

Parochial Church Council of St Sebastian's Church, Wokingham Without

ANNUAL REPORT 2020

- Not Without Jesus -



30 June 2021



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OUR AIMS AND PURPOSES AT ST SEBASTIAN'S

Parish Values

Based on Jesus' prayer for his disciples in John 17, we believe that as a Church God has called us to be:

Christ-centred	Not 'Jesus and...', but <i>Jesus alone</i> at the centre of our lives. ' <i>...glory has come to me through them...</i> ' (v 10)
Righteous	God-directed living, thinking, and speaking. ' <i>Sanctify them by the truth; your word is truth</i> ' (John 17:17)
One	Not 'I've won!', but 'We are one'. ' <i>...that they may be one as we are one...</i> ' (John 17:22)
Sent	A serving Church rather than a consumer Church. ' <i>As you sent me into the world, I have sent them...</i> ' (John 17:18)
Spirit-filled	All God's people using God's gifts to the full. ' <i>...so that they may have the full measure of my joy within them...</i> ' (John 17:13)

Mission Statement

We believe God is calling us as a Church to be:

A beacon in the community:

- To lead people to Jesus Christ
- To help them grow in Him

'A city set on a hill cannot be hidden' (Matthew 5:14)

Vision Statement

Our Vision for 2015-2020:

To glorify God and to serve the local community, sharing the heart of Jesus.



The Parochial Church Council of St Sebastian's Wokingham Without has the responsibility of co-operating with the Incumbent in promoting the whole mission of the Church of England in the Ecclesiastical Parish of Wokingham in the Diocese of Oxford. It has responsibility for maintaining the Church on Nine Mile Ride and has the responsibility of acting as Managing Trustees of the Church Hall, Parish Centre, and St Sebastian's Lodge.

Public Benefit

The trustees of the Charity are aware of the Charity Commission's guidance on public benefit in *The Advancement of Religion for the Public Benefit* and have had regard to it in their administration of the Charity. The trustees believe that, by promoting the work of the Church of England in the Ecclesiastical Parish of St Sebastian, Wokingham it helps to promote the whole mission of the Church (pastoral, evangelistic, social and ecumenical) more effectively, within the Ecclesiastical Parish, and that in doing so it provides a benefit to the public by:

- Providing facilities for public worship, pastoral care and spiritual, moral and intellectual development, both for its members and for anyone who wishes to benefit from what the Church offers.
- Promoting Christian values, and service by members of the Church in and to their communities, to the benefit of individuals and society as a whole.

Charity Registration Number

1139933 (registered on 19 January 2011)



ADMINISTRATIVE INFORMATION

St Sebastian's Church is situated in Nine Mile Ride, in the district of Wokingham Without. It is part of the Diocese of Oxford within the Church of England.

Clergy:	The Revd Canon Andrew Marsden	The Revd Erik Fudge (until Nov 2020)
Churchwardens:	Rory O'Connor (until March 2020) Nigel Wickens (from Oct 2020)	Mary Unwin
Deputy Churchwardens:	Jane Addison David Boulton (until March 2020) Nigel Wickens (from June until Oct 2020)	Nigel Birch Paul Brown (until March 2020)
Deanery Synod:	David Hare Richard Tudor (until Oct 2020) Nigel Birch (until Oct 2020)	John Congram Janet Rogers Peter Thompson (from Oct 2020)
PCC Members:	Clergy, Churchwardens, and Deanery Synod Reps (Ex-Officio) Andy Gorham Sue Thomas Nigel Birch from Oct 20 Rod Sturdy until Sept 20 Mike Jeremiah until Jul 20 Paul Morrison from Oct 20 Nigel Wickens until Oct 20	
		Celia Waters David Smart Terry Dungate until Oct 20 Matthew Goddard Murray Foulds from Oct 20 Suman Shrestha Vacany

Address for correspondence

St Sebastian's Church
Parish Office
Nine Mile Ride
Wokingham
RG40 3AT

Banks

Barclays	CAF Bank Ltd
Leicester	25 King's Hill Avenue
LE87 2BB	King's Hill
	Kent
	ME19 4JQ

STRUCTURE, TRUSTEES AND MEMBERSHIP OF THE PCC

Legally the council is responsible for the financial affairs of the Church Parish and the maintenance of its assets, such as Churches and Church halls, and promoting the mission of the Church.

Members (Trustees) of the PCC are Ex-Officio or elected by the APCM in accordance with the Church Representation Rules.

The PCC meets as a whole body usually seven times a year in 2020 we did not meet in March due to lockdown. For six of these meetings the items of business will include approval of decisions made by the Finance, the Environment, the Mission or the Standing Committees; items brought forward by the clergy or Churchwardens that need discussion and decisions and information items from the Team Leaders, Deanery Synod representatives and the Churches Together representatives. Each year the PCC also review its Safeguarding policies, following Diocesan guidelines and policies, its Health and Safety policy and



Employment policies. The meeting in October is dedicated to discussions and decisions on the budget for the coming year.

The sub-committees during the year were:

Standing Committee – This is the only committee required by law. It has the power to transact business of the PCC between its meetings, subject to any directions given by the council.

Finance committee – Concerned with the stewardship of our financial resources. Makes recommendations to the PCC on Budget, approaches to voluntary giving (stewardship), scrutiny of major expenditure to ensure PCC secures best value for money on expenditure incurred.

Mission Committee– Liaises with and promotes the work of selected Christian missions and missionary work of the Church in the local area. Makes recommendations to the PCC regarding how the Church's giving should be distributed. It also researches and provides reports to the PCC on the work of the charities, missions and individuals benefiting from these gifts.

