon and Barbara Hunt, Peter Walton, Sheena and Des Nolan.

MEETING OF PARISHIONERS (VESTRY MEETING)

3. Election of Churchwardens
a) Ruth advised that Ian Packer is standing down as churchwarden this year due to his ongoing discernment for ordination training and thanked him for his dedication and hard work in the role.
b) Aline Ongley is willing to stand again this year and had previously been proposed and seconded. Ruth asked all those present if they were happy for Aline to be churchwarden again and all those present agreed unanimously. Ruth thanked Aline for her continuing dedication to the role, and her very hard work as a churchwarden and generally in church life.

Ruth advised that Tania Dosoruth and Sharon Stigle had both said they would be prepared to act as Assistant Churchwardens for the next year. Ruth asked all those present if they had any objections to this alternative approach. There were no objections. Ruth thanked Tania and Sharon for taking on the commitment.

ANNUAL PAROCHIAL CHURCH MEETING

Hard copies of the Annual Report, Draft Minutes of the previous APCM in 2023, Statement of Financial Accounts, the Independent Examiner's report and the reports from Additional Groups were distributed before the morning service. Ruth apologised for the late availability of the reports this year which was due to unforeseen circumstances.

Ruth reminded all present that only those on the Electoral Roll could vote at this meeting.

4. Approval of the Draft Minutes of the APCM held on the 14th May 2023
There were no amendments to be made and the minutes were agreed to be a true record. Matters arising from the minutes would be taken under 'any other business'.

5. Report on the numbers entered on the new Electoral Roll

Anita Keays is our Electoral Roll Officer and in her absence Ruth read the electoral roll report.

a) The Electoral Roll is renewed every six years and was last renewed in 2019.

b) There were 109 parishioners on the Electoral Roll as of 27th April 2024 of which 54% are resident in the parish. Since the publishing of the revised electoral roll on 30th April 2023 5 members have been removed and 5 added.

Ruth thanked Anita for her work as Electoral Roll Officer and for preparing the presentation.

6. Parish Annual Report

All the reports made in the Annual Report were taken as read and there were no amendments to be made.

7. PCC Financial Report and Accounts

Ruth advised that Peter was unwell and unable to attend. Ruth presented the main points of the financial report previously provided by Peter. Clare Hughes commented on the possible ways funds may have been moved, but without Peter present it was impossible to reply in detail. Peter had said he is willing to take on the role as Treasurer again this year. Ruth also thanked Tania Dosoruth for her work as Giving Secretary. Ruth asked if there were questions for Peter, but there were not.

8. Fabric, Goods and Ornaments Report

Ruth thanked Ian who chairs the fabric committee. Ian presented and advised that the Quinquennial Inspection was eventually carried out September 2023 and there is nothing that must be done immediately. He mentioned that the Fabric Committee consists of only the vicar, Aline (churchwarden), Bob Greenway and him. Ruth stressed the difficulties caused by the shortage of members, which mean that work gets delayed, and she asked everyone present to think about becoming a member or suggesting it to friends and family.

9. Deanery Synod Report

Ruth's brief report gave an indication of the content of Deanery Synod meetings in 2023. Ruth apologised that she had left Emma Parren out by mistake; Emma had been a representative since the annual meeting last year.

Ruth advised that the Deanery Synod meet 3 times a year.

10. Vicar's Comments

Ruth had already presented her comments during the morning service and as no additional people were present at the meeting, she did not repeat them. Her comments are appended to these minutes.

11. Election of Members to the PCC

Ruth advised that as our Electoral Roll has over 100 members we can elect 12 PCC members. This number is then divided into three groups each with four members who serve a three-year term. This year the term ends for Christine Hatfield and Emma Parren with two historical vacancies. Christine is willing to stand again and has been proposed and seconded, but Emma has stepped down. Ruth thanked both Christine and Emma for their past contributions to the PCC.

These changes left 5 places available for elected members. Ian, as churchwarden, automatically became a member of the PCC and although he is unable to continue as churchwarden he is willing to stay on as a PCC member. He has been proposed and seconded. Des Nolan and Tania Dosoruth have both put their names forward to join the PCC and have been proposed and seconded. All those present agreed to all appointments. Ruth thanked Ian and Christine for staying on the PCC and Tania and Des for taking on the role.

12. Election of 1 Representative to the Deanery Synod

With 1 House of Laity vacancy available, Ruth asked if anyone at the meeting would be interested in becoming a representative. Tania Dosoruth agreed and Ian proposed, Sue Gallico seconded. All those present agreed.

13. Appointment of Independent Examiner.

The Independent Examiner, Martyn Burt, advised he was willing to continue. Agreed unanimously.

14. Any Other Business

There were no matters arising from last year's minutes.

It was agreed that a copy of the PCC minutes could be published for wider communication with church members. It was noted that members of the church can have their say on anything, but would be unable to reverse any decisions formally made by the PCC.

Clare Hughes mentioned the danger of someone entering the tower on their own to wind the clock or access the roof. All agreed that the lone working policy and risk assessment should be examined and updated if necessary, as soon as possible.

Ruth thanked the providers of all the additional reports included in the annual report. She also said, thanks were due for all the work that goes in, often unnoticed, by so many people across the breadth of church life. There were no matters arising from the additional reports.

15. Date, time and place of next AMP and APCM

Ruth suggested the 11th May 2025 in church after the Sunday morning service.

Ruth thanked everyone for attending the meeting and advised that a meeting of the new PCC to elect officers would follow immediately.

The meeting closed with The Grace.

PAROCHIAL CHURCH COUNCIL OF SS PETER & PAUL, AYLESFORD.
ANNUAL REPORT OF THE PAROCHIAL CHURCH COUNCIL
FOR THE YEAR ENDED 31st DECEMBER 2024

Administrative Information

St Peter and St Paul's Church is situated in Vicarage Close. Aylesford. It is part of the Diocese of Rochester within the Church of England. The correspondence address is Church Office, The Brassey Centre, Station Road, Aylesford, ME20 7QR.

The Parochial Church Council (PCC) is registered with the Charity Commission under Registration No. 1138956.

Structure, Governance and Management

PCC members who have served at any time from 1 January 2024 until the date this report was approved.

Name	Office	Dates served if not full year	Elected term ends
The Revd Ruth Peet	Incumbent		
Aline Ongley	Churchwarden		2025
Ian Packer*	Churchwarden	Until 12-05-2024	2025
Emma Parren	Elected PCC Member	Until 12-05-2024	2024
Anita Keays	Elected PCC Member		2025
Sharon Stigle	Elected PCC Member		2025
Ian Packer*	Elected PCC Member Deanery Synod Representative	Since 12-05-2024 Until 01-09-2024 Until 17-07-2024	2025
Ann Beale	Elected PCC Member Secretary	 Until 22-08-2024	2026
Ann Butterworth	Elected PCC Member		2026
Sue Gallico	Elected PCC member		2026
Janet Holdstock	Elected PCC Member Pastoral Assistant		2026
Tania Dosoruth	Elected PCC Member Deanery Synod Representative	Since 12-05-2024 Since 12-05-2024	2027
Christine Hatfield	Elected PCC Member	Until 25-02-2025	2027
Desmond Nolan	Elected PCC Member Deanery Synod Representative	Since 12-05-2024 Since 17-07-2024	2027
Sheena Nolan	Elected PCC Member	Since 20-06-2024	2027

Peter Smith (Lay Reader) and Peter Walton (Treasurer) are not members of the PCC but have a standing invitation to all PCC meetings. Christina Hellyar became PCC Secretary on 22nd August 2024, but is not a member of the PCC. *Ian Packer stepped down as churchwarden but continued as an elected member.

The method of appointment of PCC members is set out in the Church Representation Rules. All those attending Church are encouraged to register on the Electoral Roll and stand for election to the PCC.

Property Letting Agent: Simon Miller and Company

Bank: CAF (Charities Aid Foundation)

Independent Examiner: Martyn Burt B.Sc. (Hons), ACMA, CGMA

Aims and Purposes

The PCC of St Peter and St Paul has the responsibility of co-operating with the incumbent in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical; this includes the provision of regular church services, including baptisms, weddings and funerals, and the provision of activities and events to involve and support the wider parish community. It also has maintenance responsibilities for the Church of St Peter and St Paul.

Objectives and Activities

The PCC is committed to providing, to the whole parish community, the means of worshipping, growing in faith, and serving and supporting each other, so that together, we may realise a vision of everyone in the parish coming to flourish, as individuals and as community, through lived experience of the love and grace of God.

To achieve this objective, the activities of the PCC include the provision of church services, baptisms, weddings and funerals, the provision of means of spiritual development and practical and pastoral support to the parish community, and the responsible and efficient care of all resources, volunteers, employees and church buildings.

We have considered the Charity Commission's guidance on public benefit, and in particular the supplementary guidance on charities for the advancement of religion. We believe that our work contributes public benefit through the development of the spiritual well-being of individuals, the practical outworking of faith in wider society, and the support for those in need. We deliver on our responsibility to maintain and provide the parish church and its services for worship, including baptisms, weddings and funerals, for all in the parish.

Church Electoral Roll

As of 31st December 2024 there were 109 on the electoral roll of which 46% are not resident in the Parish.

Attendance 2024

Figures for 2023 are shown in brackets after the 2024 figures, e.g. 24 (22).

During 2024 the average Sunday attendance on a 'usual' Sunday (i.e. not on major festivals or during peak holiday periods) was 43 (45) adults and 5 (12) under 16s.

The average attendance at the 23 (22) services held at 8am, was 10 (10) adults.

The average number of Zoom attendees at services held at 10am was 5 (7).

Special services included Easter Day (77 (75) adults and 6 (6) under 16s); Harvest Festival (64 (54) adults and 17 (16) under 16s); Remembrance Sunday (67 (131) adults and 6 (78) under 16s); Christmas Eve Nativity Service (51 (47) adults and 22 (19) under 16s); Christmas Eve Midnight Communion (52 (78) adults and 0 (0) under 16s). These figures do not include Zoom attendees.

Apart from Christmas Eve Nativity and Midnight Communion, the figures in the paragraph above give the attendance for the main 10am Sunday service only. The total number of people attending worship at services on Easter Day was 83 (90), and the total number attending on Christmas Eve and Christmas Day was 149 (168).

Outside Sundays and occasional offices (baptisms, weddings and funerals) the total number of people attending special services held for the congregation and local community, in church, was 618 (340). The total number of people attending special services held specifically for civic organisations or schools, in church, was 570 (675).

This year, 2024, we reported a worshipping community of 150 (154). This included 24 age 0-17 (27), 61 age 18-69 (61) and 65 age 70+ (66). (The worshipping community is people who attend a church service (not necessarily *in* church) at least once a month.)

36 (26) people (24 adults and 12 under 16s) joined and 18 (14) (11 adults and 7 under 16s) people left the worshipping community during 2024; including, sadly, those who died (Susan Holmes and Margaret Terry).

This year 10 (10) babies, children and young people, and 0 (1) adult were baptised, 7 (5) couples were married in church, 9 (10) funerals were held in church, 4 (9) in a crematorium and 6 (10) burials of ashes were conducted.

PCC's Annual Report on its Proceedings and Activities of the Parish Generally

PCC Review

The PCC's monthly meeting plan continued through the year with standard 'business' meetings, alternating with 'exploratory' meetings to look at selected issues in more depth. The exploratory meetings have been helpful and enjoyable; subjects have included finance strategy and project priorities, discussion and adoption of the Prayers of Love and Faith, addressing a shortage of volunteers, building the case for the faculty for the proposed AV system and planning a Giving Sunday and ways of encouraging financial support from the wider community.

An extraordinary meeting was held on 3rd July 2024, to focus on the worsening financial situation, and to agree a definitive list of six actions to increase income.

The shortage of volunteers to carry out all the activities needed for a flourishing church, remains a real problem, and this year has severely hindered finance, fabric and mission-related activities and progress. The PCC has continued to respond by being more selective of tasks and projects to undertake, by communicating about roles needed with limited success, but reduced team of available volunteers in now overloaded.

Thanks are due for the volume of work undertaken by the Churchwarden, Treasurer, PCC members and many others.

Our vicar, Ruth, continued to work tirelessly and as collaboratively as possible, across many areas of church ministry and administration.

Safeguarding

By Sheena Nolan (Parish Safeguarding Officer)

The PCC is committed to good safeguarding practice. It has formally adopted the House of Bishop's Safeguarding Policy and is complying with the duty to have due regard to the House of Bishop's guidance on safeguarding.

At the end of the year the Safeguarding Committee members were Revd Ruth Peet, Sheena Nolan, Aline Ongley, and Sharon Stigle. Janet Holdstock retired from the position of Parish Safeguarding Officer (PSO) in November 2024. Thanks are extended for her dedication to this role over many years.

Sheena Nolan stepped into the role of PSO in November 2024, having completed Leadership safeguarding training and been safely recruited. Sheena receives regular updates of policies and information from the diocese, and has support from the PSO online group. Sheena became Adult Safeguarding Representative and Sharon Stigle continued in her role as Children's Safeguarding representative. Aline remained the Disclosure Officer and kept all DBS records up to date.

The Safeguarding Committee met regularly throughout the year and undertook all required training in safeguarding. The committee implements national and diocesan polices and guidance on safeguarding and continued to report at every meeting of the PCC. It continued to safely recruit both paid and voluntary workers.

Throughout the year risk was assessed and updated, and concerns were addressed. A new review process was introduced which enables better encouragement of volunteers, and better communication between volunteers and supervisors.

On behalf of the PCC, the safeguarding team continues to ensure that any concerns or complaints are promptly addressed, following procedures, reporting to the Diocese Safeguarding Advisor without delay. This includes keeping all training records. Encouraging church leaders and members, as appropriate, to complete all necessary safeguarding was an ongoing task.

The annual safeguarding service was held on 8th September 2024, to help the congregation remain aware of the importance of safeguarding. All the congregation and all role holders in church life, as well as the safeguarding team share the responsibility of keeping our church and church activities a safe place for children, young people and adults who may be vulnerable.

A 'no photography' policy is maintained for all activities attended by children and young people.

Safeguarding information was displayed as required and kept up to date.

Worship

The monthly pattern of Sunday services remains as standard Common Worship Order One Holy Communion at 8am and 10am on the first and third Sundays of the month, with Services of the Word held on the second (with Communion) and fourth (Family Service) Sundays. These services continue to allow less formality and more flexibility and connection, and as agreed by the PCC, the more traditional services have been approached with greater connection in mind (for example, a clear theme, and the explanation of the meaning of hymns and readings). The Family Service held on the fourth Sunday of the month, continues to include songs from the Youth Choir, and is particularly well attended. The style of worship continues to be very much appreciated by the large majority of worshippers.

The Lay Ministers continue to be involved in the creation and delivery of services, although, one of the two Licenced Lay Ministers continues to be very busy elsewhere, which has meant they are largely unable to be involved in church ministry.

Bishop Simon visited Aylesford for the 10am Service on 11th February 2024 and preached on 'Everyday Faith'.

We have continued to Zoom the 10am main Sunday service, to reach an average online congregation of 5 adults.

Monthly services were also conducted by the Pastoral Assistant, Janet Holdstock, and other helpers from the Pastoral Team, in 4 local care/nursing homes and sheltered housing.

Special services included Good Friday 'Stones and Shadows', the APCM Sunday Service, the Patronal Festival, the Safeguarding Sunday service mentioned above, All Souls' Day 'Remembering Loved Ones' and 'Lights of Love' for Advent.

Occasional Offices have continued as required.

We were very fortunate to have Ann Ruby (ordinand) on placement from 19th May until 27th October 2024. Ann contributed to worship and church ministry more widely, with warmth and wisdom.

However, we were sad to lose our own ordinand, Ian Packer, who was moved to the Kent Downs and West Malling Team for wider church experience during ordination training, on 8th September 2024.

Pastoral Ministry

The Pastoral Team continued to meet regularly throughout the year and remained in touch with approximately 50 people in the parish, by phone and through visiting. Communion was regularly taken to those who requested it. Pastoral team membership has reduced and an intention to review the aims and purpose of the team has been carried over to 2025.

During 2024, we continued the provision to the community through the Community Hub and associated activities mentioned below, and this has meant that some of those with pastoral concerns could enjoy fellowship with others.

We have continued to send the money donated for coffee on Sunday mornings to charities chosen by the PCC.

Mission

During 2024, we have continued to provide a Community Hub offering a variety of ways of engaging with the wider parish, with the aim of supporting the wellbeing of the whole community. This includes a weekly 'Place of Welcome', a food bank, a Dementia Café and organised litter picking.

The local community continues to support the food bank, with some schools and organisations donating regularly. Volunteer helpers include church goers and non-churchgoers.

Through continued contact with external agencies (such as Involve Kent), we remain able to offer food bank and community hub clients any extra help needed, such as help with social housing or debt management.

Other missional/social activities included a summer fair, a day trip to Capel-le-Ferne and Folkestone, and Christmas carols in the village square. Memorial services at the Heart of Kent Hospice and The Friars were supported by the vicar. As chaplain, the vicar also led the Annual Sea Sunday service for the Maidstone Royal Naval Association, and supported other events. The vicar also led Remembrance Services in the Royal British Legion Industries (RBLI) village, for both RBLI and RBL.

In January 2024 we completed 'The Bereavement Journey', a programme to help those grieving, and feedback showed that it had been much appreciated.

A monthly 'Reflective Walking' group, led by Emma Parren (LLM) continued throughout the year.

Throught the year we continued to work toward the Eco Church Bronze Award, which we gained on 18th December 2024.

Families, Children and Young People

At the monthly Family Service (mentioned above) we continue to provide a staffed activity table for the young, in keeping with the theme of the service. It remains very popular. In addition, the children's area in church is used regularly by Sunday and Occasional Office families.

Although the average overall number of under 16s attending church has dropped this year, the family services continue to be well attended, with an average of 17 under 16s.

End of term services were held in church for St Peter's Church of England School. Christingle services were held in church for St Mark's Church of England School. The vicar assisted St Marks with the development of the school vision, which directly supported the positive SIAMS result (in 2025), and also continued to assist in both church schools with Christian teaching and support, as and when requested.

Under the management of a new group of parents and church representatives, the Aylesford Community Youth Choir continued to move from being the responsibility of the PCC to setting up as a charity in its own right.

Relationships with the uniformed groups were maintained, with a highlight being the visit of the 1st Aylesford Horsa Beavers to church for their awards ceremony (21st February 2024).

Spiritual Growth

In addition to Sunday services, in 2024 we ran 'The Bible Course' during Lent, which was much appreciated.

The two Connect (Small) Groups started in 2023 continue to flourish.

Also, Janet Holdstock (Pastoral Assistant until Pentecost 2025) continued to lead a weekly Bible Study group.

For the second year running, we held a 'meeting-free' Lent to allow everyone the time for individual and corporate Lent reflection. All PCC members felt that they and the church had again benefited from this, and it led to revising the committee meeting schedule to reduce the frequency of meetings.

Spiritual growth continues to be encouraged through a number of opportunities for sharing and discussion, during and after Sunday services.

Health & Safety Activities

Health and Safety considerations are incorporated into the responsibilities of the Fabric Committee.

Brassey Centre

The annual rental charge paid by the PCC to the Brassey Trust was again waived for 2024. On behalf of the PCC, the church administrator continued to be responsible for Brassey Centre lettings, and for oversight of the maintenance of the main building.

Finance

By Peter Walton (Treasurer) and Revd Ruth Peet

2024 Continued to be affected by domestic and world events beyond our control. Income wise we continued to fall short of our needs. This situation was highlighted in the 2023 End of Year accounts. The PCC has given this considerable thought and put together plans and actions that are now underway to improve our income.

We finished the year slightly better off than we budgeted by £2,818 with an actual deficit of £17,057.

Looking at expenditure, we managed to finish £8,847 under the budget, supporting the general view that we have done well to control our expenditure without any detriment to our good works.

Overall, after transfers we finished with an overall General Fund loss of £17,777. This loss has been covered by removing Funds from our Designated Funds, which continue to be depleted.

We know from last year that the Independent Examiner noted a concern with the 2023 accounts loss, that we are likely to run out of money within a couple of years if this trend continued. He has raised the issue again more formally for the 2024 accounts and required the PCC to respond with a plan to at least

neutralize these losses. The PCC had already regularly considered the situation; for example on 3rd July 2024, had held an extraordinary meeting to identify and prioritise plans to increase income. The response of the PCC was communicated to the Independent Examiner on 18th March 2025 as follows:

> *The PCC had been aware of declining income against expenditure for a number of years, but it was with the change to the current treasurer that the situation was able to be addressed in more detail, more effectively. The current situation for 2024, of a £17000 deficit that has been covered using unrestricted designated funds, is clearly understood by all PCC members.*
>
> *The PCC have not been unaware or inactive regarding the financial situation, and have put a lot of effort, over the last year, into addressing it. In particular, an extraordinary PCC meeting was held in July 2024, to discuss mainly how to increase income.*
>
> *Six aims were agreed:*
>
> *1. Legacies*
>
> *To produce a package of easily distributable information, for church and for inclusion in the proposed mailing list (point 3 below). To look into discounted will writing.*
>
> *2. Giving Sunday*
>
> *Another Giving Sunday to be arranged. Legacies to be included.*
>
> *3. Whole Parish Appeal*
>
> *Step 1 - the cost of mailing the whole parish to be established.*
>
> *4. Parish Share*
>
> *Diocesan finance to be informed. to hold back £10K from payments made during the rest of the year.*
>
> *5. Donation from Brassey Trust*
>
> *The Brassey Trust to be asked if it will support the church by donating £10K.*
>
> *6. Increase the Letting of the Brassey Centre.*
>
> *Longer term project. Step 1 - ask the Brassey Trust to commit to the refurbishment of the centre.*
>
> *Like many organisations, we are suffering from a shortage of volunteers, but we have progressed the above aims as follows:*
>
> *1. Legacy information is on the website. The package is yet to be developed. Legacies were mentioned at giving Sunday held on 9th March 2025.*
>
> *2. Giving Sunday. Held 9th March 2025. Results awaited.*

3. Whole Parish Appeal. Cost established. Working party yet to be organised. This is the aim that the PCC have agreed to prioritise at present.

4. Parish Share. Was reduced by £10K in 2024.

5. Donation from Brassey Trust. The Brassey Trust has agreed to fund a specified project to the value of £10K. Project to be specified.

6. Increase the letting of the Brassey Centre. Agreement gained from the Brassey Trust. Quotes for refurbishment have been obtained. Work due to start soon.

In addition to the above 6 aims, we also discussed 140 The Avenue. We have since completed work to establish the ownership of that house and confirmed that it is owned by the PCC. So that house is available to sell if necessary. Obviously, pastoral issues concerning the long-term tenants cannot be ignored, and the parish would need to plan carefully for the use of the money, rather than allowing it to be used just to plug the deficit. The PCC are well aware of that.

Fortunately, our Food Bank, Community hub and Warm Spaces services remain financially self-supporting. Thanks to the efforts of the team involved in raising funds and attracting donations.

Once again, a big thank to the Treasury Team for all their support and hard work.

Reserves Policy 2023

By Peter Walton (Treasurer)

In addition to money designated for specific purposes including investments, it is the policy of the PCC to maintain (if possible) a balance of Liquid Unrestricted Funds which equates to four months Unrestricted Expenses, to be available to cover emergency situations that may arise from time to time. For 2024 four months Unrestricted Expenses amounted to circa £31,250. Our Actual balance of Liquid Unrestricted Funds amounts to £25,548. This is a little under that required by our policy and highlights the concerns with the depletion of our reserves.

Annual Report of Fabric, Goods and Ornaments

By Aline Ongley (Churchwarden)

The Fabric Committee has continued to work to preserve, maintain and improve the fabric of the church.

There is still work outstanding from the quinquennial report of 2024 although some areas have been addressed, arising from emergency roof repairs, following ingress of water to the west end of the church. This work was carried out in November 2024. A further quote has been obtained for works to the tower roof and guttering; the List B faculty has been obtained and an application has been made for a grant towards this work from the Friends of Kent Churches, which will be considered at their next session in June 2025. Quotes still need to be obtained for major internal plaster repairs, but this requires the use of scaffolding, which is expensive, to be able to inspect properly. A list of tradesmen who have carried out this type of work for the diocese is being sought. Some of the work may be eligible for insurance cover as it was due to water ingress.

All statutory checks were carried out as due, i.e gas safety, fire extinguishers. Also, the 5-year electrical installation certification and the resulting minor remedial works were completed. Some other minor electrical works were completed.

The request to move the TMRO to a full faculty in respect of the re-ordering is still in progress with the DAC. Further information was submitted as requested in Sept 2024 but nothing further heard.

The demand for parking (from school teachers and others) in the small church car park continues. As a trial, 4 marker posts were placed in the churchyard car park to mark 3 bays to be kept exclusively for church use/people attending to graves etc. only. The scheme appears to be working well.

Quotes were obtained for a new audio-visual system, and a preferred supplier was chosen and informed. However there has been no further progress due to the lack of someone to oversee the project.

A church de-clutter and cleaning day was held on 31st August 2024.

The fabric committee would benefit from more members, but we were pleased to welcome Andy Stigle to the committee. He has assisted with minor repairs and his help is much appreciated.

We were also joined, later in the year, by Russ Barnes, who has a wealth of experience in dealing with contractors and building projects. Russ will be an asset to the committee.

Deanery Synod 2024

The Deanery Synod provides for parishes to channel their views to the Diocesan Synod and implements decisions made by the General Synod. During 2024 our representatives were Revd Ruth Peet, Ian Packer, (until 17th July 2024), Emma Parren (until 12th May 2024), Tania Dosoruth (from 12th May 2024) and Desmond Nolan (from 17th July 2024).

There were 3 meetings held on 7th February, 18th June and 7th October in the parishes of Coxheath, Aylesford and Snodland respectively.

Presentations were given on the work of the Diocesan Advisory Committee, the Diocesan Board of Education, the Diocesan Safeguarding Team, and the Environment and Eco Church. Revd Wil North (Area Dean until July 2024), also presented on 'Life as an Associate Archdeacon' and his sabbatical.

Revd Danielle Pearson-Smith was appointed Area Dean in July 2024.

The pastoral reorganisation related to the Bradbourne Benefice and Burham & Wouldham was completed, and new priests were licensed in each place in September and October 2024.

A deanery confirmation service was held on 17th November at Snodland, and we were delighted that Lucy Butler from our congregation, was one of the candidates.

PCC ACCOUNTS

Year Ending 31 December 2024

SS Peter & Paul, Aylesford

Accruals Accounts using SORP 2015

Year Ending 31st December 2023

SS Peter & Paul, Aylesford

Accruals Accounts using SORP 2015

PAROCHIAL CHURCH COUNCIL OF SS PETER & PAUL, AYLESFORD

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2024

	Notes	Unrestricted General Funds £	Unrestricted Designated Funds £	Restricted Funds £	**TOTAL FUNDS 2024 £**	TOTAL FUNDS 2023 £
Income and Endowments						
Voluntary income	2a	49,238		40,144	**89,382**	71,577
Activities for generating funds	2b	6,702			**6,702**	9,617
Income from investments	2c	15,666	941		**16,607**	15,124
Church activities	2d	5,046			**5,046**	6,833
Other incoming resources	2e					12,055
Total income		76,653	941	40,144	**117,737**	115,206
Expenditure						
Church activities	3a	91,197		14,142	**105,339**	112,877
Raising Funds	3b	1,003			**1,003**	2,549
Investment Management Costs	3c	1,510			**1,510**	2,605
Total expenditure		93,710		14,142	**107,852**	118,031
Net income/(expenditure) before investment gains		(17,057)	941	26,001	**9,885**	(2,825)
Net gains on investments						10,000
Net income/(expenditure)		(17,057)	941	26,001	**9,885**	7,174
Transfers between funds		17,057	(17,777)	720		
Net movement in funds		(0)	(16,836)	26,721	9,885	7,174
Total funds brought forward at 1 January 2024			442,384	59,945	**502,328**	495,155
Total funds carried forward at 31 December 2024		(0)	425,548	86,666	**512,214**	502,328

PAROCHIAL CHURCH COUNCIL OF SS PETER & PAUL, AYLESFORD

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2023 for Comparative purposes

	Notes	Unrestricted General Funds £	Unrestricted Designated Funds £	Restricted Funds £	TOTAL FUNDS 2023 £
Income and Endowments					
Voluntary income	2a	59,104	6,801	5,672	**71,577**
Activities for generating funds	2b	9,617	0	0	**9,617**
Income from investments	2c	15,124	0	0	**15,123**
Church activities	2d	6,833	0	0	**6,833**
Other incoming resources	2e	0	0	12,055	**12,055**
Total income		90,678	6,801	17,727	**115,206**
Expenditure					
Church activities	3a	96,463	2,611	13,803	**112,877**
Raising Funds	3b	2,549	0	0	**2,549**
Investment Management Costs	3c	2,245	360	0	**2,605**
Total expenditure		101,257	2,971	13,803	**118,031**
Net income/(expenditure) before investment gains		(10,579)	3,829	3,924	**(2,825)**
Net gains on investments		0	0	0	**0**
Net income/(expenditure)		(10,579)	3,829	3,924	**(2,826)**
Transfers between funds		10,579	(12,158)	1,579	**0**
Net movement in funds		0	(8,329)	5,503	**(2,826)**
Total funds brought forward at 1 January 2023		0	450,712	54,441	**505,154**
Total funds carried forward at 31 December 2023		0	442,384	59,948	**502,328**

PAROCHIAL CHURCH COUNCIL OF SS PETER & PAUL, AYLESFORD

BALANCE SHEET AT 31 DECEMBER 2024

	Notes		2024	2023
			£	£
Fixed assets				
Investment Assets	5		**400,000**	400,000
Investments	6			
Total fixed assets			**400,000**	400,000
Current assets				
Debtors	8	**1,557**		2,959
Short term deposits		**109,675**		18,407
Cash at bank and in hand		**2,776**		87,647
		114,008		109,014
Creditors: amounts falling due within one year	9	**(1,794)**		(2,891)
Net current assets			**112,214**	106,123
Total assets less current liabilities			**512,214**	506,123
Creditors: amounts falling due after one year	9			
NET ASSETS			**512,214**	506,123

Funds	7		
Unrestricted General Funds	10	**(0)**	-
Unrestricted Designated Funds	10	**425,548**	442,384
Restricted funds	10	**86,666**	59,945
		512,214	502,328

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

Chairman

The accompanying notes form a part of these financial statements.

PAROCHIAL CHURCH COUNCIL OF SS PETER & PAUL, AYLESFORD

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2024

1. Accounting policies

a Accounting convention

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and SORP 2015.

The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at market value and the revaluation of fixed assets. The 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 affiliation to another body, nor those which are informal gatherings of church members.

b Funds accounting

Funds held by the PCC are:

Unrestricted funds - general funds which can be used for PCC ordinary purposes

Designated funds - monies set aside by the PCC out of unrestricted funds for specific future purposes or projects.

Restricted funds - a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest; b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of the year is carried forward as a balance on that fund.

c Incoming resources

All incoming resources are accounted for gross as far as practicable.

Voluntary Income

Collections are recognised when received.
Planned giving receivable is recognised only when received.
Income tax recoverable on Gift Aid donations is recognised when the income is recognised.
Grants and legacies are recognised when the PCC is legally entitled to the amount due and receipt is probable.

Income from investments

Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue.

All other income

All other income is recognised when it is receivable.

Gains and losses on investments

Realised gains are recognised when the investments are sold
Unrealised gains and losses are accounted for on revaluation on 31 December.

d ***Resources used***

Resources expended are accounted for on an accruals basis and are accounted for gross.

Grants

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

Church Activities

The diocesan parish contribution is accounted for when paid. Any parish contribution unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the balance sheet.

e **Fixed Assets**

Tangible fixed assets

Consecrated and beneficed property of any kind is excluded from the accounts by s.10(2) of the Charities Act 2011.

Movable church furnishing held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected. For inalienable property acquired prior to 2006 there is insufficient cost information available and therefore such assets are not valued in the accounts. Individual items acquired since 2006 have been capitalised in the accounts and depreciated over their useful economic life.

All expenditure on consecrated or beneficed buildings and individual items costing under £2000 are written off in the year they were incurred.

Depreciation

Depreciation is calculated to write down the cost of tangible fixed assets, excluding freehold properties, over their expected useful lives. The rates generally applicable are:

Fixtures and fittings	25% straight line
Computer equipment	50% straight line

Investments

Investments are stated at market value at the balance sheet date.

f **Current Assets**

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectible.

Short-term deposits include cash held on deposit either with the Diocese of Rochester or at the bank

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2024

2 Incoming resources

	Unrestricted General Funds £	Unrestricted Designated Funds £	Restricted Funds £	**TOTAL FUNDS 2024 £**	Unrestricted General Funds £	Unrestricted Designated Funds £	Restricted Funds £	TOTAL FUNDS 2023 £
a *Voluntary income*								
Planned Giving	36,740			**36,740**	42,522			42,522
Income tax recoverable	6,865			**6,865**	8,788			8,788
Collections at all services	2,142			**2,142**	1,414			1,414
Sundry donations and appeals	3,491		31,644	**35,135**	6,380	6,801	5,672	18,853
Grants			8,500	**8,500**				
Legacies								
	49,238		40,144	**89,382**	59,104	6,801	5,672	71,577
b *Activities for generating funds*								
General Fundraising	2,994			**2,994**	5,586			5,586
Brassey Centre Lettings (Note 12)	3,709			**3,709**	4,031			4,031
	6,702			**6,702**	9,617			9,617
c *Investment income*								
Dividends and interest	2,516	941		**3,457**	2,324			2,324
Rent from Property	13,150			**13,150**	12,800			12,800
	15,666	941		**16,607**	15,124			15,124
d *Income from Church Activities*								
Fees from weddings, funerals,etc.	5,046			**5,046**	6,833			6,833
	5,046			**5,046**	6,833			6,833
e *Other other incoming resources*								
Other Income - Insurance Claim								
Grants							12,055	12,055
							12,055	12,055
Total incoming resources	**76,653**	**941**	**40,144**	**117,737**	90,678	6,801	17,727	115,206

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2024

3 Expenditure

		Unrestricted General Funds £	Unrestricted Designated Funds £	Restricted Funds £	TOTAL FUNDS 2024 £	Unrestricted General Funds £	Unrestricted Designated Funds £	Restricted Funds £	TOTAL FUNDS 2023 £
a	*Church Activities*								
	Missionary and charitable giving:								
	Royal British Legion	35			**35**	35			35
		35			**35**	35			35
	Ministry costs:								
	Diocesan Offer	38,300			**38,300**	46,000			46,000
	Expenses	600			**600**	836			836
	Vicarage costs	4,369			**4,369**	4,189			4,189
	Other Ministry Costs	578			**578**	374			374
	Church running expenses								
	Utilities	6,169			**6,169**	6,137			6,137
	Insurance	5,909			**5,909**	5,271			5,271
	Organ/Piano and other	652			**652**	1,092		49	1,141
	Church maintenance	2,361		6,200	**8,561**	715	2,348		3,063
	Upkeep of Churchyard	480			**480**	140			140
	Upkeep of services	4,674			**4,674**	4,583		3,395	7,978
	Flowers	650			**650**	1,340			1,340
	Training, Mission and Outreach	385			**385**	295	263	20	578
	Brassey Centre running costs (Note 12)								
	Utilities	4,107		1,829	**5,936**	2,965		1,497	4,462
	Insurance	162			**162**	507			507
	Cleaning & Refuse	5,376			**5,376**	5,130			5,130
	Rent								
	Food Bank			2,857	**2,857**			6,979	6,979
	Community Hub			2,593	**2,593**			1,786	1,786
	Dementia Café			664	**664**			77	77
	Parish Office & Administration	16,390			**16,390**	16,855			16,855
		91,197		14,142	**105,339**	96,463	2,611	13,803	112,877
b	*Raising Funds*								
	Stewardship costs	75			**75**	282			282
	General fundraising	928			**928**	2,267			2,267
		1,003			**1,003**	2,549			2,549
c	*Investment Management Costs*								
	Rental Property Repairs	44			**44**	648	360		1,008
	Insurance	357			**357**	522			522
	Agents Fees	1,109			**1,109**	1,075			1,075
		1,510			**1,510**	2,245	360		2,605
	Total expenditure	**93,710**		**14,142**	**107,852**	101,257	2,971	13,803	118,031

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2024

4 Staff costs

		2024	2023
		£	£
a	*Wages and salaries*	16,555	17,996

During the year the PCC employed an Organist and a Parish Clerk and made PAYE deductions and payments on their behalf.

b *Payments to PCC members and related parties*
Mrs A Keays, a member of the PCC, received remuneration for her role as Parish Adminstrator of £8,679 during 2023 (2022 £5,799). Her husband, Michael, received £2,412 (2022 £2,412) as remuneration for his role as Organist.

No other payments, apart from re-imbursed expenses and small thank you gifts, were made to PCC members.

The total amount of donations to the PCC made by PCC members and related parties in 2024 was £6,758 (incl.Gift Aid), (£10,704 in 2023)

5 Investment Assets

	Freehold land and buildings	Church equipment	TOTAL
Market valuation	£	£	£
At 1 January 2024	400,000		**400,000**
Additions			
Disposals			
Revaluation			
At 31 December 2024	400,000		**400,000**

The freehold land and buildings comprises of the rental property at 140 The Avenue, Aylesford and is currently let to a tenant. Wards provided a market value assessment as at 31.12.2024 of £400,000.

6 Investments

The PCC does not currently hold any Investment assets other than 140 The Avenue.

7 Analysis of Net assets by fund

	Unrestricted General Funds £	Unrestricted Designated Funds £	Restricted Funds £	**Total Funds 2024 £**	Unrestricted General Funds £	Unrestricted Designated Funds £	Restricted Funds £	**Total Funds 2023 £**
Fixed assets for church use								
Investment fixed assets		400,000		**400,000**		400,000		400,000
Current assets	1,091	25,548	87,369	**114,008**	1,136	42,384	61,700	105,219
Current liabilities	(1,091)		(703)	**(1,794)**	(1,136)		(1,755)	(2,891)
Long term liabilities								
		425,548	**86,666**	**512,214**		442,384	59,945	502,328

8 Debtors

	2024 £	2023 £
Income tax recoverable - General Fund	**1,557**	2,959
Prepayments and accrued income		
	1,557	2,959

9 Creditors: amounts falling due within one year

	2024 £	2023 £
Unbilled Utilities/IE Fee	**415**	395
Rent in received in advance	**550**	500
Other Expenses	**313**	346
PAYE Liability	**126**	241
DBF Fees	**258**	1,131
Hand Bell Ringers Funds	**132**	278
	1,794	2,891

Creditors: amounts falling due after one year

2024 £	2023 £
nil	nil

10 Statement of funds

	Bal b/fwd 1 Jan 2024	Income	Expenditure	Investment Gains	Transfers between funds	**Bal c/fwd 31 Dec 2024**
	£	£	£	£	£	£
Unrestricted General Fund						
General fund	0	76,653	(93,710)	0	17,057	**(0)**
	0	76,653	(93,710)		17,057	**(0)**
Unrestricted Designated Funds						
140 The Avenue Repair Fund	5,990	0	0		0	**5,990**
140 The Avenue Property Fund	400,000	0	0	0	0	**400,000**
Church Repair Fund	7,463	941	0		0	**8,404**
Legacy Fund	28,931	0	0		(17,777)	**11,154**
	442,384	941	0	0	(17,777)	**425,548**
Restricted Fund						
Organ Fund	2,272	0	0		0	**2,272**
Youth Choir Fund	0	1,067	0		0	**1,067**
Fabric Fund	44,154	25,000	(6,200)		0	**62,954**
Community Hub/Warm Space Fund	1,025	7,234	(3,507)		0	**4,752**
Community Engagement	5,445	750	0		0	**6,195**
Audio Visual Fund	0	0	0		720	**720**
Dementia Café	281	1,017	(664)		0	**634**
Food Bank	6,769	5,075	(3,772)		0	**8,073**
	59,945	40,144	(14,142)	0	720	**86,666**
Total funds	502,328	117,737	(107,852)	0	0	**512,214**

The **140 Avenue Repair Fund** is for monies ring-fenced by the PCC for repairs to this property.

The **140 The Avenue Property Fund** represents the market value of the property.

The **Church Repair Fund** is for monies ring-fenced by the PCC for Church repairs.

The **Legacy Fund** was set up in 2017 to ring-fence the monies received from the Mr B Eddy legacy. It is intended to spend this mainly on church repairs and some on music resources.

The **Youth Choir Fund** was created in 2018 from a grant of £4,500 to fund the Junior Choir Masters quarterly honorarium.

The **Restricted Organ Fund** is for monies raised or donated towards future maintenance costs of the Church organ.

The **Restricted Fabric Fund** is for monies raised or donated towards future maintenance costs of the Church

The **Restricted Community Engagement Fund** is for monies raised or donated towards the Church's Community Engagement Projects listed below. The monies can be split between those projects at the discretion of the PCC.

The **Restricted Food Bank Fund** is for monies raised or donated towards the setting up and running of the Church's Food Bank.

The **Restricted Community Hub/Warm Space Fund** is for monies raised or donated towards the setting up and running of the Church's Communi

The **Audio Visual Fund** is more monies raised or donated towards improving the Churchs AV system.

The **Restricted Dementia Cafe Fund** is for monies raised or donated towards the setting up and running of the Church's Dementia Cafe.

11 Conduit Funds (Agency Collections)

These are funds received by the PCC on behalf of others i.e. as a result of a special collection for a charity. They are not PCC funds and are not included in income or expenditure but are given in this note for information. Please note that these figures do not include cheques received but made out in favour of the charity; these were passed on to the organization involved.

	£
Air Ambulance	158
Children's Society	194
Crossroads	150
Involve Kent	182
Family Trust	144
	828

 # Brassey Centre

These activities attract income and expenditure and the respective net positions are set out below for informaton.

Brassey Centre

	2024	2023
Income	**3,709**	4,031
Expenditure	**9,646**	8,602
Surplus/(Shortfall)	**(5,937)**	(4,571)

adventus accounting solutions
Supporting Charitable Organisations

17 April 2025

Independent Examiner's report to the Member/Trustees of St Peter and St Paul Aylesford

I report on the accounts for the year ended 31 December 2024 which are set out on the pages following.

Respective responsibilities of the Trustees and Independent Examiner

The church's trustees are responsible for the preparation of the accounts. The church's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to

- Examine the accounts under section 145 of the 2011 Act;
- Follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5)(b) of the 2011 Act; and
- State whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent Examiner's statement

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

(1) which gives me reasonable cause to believe that in any material respect the requirements
- to keep accounting records in accordance with section 130 of the 2011 Act; or
- to prepare accounts which accord with these accounting records have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Yours sincerely

Martyn Burt

B.Sc.(Hons), ACMA, CGMA

adventus accounting solutions
Ashby Acres
Chapel Lane
Ashby-cum-Fenby
Grimsby
DN37 0QT

e-mail: martyn.burt@btinternet.com or adventusaccounting@btinternet.com

Telephone: 07523 6229679

Additional Reports

Bellringers and Steeple Keepers Report

During the course of 2024 we had had one ringer returning to ring after a break of some years and another who is learning... Ringing for Sunday services is now only 3 or 4 and 5 at best. Though sometimes can be as low as 1. Nevertheless, we continue to call the faithful to church.

We have continued to run successful weekly practices, helped by a number of visiting ringers regularly attending.

On 6th June 2024 we rang 80 changes o Plain Bob Doubles to commemorate the 80th anniversary of D-Day. We also rang a quarter peal on 8th June 2024 in commemoration. Three other quarter peals were during the year including on14th December to mark Robin and Helen Turner's last service at Aylesford.

We have also rung for a number of weddings and funerals throughout the year, Again, we have had to rely on help from others to fulfil these commitments, especially the funerals, and increasingly weddings, which are during the working week and some of our existing band are working or at school.

Paul Bastow, our Steeple Keeper, continues to undertake periodic inspections of the fabric of the bells and tower, including the roof. He also ensures the flag is flown from the tower roof on appropriate occasions.

The winding of the church clock has become an onerous task. As a result I am pursuing the possibility of installing an electric winding mechanism with help from Mark Elvers, who is the Tower Captain and steeple keeper at ST Michael and All Angels in Maidstone. Although this is still a work in progress the latest version of the winging mechanism seems to be working quite well. and involves no alteration or modifications to the clock. Thereby obviating the need for a faculty. The cost will be borne by me.

Finally, I am not able to ring at the moment, as I suffered a stroke whilst on holiday in Malta in November. While recovering back home, I was hospitalised over the New Year with pneumonia. I am happy to say I am recovering well from those tribulations. In the meantime I am most grateful to Shona Clark, one of our band of ringers for stepping into the breech and running ringing at the tower in my temporary absence.

Choir Report

As with last year, very little has changed with the choir over the last 12 months. Having lost two members since from this time last year (one being Ian, who is now in training for the ministry); we were glad to welcome one new member, so overall our numbers have eased by one: As ever, we

are always on the look-out for more singers!

We continue to support the singing of the traditional services (1st and 3rd Sundays of the month), and some others; the annual carol service was rather more of a challenge than usual this year, on account of sickness; with the support of some auxiliary members and a change to the original music plans, we managed, but are hopeful that we don't experience similar problems again next Christmas!

The Community Choir (of youngsters under the direction of Paul Richards) has grown massively over the last few months and continues to provide an enthusiastic contribution to the 4th Sunday of the month.

Helen Turner, our Assistant Organist for the last 57 years, retired at the end of the year; the leaving service (15/12/24) was a good time to reflect on the huge contribution Helen has made to the Choir (and more widely to the church in Aylesford), always supported by Robin. We wished them both well in their new life on the Isle of Wight.

Levente Vas continues to play for parts of the services when he is at home from university; he has now started playing for the whole service on occasions, filling-in for the vacant role of Assistant Organist when I am not available.

Dementia Cafe Report

In the last year, we have had a busy and fun time. Everyone that comes along enjoys meeting old and new friends.

We have some sort of activity, sometimes with a theme.

We have planted bulbs, Easter crafts, fundraising for Dementia UK, reminiscing about VE Day, seaside fun, Autumn, clay decorating, Christmas craft. We have also enjoyed celebrating our 2nd birthday, listening to handbells and Rob and his electric Ukelele.

We have also been fortunate to have been given 2 donations from Cllr Andrew Kennedy, a large grant (to buy larger items we needed like cd player, cushions, tablecloths, cups and plates). We have also just been given another donation from Aylesford Parish Council.

I would just like to thank all the volunteers that help every month. We would not be able to run without you.

Pastoral Report

Our church has a successful Wednesday hub in the Brassey centre and I encourage all of us to bring a member of our congregation to this for tea/coffee and cake. The Brassey centre is not on a bus route so members of our congregation need a lift.

I continue to take praise services and Communion services to Dennis Cadman House, Queen Elizabeth Court, Appleton Lodge and Bradbury House. Residents are invited from Duchess of Kent to join Dennis Cadman for the service but the notice is no longer on their notice board. I will visit the manager. I have yet to ask if I may lead a service in the new Royal British Legion village residential home, Greenwich House.

Some residents cannot come from their rooms so I offer a visit for Communion or prayers after the communal service to them in their room.
I can also take Communion to people in their own homes if requested.

Jane and Lenora help when available. This is an important opportunity for church outreach and social interaction with the residents.

There is much need for pastoral support in our community. It seems there is no training now for the Pastoral Assistant role in Rochester Diocese. We are a dying breed.

Who will continue Pastoral work? The ministers/ vicars undertake many visits but a lay visitor has a vital role in regular visits . We may notice changes in health and activity, muddled thinking, loss of weight and much more.

Please consider Lay ministry training in Rochester Diocese with a pastoral emphasis.

I lead a small group for monthly Bible study.

I attend church services weekly and I am a member of the PCC.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST PETER AND ST PAUL,

England & Wales - Charity number 1138956

Accounts

PAROCHIAL CHURCH COUNCIL OF SS PETER & PAUL, AYLESFORD.
ANNUAL REPORT OF THE PAROCHIAL CHURCH COUNCIL
FOR THE YEAR ENDED 31st DECEMBER 2023

Administrative Information

St Peter and St Paul's Church is situated in Vicarage Close. Aylesford. It is part of the Diocese of Rochester within the Church of England. The correspondence address is Church Office, The Brassey Centre, Station Road, Aylesford, ME20 7QR.

The Parochial Church Council (PCC) is registered with the Charity Commission under Registration No. 1138956.

Structure, Governance and Management

PCC members who have served at any time from 1 January 2023 until the date this report was approved.

Name	Office	Dates served if not full year	Elected term ends
The Revd Ruth Peet	Incumbent		
Aline Ongley	Churchwarden		**2024**
Ian Packer	Churchwarden Deanery Synod Representative		**2024**
Gordon Hunt	Elected PCC Member Elected Deanery Synod Representative		**2023**
Christine Hatfield	Elected PCC Member		**2024**
Emma Parren	Elected PCC Member		**2024**
Anita Keays	Elected PCC Member		2025
Sharon Stigle	Elected PCC Member		2025
Ann Beale	Elected PCC Member Secretary		2026
Ann Butterworth	Elected PCC Member		2026
Sue Gallico	Elected PCC member		2026
Janet Holdstock	Elected PCC Member Pastoral Assistant		2026

Peter Smith (Lay Reader) and Peter Walton (Treasurer) are not members of the PCC but have a standing invitation to all PCC meetings.

The method of appointment of PCC members is set out in the Church Representation Rules. All those attending Church are encouraged to register on the Electoral Roll and stand for election to the PCC.

Professional advisor: Simon Miller and Company

Bank: CAF (Charities Aid Foundation)

Independent Examiner: Martyn Burt B.Sc. (Hons), ACMA, CGMA

Aims and Purposes

The PCC of St Peter and St Paul has the responsibility of co-operating with the incumbent in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical; this includes the provision of regular church services, including baptisms, weddings and funerals, and the provision of activities and events to involve and support the wider parish community. It also has maintenance responsibilities for the Church of St Peter and St Paul.

Objectives and Activities

The PCC is committed to providing, to the whole parish community, the means of worshipping, growing in faith, and serving and supporting each other, so that together, we may realise a vision of everyone in the parish coming to flourish, as individuals and as community, through lived experience of the love and grace of God.

To achieve this objective, the activities of the PCC include the provision of church services, baptisms, weddings and funerals, the provision of means of spiritual development and practical and pastoral support to the parish community, and the responsible and efficient care of all resources, volunteers, employees and church buildings.

We have considered the Charity Commission's guidance on public benefit, and in particular the supplementary guidance on charities for the advancement of religion. We believe that our work contributes public benefit through the development of the spiritual well-being of individuals, the practical outworking of faith in wider society, and the support for those in need. We deliver on our responsibility to maintain and provide the parish church and its services for worship, including baptisms, weddings and funerals, for all in the parish.

Church Electoral Roll

As of 31st December 2023 there were 109 on the electoral roll of which 45% are not resident in the Parish.

Attendance 2023

Figures for 2022 are shown in brackets after the 2023 figures, e.g. 24 (22).

During 2023 the average Sunday attendance on a 'usual' Sunday (i.e. not on major festivals or during peak holiday periods) was 45 (50) adults and 12 (5) under 16s.

The average attendance at the 22 (18) services held at 8am, was 10 (11) adults.

The average number of Zoom attendees at services held at 10am was 7 (10).

Special services included Mothering Sunday (66 (64) adults and 12 (22) under 16s in church, 7 (12) adults on Zoom); Easter Day (75 (66) adults and 6 (6) under 16s in church, 5 (19) adults on Zoom); Harvest Festival (54 (78) adults and 16 (11) under 16s in church, 5 (13) adults on Zoom); Remembrance Sunday (131 (185) adults and 78 (85) under 16s in church, 11 (5) adults on Zoom); Christmas Eve Nativity Service (47 (58) adults and 19 (30) under 16s in church, 7 (no Zoom) adults on Zoom); Christmas Eve Midnight Communion (78 (51) adults and 0 (3) under 16s in church, no Zoom).

Apart from Christmas Eve Midnight Communion, the figures in the paragraph above give the attendance for the main 10am Sunday service only. The total number of people attending worship at services on Easter Day was 90 (82), and the total number attending on Christmas Eve and Christmas Day was 168 (170).

Outside Sundays and occasional offices (baptisms, weddings and funerals) the total number of people attending special services held for the congregation and local community, in church, was 340 (36). The total number of people attending special services held specifically for civic organisations or schools, in church, was 675 (331).

This year, 2023, we reported a worshipping community of 154 (142). This included 27 age 0-17 (16), 61 age 18-69 (61) and 66 age 70+ (65). (The worshipping community is people who attend a church service (not necessarily *in* church) at least once a month.) It is encouraging to note the growth in the 0-17 age group.

26 (23) people (22 adults and 4 under 16s) joined and 14 (12) (9 adults and 5 under 16s) people left the worshipping community during 2023; including, sadly, those who died (Alan Longmuir, Barbara Russell, John Atkinson, Gordon Sladen and Jill True). Those who left also include two families whose children became too old for the Youth Choir.

This year 10 (33) babies, children and young people, and 1 (2) adult were baptised, 5 (9) couples were married in church, 10 (13) funerals were held in church, 9 (6) in a crematorium and 10 (6) burials of ashes were conducted.

PCC's Annual Report on its Proceedings and Activities of the Parish Generally

PCC Review

The PCC's monthly meeting plan continued through the year with standard 'business' meetings, alternating with 'exploratory' meetings to look at selected issues in more depth. The exploratory meetings have been helpful and enjoyable; subjects have included Brassey Centre organisation and management, encouraging familes, children and young people in church life, ideas for re-ordering of the interior of the church, post-pandemic communion procedure, the changing pattern of church attendance, the future of the Youth Choir and the results of the congregational survey on the internal/worship-related changes made during the pandemic.

The shortage of volunteers to carry out all the activities needed for a flourishing church, remains a real problem. The PCC has continued to respond by being more selective of tasks and projects to undertake, but the risk of overloading a reducing team remains.

Thanks are due for the volume of work undertaken by the Churchwardens, Treasurer, PCC members and many others.

A mention must be made of our vicar, Ruth who continues to work tirelessly and as collaboratively as possible, across many areas of church ministry and administration.

Safeguarding

The PCC is committed to good safeguarding practice. It has formally adopted the House of Bishop's Safeguarding Policy and is complying with the duty to have due regard to the House of Bishop's guidance on safeguarding.

The Safeguarding Committee members are Revd Ruth Peet, Janet Holdstock, Aline Ongley and Sharon Stigle. Charlie Bunker resigned January 2023. Janet was the sole Parish Safeguarding Officer until September 2023, since when she has shared the role with the vicar. Janet is also the Adult's Safeguarding Representative. Sharon is the Children's Safeguarding Representative. Aline is the Disclosure Officer, (DBS). The committee meets regularly throughout the year and undertakes all required training in safeguarding.

The committee implements National and Diocesan policies and guidance on safeguarding and reports at every meeting of the PCC. Matters that are regularly considered include safe recruitment of workers (including volunteers), training, raising awareness of safeguarding issues, assessing risks, and addressing concerns. On behalf of the PCC, it ensures that any concerns or complaints are promptly addressed, following procedures, and reporting to the Diocesan Safeguarding Advisor without delay. Keeping training records and encouraging church leaders and PCC members to complete all necessary safeguarding training is a big ongoing task.

There is an annual safeguarding service in church in November to help the congregation remain aware of the importance of safeguarding. All the congregation and all role holders in church life, as well as the safeguarding team share the responsibility of keeping our church and church activities a safe place for children, young people and adults who may be vulnerable.

DBS checks are kept up to date as required.

Worship

The monthly pattern of Sunday services, shaped by our practice during the pandemic and agreed by the PCC in 2022, was revised in early 2023 to remove one of the Services of the Word (previously held twice a month) because of the amount of work these services entail. Standard Common Worship Order One Holy Communion at 8am and 10am was moved to the first and third Sundays of the month. Services of the Word are now held on the second (with Communion) and fourth (Family Service) Sundays. These services continue to allow less formality and more flexibility and connection, and the PCC also agreed that the more traditional services could be approached with greater connection in mind (for example, a clear theme, and the explanation of the meaning of hymns and readings). The Family Service held on the fourth Sunday of the month, continues to include songs from the Youth Choir, and is particularly well attended.

In response to a congregational survey conducted in autumn, the PCC agreed that a faculty should be sought for the changes made to the layout of the church (a forward altar, forward lectern, position of the choir and a table for streaming equipment) during the pandemic to be made permanent. The answers to the questionnaire also led to the reinstatement of administration of communion at the high altar and the communion procedure was modified accordingly.

The PCC continued to fund Aylesford Community Youth Choir until the end of 2023, helped by another grant from Malling Memorial Institute (£500). Currently, a new charity is being formed to manage the choir.

The Lay Ministers continue to be involved in the creation and delivery of services, although, this year, the busy lives of the two Licenced Lay Ministers, including the expression of their faith through work-based chaplaincy, has reduced their availability.

In November we celebrated with Peter Smith as he achieved 40 years as a Lay Reader. His thoughtful sermons, wonderful quiet days and ministry in this parish have been much appreciated.

We have continued to Zoom the 10am main Sunday service, to reach an average online congregation of 7 adults.

Monthly services were also conducted by the Pastoral Assistant, Janet Holdstock, and other helpers from the Pastoral Team, in 4 local care/nursing homes and sheltered housing.

Special services included Wedding Sunday Celebration, APCM Sunday Service, Ascension Day Breakfast Service, an Evening Vigil Service prior to the coronation of King Charles, Pastoral Sunday Service, the Safeguarding Sunday service mentioned above, a service to launch our Eco Church aim and a service to launch our new Connect Groups.

Occasional Offices have continued as required.

Pastoral Ministry

The Pastoral Team continued to meet regularly throughout the year and remained in touch with approximately 50 people in the parish, by phone and through visiting. Communion was regularly taken to those who requested it.

During 2023, we continued the provision to the community through the Community Hub and associated activities mentioned below, and this has meant that some of those with pastoral concerns could enjoy fellowship with others.

We have continued to send the money donated for coffee on Sunday mornings to charities chosen by the PCC.

Mission

During 2023, we have continued to provide a Community Hub offering a variety of ways of engaging with the wider parish, with the aim of supporting the wellbeing of the whole community. This includes a weekly ‘Place of Welcome’, a food bank, a Dementia Café and organised litter picking.

The local community continues to support the food bank, with some schools and organisations donating regularly. Volunteer helpers include church goers and non-churchgoers.

The community wardens and external agencies (such as Involve Kent) were regular visitors to the hub, and through building relationships with them, we were better able to offer food bank clients the help they needed, such as help with social housing or debt management.

Following the Wedding Sunday Celebration service we were pleased, once again, to offer lunch to the 2023 wedding couples, which was much appreciated.

The Bereavement Journey programme was run during November and December and was found to be a very valuable source of support for those grieving.

Other missional/social activities included the annual quiz night, a Medway boat trip, a flower festival and cream teas for the coronation, a summer fair, choir and music concerts, brass band concert and Christmas carols in the village square. Memorial services at the Heart of Kent Hospice and The Friars were supported by the vicar. As chaplain, the vicar also led the Annual Sea Sunday service and a Service of Remembrance for the Maidstone Royal Naval Association, and supported other events. The vicar also led Remembrance Services in the Royal British Legion Industries (RBLI) village, for both RBLI and RBL.

Families, Children and Young People

The monthly Family Service is mentioned above. At those services we provide a staffed activity table for the young, in keeping with the theme of the service. It continues to be very popular. In addition, the children's area in church has been enhanced with new bookshelves, thanks to a gift from the estate of the late John Smelt, and a display board. Our aim to create a space to help children explore their innate spirituality, has been appreciated by parents, one of whom helped by adding items for neurodiverse children.

In 2022 we reported that it has been very encouraging to see the demographic of the congregation change from mainly older people to a mixture of all ages, with more children regularly attending church. It has been good to see this trend continue in 2023.

During 2023 the link with St Peter's School Church of England School was strengthened by creating a programme which includes a termly church service on the theme of the school value being emphasised that term. The vicar also continued to assist in both church schools with Christian teaching and support, as and when requested. The link between the church and the four schools in the parish has been maintained and church/school activities and events are regularly held.

Spiritual Growth

In addition to Sunday services, in 2023 we ran the Living in Love and Faith course in January and February, a Lent programme on Every Day Faith which 20 people attended, and which led us into setting up new Connect (small) Groups meeting weekly.

Also, Janet Holdstock (Pastoral Assistant) continued to lead a weekly Bible Study group.

For the first time, we held a 'meeting-free' Lent to allow everyone the time for individual and corporate Lent reflection. The majority of PCC members felt that they and the church had benefited from this, and it led to revising the committee meeting schedule to reduce the frequency of meetings.

Spiritual growth has also come through an increased number of opportunities for sharing and discussion, during and after Sunday services.

Health & Safety Activities

Health and Safety considerations have been incorporated into the responsibilities of the Fabric Committee.

Brassey Centre

Lettings and income continue at the reduced rate brought about by the pandemic. The annual rental charge paid by the PCC to the Brassey Trust was waived for 2023. Jane White continues to clean and oversee the access to hall hirers, and thanks are due to her for her loyalty and reliability.

Finance

By Peter Walton (Treasurer)

2023 saw our finances affected by the cost-of-living increases and world events; factors that have affected us all. Income-wise if we look at Donations, Giving and Collections, as a whole, there were ups and downs, but we have struggled. We were expecting a drop from previous years, but the unexpected loss of some key donations has exacerbated the situation. The net of these various factors has resulted in the Actual total of our income falling short of our budget by £6,600. If we then look at expenditure, we managed to finish £7,000 under the budget. Overall, then to budget, we finished very slightly on the right side but when we add in the unforeseen additional cost for the Choir fund, we finished £1,200 over budget. On the face of it we seem quite good at sticking to our budget, but we must not lose sight of the fact that year on year we are using up our reserves and not increasing them. 2023 has removed over £12,500 from our reserves and the budget for 2024 indicates that we might deplete them by another £20,000. I have previously raised this concern with the PCC and it has now been noticed by the Auditor who will be looking for the PCC, in 2024, to formulate a plan to at least neutralise these losses before we run out of liquid reserves. Fortunately, our Food Bank, Community Hub and Warm Spaces services, financially, remain self-supporting. Thanks to the efforts of the team involved in raising funds and attracting donations. Once again, a big thank to the Treasury Team for all their support and hard work, without which I could not do this job.

A new Giving Secretary, Tania Dosoruth, was appointed in March. Tania took over from Gordon Sladen to whom thanks are recorded posthumously for many years of dedicated work in the role.

Reserves Policy 2023

By Peter Walton (Treasurer)

In addition to money designated for specific purposes including investments, it is the policy of the PCC to maintain (if possible) a balance of Liquid Unrestricted Funds which equates to four months Unrestricted Expenses, to be available to cover emergency situations that may arise from time to time. For 2022, four months Unrestricted Expenses amounts to circa £30,000. Our actual balance of Liquid Unrestricted Funds amounts to £49,933.

Annual Report of Fabric, Goods and Ornaments

By Ian Packer (Churchwarden, Fabric Committee Chair)

The Fabric Committee has continued to work to preserve, maintain and improve the fabric of the church. Our 5 yearly inspection was due to be completed in May 2023, as reported in last year's report to the APCM. This however was not completed until September, due to unforeseen circumstances, and the works listed in the report are in the process of being reviewed and prioritised.

The Temporary Minor Reordering Order (TMRO) has expired and after agreement by the PCC, the fabric committee have submitted a faculty to confirm the changes made in that TMRO. To ensure clarity the faculty is a legal measure to ensure the changes are in line with Church law and further changes will be made after due consultation with the Church community.

The fabric committee have ensured that the statutory safety checks have been completed and continue to work to make improvements to the building. There are several ongoing projects that the fabric committee continue to progress, some of them through liaison with the Parish Council (which has responsibility for the churchyard). The committee would encourage anyone who believe that they have the skills, time, energy or enthusiasm to assist in the work of the committee to speak to any of the members.

A working party was convened to specify and obtain quotes for a new Audio-Visual system, but general pressure of work in other areas meant that this was carried over to 2024.

Deanery Synod 2022

The Deanery Synod provides for parishes to channel their views to the Diocesan Synod and implements decisions made by the General Synod. During 2023 our representatives were Revd Ruth Peet and Ian Packer. There were 3 meetings held on 6th February, 20th June and 11th October in the parishes of Coxheath, Wouldham and Leybourne respectively.

During the year Revd Helen Burn was appointed as Team Rector of the newly formed Kent Downs and Malling benefice. Presentations were given on Anna Chaplaincy, the DAC (Diocesan Advisory Committee), how welcoming (or not) churches are.

All parishes were encouraged to aim to become an Eco Church, and were constantly reminded about the importance and visibility of our safeguarding practices.

Pastoral Reorganisation includes the possibility of Burham and Wouldham joining with Snodland. Bradbourne Benefice (Easy Malling and Larkfield) found themselves in vacancy. King's Hill were given some help to manage the huge workload of fundraising for the new church building.

A deanery confirmation service was held on 19th November at Wateringbury, and we were delighted that Abbie Packer from our congregation, was one of the candidates.

PCC ACCOUNTS

Year Ending 31 December 2023

SS Peter & Paul, Aylesford

Accruals Accounts using SORP 2015

Year Ending 31st December 2023

SS Peter & Paul, Aylesford

Accruals Accounts using SORP 2015

PAROCHIAL CHURCH COUNCIL OF SS PETER & PAUL, AYLESFORD

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2023

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	**TOTAL FUNDS 2023 £**	TOTAL FUNDS 2022 £
Income and Endowments						
Voluntary income	2a	59,104	6,801	5,672	**71,577**	130,829
Activities for generating funds	2b	9,617			**9,617**	8,105
Income from investments	2c	15,124			**15,124**	12,163
Church activities	2d	6,833			**6,833**	6,842
Other incoming resources	2e			12,055	**12,055**	5,209
Total income		90,678	6,801	17,727	**115,206**	163,148
Expenditure						
Church activities	3a	96,463	2,611	13,803	**112,877**	110,547
Raising Funds	3b	2,549			**2,549**	823
Investment Management Costs	3c	2,245	360		**2,605**	2,001
Total expenditure		101,257	2,971	13,803	**118,031**	113,371
Net income/(expenditure) before investment gains		(10,579)	3,829	3,924	**(2,825)**	49,777
Net gains on investments						10,000
Net income/(expenditure)		(10,579)	3,829	3,924	**(2,825)**	59,776
Transfers between funds		10,579	(12,158)	1,579		
Net movement in funds		0	(8,329)	5,504	(2,825)	59,776
Total funds brought forward at 1 January 2023			450,712	54,441	**505,154**	445,378
Total funds carried forward at 31 December 2023		0	442,384	59,945	**502,328**	505,154

PAROCHIAL CHURCH COUNCIL OF SS PETER & PAUL, AYLESFORD

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2022 for Comparative purposes

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	**TOTAL FUNDS 2021 £**
Income and Endowments					
Voluntary income	2a	69,925	2,000	58,904	**130,829**
Activities for generating funds	2b	8,009	0	96	**8,105**
Income from investments	2c	12,076	87	0	**12,162**
Church activities	2d	6,842	0	0	**6,842**
Other incoming resources	2e	0	5,209	0	**5,209**
Total income		96,851	7,296	59,000	**163,148**
Expenditure					
Church activities	3a	94,416	5,129	12,062	**111,607**
Raising Funds	3b	823	0	0	**823**
Investment Management Costs	3c	2,001	0	0	**2,001**
Total expenditure		97,240	5,129	12,062	**114,430**
Net income/(expenditure) before investment gains		(388)	2,168	46,938	**48,719**
Net gains on investments		0	25,000	0	**25,000**
Net income/(expenditure)		(388)	27,168	46,938	**73,719**
Transfers between funds		(689)	(311)	1,000	**0**
Net movement in funds		(1,077)	26,856	47,938	**73,718**
Total funds brought forward at 1 January 2022		1,077	423,856	6,503	**431,437**
Total funds carried forward at 31 December 2022		0	450,712	54,441	**505,154**

PAROCHIAL CHURCH COUNCIL OF SS PETER & PAUL, AYLESFORD

BALANCE SHEET AT 31 DECEMBER 2023

	Notes		**2023**	2022
			£	£
Fixed assets				
Investment Assets	5		**400,000**	400,000
Investments	6			
Total fixed assets			**400,000**	400,000
Current assets				
Debtors	8	**2,959**		3,145
Short term deposits		**81,261**		18,407
Cash at bank and in hand		**20,999**		87,647
		105,219		109,200
Creditors: amounts falling due within one year	9	**(2,891)**		(4,046)
Net current assets			**102,328**	105,154
Total assets less current liabilities			**502,328**	505,154
Creditors: amounts falling due after one year	9			
NET ASSETS			**502,328**	505,154

Funds	7		
Unrestricted Funds	10	**0**	-
Designated Funds	10	**442,384**	450,712
Restricted funds	10	**59,945**	54,441
		502,328	505,154

Approved by the Parochial Church Council on 8th March 2024 and signed on its behalf

Chairman R Peet

The accompanying notes form a part of these financial statements.

PAROCHIAL CHURCH COUNCIL OF SS PETER & PAUL, AYLESFORD

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022

1. Accounting policies

a Accounting convention

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and SORP 2015.

The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at market value and the revaluation of fixed assets. The 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 affiliation to another body, nor those which are informal gatherings of church members.

b Funds accounting

Funds held by the PCC are:

Unrestricted funds - general funds which can be used for PCC ordinary purposes

Designated funds - monies set aside by the PCC out of unrestricted funds for specific future purposes or projects.

Restricted funds - a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest; b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of the year is carried forward as a balance on that fund.

c Incoming resources

All incoming resources are accounted for gross as far as practicable.

Voluntary Income

Collections are recognised when received.
Planned giving receivable is recognised only when received.
Income tax recoverable on Gift Aid donations is recognised when the income is recognised.
Grants and legacies are recognised when the PCC is legally entitled to the amount due and receipt is probable.

Income from investments

Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue.

All other income

All other income is recognised when it is receivable.

Gains and losses on investments

Realised gains are recognised when the investments are sold
Unrealised gains and losses are accounted for on revaluation on 31 December.

d ***Resources used***

Resources expended are accounted for on an accruals basis and are accounted for gross.

Grants

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

Church Activities

The diocesan parish contribution is accounted for when paid. Any parish contribution unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the balance sheet.

e Fixed Assets

Tangible fixed assets

Consecrated and beneficed property of any kind is excluded from the accounts by s.10(2) of the Charities Act 2011.

Movable church furnishing held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected. For inalienable property acquired prior to 2006 there is insufficient cost information available and therefore such assets are not valued in the accounts. Individual items acquired since 2006 have been capitalised in the accounts and depreciated over their useful economic life.

All expenditure on consecrated or beneficed buildings and individual items costing under £2000 are written off in the year they were incurred.

Depreciation

Depreciation is calculated to write down the cost of tangible fixed assets, excluding freehold properties, over their expected useful lives. The rates generally applicable are:

Fixtures and fittings	25% straight line
Computer equipment	50% straight line

Investments

Investments are stated at market value at the balance sheet date.

f Current Assets

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectible.

Short-term deposits include cash held on deposit either with the CBF Church of England Funds, Epworth or at the bank

2 Incoming resources

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	**TOTAL FUNDS 2023 £**	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL FUNDS 2022 £
a *Voluntary income*								
Planned Giving	42,522			**42,522**	47,035			47,035
Income tax recoverable	8,788			**8,788**	12,179		8,754	20,932
Collections at all services	1,414			**1,414**	3,118			3,118
Sundry donations and appeals	6,380	6,801	5,672	**18,853**	5,275	1,000	41,750	48,025
Grants					2,318		8,400	10,718
Legacies						1,000		1,000
	59,104	6,801	5,672	**71,577**	69,925	2,000	58,904	130,829
b *Activities for generating funds*								
General Fundraising	5,586			**5,586**	2,163		96	2,259
Brassey Centre Lettings (Note 12)	4,031			**4,031**	5,846			5,846
	9,617			**9,617**	8,009		96	8,105
c *Investment income*								
Dividends and interest	2,324			**2,324**	76	87		163
Rent from Property	12,800			**12,800**	12,000			12,000
	15,124			**15,124**	12,076	87		12,163
d *Income from Church Activities*								
Fees from weddings, funerals,etc.	6,833			**6,833**	6,842			6,842
	6,833			**6,833**	6,842			6,842
e *Other other incoming resources*								
Other Income - Insurance Claim						5,209		5,209
Grants			12,055	**12,055**				
			12,055	**12,055**		5,209		5,209
Total incoming resources	**90,678**	**6,801**	**17,727**	**115,206**	96,851	7,296	59,001	163,148

3 Expenditure

		Unrestricted Funds £	Designated Funds £	Restricted Funds £	**TOTAL FUNDS 2023 £**	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL FUNDS 2022 £
a	*Church Activities*								
	Missionary and charitable giving:								
	Royal British Legion	35			**35**	35			35
		35			**35**	35			35
	Ministry costs:								
	Diocesan Offer	46,000			**46,000**	40,413			40,413
	Expenses	836			**836**	689			689
	Vicarage costs	4,189			**4,189**	3,938			3,938
	Other Ministry Costs	374			**374**	455			455
	Church running expenses								
	Utilities	6,137			**6,137**	9,957			9,957
	Insurance	5,271			**5,271**	4,922			4,922
	Organ/Piano and other	1,092		49	**1,141**	893			893
	Church maintenance	715	2,348		**3,063**	1,855	5,129		6,984
	Church Major Repairs								
	Upkeep of Churchyard	140			**140**				
	Upkeep of services	4,583		3,395	**7,978**	4,709		3,628	8,337
	Flowers	1,340			**1,340**	1,236			1,236
	Training, Mission and Outreach	295	263	20	**578**	363			363
	Parish Magazine (Note 12)								
	Brassey Centre running costs (Note 12)								
	Utilities	2,965		1,497	**4,462**	2,377		1,169	3,546
	Insurance	507			**507**	496			496
	Cleaning & Refuse	5,130			**5,130**	5,187			5,187
	Rent					5,000			5,000
	Food Bank			6,979	**6,979**			6,206	6,206
	Community Hub			1,786	**1,786**			1,059	
	Dementia Café			77	**77**				
	Parish Office & Administration	16,855			**16,855**	11,891			11,891
		96,463	2,611	13,803	**112,877**	94,416	5,129	12,062	110,547
b	*Raising Funds*								
	Stewardship costs	282			**282**	265			265
	General fundraising	2,267			**2,267**	558			558
		2,549			**2,549**	823			823
c	*Investment Management Costs*								
	Rental Property Repairs	648	360		**1,008**	483			483
	Insurance	522			**522**	510			510
	Agents Fees	1,075			**1,075**	1,008			1,008
		2,245	360		**2,605**	2,001			2,001
	Total expenditure	**101,257**	**2,971**	**13,803**	**118,031**	97,239	5,129	12,062	113,371

4 Staff costs

		2023	2022
		£	£
a	*Wages and salaries*	**17,996**	**9,591**

During the year the PCC employed an Organist, Junior Choir Leader and a Parish Clerk and made PAYE deductions and payments on their behalf.

b *Payments to PCC members and related parties*
Mrs A Keays, a member of the PCC, received remuneration for her role as Parish Adminstrator of £8,679 during 2023 (2022 £5,799). Her husband, Michael, received £2,412 (2022 £2,412) as remuneration for his role as Organist.

No other payments, apart from re-imbursed expenses and small thank you gifts, were made to PCC members.

The total amount of donations to the PCC made by PCC members and related parties in 2023 was £10,704 (incl.Gift Aid), (£16,855 in 2022)

5 Investment Assets

	Freehold land and buildings	Church equipment	**TOTAL**
Market valuation	£	£	£
At 1 January 2023	400,000		**400,000**
Additions			
Disposals			
Revaluation			
At 31 December 2023	400,000		**400,000**

The freehold land and buildings comprises of the rental property at 140 The Avenue, Aylesford and is currently let to a tenant. The managing agent, Simon Miller, provided a market value assessment as at 31.12.2023 of £400,000.

6 Investments

The PCC does not currently hold any Investment assets other than 140 The Avenue.

7 Analysis of Net assets by fund

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	**Total Funds 2023 £**	Unrestricted Funds £	Designated Funds £	Restricted Funds £	**Total Funds 2022 £**
Fixed assets for church use								
Investment fixed assets		400,000		**400,000**		400,000		400,000
Current assets	1,136	42,384	61,700	**105,219**	2,909	50,712	55,579	109,200
Current liabilities	(1,136)		(1,755)	**(2,891)**	1,138		(1,138)	
Long term liabilities								
		442,384	**59,945**	**502,328**	4,046	450,712	54,441	509,200

8 Debtors

	2023 £	2022 £
Income tax recoverable - General Fund	**2,959**	1,620
Prepayments and accrued income		1,525
	2,959	3,145

9 Creditors: amounts falling due within one year

	2023 £	2022 £
Unbilled Utilities/IE Fee	**395**	1,888
Rent in received in advance	**500**	500
Other Expenses	**346**	675
PAYE Liability	**241**	121
DBF Fees	**1,131**	685
Hand Bell Ringers Funds	**278**	178
	2,891	4,046

Creditors: amounts falling due after one year

2023 £	2022 £
nil	nil

10 Statement of funds

	Bal b/fwd 1 Jan 2023	Income	Expenditure	Investment Gains	Transfers between funds	**Bal c/fwd 31 Dec 2023**
	£	£	£	£	£	**£**
Unrestricted Fund						
General fund	0	90,678	(101,257)	0	10,579	**0**
	0	90,678	(101,257)		10,579	**0**
Designated Fund						
140 The Avenue Repair Fund	6,350	0	(360)		0	**5,990**
140 The Avenue Property Fund	400,000	0	0	0	0	**400,000**
Church Repair Fund	12,821	6,801	0		(12,158)	**7,463**
Legacy Fund	31,542	0	(2,611)		0	**28,931**
	450,712	6,801	(2,971)	0	(12,158)	**442,384**
Restricted Fund						
Organ Fund	2,272	0	0		0	**2,272**
Youth Choir Fund	1,235	580	(3,395)		1,579	**0**
Fabric Fund	44,154	0	0		0	**44,154**
Community Hub/Warm Space Fund	0	2,558	(2,535)		1,001	**1,025**
Community Engagement	2,445	3,000	0		0	**5,445**
Warm Spaces	893	109	0		(1,001)	**0**
Dementia Café	35	392	(146)		0	**281**
Food Bank	3,408	11,089	(7,728)		0	**6,769**
	54,441	17,727	(13,803)	0	1,579	**59,945**
Total funds	505,154	115,206	(118,031)	0	0	**502,328**

The **140 Avenue Repair Fund** is for monies ring-fenced by the PCC for repairs to this property.

The **140 The Avenue Property Fund** represents the market value of the property.

The **Church Repair Fund** is for monies ring-fenced by the PCC for Church repairs.

The **Legacy Fund** was set up in 2017 to ring-fence the monies received from the Mr B Eddy legacy.
It is intended to spend this mainly on church repairs and some on music resources.

The **Youth Choir Fund** was created in 2018 from a grant of £4,500 to fund the Junior Choir
Masters quarterly honorarium.

The **Restricted Organ Fund** is for monies raised or donated towards future maintenance costs of the Church
organ.

The **Restricted Fabric Fund** is for monies raised or donated towards future maintenance costs of the Church

The **Restricted Community Engagement Fund** is for monies raised or donated towards the Church's Community Engagement Projects
listed below. The monies can be split between those projects at the discretion of the PCC.

The **Restricted Food Bank Fund** is for monies raised or donated towards the setting up and running of the Church's Food Bank.

The **Restricted Community Hub/Warm Space Fund** is for monies raised or donated towards the setting up and running of the Church's Communi

The **Restricted Warm Spaces Fund** this fund was merged with the Community Hub Fund during 2023.

The **Restricted Dementia Cafe Fund** is for monies raised or donated towards the setting up and running of the Church's Dementia Cafe.

11 Conduit Funds (Agency Collections)

These are funds received by the PCC on behalf of others i.e. as a result of a special collection for a charity. They are not PCC funds
and are not included in income or expenditure but are given in this note for information. Please note that these figures do not
include cheques received but made out in favour of the charity; these were passed on to the organization involved.

	£
Air Ambulance	155
Children's Society	160
Blackthorn Trust	142
CAST	118
Family Trust	233
DEC	135
	943

 # Brassey Centre

These activities attract income and expenditure and the respective net positions are set out below for informaton.

Brassey Centre

	2023	2022
Income	**4,031**	5,846
Expenditure	**8,602**	13,059
Surplus/(Shortfall)	**(4,571)**	(7,213)

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Supporting Charitable Organisations

9 May 2024

Independent Examiner's report to the Member/Trustees of St Peter and St Paul Aylesford

I report on the accounts for the year ended 31 December 2023 which are set out on the pages following.

Respective responsibilities of the Trustees and Independent Examiner

The church's trustees are responsible for the preparation of the accounts. The church's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to

- Examine the accounts under section 145 of the 2011 Act;
- Follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5)(b) of the 2011 Act; and
- State whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and

seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent Examiner's statement

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

(1) which gives me reasonable cause to believe that in any material respect the requirements
- to keep accounting records in accordance with section 130 of the 2011 Act; or
- to prepare accounts which accord with these accounting records have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Yours sincerely

Martyn Burt

B.Sc.(Hons), ACMA, CGMA

adventus accounting solutions
Ashby Acres
Chapel Lane
Ashby-cum-Fenby
Grimsby
DN37 0QT

e-mail: martyn.burt@btinternet.com or adventusaccounting@btinternet.com

Telephone: 07523 6229679

St Peter and St Paul's Church Aylesford

Annual Parochial Church Meeting, 12th May 2023

Additional Reports

Bellringers and Steeple Keeper's Report

By Terry Barnard, Tower Captain

During the course of 2023 we lost one of our long-standing Sunday Service ringers, Dave Morhen, who past to his rest following a short battle with cancer. Another one of our band is undertaking chemotherapy and a third has lost her husband to cancer. As a result, ringing for Sunday services is now only 3 or sometimes 4 at best, and can be as low as 1. Nevertheless, we continue to call the faithful to church.

We have continued to run successful weekly practices, helped by a number of visiting ringers regularly attending.

On 5th March 2023 we rang an eighth peal in memory of Alan Longmuir. We rang on the morning of His Majesty King Charles III Coronation and rang a quarter peal on 8th May 2023 in celebration of the Coronation.

We have also rung for a number of weddings and funerals throughout the year, including for our dear friend Dave Moorhens' funeral on 23 September. Again, we have had to rely on help from others to fulfil these commitments, especially the funerals which are during the working week and some of our existing bands are working or at school.

Paul Bastow, our Steeple Keeper, continues to undertake periodic inspections of the fabric of the bells and tower, including the roof. He also ensures the flag is flown from the tower roof on appropriate occasions and assists greatly in ensuring the church clock is wound up.

The winding of the church clock is now becoming an onerous task. This task falls either to Paul Bastow or myself. Neither of us is getting any younger - Paul has turned 50 and I am 73 – and the task involves climbing a near vertical ladder to the clock gantry and crawling along the gantry to wind the clock. With so few ringers at Aylesford we often have to do this on our own and this is contrary to the lone working policy in the tower. I am pursuing the possibility of installing an electric winding mechanism. This will be subject to a separate note to be sent to the PCC.

Church Clock

As mentioned in the APCM Report from the Bell Ringers for 2024 the winding of the church clock is now becoming an onerous task that falls to just two people, the steeple keeper, Paul Bastow and/or myself. Neither of us is getting any younger - Paul has turned 50 and I am nearly 74 – and the task involves climbing a near vertical ladder to the clock gantry and crawling along the gantry to wind the clock. Because of the presence of one the main support beams for the bell chamber, access to the clock is severely restricted and headroom is only about 45 inches. Although it is an 8-day clock mechanism, the manual winding is a task that needs to be undertaken twice a week for it to be manageable and has to be done from a kneeling position.

With so few ringers at Aylesford we often have to wind the clock on our own and this is contrary to the lone working policy in the tower.

I have therefore made some enquiries about automation of the clock winding mechanism.

The steeple keeper at St Michael and All Angels in Maidstone has built his own electric winder for their clock which simply slips over the two winding spindles of the clock without altering the clock in any way at all and is completely removable. It utilises sensors which uses the existing pulley weights to signify when it needs winding, and when it should stop. He built his system for less than £200.The design and layout of both clocks is very similar, so I have asked him to look at building a similar system for Aylesford.

Report from the Brassey Trust to the APCM
By Ian Packer, Trustee

Over the last year the Brassey Trust has continued to support the work of the Parish. The Trust agreed to waive the rent the PCC pays for the use of the Brassey Centre to assist with the financial constraints the PCC are facing. The Trust have maintained our estate to ensure it remains fit for use and continue to look at ways in which we can improve the facilities to better meet the needs of its users. We have welcomed Russ Barnes as a Trustee and have another interested volunteer, and we would welcome others who feel that they may be able to support the work of the Trust.

Choir Report

By Michael Keays, Organist and Choirmaster

Once again very little has changed with the choir over the last 12 months, although we are one member down from this time last year. We are always on the lookout for more new members!

We continue to support the singing of the traditional services (now on the 1st and 3rd Sundays of the month) and some others (e.g. the annual carol service). Once again, we have been glad to be able to call on the services of East Malling choir to supplement our numbers as required, on a reciprocal basis.

Over the course of the year, we have moved back to our previous singing position on a Sunday, on a single choir pew in the front of the console; this has made a huge difference to the choir's ability to lead the congregation, and to deal with practical matters such as where to put the music!

The Community Choir (of youngsters under the direction of Paul Richards) continues to provide an enthusiastic contribution on the 4th Sunday of the month.

It has been uplifting to be part of a new organist's musical journey, with Levente Vas now playing some of the hymns and voluntaries on Sundays when he is not at university: Levente is very dedicated to learning the organ, and we hope he will be part of our music making for many years to come.

The choral highpoint of 2023 was without doubt the carol service on the 17/12/23. Our members were supplemented by half a dozen additional singers, providing us with the ability to perform 4-part carols again for the first time in years. It is hoped that this can be repeated in the future, and even be a route to building the choir once again on a more permanent basis.

Flower Report 2023

By Ann Game, Flower Team Organiser

Firstly, I would like to say a big thankyou to all the volunteers for all the extra help they have given me over the last year.

We didn't have many weddings, but we did decorate the church for King Charles and Queen Camilla's Coronation, what a fabulous weekend for us on the television, and our own village church looked really lovely, a big thankyou to everyone who helped.

Thank you all.

Handbell Ringers

By Gordon Hunt, Handbell Ringers' Leader

We have had a varied and interesting year. We were able to perform in church at the family Christingle Service in December, and at two meetings of the Dementia Café which was much appreciated. For the first time we attended a handbell rally with other bands from the Southeast. This was held at Sanderstead in October and involved us playing some new music in concert with the other bands, learning new techniques which we barely knew existed. Those of us who went enjoyed it so much that we are about to attend another rally, this time in Headcorn.

Whilst we take our ringing seriously, especially when we are preparing for a performance, our first priority is to enjoy our ringing, taking pleasure in the team's development and each other's company. The main challenge is to have enough ringers.

09t an event otherwise we are like a piano with missing keys.

Occasionally, we allow ourselves a break from ringing and this year that included a post-Christmas lunch at the Sir Thomas Wyatt.

Sadly, four of our band have left us during the year because of other commitments. We are very grateful to Bob Halliday (who has been with us since the earliest days) and Ann Butterworth (another stalwart), to Suzanne Burdon (who is moving out the area) and to Joanna Howard-Buxton who joined us relatively recently. We miss them all.

We are delighted to have welcomed, very recently, Judy Balchin, and we are actively seeking more new members.

We meet on Monday evenings (7pm to 8.30pm) in the Brassey Centre. As a group we have limited prior musical experience, but we have found that working together, with good humour, and deploying some cunning tricks to make it easier, we can achieve more than we would have thought possible. Please contact me (01622 769634) to learn more if you are interested.

Additional Pastoral and Safeguarding Reports

By Janet Holdstock, Pastoral Assistant

Our church has a small number of pastoral visitors and members of the pastoral team. Ruth, Janet, Sue Gallico, Aline and Lenora. Following the end of Covid pandemic we have noted the adverse affects on isolation, not only on elderly but also young mums and children whose lives and social contacts were curtailed. Some who became reluctant, anxious or less able to go out and about on a bus or walking.

I know many of you keep in touch with members of the congregation. Also as hospital visitors. Please let me know if someone is ill at home, in hospital or a care home so I can arrange church visiting with the 2 members of our church who will visit. .

I take Communion to people in their own homes and in the care homes. I have help from Jane. Please join me as those in care homes do feel part of our church and like to have a chat after worship time.

Safeguarding

I have resigned as of early 2024.

Safeguarding is so important and we as a church community must keep up to date with safeguarding advice and reports from the Diocese and National Church.

Children, youngsters and adults deserve to be safe in our church environment and within church activities. We all have a responsibility for safeguarding and training is available.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST PETER AND ST PAUL,

England & Wales - Charity number 1138956

Accounts

PAROCHIAL CHURCH COUNCIL OF SS PETER & PAUL, AYLESFORD.
ANNUAL REPORT OF THE PAROCHIAL CHURCH COUNCIL
FOR THE YEAR ENDED 31ST DECEMBER 2022

Administrative Information

St Peter and St Paul's Church is situated in Vicarage Close. Aylesford. It is part of the Diocese of Rochester within the Church of England. The correspondence address is Church Office, The Brassey Centre, Station Road, Aylesford, ME20 7QR.
The Parochial Church Council (PCC) is registered with the Charity Commission under Registration No. 1138956.

Structure, Governance and Management

PCC members who have served at any time from 1 January 2022 until the date this report was approved.

Name	Office	Dates served if not full year	Elected term ends
The Revd Ruth Peet	Incumbent		
Alan Longmuir	Churchwarden (until 2022 APCM) Deanery Synod Representative	Deceased Jan 2023	**2023**
Aline Ongley	Churchwarden		**2023**
Gordon Hunt (Vice Chairman)	**Elected PCC Member** **Elected Deanery Synod Representative**		**2023**
Ann Beale	**Elected PCC Member** **Secretary**		**2023**
Janet Holdstock	**Elected PCC Member** **Pastoral Assistant**		**2023**
Sue Gallico	**Elected PCC member**		**2023**
Christine Hatfield	Elected PCC Member		2024
Emma Parren	Elected PCC Member		2024
Ian Packer	Churchwarden (since 2022 APCM) Elected PCC Member Elected Deanery Synod Representative		2024
Vacancy (Charlie Bunker)		Resigned Oct 2022	2024
Sharon Stigle	Elected PCC Member		2025
Anita Keays	Elected PCC Member		2025
Vacancy (Pamela Storr)		Resigned Mar 2022	2025
Vacancy (Andrew Brown)		Deceased Feb 2022	2025

Peter Smith (Lay Reader) and Peter Walton (Treasurer) are not members of the PCC but have a standing invitation to all PCC meetings.

The method of appointment of PCC members is set out in the Church Representation Rules. All those attending Church are encouraged to register on the Electoral Roll and stand for election to the PCC.

Professional advisor: Simon Miller and Company

Bank: CAF (Charities Aid Foundation)

Independent Examiner: Martyn Burt B.Sc. (Hons), ACMA, CGMA

Aims and Purposes

The PCC of St Peter and St Paul has the responsibility of co-operating with the incumbent in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical; this includes the provision of regular church services, including baptisms, weddings and funerals, and the provision of activities and events to involve and support the wider parish community. It also has maintenance responsibilities for the Church of St Peter and St Paul.

Objectives and Activities

The PCC is committed to providing, to the whole parish community, the means of worshipping, growing in faith, and serving and supporting each other, so that together, we may realise a vision of everyone in the parish coming to flourish, as individuals and as community, through lived experience of the love and grace of God.

To achieve this objective, the activities of the PCC include the provision of church services, baptisms, weddings and funerals, the provision of means of spiritual development and practical and pastoral support to the parish community, and the responsible and efficient care of all resources, volunteers, employees and church buildings.

We have considered the Charity Commission's guidance on public benefit, and in particular the supplementary guidance on charities for the advancement of religion, noting that this is currently under review. We believe that our work contributes public benefit through the development of the spiritual well-being of individuals, the practical outworking of faith in wider society, and the support for those in need. We deliver on our responsibility to maintain and provide the parish church and its services for worship, including baptisms, weddings and funerals, for all in the parish.

Church Electoral Roll

As of 31st December 2022 there were 111 on the electoral roll of which 47% are not resident in the Parish.

Attendance 2022

In the last 'normal' year (2019), the number of people attending church on a 'usual' Sunday was 74 adults and 6 under 18's.

2022 was the first full year for 3 years, in which a service was held in church every Sunday and Zoom-only services were not necessary; these are just points to bear in mind for the 2021/2022 comparison. Where there are figures for 2021 they are shown in brackets after the 2022 figures, e.g. 24 (22).

During 2022 the average Sunday attendance on a 'usual' Sunday (i.e. not on major festivals or during peak holiday periods) was 50 adults and 5 under 16s. (There is no meaningful comparison with 2021, when numbers were restricted until the end of July 2021, and the average adult Sunday attendance at 10am, spread across all weeks was 50, with an average of 29 in church and 21 on Zoom.)

The average attendance at the 18 services held at 8am, was 11 (11) adults.

The average number of Zoom attendees at services held at 10am was 10 (16).

Special services included Mothering Sunday (64 adults and 22 under 16s in church, 12 adults on Zoom), Easter Day (66 (36) adults and 6 (0) under 16s in church, 19 (37) adults on Zoom), Harvest Festival (78 (24) adults and 11 (0) under 16s in church, 13 (22) adults on Zoom), Remembrance Sunday (185 (59) adults and 85 (1) under 16s in church, 5 (19) adults on Zoom), Christmas Eve Nativity Service (58 (50) adults and 30 (26) children in church, no Zoom).

The following figures are easier to compare with previous years as reporting requirements for these have remained the same. It seems sensible to, again, not only compare this year with last year, but also with 2019 (as the last 'normal' year), so those figures are shown in brackets as (2021, **2019**).

This year, 2022, we reported a worshipping community of 142 (131, **137**). This included 16 age 0-17 (14, **16**), 61 age 18-69 (47, **40**) and 65 age 70+ (70, **81**). (The worshipping community is people who attend a church service (not necessarily *in* church) at least once a month.) Once again, it is encouraging to note the growth in the 18-69 age group.

23 people joined and 12 people left the worshipping community during 2022; 5 moved away, a family of 3 left and sadly, 4 died (Phil Nobes, Andy Brown, Martin MacFarlan and Daphne McCormack).

This year 33 (23, **15**) babies, children and young people, and 2 (0, **1**) adults were baptised, 9 (6, **5**) couples were married in church, 13 (9, **9**) funerals were held in church, 6 (12, **10**) in a crematorium and 6 (7, **3**) burials of ashes were conducted. We were overjoyed that the 2 adults baptised, and 4 adults confirmed in November, were from our regular congregation.

PCC's Annual Report on its Proceedings and Activities of the Parish Generally

PCC Review

The PCC's revised monthly meeting plan continued through the year with standard 'business' meetings, alternating with 'exploratory' meetings to look at selected issues in more depth. The exploratory meetings have been helpful and enjoyable.

The shortage of volunteers to carry out all the activities needed for a flourishing church, mentioned in last year's report, has continued to be a real problem. The PCC has continued to respond by being more selective of tasks and projects to undertake, but the risk of overloading a reducing team remains.

Thanks are due for the volume of work undertaken by the Churchwardens, Treasurer, PCC members and others. The Finance team has been reorganised following Pam Storr's move away from the parish and Gordon Sladen stepping down as Giving Secretary. We are very grateful to them both, especially as both have volunteered to continue in different roles in the Finance team.

A special mention must be made of our Vicar, Ruth who has worked tirelessly to maintain regular services and also to move us forward in style of worship, and in wider community engagement.

The PCC was sorry to learn of the cessation of 'Friends of Aylesford Church' in December 2022, and is very grateful to all involved for their effort and support of the fabric of the church for so long.

Safeguarding

The PCC is committed to good safeguarding practice. It has formally adopted the House of Bishop's Safeguarding Policy and is complying with the duty to have due regard to the House of Bishop's guidance on safeguarding.

The Safeguarding Committee members are Revd Ruth Peet, Charlie Bunker (resigned January 2023) Janet Holdstock, Aline Ongley and Sharon Stigle. (Janet is the Parish Safeguarding Officer and Adult's Safeguarding Representative, Sharon is the Children's Safeguarding Representative and Aline is the Disclosure Officer, DBS). The committee meets 6 times a year and undertakes all required training in safeguarding.

The committee implements National and Diocesan policies and guidance on safeguarding and reports at every meeting of the PCC. Matters that are regularly considered include safe recruitment of workers (including volunteers), training, raising awareness of safeguarding issues, assessing risks, and addressing concerns. On behalf of the PCC, it ensures that any concerns or complaints are promptly addressed, following procedures, and reporting to the Diocesan Safeguarding Advisor without delay. Keeping training records and encouraging church leaders and PCC members to complete all necessary safeguarding training is a big ongoing task.

There is an annual safeguarding service in church in November to help the congregation remain aware of the importance of safeguarding. All the congregation and all role holders in church life, as well as the safeguarding team share the responsibility of keeping our church and church activities a safe place for children, young people and adults who may be vulnerable.

DBS checks are kept up to date as required. During 2022 the diocese updated their requirements for renewal from 5 years to 3 years (in line with most other organisations) Those previously scheduled under the 5-year requirement are being brought up to date. Joining the update service when renewing is being recommended but not taken up by many.

Worship

For the first time since 2019, services were held in church every Sunday, although concerns about risks from Covid continued to impact our practices, but mainly only the distribution of Communion. Members of the congregation were regularly encouraged to make their views known to the Vicar or other members of the PCC.

~~A~~ pattern of Sunday services, shaped by our practice during the pandemic, was agreed by the PCC in 2022, and continued throughout the year: Standard Common Worship Order One Holy Communion was held at 8am and 10am on the second and fifth Sundays of the month, and, to allow less formality and more flexibility and connection, a Service of the Word, with or without* Communion, was held on the other Sundays (*with a later spoken short Communion service). The pattern included the establishment of a Family Service, held on the fourth Sunday of the month, which included songs from the Youth Choir, and by the end of the year was well attended.

The junior choir had suspended its activities because of the Covid restrictions but was re-established as a Community Youth Choir during the year, engaging about 12 youngsters. This was aided by grants from the Malling Institute and KCC.

The variety within the service pattern has enabled greater involvement of our Lay Ministers in the creation and delivery of services.

We have continued to Zoom the 10am main Sunday service, to reach an average online congregation of 10 adults.

Monthly services were also conducted by the Pastoral Assistant, Janet Holdstock, in 4 local care/nursing homes and sheltered housing, as Covid conditions allowed.

Occasional Offices have continued as required. Once again, we supported the wedding couples for 2022 by inviting them to a special Wedding Sunday in February.

We have continued to respond appropriately to national guidance regarding Covid-related practice.

Licensed Lay Ministry Training

After completing their training, Emma Parren and Charlie Bunker were licensed as Lay Ministers on 14th May 2022. Having completed the Bishop's Certificate, Jane Roberts was commissioned as an Anna Chaplain on 27th September 2022.

Pastoral Ministry

The Pastoral Team continued to meet regularly throughout the year and remained in touch with approximately 50 people in the parish, by phone and through visiting. Communion was regularly taken to those who requested it.

During 2022, we expanded the provision to the community through the Community Hub and associated activities mentioned below, and this has meant that some of those with pastoral concerns could enjoy fellowship with others.

During the year, as a church, we have responded sensitively to a number of sad situations, including the suicide of a local teenager and the death of HM Queen Elizabeth II.

We responded to the war in Ukraine, with a special appeal, a prayer corner and we have supported Ukranian families via the food bank.

We have continued to send the money donated for coffee on Sunday mornings to charities chosen by the PCC.

Mission

During 2022, our aim to provide a Community Hub offering a variety of ways of engaging with the wider parish, with the aim of supporting the wellbeing of the whole community, progressed. The newly named Ballard Room*, already housing the food bank, was converted into a multi-use space, and opened as a weekly 'Place of Welcome' on 6th July 2022. On 2nd October a monthly Dementia Café, overseen by our newly licensed Anna Chaplain, Jane Roberts, was added to the provision. On 19th October 2022, we extended the Community Hub opening hours and advertised the provision of a Warm Space, with a hot lunch and the availability of warm clothing (donated by the community). Regular litter picking, followed by refreshments in the Community Hub, was continued throughout the year.

The demand for the Food Bank has gradually continued to grow. The number of food parcels issued during 2022 was 679 which fed a total of 1,084 adults and 861 children. Some of these are the same people. October was the busiest month. We received grants from Tonbridge and Malling Borough Council, Kent County Council, Neighbourly, Community Liaison Group (FCC Environment Allington) and held a bucket collection at Sainsburys, sponsored by Neighbourly. We received a total of £6000 in grants during the year.

The support of the local community, particularly for the food bank, has been immense, with some schools and organisations donating regularly. Volunteer helpers include church goers and non-churchgoers.

*The Ballard Room has been named after Valerie and the late Roy Ballard, who for many years supported the church through seasonal events, the sale of some goods and a Saturday morning market.

Other missional/social activities had been curtailed by the pandemic, but began to pick up in 2022. They included a flower festival and cream teas for the Queen's Jubilee, cream teas in the vicarage garden, a harvest supper, brass band concert, Christmas carols in the village square. Our Annual Lights of Love Festival at Christmas raised £900, £450 of which went to the Heart of Kent Hospice. Memorial services at the hospice were supported by the vicar. As chaplain, the vicar also led the Annual Sea Sunday service for the Maidstone Royal Naval Association, and supported other events.

Families, Children and Young People

The establishment of a monthly Family Service is mentioned above. At those services we provide a staffed activity table for the young, in keeping with the theme of the service. It has proved very popular. In addition, the children's area was reinstated in church and stocked with engaging books, colouring and other items to help children explore their innate spirituality.

We held 3 one-day Holiday Clubs, at Easter and in the school summer holiday. These were attended by 15-20 primary school age children.

It has been very encouraging to see the demographic of the congregation change from mainly older people to a mixture of all ages, with more children regularly attending church. We plan to build on this progress in 2023.

Spiritual Growth

In addition to Sunday services, in 2022 we ran two additional courses – a course on Every Day Faith, led by Emma Parren (Lay Minister) and confirmation preparation.

Also, Janet Holdstock (Pastoral Assistant) continued to lead a weekly Bible Study group.

Health & Safety Activities

Health and Safety considerations have been incorporated into the responsibilities of the Fabric Committee.

Brassey Centre

Lettings and income have slightly improved as the effects of pandemic have declined. The annual rental charge paid by the PCC resumed in 2022. Overall there was an increase in the net cost to the PCC of using the Brassey Centre, but it must be borne in mind that the church does not pay separately for the use of the Church Office and the two halls, one of which is now used more intensively for our community outreach.

Finance Report 2022

2021 saw our finances still being affected by the pandemic but we hoped that economic normality was returning, only to experience large inflationary energy and living cost increases in 2022. The result of which turned our prospects of a modest, positive result into a small loss.

Income wise, if we look at Donations, Giving and Collections as a whole, whilst there were ups and downs, we were virtually on budget. In fact, the Actual total of our income exceeded the budget by £2,900.

If we then look at expenditure, which overspent by £6,800 against the budget, we can see immediately that £5,900 of that was due to increases in our gas bills. Fortunately, in February 2022 we were able to secure a 3-year fixed price contract before the major increases landed but nevertheless our expenditure has doubled.

Other areas of additional cost were really due to the effects of inflation and not that we were necessarily overspending. Of course, inflation is affecting us all and we cannot expect to be immune.

Fortunately, our Food Bank, Community Hub and Warm Space services, financially, remain self-supporting. Thanks to the efforts of the team involved in raising funds and attracting donations.

Once again, a big thank to the Treasury Team for all their support and hard work, without which I would seriously struggle.

Reserves Policy 2022

In addition to money designated for specific purposes including investments, it is the policy of the PCC to maintain (if possible) a balance of Liquid Unrestricted Funds which equates to four months Unrestricted Expenses, to be available to cover emergency situations that may arise from time to time.

For 2022, four months Unrestricted Expenses amounts to circa £30,000. Our actual balance of Liquid Unrestricted Funds amounts to £49,933.

Annual Report of Fabric, Goods and Ornaments

The Fabric committee has continued to work to preserve, maintain and improve the fabric of the church. For many years the work of the Fabric committee has been ably supported by Alan Longmuir, who sadly died in January 2023 and Bob Halliday, who stood down at the end of 2022. The Fabric committee would like to thank them for their years of commitment.

Over the past year the Fabric committee has carried out various repairs to the church, an example being the repair of the main door handle when it broke. A hole in the roof caused by a storm was quickly repaired. We have also ensured that the building compliance works have been undertaken such as gas safety, electrical safety and health and safety requirements.

During 2022 two memorial benches were installed in the churchyard. Work has started on the application for the installation of a memorial tree in memory of Andy Brown. We have applied for and been granted a Temporary Minor Reordering Order (TMRO) which covers changes we made to accommodate pandemic conditions, for example, installing the forward altar, moving the choir stalls and other furniture.

The committee has started to look at which of those temporary changes may be desirable to remain and will be seeking comprehensive views, opinions and options before deciding to revert back or convert the TMRO into a full faculty application. The committee will encourage and welcome the feedback of everyone affected in this process.

On the 10th May the committee meet with a surveyor, for the quinquennial inspection of the building. Their report will be used to guide and decide the priorities for the committee in the coming years. Outside the quinquennial inspection, other urgent works continue to be progressed.

Thank you to the members of the Fabric committee for their support and efforts over the last year. The committee would be grateful for more members.

140 The Avenue: Currently nothing to report.

Deanery Synod 2022

The Deanery Synod provides for parishes to channel their views to the Diocesan Synod and implements decisions made by the General Synod. During 2022 our representatives were Revd Ruth Peet, Gordon Hunt, Ian Packer and Alan Longmuir. There were three meetings held in different parishes of the Malling Deanery.

The first meeting of the year was held Pilsdon Barn Chapel, West Malling in February. The main speaker of the evening was Joss Walker. She is the Guardian at Pilsdon, a Christian Community providing a place of refuge and welcome for anyone in crisis.

In June Synod met at Jabez Barn, Offham. The Rev Chris Winter presented. Chris is a self-supporting and part time curate at Burham and Wouldham, and a full time partner at Ernst and Young as an IT Consultant. He said he has interesting conversations with colleagues there, especially when he wears his dog collar!

The Revd David Green, Incumbent at West Malling and Offham, had recently completed his sabbatical study on the impact of the pandemic lockdown on church attendance and how churches had responded. He identified two broad categories of churches, 'Imitators' and 'Innovators'. Imitators had done their best to provide, as closely as possible, a familiar form of worship from offline church, whilst Innovators tried to tried to do something different to better reflect the medium of the Internet. He felt that innovators had generally had better results.

The October meeting was held in Teston Church when we learned of Teston's role in the abolition of the slave trade. The Ven. Sharon Copestake, recently appointed as Archdeacon of Tonbridge, introduced herself to the Synod and gave an outline of an archdeacon's role.

A continuing subject at our Synod meetings is Pastoral reorganisation. A new parish of Barming with Teston has been formed and Larkfield and East Malling now comprise the Brabourne Benefice. Consultation on a joint benefice for the Birling, Addington, Ryarsh, Trottiscliffe, Leybourne, West Malling and Offham, and the process of appointing a Team Rector and two other clergy to serve in the new benefice is starting.

More progress on building a physical Church at Kings Hill was made during the year.

PCC ACCOUNTS

Year Ending 31 December 2022

SS Peter & Paul, Aylesford

Accruals Accounts using SORP 2015

Year Ending 31st December 2022

SS Peter & Paul, Aylesford

Accruals Accounts using SORP 2015

PAROCHIAL CHURCH COUNCIL OF SS PETER & PAUL, AYLESFORD

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2022

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	**TOTAL FUNDS 2022 £**	TOTAL FUNDS 2021 £
Income and Endowments						
Voluntary income	2a	69,925	2,000	58,904	**130,829**	89,322
Activities for generating funds	2b	8,009		96	**8,105**	4,644
Income from investments	2c	12,076	87		**12,163**	12,024
Church activities	2d	6,842			**6,842**	6,641
Other incoming resources	2e		5,209		**5,209**	7,805
Total income		96,851	7,296	59,001	**163,148**	120,435
Expenditure						
Church activities	3a	94,416	5,129	12,062	**111,607**	92,221
Raising Funds	3b	823			**823**	1,361
Investment Management Costs	3c	2,001			**2,001**	1,817
Total expenditure		97,239	5,129	12,062	**114,430**	95,399
Net income/(expenditure) before investment gains		(388)	2,168	46,938	**48,718**	25,037
Net gains on investments			25,000		**25,000**	10,000
Net income/(expenditure)		(388)	27,168	46,938	**73,718**	35,036
Transfers between funds		(689)	(311)	1,000		
Net movement in funds		(1,077)	26,856	47,938	73,718	35,036
Total funds brought forward at 1 January 2022		1,077	423,856	6,503	**431,436**	396,400
Total funds carried forward at 31 December 2022		(0)	450,712	54,441	**505,154**	431,436

PAROCHIAL CHURCH COUNCIL OF SS PETER & PAUL, AYLESFORD

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2021 for Comparative purposes

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	**TOTAL FUNDS 2021 £**
Income and Endowments					
Voluntary income	2a	66,053	21,928	1,341	**89,322**
Activities for generating funds	2b	4,644	0	0	**4,644**
Income from investments	2c	12,024	0	0	**12,023**
Church activities	2d	6,641	0	0	**6,641**
Other incoming resources	2e	983	0	6,822	**7,805**
Total income		90,344	21,928	8,163	**120,435**
Expenditure					
Church activities	3a	82,067	3,700	6,454	**92,221**
Raising Funds	3b	1,361	0	0	**1,361**
Investment Management Costs	3c	1,817	0	0	**1,817**
Total expenditure		85,245	3,700	6,454	**95,399**
Net income/(expenditure) before investment gains		5,099	18,229	1,709	**25,037**
Net gains on investments		0	40,000	0	**40,000**
Net income/(expenditure)		5,099	58,229	1,709	**65,037**
Transfers between funds		(4,200)	4,200	0	**0**
Net movement in funds		899	62,429	1,709	**65,037**
Total funds brought forward at 1 January 2021		177	361,427	4,794	**366,399**
Total funds carried forward at 31 December 2021		1,077	423,856	6,503	**431,436**

PAROCHIAL CHURCH COUNCIL OF SS PETER & PAUL, AYLESFORD

BALANCE SHEET AT 31 DECEMBER 2022

	Notes		**2022**	2021
			£	£
Fixed assets				
Investment Assets	5		**400,000**	325,000
Investments	6			
Total fixed assets			**400,000**	325,000
Current assets				
Debtors	8	**3,145**		3,166
Short term deposits		**18,407**		13,590
Cash at bank and in hand		**87,647**		16,655
		109,200		33,411
Creditors: amounts falling due within one year	9	**(4,046)**		(2,292)
Net current assets			**105,154**	31,119
Total assets less current liabilities			**505,154**	356,119
Creditors: amounts falling due after one year	9			
NET ASSETS			**505,154**	356,119

Funds	7		
Unrestricted Funds	10	**(0)**	6,503
Designated Funds	10	**450,712**	423,856
Restricted funds	10	**54,441**	1,077
		505,154	431,436

Approved by the Parochial Church Council on 19th April 2023 and signed on its behalf

Chairman R Peet

The accompanying notes form a part of these financial statements.

PAROCHIAL CHURCH COUNCIL OF SS PETER & PAUL, AYLESFORD

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022

1. Accounting policies

a Accounting convention

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and SORP 2015.

The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at market value and the revaluation of fixed assets. The 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 affiliation to another body, nor those which are informal gatherings of church members.

b Funds accounting

Funds held by the PCC are:

Unrestricted funds - general funds which can be used for PCC ordinary purposes

Designated funds - monies set aside by the PCC out of unrestricted funds for specific future purposes or projects.

Restricted funds - a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest; b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of the year is carried forward as a balance on that fund.

c Incoming resources

All incoming resources are accounted for gross as far as practicable.

Voluntary Income

Collections are recognised when received.
Planned giving receivable is recognised only when received.
Income tax recoverable on Gift Aid donations is recognised when the income is recognised.
Grants and legacies are recognised when the PCC is legally entitled to the amount due and receipt is probable.

Income from investments

Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue.

All other income

All other income is recognised when it is receivable.

Gains and losses on investments

Realised gains are recognised when the investments are sold
Unrealised gains and losses are accounted for on revaluation on 31 December.

d ***Resources used***

Resources expended are accounted for on an accruals basis and are accounted for gross.

Grants

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

Church Activities

The diocesan parish contribution is accounted for when paid. Any parish contribution unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the balance sheet.

e Fixed Assets

Tangible fixed assets

Consecrated and beneficed property of any kind is excluded from the accounts by s.10(2) of the Charities Act 2011.

Movable church furnishing held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected. For inalienable property acquired prior to 2006 there is insufficient cost information available and therefore such assets are not valued in the accounts. Individual items acquired since 2006 have been capitalised in the accounts and depreciated over their useful economic life.

All expenditure on consecrated or beneficed buildings and individual items costing under £2000 are written off in the year they were incurred.

Depreciation

Depreciation is calculated to write down the cost of tangible fixed assets, excluding freehold properties, over their expected useful lives. The rates generally applicable are:

Fixtures and fittings	25% straight line
Computer equipment	50% straight line

Investments

Investments are stated at market value at the balance sheet date.

f Current Assets

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectible.

Short-term deposits include cash held on deposit either with the CBF Church of England Funds, Epworth or at the bank

2 Incoming resources

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	**TOTAL FUNDS 2022 £**	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL FUNDS 2021 £
a *Voluntary income*								
Planned Giving	47,035			**47,035**	43,373			43,373
Income tax recoverable	12,179		8,754	**20,932**	11,011			11,011
Collections at all services	3,118			**3,118**	2,089			2,089
Sundry donations and appeals	5,275	1,000	41,750	**48,025**	9,579		1,341	10,920
Grants	2,318		8,400	**10,718**				
Legacies		1,000		**1,000**		21,928		21,928
	69,925	2,000	58,904	**130,829**	66,053	21,928	1,341	89,322
b *Activities for generating funds*								
General Fundraising	2,163		96	**2,259**	3,039			3,039
Brassey Centre Lettings (Note 12)	5,846			**5,846**	1,605			1,605
	8,009		96	**8,105**	4,644			4,644
c *Investment income*								
Dividends and interest	76	87		**163**	24			24
Rent from Property	12,000			**12,000**	12,000			12,000
	12,076	87		**12,163**	12,024			12,024
d *Income from Church Activities*								
Fees from weddings, funerals,etc.	6,842			**6,842**	6,641			6,641
	6,842			**6,842**	6,641			6,641
e *Other other incoming resources*								
Other Income - Insurance Claim		5,209		**5,209**				
Grants - Furlough/Food Bank					983		6,822	7,805
		5,209		**5,209**	983		6,822	7,805
Total incoming resources	**96,851**	**7,296**	**59,001**	**163,148**	90,344	21,928	8,163	120,435

3 Expenditure

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	**TOTAL FUNDS 2022 £**	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL FUNDS 2021 £
a *Church Activities*								
Missionary and charitable giving:								
CAST/Royal British Legion	35			**35**	176			176
	35			**35**	176			176
Ministry costs:								
Diocesan Offer	40,413			**40,413**	42,355			42,355
Expenses	689			**689**	567			567
Vicarage costs	3,938			**3,938**	3,800			3,800
Other Ministry Costs	455			**455**	745			745
Church running expenses								
Utilities	9,957			**9,957**	4,442			4,442
Insurance	4,922			**4,922**	4,661			4,661
Organ/Piano and other	893			**893**	224			224
Church maintenance	1,855	5,129		**6,984**	3,185	3,700		6,885
Church Major Repairs								
Upkeep of services	4,709		3,628	**8,337**	4,742		1,253	5,994
Flowers	1,236			**1,236**	784			784
Training, Mission and Outreach	363			**363**	41			41
Parish Magazine (Note 12)								
Brassey Centre running costs (Note 12)								
Utilities	2,377		1,169	**3,546**	1,300			1,300
Insurance	496			**496**	498			498
Cleaning & Refuse	5,187			**5,187**	3,991			3,991
Rent	5,000			**5,000**				
Food Bank			6,206	**6,206**			5,202	5,202
Community Hub			1,059	**1,059**				
Parish Office & Administration	11,891			**11,891**	10,555			10,555
	94,416	5,129	12,062	**111,607**	82,067	3,700	6,454	92,221
b *Raising Funds*								
Stewardship costs	265			**265**	451			451
General fundraising	558			**558**	910			910
	823			**823**	1,361			1,361
c *Investment Management Costs*								
Rental Property Repairs	483			**483**	300			300
Insurance	510			**510**	509			509
Agents Fees	1,008			**1,008**	1,008			1,008
	2,001			**2,001**	1,817			1,817
Total expenditure	**97,239**	**5,129**	**12,062**	**114,430**	85,245	3,700	6,454	95,399

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2022

4 Staff costs

		2022	2021
		£	£
a	*Wages and salaries*	**9,591**	**8,308**

During the year the PCC employed an Organist, Junior Choir Leader and a Parish Clerk and made PAYE deductions and payments on their behalf.

b *Payments to PCC members and related parties*
Mrs A Keays, a member of the PCC, received remuneration for her role as Parish Adminstrator of £5,799 during 2022 (2021 £4,993). Her husband, Michael, received £2,412 (2021 £2,061.53) as remuneration for his role as Organist.

No other payments, apart from re-imbursed expenses and small thank you gifts, were made to PCC members.

The total amount of donations to the PCC made by PCC members and related parties in 2022 was £16,855 (incl.Gift Aid), (£21,520 in 2021)

5 Investment Assets

	Freehold land and buildings	Church equipment	**TOTAL**
Market valuation	£	£	£
At 1 January 2022	375,000		**375,000**
Additions			
Disposals			
Revaluation	25,000		**25,000**
At 31 December 2022	400,000		**400,000**

The freehold land and buildings comprises of the rental property at 140 The Avenue, Aylesford and is currently let to a tenant. The managing agent, Simon Miller, provided a market value assessment as at 31.12.2022 of £400,000.

6 Investments

The PCC does not currently hold any Investment assets other than 140 The Avenue.

7 Analysis of Net assets by fund

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	**Total Funds 2022 £**	Unrestricted Funds £	Designated Funds £	Restricted Funds £	**Total Funds 2021 £**
Fixed assets for church use								
Investment fixed assets		400,000		**400,000**		375,000		375,000
Current assets	2,909	50,712	55,579	**109,200**	3,101	48,856	6,771	58,728
Current liabilities	(2,909)		(1,138)	**(4,046)**	(2,024)		(268)	(2,292)
Long term liabilities								
		450,712	**54,441**	**505,154**	1,077	423,856	6,503	431,436

8 Debtors

	2022 £	2021 £
Income tax recoverable - General Fund	**1,620**	3,166
Prepayments and accrued income	**1,525**	
	3,145	3,166

9 Creditors: amounts falling due within one year

	2022 £	2021 £
Unbilled Utilities/IE Fee	**1,888**	900
Rent in received in advance	**500**	500
Other Expenses	**675**	580
PAYE Liability	**121**	123
DBF Fees	**685**	11
Hand Bell Ringers Funds	**178**	178
	4,046	2,292

Creditors: amounts falling due after one year

2021 £	2020 £
nil	nil

10 Statement of funds

	Bal b/fwd 1 Jan 2022	Income	Expenditure	Investment Gains	Transfers between funds	**Bal c/fwd 31 Dec 2022**
	£	£	£	£	£	**£**
Unrestricted Fund						
General fund	1,077	96,851	(97,239)	0	(689)	**0**
	1,077	96,851	(97,239)		(689)	**0**
Designated Fund						
140 The Avenue Repair Fund	3,975	1,175	0		1,200	**6,350**
140 The Avenue Property Fund	375,000	0	0	25,000	0	**400,000**
Church Repair Fund	15,339	4,121	(5,129)		(1,511)	**12,821**
Legacy Fund	29,542	2,000	0		0	**31,542**
	423,856	7,296	(5,129)	25,000	(311)	**450,712**
Restricted Fund						
Organ Fund	2,272	0	0		0	**2,272**
Choir Honorarium Fund	1,364	2,500	(3,628)		1,000	**1,235**
Fabric Fund	400	43,754	0		0	**44,154**
Community Hub	0	894	(1,449)		555	**0**
Community Engagement	0	3,000	0		(555)	**2,445**
Warm Spaces	0	1,283	(390)		0	**893**
Dementia Café	0	35	0		0	**35**
Food Bank	2,467	7,536	(6,595)		0	**3,408**
	6,503	59,001	(12,062)	0	1,000	**54,441**
Total funds	431,436	163,148	(114,430)	25,000	0	**505,154**

The **140 Avenue Repair Fund** is for monies ring-fenced by the PCC for repairs to this property.

The **140 The Avenue Property Fund** represents the market value of the property.

The **Church Repair Fund** is for monies ring-fenced by the PCC for Church repairs.

The **Legacy Fund** was set up in 2017 to ring-fence the monies received from the Mr B Eddy legacy.
It is intended to spend this mainly on church repairs and some on music resources.

The **Choir Honorarium Fund** was created in 2018 from a grant of £4,500 to fund the Junior Choir Masters quarterly honorarium.

The **Restricted Organ Fund** is for monies raised or donated towards future maintenance costs of the Church organ.

The **Restricted Fabric Fund** is for monies raised or donated towards future maintenance costs of the Church

The **Restricted Community Engagement Fund** is for monies raised or donated towards the Church's Community Engagement Projects listed below. The monies can be split between those projects at the discretion of the PCC.

The **Restricted Food Bank Fund** is for monies raised or donated towards the setting up and running of the Church's Food Bank.

The **Restricted Community Hub Fund** is for monies raised or donated towards the setting up and running of the Church's Community Hub.

The **Restricted Warm Spaces Fund** is for monies raised or donated towards the setting up and running of the Church's Warm Space.

The **Restricted Dementia Cafe Fund** is for monies raised or donated towards the setting up and running of the Church's Dementia Cafe.

11 Conduit Funds (Agency Collections)

These are funds received by the PCC on behalf of others i.e. as a result of a special collection for a charity. They are not PCC funds and are not included in income or expenditure but are given in this note for information. Please note that these figures do not include cheques received but made out in favour of the charity; these were passed on to the organization involved.

	£
Brief Lives Matter	137
Children's Society	67
ServKent	193
Poverty & Hope	376
Salvation Army	158
	930

 # Brassey Centre

These activities attract income and expenditure and the respective net positions are set out below for informaton.

Brassey Centre

	2022	2021
Income	**5,846**	1,605
Expenditure	**13,059**	5,789
Surplus/(Shortfall)	**(7,213)**	(4,184)

10 April 2023

Independent Examiner's report to the Member/Trustees of St Peter and St Paul Aylesford

I report on the accounts for the year ended 31 December 2022 which are set out on the pages following.

Respective responsibilities of the Trustees and Independent Examiner

The church's trustees are responsible for the preparation of the accounts. The church's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to

- Examine the accounts under section 145 of the 2011 Act;
- Follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5)(b) of the 2011 Act; and
- State whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent Examiner's statement

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

(1) which gives me reasonable cause to believe that in any material respect the requirements
- to keep accounting records in accordance with section 130 of the 2011 Act; or
- to prepare accounts which accord with these accounting records have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Yours sincerely

Martyn Burt

B.Sc.(Hons), ACMA, CGMA

adventus accounting solutions
Ashby Acres
Chapel Lane
Ashby-cum-Fenby
Grimsby
DN37 0QT

e-mail: martyn.burt@btinternet.com or adventusaccounting@btinternet.com

Telephone: 07523 6229679

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST PETER AND ST PAUL,

England & Wales - Charity number 1138956

Accounts

PAROCHIAL CHURCH COUNCIL OF SS PETER & PAUL, AYLESFORD.
ANNUAL REPORT OF THE PAROCHIAL CHURCH COUNCIL
FOR THE YEAR ENDED 31ST DECEMBER 2021

Administrative Information

St Peter and St Paul's Church is situated in Vicarage Close. Aylesford. It is part of the Diocese of Rochester within the Church of England. The correspondence address is Church Office, The Brassey Centre, Station Road, Aylesford, ME20 7QR.
The Parochial Church Council (PCC) is now registered with the Charity Commission under Registration No. 1138956.

Structure, Governance and Management

PCC members who have served at any time from 1 January 2021 until the date this report was approved.

Name	Office	Dates served if not full year	Elected term ends
The Revd Ruth Peet	Incumbent		
Alan Longmuir	Churchwarden Deanery Synod Representative*		**2022**
Aline Ongley	Churchwarden		**2022**
Sharon Stigle	**Elected PCC Member**		**2022**
Pam Storr	**Elected PCC Member**	**Resigned**	**2022**
Anita Keays	**Elected PCC member**		**2022**
Andy Brown	**Elected PCC member**	**Deceased**	**2022**
Gordon Hunt (Vice Chairman)	Elected PCC Member Elected Deanery Synod Representative		2023
Ann Beale	Elected PCC member Secretary		2023
Janet Holdstock	Elected PCC Member Pastoral Assistant		2023
Sue Gallico	Elected PCC member		2023
Charlie Bunker	Elected PCC Member		2024
Christine Hatfield	Elected PCC Member		2024
Emma Parren	Elected PCC Member		2024
Ian Packer	Elected PCC Member Elected Deanery Synod Representative		2024

*Alan Longmuir remains a Deanery Synod Representative by virtue of his membership of Diocesan Synod. Peter Smith (Lay Reader) and Peter Walton (Treasurer) are not members of the PCC but have a standing invitation to all PCC meetings.

The method of appointment of PCC members is set out in the Church Representation Rules. All those attending Church are encouraged to register on the Electoral Roll and stand for election to the PCC.

Professional advisor: Simon Miller and Company

Bank: CAF (Charities Aid Foundation)

Independent Examiner: Martyn Burt B.Sc. (Hons), ACMA, CGMA

Aims and Purposes

The PCC of St Peter and St Paul has the responsibility of co-operating with the incumbent in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical; this includes the provision of regular church services and baptisms, weddings and funerals. It also has maintenance responsibilities for the Church of St Peter and St Paul.

Objectives and Activities

The PCC is committed to a vision of sharing God's love for all, worshipping, serving and growing together. We want to enable and attract as many as possible to worship and be part of our parish community at St Peter and St Paul's. We aim, under God, to grow in faith and in numbers, to provide pastoral care for people living in the parish and to help build community.

We have considered the Charity Commission's guidance on public benefit, and in particular the supplementary guidance on charities for the advancement of religion, noting that this is currently under review. We believe that our work contributes public benefit through the development of the spiritual well-being of individuals, the practical outworking of faith in wider society, and the support for those in need. We deliver on our responsibility to maintain and provide the parish church and its services for worship, including baptisms, weddings and funerals, for all in the parish.

Church Electoral Roll

As of 31st December 2021 there were 114 on the electoral roll of which 48% are not resident in the Parish.

Attendance 2021

Once again, the ability to report attendance in a meaningful way, has been affected by fluctuating pandemic conditions.

In the last 'normal' year (2019), the number of people attending church on a 'usual' Sunday was 74 adults and 6 under 18's.

In 2020, a 'usual' Sunday took one of three possible forms: Church-only, Zoom-only or Church with Zoom. For much of that year, attendance in church was restricted by government regulations. On the Sundays when there were 8am and 10am church-only services (the nearest comparison to 2019), the average adult attendance was 71.

This year, 2021, has again been a mixture of types of services, as government regulations and pandemic conditions have continued to vary. Conditions have been so erratic that the Church of England did not even try to calculate a 'usual' Sunday attendance for 2020 or 2021, from all the Parish Returns.

No services were held in Aylesford church until Easter Sunday, 4th April 2021, but a service was held every Sunday after that, despite many churches remaining closed.

The average attendance at the Zoom-only service prior to Easter Day was 46 adults; perhaps an unsurprising drop from 55 in 2020, as people tired of online-only services.

From Easter Day 2021 onwards, the average adult Sunday attendance at 10am, spread across all weeks was 50, with an average of 29 in church and 21 on Zoom. (This compares with an average attendance in 2020 at 10am Church & Zoom services, of 55). In 2021 the numbers in church were held down by regulations until the end of July, when we were able to stop the booking system and allow people to sit not socially distanced if they chose to do so, however numbers did not start to increase overall, until October.

The average attendance (in church) of the 12 services held at 8am, was 11.

The total number of Sunday services held was 39, and children and young people were present at 13 of those; mostly only 1 child present, but numbers increased to 12 and 10 at the 2 services the Youth Choir attended in October and November, respectively.

Special services were not really viable for much of the year, with restrictions in place – Harvest Festival for example only had 24 adults present in church. However, an overall increase in attendance is clear from October onwards. Special services included: 21st Oct - St. Peter's School Harvest Celebration (120 adults, 170 under 18's – not included in the figures above); 14th Nov – Remembrance Sunday (59 adults, 1 under 18); 5th Dec – A Service to Remember (70 adults – not included in the figures above); Christmas Eve Nativity (50 adults, 26 under 18's – not included in the figures above). Once again, these figures cannot realistically be compared with 2019 (when Remembrance Sunday attendance was 332, for example).

The following figures are easier to compare with previous years as reporting requirements for these have remained the same. It seems sensible to not only compare this year with last year, but also with 2019 (as the last 'normal' year), so those figures are shown in brackets as (2020, **2019**).

This year, 2021, we reported a worshipping community of 131 (91, **137**). This included 14 age 0-17 (3, **16**), 47 age 18-69 (29, **40**) and 70 age 70+ (59, **81**). (The worshipping community is people who attend a church service (not necessarily *in* church) at least once a month.) The drop in adults in 2020 was due to people without internet access and not being able to hold services in the community (including Home Communion services). The reduction in under 18's was mainly due to the Youth Choir not being able to take part in services. By the end of 2021 both Home Communion Services and services with the Youth Choir were once again possible. It is also encouraging to note the growth in the 18-69 age group.

The change in circumstances meant that 44 people joined or re-joined the worshipping community. Those who left were, sadly, 4 members who died (David Brown, Tony Dalton, Diane Atkinson and John Riggs) and they are much missed.

This year 23 (5, **15**) babies, children and young people, and 0 (2, **1**) adults were baptised, 6 (2, **5**) couples were married in church, 9 (8, **9**) funerals were held in church, 12 (14, **10**) in a crematorium and 7 (2, **3**) burials of ashes were conducted.

PCC's Annual Report on its Proceedings and Activities of the Parish Generally 2021

Worship

Sunday worship was sustained throughout the year, despite Covid restrictions and guidance. Initially we were confined to using Zoom but from Easter Sunday, services in church resumed. Many assessment and control measures were needed and adjusted as restrictions were changed. Members of the congregation were encouraged to make their views known to the Vicar or other members of the PCC.

In May the PCC agreed a revised pattern of Sunday services with standard Common Worship Holy Communion services, 8am and 10am on the second and fifth Sundays of the month and some more flexible and less formal Services of the Word, either with Communion, or followed by a short-spoken Holy Communion on others.

Attendance

See Attendance Report above.

Ministry

Throughout the pandemic the pastoral team with other volunteers, worked to keep in touch by phone with people who were isolated or vulnerable. A Caring Concerns course was run to assist those interested in pastoral work. As restrictions on gatherings were relaxed a very well attended Vicarage Garden Tea Party was held which helped re-establish social contacts.

Bishop's Certificate and Licensed Lay Ministry Training: Emma Parren, Charlie Bunker and Jane Roberts completed the Bishop's Certificate during the year. Emma and Charlie continued Licensed Lay Minister training.

Mission

Our Community Food Bank was established in the Brassey Centre operating three sessions a week. Grants from local authorities and local traders together with individual donors of food and money have enabled it to be well equipped and stocked. Volunteers drawn initially from the congregation and subsequently augmented by other volunteers have enabled families and individuals to receive supplies. Those volunteers have been able to supply food to 366 families, including in some cases delivering to those families. Judging by demand the food bank is still required by the parish.

Our junior choir had to suspend its activities because of the Covid restrictions but was re-established as a Community Youth Choir during the year, engaging about a dozen youngsters. This was aided by a grant from the Malling Institute. The Youth Choir sing in a morning service once a month; the resulting change in tone and atmosphere in church is very much appreciated.

H&S activities

Attention has been paid to Health and Safety during the year with some significant fabric improvements (see fabric report). Emergency lighting and upgraded light switching has been provided in church along with improved fire and smoke alarm arrangements. Handrails have been provided for the churchyard steps.

Safeguarding

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 to have regard to House of Bishop' guidance on safeguarding children and vulnerable adults. Its Safeguarding Committee works to ensure guidance is followed and training and other requirements are met. It reports regularly to the PCC.

Sadly, a serious sexual abuse case had to be dealt with during 2021. A former bell tower captain was convicted of sexual offences involving a child. These offences took place in the mid-2000s and are extremely serious. While a lengthy police investigation was taking place, representatives of the PCC worked confidentially with the diocese, which has responsibility for case management, and have cooperated fully with all the appropriate statutory authorities as necessary.

Giving campaign

Against the major loss of some income streams because of Covid the PCC ran a giving campaign in October.

Organised and executed by a team with the support of the Diocesan Generous Giving Adviser the result exceeded expectation with an increase in planned giving equivalent including gift aid of more than 17.5% or £8,000 pa.

Brassey Centre

There is a full Brassey Centre report however it is worth reiterating the loss of income compared with previous years. Thanks, must be given to the Brassey Trust who decided not to charge rent to the PCC for the years 2020 and 2021.

Castle Water

A huge volume of water was lost from a leak in the churchyard resulting in a very large water bill, (£6,500). Firm and lengthy negotiations with our water supplier resulted in the PCC being excused all the excess water and drainage charges. However, we now must arrange the replacement of a very old water main to avoid future expensive leaks. Thanks to Gordon, Peter and Alan for their very hard work to resolve this.

Cherith Legacy

The PCC received a generous legacy of nearly £22,000 from the estate of the late Cherith Bourne. It plans to use this to support specific projects for the most part and has already allocated £1000 to support the Youth Community Choir.

PCC Review

The PCC took time in the year to review its own ways of working. A course ("PCC Tonight") was begun, to explore the purposes of the PCC and each member's part in it. Recognising the amount of routine necessary business was crowding out opportunities for deeper thinking, it was decided to move to a monthly meeting, from January 2022 onwards, with, in the alternate months, "exploratory" meetings to look at selected issues in more depth.

It became increasingly evident that there is a shortage of people available to carry out all the activities needed for a flourishing church and that an excessive burden was being borne by some, including our Vicar. One response to that has been to review the way projects of all sorts are managed. The intention is to be more realistic and focussed on what should be progressed, and to put other matters on hold until our limited resources of time, talent and money can be allocated.

Thanks are due for the volume of work undertaken by the Churchwardens, Treasurer, PCC members and others. We have lost the services of Pam Storr as Assistant Treasurer, for many years she has undertaken her tasks efficiently, loyally and always with a smile. Pam, good luck to you in your new home in Tunbridge Wells.

A special mention must be made of our Vicar, Ruth who has worked tirelessly to maintain regular services but also to move us forward. COVID certainly hasn't helped and the lack of resourses has created that extra burden. Thank you, Ruth.

Finance Report 2021

Peter Walton's first year as treasure has, let us say, been interesting. With the ongoing pandemic still having a significant effect on the church finances.

We have ended the year with a small but positive result which has been good news after a few ups and downs along the way, especially with our successfully fighting off the large water bill that hit us.

As reported last year Giving has continued to increase with hopefully more to come. A big thank you to all who have helped and given.

Sundry donations have continued to increase, and a significant unexpected legacy has been received, currently held in Designated Funds.

Other areas of income have fluctuated within different areas e.g., Fundraising and Fees but overall held its ground, despite the ongoing pandemic.

Expenditure has remained similar to last year, with the only significant increases being providing the valuable service of the food bank, that is self-financing through donations and grants, and Church maintenance mainly to make good repairs, covered by our insurances.

Peter thanks all who have helped him through the year. I cannot do this job alone and look to those who have rallied as a team to continue with their support going forward.

On that note a huge thank you to Pam who has recently decided to move away and has had to give up her role of Assistant Treasurer, although she continues to help cover some of the gap for the time being, until we recruit a replacement. This role is a key position in the regular management of our finances and will need filling.

Reserves Policy 2021

In addition to money designated for specific purposes including investments, it is the policy of the PCC to maintain [if possible] a balance of unrestricted funds which equates to four months unrestricted payments, to be available to cover emergency situations that may arise from time to time. For 2021 this amounts to circa £31,000. At the end of the year unrestricted funds were £1,077 which is far below the desired level. The PCC notes that 2020/21 have been challenging years, with its pandemic effects, when reserves could be expected to be called upon. Nevertheless, the seriousness of the situation was recognised in 2020 and actions initiated to eliminate the deficit and make a start at rebuilding our reserves. The PCC secured an emergency loan of £12,000 to draw upon if required.

Annual Report of Fabric, Goods and Ornaments 2021

The committee report that there have been no changes to the Goods and Ornaments of the Church in the last year.

The central heating system was serviced twice during the year (Spring 2021 and Autumn 2021) and Gas Certification certificates provided on each occasion. A new electric wall heater was installed during the year in the Vicars Vestry as per the agreed Faculty together with discussions with the Diocese.

The Standing Committee/PCC in March 2021 agreed to a quotation from a Surveyor/Architect to investigate the work needing to be addressed in the Quinquennial Report on the Church in July 2018. The report has not been received to date and is currently being chased. Worth noting the Quinquennial Report states the Tower roof covering needs to be addressed within 5 years from the date of the report.

The Surveyor/Architect to provide a report on his findings, recommendations and suggest future actions. Investigation will cover defective plaster areas, stonework, guttering, access to the Tower Roof and the covering of the Tower Roof. A discussion with the DAC by the Surveyor to be held on alternative materials to lead for the covering of the Tower Roof. Surveyor/Architect requested to provide if known a list of Churches who have used materials other than lead on roofs. Contractors will also be contacted to get budget costs for the major areas of activity.

A light switch was installed during the year just inside the Priest door to allow safer entry and exit from the Church on dark evenings.

All repairs as a result of the break in at the Church during 2019 were completed during 2021.

A plan generated for a rose garden or something similar in the New Remembrance Garden area is still under discussion/to be finalised.

Handrail configuration installed at the steps near the South Door into the Church.

County Fire Protection installed a number of recommended safety improvements within the Church during the year, namely emergency lighting, signage, alarm system and safety issues in the Bell Tower.

Memorial Bench requested by Jennifer Shepherd installed in the grounds of the Church adjacent to the West Boundary Wall near the New Remembrance Garden as per the approved Faculty.

Currently in final stages of approval from the Diocese to install a Memorial Bench near the West wall of the Church as requested by Mr Jamie Steele.

Car park surface within the Church grounds in need of repairs, currently under review with respect to costs together with safety concerns about the potential issue of cars accidently being driven down into the New Remembrance Garden.

Notice Boards have been erected in the Old Remembrance Garden, the New Remembrance Garden and Entrance into the Church Car Park ready for laminated notices to be attached.

The mains water pipe from the meter near the gate into the Church grounds on the East Boundary needed a section to be repaired owing to a leak. The leak being found just inside the East Boundary on the north side of the Church. Investigations are being planned to establish the route of the pipe into the Church with the aim of replacing the existing iron pipe which is showing very bad signs of corrosion.

140 The Avenue: - Currently nothing to report.

In conclusion, the Fabric Committee would like to thank all those members of the PCC and congregation who have helped in any way with the limited work we have carried out over the last year, limitations owing to the Covid19 government restrictions.

Deanery Synod 2021

What is the Deanery Synod? The Deanery Synod provides for parishes to channel their views to the Diocesan Synod and implements decisions made by the General Synod. Our representatives are Rev. Ruth Peet, Gordon Hunt, Ian Packer and Alan Longmuir. There are three meetings a year held in different parishes of the Malling Deanery.

The first meeting of the year was held virtually in February. The main speaker of the evening was Jennifer Ross, the Diocesan Communications Advisor. Jenny provided an interesting and informative report about her role in the Diocese throughout the pandemic.

In June again the meeting was held virtually. There was a very interesting talk by Nigel Walker who is the Chair of Ride and Stride which comes under the Friends of Kent Churches. During 2020 over £140,000 was raised. Half of that raised by our Church comes back to us the rest goes to the Friends, which allows them to make grants to help all Churches make essential repairs to their Church.

The meeting in October was held at St John the Baptist Church in Wateringbury. Nice to be out again at Deanery Churches. We had a presentation from the Revd. Sue Brooks. She talked about ecology and caring for the climate and suggested PCCs put care creation and environment as a standing item on their agendas.

There are many resources available and there is information on the Rochester Diocese website.

A continuing subject at our Synod meetings is the Pastoral reorganisation. The PCC of Teston Church agreed to become a united parish with Barming. As a result of an appeal by the Teston Parish Council the reorganisation is still to be concluded. The Parish Council was worried about Teston parish losing its identity in the reorganisation. The appeal is now at the highest level within the Church of England. The difficulty is that this situation has a knock-on effect on the other Parishes.

The potential for a physical Church on Kings Hill gets closer, it is anticipated that good news in imminent

Safeguarding Report 2021

The PCC is committed to good safeguarding practice. It has formally adopted the House of Bishop's Safeguarding Policy and is complying with the duty to have due regard to the House of Bishop's guidance on safeguarding.

The PCC has a Safeguarding Committee to assist it in meeting its commitment to prevent harm. The committee comprises Revd Ruth Peet, Charlie Bunker, Janet Holdstock, Aline Ongley and Sharon Stigle. (Janet is the Parish Safeguarding Officer and Adult's Safeguarding Representative, and Sharon is the Children's Safeguarding Representative). It meets regularly to implement National and Diocesan policies and guidance on safeguarding and reports at every meeting of the PCC. Matters that are regularly considered include appointments of workers (including volunteers), training, raising awareness of safeguarding issues, assessing risks, and addressing concerns. On behalf of the PCC, it ensures that any concerns or complaints are promptly addressed, following procedures, and reporting to the Diocesan Safeguarding Advisor without delay.

Changes in circumstance occur quite often and the safeguarding implications need to be assessed. An example in 2020 has been the increased use of phone calls to contact people, often isolated or vulnerable, during the pandemic. This has been looked at with care to ensure that procedures are in place and the latest guidance is followed.

Safeguarding is everyone's responsibility, not only appointed officers. Vigilance and a sound safeguarding culture will serve to protect those at risk.

It is important for all church role holders to keep up to date with safeguarding training. Each module expires at 3 years. The training is online. Basic (CO), Foundation(C1), Leadership (C2). The modules have changed over the years so really well worth doing. For volunteer as well as paid roles safeguarding training is essential. Some will be required to complete Safe recruitment and Domestic abuse training.

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PCC ACCOUNTS

Year Ending 31 December 2021

SS Peter & Paul, Aylesford

Accruals Accounts using SORP 2015

DRAFT

Year Ending 31st December 2021

SS Peter & Paul, Aylesford

Accruals Accounts using SORP 2015

PAROCHIAL CHURCH COUNCIL OF SS PETER & PAUL, AYLESFORD

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2021

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	**TOTAL FUNDS 2021 £**	TOTAL FUNDS 2020 £
Income and Endowments						
Voluntary income	2a	66,053	21,928	1,341	**89,322**	64,135
Activities for generating funds	2b	4,644			**4,644**	6,940
Income from investments	2c	12,024			**12,024**	12,101
Church activities	2d	6,641			**6,641**	5,986
Other incoming resources	2e	983		6,822	**7,805**	5,152
Total income		90,344	21,928	8,163	**120,435**	94,314
Expenditure						
Church activities	3a	82,067	3,700	6,454	**92,221**	87,308
Raising Funds	3b	1,361			**1,361**	1,677
Investment Management Costs	3c	1,817			**1,817**	1,855
Total expenditure		85,245	3,700	6,454	**95,399**	90,840
Net income/(expenditure) before investment gains		5,099	18,229	1,709	**25,037**	3,474
Net gains on investments			40,000		**40,000**	10,000
Net income/(expenditure)		5,099	58,229	1,709	**65,037**	13,473
Transfers between funds		(4,200)	4,200			
Net movement in funds		899	62,429	1,709	65,037	13,473
Total funds brought forward at 1 January 2021		177	361,427	4,794	**366,399**	352,926
Total funds carried forward at 31 December 2021		1,077	423,856	6,503	**431,436**	366,399

PAROCHIAL CHURCH COUNCIL OF SS PETER & PAUL, AYLESFORD

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2020 for Comparative purposes

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	**TOTAL FUNDS 2020 £**
Income and Endowments					
Voluntary income	2a	63,285	0	850	**64,135**
Activities for generating funds	2b	6,940	0	0	**6,940**
Income from investments	2c	12,069	33	0	**12,101**
Church activities	2d	5,986	0	0	**5,986**
Other incoming resources	2e	1,121	3,164	867	**5,152**
Total income		89,401	3,196	1,717	**94,314**
Expenditure					
Church activities	3a	85,252	612	1,444	**87,308**
Raising Funds	3b	1,677	0	0	**1,677**
Investment Management Costs	3c	1,855	0	0	**1,855**
Total expenditure		88,784	612	1,444	**90,840**
Net income/(expenditure) before investment gains		617	2,585	272	**3,473**
Net gains on investments		0	10,000	0	**10,000**
Net income/(expenditure)		617	12,585	272	**13,473**
Transfers between funds		(4,200)	4,200	0	**0**
Net movement in funds		(3,583)	16,784	272	**13,473**
Total funds brought forward at 1 January 2020		3,761	344,643	4,522	**352,926**
Total funds carried forward at 31 December 2020		177	361,427	4,794	**366,399**

PAROCHIAL CHURCH COUNCIL OF SS PETER & PAUL, AYLESFORD

BALANCE SHEET AT 31 DECEMBER 2021

	Notes		**2021**	2020
			£	£
Fixed assets				
Investment Assets	5		**375,000**	325,000
Investments	6			
Total fixed assets			**375,000**	325,000
Current assets				
Debtors	8	**3,166**		3,225
Short term deposits		**16,614**		13,590
Cash at bank and in hand		**38,948**		16,655
		58,728		33,470
Creditors: amounts falling due within one year	9	**(2,292)**		(2,071)
Net current assets			**56,436**	31,399
Total assets less current liabilities			**431,436**	356,399
Creditors: amounts falling due after one year	9			
NET ASSETS			**431,436**	356,399

Funds	7		
Unrestricted Funds	10	**1,077**	4,794
Designated Funds	10	**423,856**	361,427
Restricted funds	10	**6,503**	177
		431,436	366,399

Approved by the Parochial Church Council on 17 / 04 / 2022 and signed on its behalf

Chairman R Peet

The accompanying notes form a part of these financial statements.

PAROCHIAL CHURCH COUNCIL OF SS PETER & PAUL, AYLESFORD

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2021

1. Accounting policies

a Accounting convention

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and SORP 2015.

The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at market value and the revaluation of fixed assets. The 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 affiliation to another body, nor those which are informal gatherings of church members.

b Funds accounting

Funds held by the PCC are:

Unrestricted funds - general funds which can be used for PCC ordinary purposes

Designated funds - monies set aside by the PCC out of unrestricted funds for specific future purposes or projects.

Restricted funds - a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest; b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of the year is carried forward as a balance on that fund.

c Incoming resources

All incoming resources are accounted for gross as far as practicable.

Voluntary Income

Collections are recognised when received.
Planned giving receivable is recognised only when received.
Income tax recoverable on Gift Aid donations is recognised when the income is recognised.
Grants and legacies are recognised when the PCC is legally entitled to the amount due and receipt is probable.

Income from investments

Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue.

All other income

All other income is recognised when it is receivable.

Gains and losses on investments

Realised gains are recognised when the investments are sold
Unrealised gains and losses are accounted for on revaluation on 31 December.

d ***Resources used***

Resources expended are accounted for on an accruals basis and are accounted for gross.

Grants

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

Church Activities

The diocesan parish contribution is accounted for when paid. Any parish contribution unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the balance sheet.

e Fixed Assets

Tangible fixed assets

Consecrated and beneficed property of any kind is excluded from the accounts by s.10(2) of the Charities Act 2011.

Movable church furnishing held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected. For inalienable property acquired prior to 2006 there is insufficient cost information available and therefore such assets are not valued in the accounts. Individual items acquired since 2006 have been capitalised in the accounts and depreciated over their useful economic life.

All expenditure on consecrated or beneficed buildings and individual items costing under £2000 are written off in the year they were incurred.

Depreciation

Depreciation is calculated to write down the cost of tangible fixed assets, excluding freehold properties, over their expected useful lives. The rates generally applicable are:

Fixtures and fittings	25% straight line
Computer equipment	50% straight line

Investments

Investments are stated at market value at the balance sheet date.

f Current Assets

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectible.

Short-term deposits include cash held on deposit either with the CBF Church of England Funds, Epworth or at the bank

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2021

2 Incoming resources

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	**TOTAL FUNDS 2021 £**	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL FUNDS 2020 £
a *Voluntary income*								
Planned Giving	43,373			**43,373**	39,925			39,925
Income tax recoverable	11,011			**11,011**	10,724			10,724
Collections at all services	2,089			**2,089**	2,713			2,713
Sundry donations and appeals	9,579		1,341	**10,920**	8,923			8,923
Grants							850	850
Legacies		21,928		**21,928**	1,000			1,000
	66,053	21,928	1,341	**89,322**	63,285		850	64,135
b *Activities for generating funds*								
General Fundraising	3,039			**3,039**	4,042			4,042
Brassey Centre Lettings (Note 12)	1,605			**1,605**	2,898			2,898
	4,644			**4,644**	6,940			6,940
c *Investment income*								
Dividends and interest	24			**24**	27	33		59
Rent from Property	12,000			**12,000**	12,042			12,042
	12,024			**12,024**	12,069	33		12,101
d *Income from Church Activities*								
Fees from weddings, funerals,etc.	6,641			**6,641**	4,877			4,877
Parish magazine (Note 12)					1,109			1,109
	6,641			**6,641**	5,986			5,986
e *Other other incoming resources*								
Other Income - Insurance Claim						3,164		3,164
Grants - Furlough/Food Bank	983		6,822	**7,805**	1,121		867	1,988
	983		6,822	**7,805**	1,121	3,164	867	5,152
Total incoming resources	**90,344**	**21,928**	**8,163**	**120,435**	89,401	3,197	1,717	94,314

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2021

3 Expenditure

		Unrestricted Funds £	Designated Funds £	Restricted Funds £	**TOTAL FUNDS 2021 £**	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL FUNDS 2020 £
a	*Church Activities*								
	Missionary and charitable giving:								
	CAST/Royal British Legion	176			**176**	484			484
		176			**176**	484			484
	Ministry costs:								
	Diocesan Offer	42,355			**42,355**	44,126			44,126
	Expenses	567			**567**	763			763
	Vicarage costs	3,800			**3,800**	3,775			3,775
	Other Ministry Costs	745			**745**	374			374
	Church running expenses								
	Utilities	4,442			**4,442**	4,545			4,545
	Insurance	4,661			**4,661**	4,677			4,677
	Organ/Piano and other	224			**224**	231			231
	Church maintenance	3,185	3,700		**6,885**	2,205	612		2,817
	Church Major Repairs								
	Upkeep of services	4,742		1,253	**5,994**	3,562		1,444	5,006
	Flowers	784			**784**				
	Training, Mission and Outreach	41			**41**	1,326			1,326
	Parish Magazine (Note 12)					1,946			1,946
	Brassey Centre running costs (Note 12)								
	Utilities	1,300			**1,300**	1,712			1,712
	Insurance	498			**498**	622			622
	Cleaning & Refuse	3,991			**3,991**	4,223			4,223
	Rent								
	Food Bank			5,202	**5,202**				
	Parish Office & Administration	10,555			**10,555**	10,682			10,682
		82,067	3,700	6,454	**92,221**	85,252	612	1,444	87,308
b	*Raising Funds*								
	Stewardship costs	451			**451**	1,010			1,010
	General fundraising	910			**910**	667			667
		1,361			**1,361**	1,677			1,677
c	*Investment Management Costs*								
	Rental Property Repairs	300			**300**	264			264
	Insurance	509			**509**	491			491
	Agents Fees	1,008			**1,008**	1,100			1,100
		1,817			**1,817**	1,855			1,855
	Total expenditure	**85,245**	**3,700**	**6,454**	**95,399**	88,784	612	1,444	90,840

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2021

4 Staff costs

		2021	2020
		£	£
a	*Wages and salaries*	**8,308**	**7,309**

During the year the PCC employed an Organist, Junior Choir Leader and a Parish Clerk and made PAYE deductions and payments on their behalf. The PCC received £1,926.88 in Furlough grants from HMRC during 2021 (£1,988.14 in 2020).

b *Payments to PCC members and related parties*
Mrs A Keays, a member of the PCC, received remuneration for her role as Parish Adminstrator of £4,993 during 2021 (2020 £4,793). Her husband, Michael, received £2,061.53 (2020 £1,946) as remuneration for his role as Organist.

No other payments, apart from re-imbursed expenses and small thank you gifts, were made to PCC members.

The total amount of donations to the PCC made by PCC members and related parties in 2021 was £21,520 (incl.Gift Aid), (£22,970 in 2020)

5 Investment Assets

	Freehold land and buildings	Church equipment	**TOTAL**
Market valuation	£	£	£
At 1 January 2021	335,000		**335,000**
Additions			
Disposals			
Revaluation	40,000		**40,000**
At 31 December 2021	375,000		**375,000**

The freehold land and buildings comprises of the rental property at 140 The Avenue, Aylesford and is currently let to a tenant. The managing agent, Simon Miller, provided a market value assessment as at 31.12.2021 of £375,000.

6 Investments

The PCC does not currently hold any Investment assets other than 140 The Avenue.

7 Analysis of Net assets by fund

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	**Total Funds 2021 £**	Unrestricted Funds £	Designated Funds £	Restricted Funds £	**Total Funds 2020 £**
Fixed assets for church use								
Investment fixed assets		375,000		**375,000**		335,000		335,000
Current assets	3,101	48,856	6,771	**58,728**	1,259	26,427	5,783	33,470
Current liabilities	(2,024)		(268)	**(2,292)**	(1,082)		(989)	(2,071)
Long term liabilities								
	1,077	**423,856**	**6,503**	**431,436**	177	361,427	4,794	366,399

8 Debtors

	2021 £	2020 £
Income tax recoverable - General Fund	**3,166**	2,471
Prepayments and accrued income		754
	3,166	3,225

9 Creditors: amounts falling due within one year

	2021 £	2020 £
Unbilled Utilities/IE Fee	**900**	485
Rent in received in advance	**500**	500
Brassey Rent in advance		
Other Expenses	**580**	31
PAYE Liability	**123**	97
DBF Fees	**11**	779
Hand Bell Ringers Funds	**178**	178
	2,292	2,071

Creditors: amounts falling due after one year

2021 £	2020 £
nil	nil

10 Statement of funds

	Bal b/fwd 1 Jan 2021	Income	Expenditure	Investment Gains	Transfers between funds	**Bal c/fwd 31 Dec 2021**
	£	£	£	£	£	**£**
Unrestricted Fund						
General fund	177	90,344	(85,245)	0	(4,200)	**1,077**
	177	90,344	(85,245)		(4,200)	**1,077**
Designated Fund						
140 The Avenue Repair Fund	2,775	0	0		1,200	**3,975**
140 The Avenue Property Fund	335,000	0	0	40,000	0	**375,000**
Church Repair Fund	16,039	0	(3,700)		3,000	**15,339**
Legacy Fund	7,613	21,928	0		0	**29,542**
	361,427	21,928	(3,700)	40,000	4,200	**423,856**
Restricted Fund						
Organ Fund	2,272	0	0		0	**2,272**
Choir Honorarium Fund	1,672	944	(1,253)		0	**1,364**
Fabric Fund	0	400	0		0	**400**
Food Bank	850	6,819	(5,202)		0	**2,467**
	4,794	8,163	(6,454)		0	**6,503**
Total funds	366,399	120,435	(95,399)	40,000	0	**431,436**

The **140 Avenue Repair Fund** is for monies ring-fenced by the PCC for repairs to this property.

The **140 The Avenue Property Fund** represents the market value of the property.

The **Church Repair Fund** is for monies ring-fenced by the PCC for Church repairs.

The **Legacy Fund** was set up in 2017 to ring-fence the monies received from the Mr B Eddy legacy. It is intended to spend this mainly on church repairs and some on music resources.

The **Choir Honorarium Fund** was created in 2018 from a grant of £4,500 to fund the Junior Choir Masters quarterly honorarium.

The **Restricted Organ Fund** is for monies raised or donated towards future maintenance costs of the Church organ.

The **Restricted Fabric Fund** is for monies raised or donated towards future maintenance costs of the Church

The **Restricted Food Bank Fund** is for monies raised or donated towards the setting up and running of the Church's Food Bank.

11 Conduit Funds (Agency Collections)

These are funds received by the PCC on behalf of others i.e. as a result of a special collection for a charity. They are not PCC funds and are not included in income or expenditure but are given in this note for information. Please note that these figures do not include cheques received but made out in favour of the charity; these were passed on to the organization involved.

	£
Poverty & Hope	85
Christian Aid	20
Children's Society	67
CAST	212
	383

12 Brassey Centre and magazine

These activities attract income and expenditure and the respective net positions are set out below for informaton.

Brassey Centre

	2021	2020
Income	**1,605**	2,898
Expenditure	**5,789**	6,557
Surplus/(Shortfall)	**(4,184)**	(3,659)

The Income figure now includes Brassey Bazaar donations

Magazine

	2021	2020
Income	**0**	1,109
Expenditure	**0**	1,946
Surplus/(Shortfall)	**0**	(836)

22 April 2021

Independent Examiner's report to the Member/Trustees of St Peter and St Paul Aylesford

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

Respective responsibilities of the Trustees and Independent Examiner

The church's trustees are responsible for the preparation of the accounts. The church's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to

- Examine the accounts under section 145 of the 2011 Act;
- Follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5)(b) of the 2011 Act; and
- State whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent Examiner's statement

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

(1) which gives me reasonable cause to believe that in any material respect the requirements
- to keep accounting records in accordance with section 130 of the 2011 Act; or
- to prepare accounts which accord with these accounting records have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Yours sincerely

Martyn Burt

B.Sc.(Hons), ACMA, CGMA

adventus accounting solutions
Ashby Acres
Chapel Lane
Ashby-cum-Fenby
Grimsby
DN37 0QT

e-mail: martyn.burt@btinternet.com or adventusaccounting@btinternet.com

Telephone: 07523 6229679

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST PETER AND ST PAUL,

England & Wales - Charity number 1138956

Accounts

PAROCHIAL CHURCH COUNCIL OF SS PETER & PAUL, AYLESFORD.
ANNUAL REPORT OF THE PAROCHIAL CHURCH COUNCIL
FOR THE YEAR ENDED 31ST DECEMBER 2020

Administrative Information

St Peter and St Paul's Church is situated in Vicarage Close. Aylesford. It is part of the Diocese of Rochester within the Church of England. The correspondence address is Church Office, The Brassey Centre, Station Road, Aylesford, ME20 7QR.

The Parochial Church Council (PCC) is now registered with the Charity Commission under Registration No. 1138956.

Structure, Governance and Management

PCC members who have served at any time from 1 January 2020 until the date this report was approved.

Name	Office	Dates served if not full year	Elected term ends
The Revd Ruth Peet	Incumbent		
Alan Longmuir	Churchwarden Deanery Synod Representative*		**2021**
Aline Ongley	Churchwarden		**2021**
Julie Hambelton	Elected PCC member		**2021**
Christine Hatfield	Elected PCC Member		**2021**
Emma Parren	Elected PCC member		**2021**
Ian Packer	Elected PCC member Elected Deanery Synod Representative		**2021** 2023
Sharon Stigle	Elected PCC Member		2022
Pam Storr	Elected PCC Member		2022
Anita Keays	Elected PCC member		2022
Andy Brown	Elected PCC member		2022
Gordon Hunt (Vice Chairman)	Elected PCC Member Elected Deanery Synod Representative		2023
Ann Beale	Elected PCC member Secretary		2023
Janet Holdstock	Elected PCC Member Pastoral Assistant		2023
Sue Gallico	Elected PCC member		2023

*Alan Longmuir remains a Deanery Synod Representative by virtue of his membership of Diocesan Synod.

Peter Smith (Lay Reader) and Peter Walton (Treasurer) are not members of the PCC but have a standing invitation to all PCC meetings.

The method of appointment of PCC members is set out in the Church Representation Rules. All those attending Church are encouraged to register on the Electoral Roll and stand for election to the PCC.

Professional advisor: Simon Miller and Company
Bank: CAF (Charities Aid Foundation)
Independent Examiner: Martyn Burt B.Sc. (Hons), ACMA, CGMA

Aims and Purposes

The PCC of St Peter and St Paul has the responsibility of co-operating with the incumbent in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical; this includes the provision of regular church services and baptisms, weddings and funerals. It also has maintenance responsibilities for the Church of St Peter and St Paul.

Objectives and Activities

The PCC is committed to a vision of sharing God's love for all, worshipping, serving and growing together. We want to enable and attract as many as possible to worship and be part of our parish community at St Peter and St Paul's. We aim, under God, to grow in faith and in numbers, to provide pastoral care for people living in the parish and to help build community.

We have considered the Charity Commission's guidance on public benefit, and in particular the supplementary guidance on charities for the advancement of religion, noting that this is currently under review. We believe that our work contributes public benefit through the development of the spiritual well-being of individuals, the practical outworking of faith in wider society, and the support for those in need. We deliver on our responsibility to maintain and provide the parish church and its services for worship, including baptisms, weddings and funerals, for all in the parish.

Church Electoral Roll 2020

As at 31st December 2020 there were 114 on the electoral roll of which 48% are not resident in the Parish.

Attendance

We can usually report the number of people attending church on a 'usual' Sunday. In 2019 it was 74 adults and 6 under 18's. This year it is not possible to compare like with like. A 'usual' Sunday took one of three possible forms:

Church-only	12 services	Average attendance 55 adults
Zoom-only	23 services	Average attendance 51 adults
Church with Zoom	15 services	Average attendance 55 adults.

(On 2 Sundays, 23rd Mar and 27th Dec, there was no congregational service).

These figures do not include attendance at 8am, but the incidence of 8am services does not correlate exactly with the types of services above. However, on the 11 occasions when there were 8am and 10am church-only services on the same day, the average adult Sunday attendance was 71.

Average 8am attendance before the first lockdown (10 services) was 17 adults; on 3 later occasions it was 12 adults.

Under 18's attended 22 10am services across all 3 forms, giving an average of 4 per service (but this figure was heavily weighted by the attendance of the Junior Choir at 2 Come & Praise services before the first lockdown).

Special services included 12th Jan – Covenant Renewal (69 adults, 2 under 18's); 14th Feb – St. Peter's School End of Term (79 adults, 177 under 18's – not included in the figures above); 16th Feb – Special service for 2020 wedding couples (67 adults, 12 under 18's); 8th Nov – Remembrance Sunday (61 adults, 3 under 18's); 12th Dec – 2 x Services of Remembrance (31 and 24 adults) – not included in the figures above); 13th Dec – Carol Service (57 adults, 3 under 18's); 24th Dec – Nativity Service (32 adults, 17 under 18's – not included in the figures above). These figures cannot realistically be compared with 2019 (when Remembrance Sunday attendance was 332, for example).

The following figures are easier to compare with 2019, so 2019 numbers are shown in brackets.

This year we reported a worshipping community of 91 (137). This included 1 age 0-10 (12), 2 age 11-17 (4), 29 age 18-69 (40) and 59 age 70+ (81). (The worshipping community is people who attend a church service (not necessarily *in* church) at least once a month.) This reduction was despite 14 new adults joining the worshipping community. Unfortunately, we lost 47 adults from last year's total and 13 under 18's. The reduction in adults was due to people without internet access and not being able to hold services in the community (including Home Communion services). The reduction in under 18's was mainly due to the Junior Choir not being able to take part in services.

Sadly 3 (4) adults left the worshipping community during 2020, due to death/illness.

This year 5 (15) babies and children, and 2 (1) adults were baptised, 2 (5) couples were married in church, 8 (9) funerals were held in church, 14 (10) in a crematorium and 2 (3) burials of ashes were conducted.

Our Fresh Expression, Messy Church, continued fortnightly on Zoom during the first lockdown. Average attendance was 9 adults and 6 under 18's. However, interest dropped to only one child present, and the last session was held on 3rd July.

Annual Report on the Proceedings of the PCC and the Activities of the Parish Generally

During 2019, in accordance with our hopes and plans, attendance increased, and finances and communication improved. Our aim was to continue that gain in momentum through 2020.

As reported at last year's APCM (24th October 2020) we started 2020 with high hopes – we ran Christianity Explored, we had a thoroughly enjoyed wedding event for the 2020 couples and we were heading towards linking all our ideas for growth and community engagement into the Diocesan 'Called Together' initiative, beginning with a planning day to involve the wider community. However, the necessary response to the Covid-19 pandemic significantly changed the pattern of church life and created various challenges and opportunities.

The pattern of church life related to the church building was as follows:

1st Jan	Normal Sunday and weekday worship and activities.
23rd Mar	First UK lockdown. Church building closed completely until 1st July when we opened twice a week for private prayer.
26th Jul	Sunday worship and other services resumed (5 baptisms, 5 funerals and 1 wedding in our case).
8th Nov	Second UK lockdown. Remembrance Day service was Zoomed from church building.
29th Nov	Sunday worship and other services resumed (1 wedding and 1 funeral in our case).

March

On 17th March the Church of England published a statement suspending public worship until further notice. Our immediate response was to set up a group of pastoral telephone contacts and to phone everyone we could identify who was isolated. We set up the church to keep it open for private prayer, we made sure our regular food bank collection could continue and on 20th March published our first email newsletter which included resources for prayer and worship. The eNewsletter has been published at least weekly, since. Every weekday we held Morning and Evening Prayer by Zoom. Evening Prayer ended at the end of the first lockdown, but Morning Prayer still continues (attended by around 9 people). We also began the continuing process of going through the diary, trying to guess what we should cancel!

The March issue of 'Contact' magazine was the last one to be published in the year.

On 22nd March the Mothering Sunday service was videoed in church and published on YouTube, and we all lit a candle for hope in our windows. That day also saw the instruction from the Church of England to close all church buildings. Entry was only to be allowed for essential maintenance. So, on 24th March we formally

closed the building but did everything we could to communicate that the church was not the building, and we were still here.

On 29th March we held our first Zoom service from the vicarage, which was extremely well received, especially because people were so glad to see each other.

April

From 1st April, the Chequers (who were feeding many isolated people) included our pastoral telephone contact details with their food deliveries.

Gift baskets of biscuits were sent from us to the sheltered housing and care homes Royal British Legion Village and the hospice.

All Holy Week and Easter services were held on Zoom and we also sent the first printed newsletter aimed especially at people with no internet.

Sunday worship continued on Zoom, trying to reflect the mood but lift spirits with every service. Towards the end of April, a telephone 'Dial-A-Service' was introduced.

May

In May we held our first Messy Church by Zoom. Also, very concerned about people suffering and nearing death without spiritual support, we provided a second phone service 'Words of Comfort', and advertised it to RBLI sheltered living, care homes and hospice.

The eNewsletter continued to include topical information as necessary, for example, support for domestic abuse.

The postponed Lent Course 'Finding a Voice' began (via Zoom) on 23rd May and was thoroughly enjoyed. And then, for 'Thy Kingdom Come 2020' (Ascension to Pentecost) we put together a prayer series called 'My Prayer' from people in our community and published it on Facebook and YouTube.

June

On 13th June, Ruth was videoed leading a Sunflower Remembrance Service, for streaming by the Heart of Kent Hospice (HOKH). On 14th we set up a Food Table near Base Camp in the RBLI village. People could donate or take the food they needed. Excess food was taken to 'Food for Thought' in Maidstone.

We tried another initiative – Emma Parren, Charlie and Gemma Bunker offered home schooling support. Sadly, there was no take up, possibly because of the timing in relation to the school summer break.

June also brought the news, first, that church buildings could reopen for private prayer and some funerals, and then that from 4th July they could reopen for public worship. Weddings could also take place but with a cap on numbers.

July

From 1st July, the church opened for private prayer twice a week, an arrangement that allowed us to keep a 72-hour safe period between opening times. On 3rd July we tried our first Zoom quiz which was a great success. On 21st the church clock was started after being stopped at 10:37 for months and on 25th Terry Barnard tried out the bells. On 26th we re-opened for public worship (with booking).

In July, the new church website was launched, offering a more flexible and up to date form of communication.

August

15th August was billed as our last Zoom only service (that was what we thought at the time!) and on 22nd we held our first service in church that was also Zoomed.

September

In September we returned to a service pattern which included 8am Communion services on the 2nd and 5th Sundays of the month. On 6th September, as part of our continuing involvement with Churches Together in

Malling (CTiM) Ruth led a combined Songs of Praise service on Zoom, which had originally been planned to take place in Aylesford Church. On 12th, Ride & Stride raised £700. On 25th TMBC offered us a £500 grant to support the food table, and Pride Fencing offered us a shed for it. Emma Parren, one of our trainee Licenced Lay Ministers, led the Harvest service on a 'creation' theme. The 28th saw the publication of a second printed newsletter for those with no internet.

October

On 18th, Charlie Bunker (the other trainee LLM) led a Sunday service with a 'healing' theme.

November

On 2nd the second lockdown began but this time the church remained open every day for private prayer. Sunday services went back to Zoom.

Around Remembrance, we extended an intended 'Weekend of Remembering' to a fortnight. We offered the wider community three ways of being involved – we made poppies for people to plant in the churchyard 'Poppy field', we set up the 'Memory Tree' in church and we offered display space for memories and thoughts from the year, in the 'This Year' exhibition. Nearly 300 poppies were planted in the Poppy Field. St. Peter's School and Aylesford Primary contributed to the display. The 'Memory Tree' was popular, with 160 wooden leaves being added. On Remembrance Day itself (8th) Ruth was interviewed on Radio Kent and the Zoom-only service was conducted from church and via a second camera, included the ceremony outside church, by the war memorial.

Other November events included: On 15th Jane Roberts, training for the Bishop's Certificate, led a service on Zoom; 18th, the food table was closed, largely due to the change in weather; 27th, another Zoom quiz.

December

On 6th December Ruth was videoed again for the HOKH Light up a Life services to be streamed, and on the same day we were able to conduct Sunday worship in church again (also with Zoom).

On 8th we opened the Food Bank in the Brassey Centre and we were started off with a generous gift of food from Larkfield Community Church. On 22nd the donated food bank shed was erected behind the Brassey Centre.

The Christmas decorations in church included a Christmas tree displaying all the Lights of Love stars from 2019.

We planned Christmas services, including transmitting the Carol Service to outdoors, but eventually cancelled that because of safety concerns. The Christingle service on 17th was fun, as both church and Zoom congregations made their own Christingles as part of the service. The Christmas Eve Nativity Service was held on Zoom and was surprisingly well-attended by 32 adults and 17 children. On Christmas Day, the last service (church with Zoom) was held – for the year, and for the time being, as we headed into the third lockdown.

PCC Meetings

The PCC oversaw the above events and activities, holding a total of 10 meetings during the year, including 3 extraordinary meetings (23/4, 3/6 and 18/6) held to deal with specific pandemic-related issues and the financial implications. We continued throughout the year, to try to reduce time-consuming discussion on routine committee-related work and to focus on the priority concerns. Naturally, due to the pandemic, pastoral care, maintaining contact, safety, safeguarding and finance were the priorities. We also spent time discussing what we had learned from the pandemic situation and ideas for changes to church life and ministry. We tried to combine effective response to the situation with starting to think about new ideas, especially in relation to different forms of worship and a future community hub of some kind.

Due to the pressure of his work, PCC member Charlie Bunker resigned in January 2020. In May, the vacancy left by Charlie was filled by Ian Packer, who joined the PCC specifically as part of his discernment process for ordination.

The work of PCC Committees continued where possible (depending on the nature of the work and the availability of committee members), with the committees related to pandemic issues (particularly finance), meeting as often as was necessary. In response to the serious financial situation, a new committee, the Church Funding Group was set up in June, with all PCC members pledging support as necessary. Two sub-committees of the Finance Committee were also set up – one to set up Easyfundraising and the other to implement Legacy Giving.

Due to the volume of church-related work being attempted and the limited number of people available to work on it, in September, the Standing Committee was authorised to begin work to prioritise the church workload including ongoing projects.

The APCM was delayed but was eventually held successfully in church and by Zoom, on 24th October. We said goodbye to Bob Halliday and welcomed Sue Gallico as a new PCC member. Anita Keays' role as Electoral Role Officer was ratified (originally taken on in September, when Stephen Kyle stepped down due to his work commitments). Alan Longmuir stepped down from the role of Treasurer. Peter Walton took on the treasurer role; although not a PCC member, Peter has a standing invitation to all PCC and Standing Committee meetings. Thanks were expressed to all, those leaving and those staying, for their commitment to the church and their role.

Finance Report 2020

Well, what a year!! The pandemic has had a profound influence on our finances, although the yearend figures are reasonable with a loss of £419 compared with last year's loss of £3,455, however there are some significant changes. There has been a remarkable increase in Giving and Donations, thank you all you have been very generous Fundraising has maintained its income in very difficult circumstances. Just a couple of numbers, planned giving and income tax recoverable was £50,649 compared with 2019 of £44,042. Donations up from £3,210 to £8,923. The areas where we suffered was lack of income from Brassey lettings, loose plate collections and fees, down from £31,536 to £10,481, a huge loss. There have been a great many reductions in expenditure, including utilities at the Church and in the Brassey Centre. We have been fortunate in that the Brassy Trust were kind in that they did not ask for the rent for the Brassey Centre a saving of £5,000.

I would like to thank everybody who have helped the Church finances, an excellent result.

The PCC in an effort to bring our finances onto a better footing have created a Church Funding Group to look at ways in which we can deliver the projects we have for the future and the corresponding income. In the spring it is hoped to run a Stewardship Campaign, this may be delayed due to the coronavirus. Details will be distributed in due course.

As some of you will know I resigned as Treasurer last October, but it seemed right that I should fulfil the duties until the end of 2020. Our new Treasurer is Peter Walton. Peter is a member and treasurer of the Friends of Aylesford Church.

Over many years as treasurer for our Church I have had a great deal of support from the finance committee the PCC and Gerry Hughes, may I thank you all. If I may, I would like to say a special thankyou to Pam for all the years she has had to put up with me.

Reserves Policy (Re-written and approved at PCC Meeting 9th March 2020)

In addition to money designated for specific purposes including investments, it is the policy of the PCC to maintain [if possible] a balance of unrestricted funds which equates to four months unrestricted payments, to be available to cover emergency situations that may arise from time to time. For 2020 this amounts to £29,500. At the end of the year unrestricted funds were £177 which is far below the desired level. The PCC notes that 2020 was a challenging year, with its pandemic effects, when reserves could be expected to be called upon. Nevertheless, the seriousness of the situation was recognised in 2020 and actions initiated to eliminate the deficit and make a start at rebuilding our reserves. A small surplus in unrestricted funds was generated in 2020 despite the large reduction in some income lines. There are also £16,785 in designated funds that could be

used to fund activities subject to PCC approval. The PCC secured an emergency loan of £12,000 to draw upon if required.

Annual Report of Fabric, Goods and Ornaments 2020

The committee reports that there have been no changes to the Goods and Ornaments of the Church in the last year.

The central heating system was serviced twice during the year (January 2020 and November 2020) and Gas Certification certificates provided on each occasion. Location of new electric wall heater in the Vicar's Vestry as in the agreed Faculty was changed in agreement with the Diocese. A new quote for the new electric wall heater and installation was accepted by the Standing Committee/PCC, now waiting for an installation date.

The Standing Committee/PCC in March 2021 agreed to a quotation from a Surveyor/Architect to investigate the work needing to be addressed in the Quinquennial Report on the Church in July 2018, report not received until end of February 2019. Worth noting the report states the Tower roof covering needs to be addressed within 5 years from the date of the report.

The Surveyor/Architect will provide a report on his findings, recommendations and suggest future actions. Investigation will cover defective plaster areas, stonework, guttering, access to the Tower Roof and the covering of the Tower Roof. A discussion with the DAC to be held on alternative materials to lead for the covering of the Tower Roof. Surveyor/Architect requested to provide if known a list of Churches who have used materials other than lead on roofs. Contractors will also be contacted to get budget costs for the major areas of activity.

The Standing Committee/PCC agreed to a quotation for a light switch to be installed just inside the Priest door to allow safer entry and exit from the Church on dark evenings.

There was a break in at the Church during 2019. Three windows on the north side of the church were damaged, chest adjacent to the Vestry door broken into and the door leading up to the bell ringing chamber damaged. A Faculty was raised supported by repair quotations and an insurance claim, all were approved. The cabinet adjacent to the Vestry door now repaired, now waiting for a date to carry out repairs to the windows and the door.

Plan generated for a rose garden or something similar in the New Remembrance Garden area. Plan to be presented to the Fabric Committee at the next meeting.

Hand rail configuration, supplier and cost currently being addressed for the steps near the south door into the Church.

Health and Safety Committee have identified a number of areas within the Church that require attention, namely emergency lighting, signage and safety issues in the bell tower and ladder system leading up to the roof area.

140 The Avenue: - Currently nothing to report.

In conclusion, the Fabric Committee would like to thank all those members of the PCC and congregation who have helped in any way with the limited work we have carried out over the last year, limitations owing to the Covid19 government restrictions.

Deanery Synod Report 2020

Malling Deanery Synod was only able to meet twice in the year due to Coronavirus restrictions, once in February in person and once in October by Zoom.

Changes in the composition of benefices (groups of parishes under one incumbent or priest in charge) continued during the year. Mereworth and West Peckham are now with Wateringbury, East Malling is working with Larkfield and Teston and Barming are to join forces. These sorts of re-organisations are sensitive and not easy to achieve through the Church of England processes and a lot of time and care is required to bring them about.

The February meeting received accounts from the parishes of the work being done on community engagement. A wide variety of schemes were reported including Messy Church, new home welcome packs, church cafes, and youth groups.

The October meeting heard reports of parish's experience of online church. All reported positive results although practice varied considerably. Some reported benefits from having recorded services, with an added advantage that people could "go to church" at any convenient time. Others, like us, were broadcasting live, with the possibility of live interaction. Many had attracted new people, found that some irregular attenders had become more regular, and that those previously unable to travel to church has been able to attend virtually. On the other hand, there was concern for those excluded by lack of IT equipment, knowledge, or inclination.

The three yearly elections of lay parish representatives at Deanery Synod were due in 2020 at APCMs. These would normally occur in the Spring but were delayed to October. Our elected lay representatives (House of Laity) are now Ian Packer and Gordon Hunt. Alan Longmuir remains a lay representative as he is a member of Diocesan Synod; Revd Ruth Peet is a member of the Deanery Synod (House of Clergy).

Safeguarding Report

The PCC is committed to good safeguarding practice. It has formally adopted the House of Bishop's Safeguarding Policy and is complying with the duty to have due regard to the House of Bishop's guidance on safeguarding.

The PCC has a safeguarding group to assist it in meeting its commitment to prevent harm. The group comprises the Revd Ruth Peet, Charlie Bunker, Janet Holdstock, Gordon Hunt, Aline Ongley and Sharon Stigle. (Janet is the Parish Safeguarding Officer and Adult's Safeguarding Representative, and Sharon is the Children's Safeguarding Representative). It meets regularly to implement National and Diocesan policies and guidance on safeguarding and reports at every meeting of the PCC. Matters that are regularly considered include appointments of workers (including volunteers), training, raising awareness of safeguarding issues, assessing risks, and addressing concerns. On behalf of the PCC, it ensures that any concerns or complaints are promptly addressed, following procedures, and reporting to the Diocesan Safeguarding Advisor without delay.

Changes in circumstance occur quite often and the safeguarding implications need to be assessed. An example in 2020 has been the increased use of phone calls to contact people, often isolated or vulnerable, during the pandemic. This has been looked at with care to ensure that procedures are in place and the latest guidance is followed.

Safeguarding is everyone's responsibility, not only appointed officers. Vigilance and a sound safeguarding culture will serve to protect those at risk.

PCC ACCOUNTS

Year Ending 31 December 2020

SS Peter & Paul, Aylesford

Accruals Accounts using SORP 2015

Year Ending 31st December 2020

SS Peter & Paul, Aylesford

Accruals Accounts using SORP 2015

PAROCHIAL CHURCH COUNCIL OF SS PETER & PAUL, AYLESFORD

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2020

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	**TOTAL FUNDS 2020 £**	TOTAL FUNDS 2019 £
Income and Endowments						
Voluntary income	2a	63,285		850	**64,135**	53,723
Activities for generating funds	2b	6,940			**6,940**	17,862
Income from investments	2c	12,069	33		**12,100**	11,853
Church activities	2d	5,986			**5,986**	11,369
Other incoming resources	2e	1,121	3,164	867	**5,152**	1,113
Total income		89,401	3,197	1,717	**94,314**	95,920
Expenditure						
Church activities	3a	85,252	612	1,444	**87,308**	97,869
Raising Funds	3b	1,677			**1,677**	1,225
Investment Management Costs	3c	1,855			**1,855**	2,929
Total expenditure		88,784	612	1,444	**90,840**	102,023
Net income/(expenditure) before investment gains		617	2,585	272	**3,473**	(6,103)
Net gains on investments			10,000		**10,000**	45,000
Net income/(expenditure)		617	12,585	272	**13,473**	38,896
Transfers between funds		(4,200)	4,200			
Net movement in funds		(3,583)	16,785	272	13,473	38,896
Total funds brought forward at 1 January 2020		3,761	344,643	4,522	**352,925**	314,029
Total funds carried forward at 31 December 2020		177	361,427	4,794	**366,399**	352,925

PAROCHIAL CHURCH COUNCIL OF SS PETER & PAUL, AYLESFORD

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2019 for Comparative purposes

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	**TOTAL FUNDS 2019 £**
Income and Endowments					
Voluntary income	2a	53,718	0	5	**53,723**
Activities for generating funds	2b	17,862	0	0	**17,862**
Income from investments	2c	11,825	28	0	**11,852**
Church activities	2d	11,369	0	0	**11,369**
Other incoming resources	2e	0	1,113	0	**1,113**
Total income		94,774	1,140	5	**95,920**
Expenditure					
Church activities	3a	91,576	4,793	1,500	**97,869**
Raising Funds	3b	1,225	0	0	**1,225**
Investment Management Costs	3c	2,929	0	0	**2,929**
Total expenditure		95,730	4,793	1,500	**102,023**
Net income/(expenditure) before investment gains		(955)	(3,652)	(1,495)	**(6,104)**
Net gains on investments		0	45,000	0	**45,000**
Net income/(expenditure)		(955)	41,348	(1,495)	**38,896**
Transfers between funds		(3,930)	3,955	(25)	**0**
Net movement in funds		(4,885)	45,302	(1,520)	**38,896**
Total funds brought forward at 1 January 2019		8,647	299,341	6,041	**314,029**
Total funds carried forward at 31 December 2019		3,761	344,643	4,522	**352,925**

PAROCHIAL CHURCH COUNCIL OF SS PETER & PAUL, AYLESFORD

BALANCE SHEET AT 31 DECEMBER 2020

	Notes		2020	2019
			£	£
Fixed assets				
Investment Assets	5		**335,000**	325,000
Investments	6			
Total fixed assets			**335,000**	325,000
Current assets				
Debtors	8	**3,225**		3,461
Short term deposits		**13,590**		22,531
Cash at bank and in hand		**16,655**		7,073
		33,470		33,065
Creditors: amounts falling due within one year	9	**(2,071)**		(5,140)
Net current assets			**31,399**	27,925
Total assets less current liabilities			**366,399**	352,925
Creditors: amounts falling due after one year	9			
NET ASSETS			**366,399**	352,925

Funds	7		
Unrestricted Funds	10	**177**	4,522
Designated Funds	10	**361,427**	344,643
Restricted funds	10	**4,794**	3,761
		366,399	352,925

Approved by the Parochial Church Council on 25/4/21 and signed on its behalf

R Peck

Chairman

The accompanying notes form a part of these financial statements.

PAROCHIAL CHURCH COUNCIL OF SS PETER & PAUL, AYLESFORD

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020

1. Accounting policies

a Accounting convention

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and SORP 2015.

The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at market value and the revaluation of fixed assets. The 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 affiliation to another body, nor those which are informal gatherings of church members.

b Funds accounting

Funds held by the PCC are:

Unrestricted funds - general funds which can be used for PCC ordinary purposes

Designated funds - monies set aside by the PCC out of unrestricted funds for specific future purposes or projects.

Restricted funds - a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest; b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of the year is carried forward as a balance on that fund.

c Incoming resources

All incoming resources are accounted for gross as far as practicable.

Voluntary Income

Collections are recognised when received.
Planned giving receivable is recognised only when received.
Income tax recoverable on Gift Aid donations is recognised when the income is recognised.
Grants and legacies are recognised when the PCC is legally entitled to the amount due and receipt is probable.

Income from investments

Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue.

All other income

All other income is recognised when it is receivable.

Gains and losses on investments

Realised gains are recognised when the investments are sold
Unrealised gains and losses are accounted for on revaluation on 31 December.

d ***Resources used***

Resources expended are accounted for on an accruals basis and are accounted for gross.

Grants

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

Church Activities

The diocesan parish contribution is accounted for when paid. Any parish contribution unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the balance sheet.

e Fixed Assets

Tangible fixed assets

Consecrated and beneficed property of any kind is excluded from the accounts by s.10(2) of the Charities Act 2011.

Movable church furnishing held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected. For inalienable property acquired prior to 2006 there is insufficient cost information available and therefore such assets are not valued in the accounts. Individual items acquired since 2006 have been capitalised in the accounts and depreciated over their useful economic life.

All expenditure on consecrated or beneficed buildings and individual items costing under £2000 are written off in the year they were incurred.

Depreciation

Depreciation is calculated to write down the cost of tangible fixed assets, excluding freehold properties, over their expected useful lives. The rates generally applicable are:

Fixtures and fittings	25% straight line
Computer equipment	50% straight line

Investments

Investments are stated at market value at the balance sheet date.

f Current Assets

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectible.

Short-term deposits include cash held on deposit either with the CBF Church of England Funds, or at the bank

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2020

2 Incoming resources

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	**TOTAL FUNDS 2020 £**	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL FUNDS 2019 £
a *Voluntary income*								
Planned Giving	39,925			**39,925**	36,995			36,995
Income tax recoverable	10,724			**10,724**	9,047			9,047
Collections at all services	2,713			**2,713**	4,470			4,470
Sundry donations and appeals	8,923			**8,923**	3,205		5	3,210
Grants			850	**850**				
Legacies	1,000			**1,000**				
	63,285		850	**64,135**	53,718		5	53,723
b *Activities for generating funds*								
General Fundraising	4,042			**4,042**	4,183			4,183
Brassey Centre Lettings (Note 12)	2,898			**2,898**	13,679			13,679
	6,940			**6,940**	17,862			17,862
c *Investment income*								
Dividends and interest	27	33		**59**	92	28		120
Rent from Property	12,042			**12,042**	11,733			11,733
	12,069	33		**12,101**	11,825	28		11,853
d *Income from Church Activities*								
Fees from weddings, funerals,etc.	4,877			**4,877**	8,917			8,917
Parish magazine (Note 12)	1,109			**1,109**	2,452			2,452
	5,986			**5,986**	11,369			11,369
e *Other other incoming resources*								
Other Income - Insurance Claim		3,164		**3,164**				
Grants - Furlough/VAT	1,121		867	**1,988**		1,113		1,113
	1,121	3,164	867	**5,152**		1,113		1,113
Total incoming resources	**89,401**	**3,197**	**1,717**	**94,314**	94,774	1,140	5	95,920

3 Expenditure

		Unrestricted Funds £	Designated Funds £	Restricted Funds £	**TOTAL FUNDS 2020 £**	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL FUNDS 2019 £
a	*Church Activities*								
	Missionary and charitable giving:								
	CAST/Childrens Society	484			**484**	670			670
		484			**484**	670			670
	Ministry costs:								
	Diocesan Offer	44,126			**44,126**	40,000			40,000
	Expenses	763			**763**	677			677
	Vicarage costs	3,775			**3,775**	4,076			4,076
	Other Ministry Costs	374			**374**	2,957			2,957
	Church running expenses								
	Utilities	4,545			**4,545**	3,132			3,132
	Insurance	4,677			**4,677**	4,695			4,695
	Organ/Piano and other	231			**231**	882			882
	Church maintenance	2,205	612		**2,817**	863	4,793		5,656
	Church Major Repairs								
	Memorial Garden								
	Upkeep of services	3,562		1,444	**5,006**	4,282		1,500	5,782
	Training, Mission and Outreach	1,326			**1,326**	1,141			1,141
	Parish Magazine (Note 12)	1,946			**1,946**	2,487			2,487
	Brassey Centre running costs (Note 12)								
	Utilities	1,712			**1,712**	3,363			3,363
	Insurance	622			**622**	808			808
	Cleaning & Refuse	4,223			**4,223**	5,079			5,079
	Rent					5,000			5,000
	Social Events								
	Parish Office & Administration	10,682			**10,682**	11,465			11,465
		85,252	612	1,444	**87,308**	91,576	4,793	1,500	97,869
b	*Raising Funds*								
	Stewardship costs	1,010			**1,010**	103			103
	General fundraising	667			**667**	1,122			1,122
		1,677			**1,677**	1,225			1,225
c	*Investment Management Costs*								
	Rental Property Repairs	264			**264**	1,052			1,052
	Insurance	491			**491**	460			460
	Agents Fees	1,100			**1,100**	1,417			1,417
		1,855			**1,855**	2,929			2,929
	Total expenditure	**88,784**	**612**	**1,444**	**90,840**	95,730	4,793	1,500	102,023

4 Staff costs

		2020	2019
		£	£
a	*Wages and salaries*	**7,309**	**8,384**

During the year the PCC employed an Organist, Junior Choir Leader and a Parish Clerk and made PAYE deductions and payments on their behalf. The PCC received £1,988.14 in Furlough grants from HMRC during 2020.

b *Payments to PCC members and related parties*

Mrs A Keays, a member of the PCC, received remuneration for her role as Parish Adminstrator of £4,793 during 2020. Her husband, Michael, received £1,946 as remuneration for his role as Organist.

No other payments, apart from re-imbursed expenses and small thank you gifts, were made to PCC members.

The total amount of donations to the PCC made by PCC members and related parties in 2020 was £22,970 (incl.Gift Aid), (£11,204 in 2019)

5 Investment Assets

	Freehold land and buildings	Church equipment	**TOTAL**
Market valuation	£	£	£
At 1 January 2020	325,000		**325,000**
Additions			
Disposals			
Revaluation	10,000		**10,000**
At 31 December 2020	335,000		**335,000**

The freehold land and buildings comprises of the rental property at 140 The Avenue, Aylesford and is currently let to a tenant. The managing agent, Simon Miller, provided a market value assessment as at 31.12.2020 of £335,000.

6 Investments

The PCC does not currently hold any Investment assets other than 140 The Avenue.

7 Analysis of Net assets by fund

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	**Total Funds 2020 £**	Unrestricted Funds £	Designated Funds £	Restricted Funds £	**Total Funds 2019 £**
Fixed assets for church use								
Investment fixed assets		335,000		**335,000**		325,000		325,000
Current assets	1,259	26,427	5,783	**33,470**	8,049	19,643	5,373	33,065
Current liabilities	(1,082)		(989)	**(2,071)**	(4,288)		(851)	(5,140)
Long term liabilities								
	177	**361,427**	**4,794**	**366,399**	3,761	344,643	4,522	352,925

8 Debtors

	2020 £	2019 £
Income tax recoverable - General Fund	**2,471**	2,482
Prepayments and accrued income	**754**	979
	3,225	3,461

9 Creditors: amounts falling due within one year

	2020 £	2019 £
Unbilled Utilities/IE Fee	**485**	800
Wedding Deposits		1,000
Rent in received in advance	**500**	300
Brassey Rent in advance		850
Other Expenses	**31**	1,391
PAYE Liability	**97**	(42)
DBF Fees	**779**	
Hand Bell Ringers Funds	**178**	840
	2,071	5,140

Creditors: amounts falling due after one year

2020 £	2019 £
nil	nil

10 Statement of funds

	Bal b/fwd 1 Jan 2020	Income	Expenditure	Investment Gains	Transfers between funds	**Bal c/fwd 31 Dec 2020**
	£	£	£	£	£	**£**
Unrestricted Fund						
General fund	3,761	89,401	(88,784)	0	(4,200)	**177**
	3,761	89,401	(88,784)		(4,200)	**177**
Designated Fund						
140 The Avenue Repair Fund	1,575	0	0		1,200	**2,775**
140 The Avenue Property Fund	325,000	0	0	10,000	0	**335,000**
Church Repair Fund	10,454	3,197	(612)		3,000	**16,039**
Legacy Fund	7,613	0	0		0	**7,613**
	344,643	3,197	(612)	10,000	4,200	**361,427**
Restricted Fund						
Organ Fund	2,272	0	0		0	**2,272**
Choir Honorarium Fund	2,250	867	(1,444)		0	**1,672**
Food Bank	0	850	0		0	**850**
	4,522	1,717	(1,444)		0	**4,794**
Total funds	352,925	94,314	(90,840)	10,000	0	**366,399**

The **140 Avenue Repair Fund** is for monies ring-fenced by the PCC for repairs to this property.

The **140 The Avenue Property Fund** represents the market value of the property.

The **Church Repair Fund** is for monies ring-fenced by the PCC for Church repairs.

The **Legacy Fund** was set up in 2017 to ring-fence the monies received from the Mr B Eddy legacy. It is intended to spend this mainly on church repairs and some on music resources.

The **Choir Honoraium Fund** was created in 2018 from a grant of £4,500 to fund the Junior Choir Masters quarterly honorarium.

The **Restricted Organ Fund** is for monies raised or donated towards future maintenance costs of the Church organ.

The **Restricted Food Bank Fund** is for monies raised or donated towards the setting up and running of the Church's Foo

11 Conduit Funds (Agency Collections)

These are funds received by the PCC on behalf of others i.e. as a result of a special collection for a charity. They are not PCC funds and are not included in income or expenditure but are given in this note for information. Please note that these figures do not include cheques received but made out in favour of the charity; these were passed on to the organization involved.

	£
Children's Society	31
Cast	142
	173

12 Brassey Centre and magazine

These activities attract income and expenditure and the respective net positions are set out below for informaton.

Brassey Centre

	2020	2019
Income	**2,898**	11,294
Expenditure	**6,557**	13,621
Surplus/(Shortfall)	**(3,659)**	(2,327)

The Income figure now includes Brassey Bazaar donations

Magazine

	2020	2019
Income	**1,109**	2,337
Expenditure	**1,946**	689
Surplus/(Shortfall)	**(836)**	1,648

18 April 2020

Independent Examiner's report to the Member/Trustees of St Peter and St Paul Aylesford

I report on the accounts for the year ended 31 December 2020 which are set out on the pages following.

Respective responsibilities of the Trustees and Independent Examiner

The church's trustees are responsible for the preparation of the accounts. The church's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to

- Examine the accounts under section 145 of the 2011 Act;
- Follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5)(b) of the 2011 Act; and
- State whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent Examiner's statement

Since the gross income for the year exceeds the amount provided in section 143(3) of the Act, I confirm that I am qualified to act as an Independent Examiner under the provisions of that section of the Act and that my qualifications are set out as below.

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

(1) which gives me reasonable cause to believe that in any material respect the requirements
- to keep accounting records in accordance with section 130 of the 2011 Act; or
- to prepare accounts which accord with these accounting records have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Yours sincerely

Martyn Burt

B.Sc.(Hons), ACMA, CGMA

adventus accounting solutions
Ashby Acres
Chapel Lane
Ashby-cum-Fenby
Grimsby
DN37 0QT

e-mail: martyn.burt@btinternet.com or adventusaccounting@btinternet.com

Telephone: 07523 6229679