Environment committee – Attends to matters relating to the stewardship of our site including the Church, Hall, Parish Centre and St Sebastian's Lodge; the fixtures and fittings thereof and health and safety matters

Strategy Committee – Set up in May 2017 to consider matters relating to the PCC's future strategy.

Communications Committee – Set up in 2019 as the Communications Working Group and reconstituted in 2020 as the Communications Committee. Seeks to ensure the most effective and coordinated communication with both church members and our community through the use of existing and new channels such as social media and video. Has taken an active role in making all services and meetings available on-line.

Set up in

The PCC also appoints Team Leaders, who are responsible for the day-to-day running of their respective teams within the life of the Church. These teams include: Administration, Children and Youth, Evangelism, Pastoral Life, Prayer, Small Groups and Worship Services.

PCC Officers

Officers 2020:	The Revd Canon Andrew Marsden	Chair
	Matthew Goddard	Vice Chair
	Rod Sturdy (until 5 Sept 2020)	PCC Secretary
	Janet Rogers (until November 2020)	Treasurer
	Celia Waters (from November 2020)	Treasurer
	Jacob George	Independent Examiner
	Church Administrator	Electoral Roll Officer
	Matthew Goddard	Planned Giving Officer



PCC Committees

Standing Committee:	The Revd Canon Andrew Marsden Rod Sturdy (until 5 Sept 2020) Rory O'Connor (until March 2020) Celia Waters (from November 2020) Janet Rogers (until November 2020) Mary Unwin Nigel Wickens (from October 2020) Matthew Goddard	Chair PCC Secretary Churchwarden Treasurer Treasurer Churchwarden Churchwarden Vice Chair
Finance Committee:	Mary Unwin (Chair) Janet Rogers Celia Waters Paul Brown (until October 2020) Marshall Miller	Rory O'Connor (until Mar 2020) Matthew Goddard Sue Thomas John Congram
Mission Committee:	David Hare (Chair until Nov 20) David Smart Chair (from Nov 2020) Nigel Birch	Suman Shrestha Heather Marsh)
Environment Committee:	Terry Dungate (Chair) (until Oct 2020) Andy Gorham Nigel Wickens (Chair from Oct 2020) Paul Morrison (from Nov 2020) David Boulton (until Sept 2020)	John Cooper Rory O'Connor (until Mar 20) Murray Foulds (from Nov 20) Peter Thompson (from Nov 20)
Strategy Committee:	The Revd Canon Andrew Marsden (Chair) Karen de Fraine (until Dec 2020) Suman Shrestha	Andy Gorham Rory O'Connor (until Mar 20) Richard Tudor (until Oct 20)
Communications Committee	David Smart (Chair) Nigel Wickens Church Administrator (vacant)	Suman Shrestha Marvin Vogel

Team Leaders

Administration	Nigel Wickens	
Children & Youth:	Amy Vogel (Maternity leave)	Marvin Vogel (Caretaker)
Evangelism:	Revd Canon Andrew Marsden	(Caretaker)
Pastoral Life:	Russell Shipton and Angela Shipton	
Prayer:	Jill Gardener and Karen de Fraine	
Small Groups:	Russell Shipton	(Caretaker)
Worship Services:	Jane Clark (until September 2020?)	



Safeguarding

Safeguarding in the Diocese of Oxford:	Helen Thompson	Safeguarding Officer
	Nicola Brock	Deputy Safeguarding Officer
	The Revd Canon Andrew Marsden	Children's Advocate
	Amy Vogel (Maternity Leave)	Recruiter (Youth)
	Russell Shipton	Deputy Recruiter (working with vulnerable adults)
	Church Administrator	Verifier

Other PCC Appointments

Churches Together in Crowthorne:	David Hare	Janet Rogers
Health & Safety Officer:	Terry Dungate (until October 2020)	Murray Foulds (from October 2020)
Deputy Churchwardens:	Nigel Birch, Paul Brown, David Boulton, Jane Addison	
Church Hall Liaison:	Terry Dungate until Nov 2020, Murray Foulds from Nov 2020	



SAFEGUARDING

The PCC consider Safeguarding one of its most important responsibilities. There has been much discussion amongst the PCC members at many of the regular PCC meetings. Safeguarding of course extends to all, young and adult alike, and at the PCC meeting of 15th May 2019 the following policy was agreed by all:

In accordance with the Church of England Safeguarding Policy our church is committed to:

- Promoting a safer environment and culture.
- Safely recruiting and supporting all those with any responsibility related to children, young people and vulnerable adults within the church.
- Responding promptly to every safeguarding concern or allegation.
- Caring pastorally for victims/survivors of abuse and other affected persons.
- Caring pastorally for those who are the subject of concerns or allegations of abuse and other affected persons.
- Responding to those that may pose a present risk to others.

The Parish will:

- Create a safe and caring place for all.
- Have a named Parish Safeguarding Officer (PSO) to work with the incumbent and the PCC to implement policy and procedures.
- Safely recruit, train and support all those with any responsibility for children, young people and adults to have the confidence and skills to recognise and respond to abuse.
- Ensure that there is appropriate insurance cover for all activities involving children and adults undertaken in the name of the parish.
- Display in church premises and on the parish website the details of who to contact if there are safeguarding concerns or support needs.
- Listen to and take seriously all those who disclose abuse.
- Take steps to protect children and adults when a safeguarding concern of any kind arises, following House of Bishops' guidance, including notifying the Diocesan Safeguarding Team and statutory agencies immediately.
- Offer support to victims/survivors of abuse regardless of the type of abuse, when or where it occurred.
- Care for and monitor any member of the church community who may pose a risk to children and adults whilst maintaining appropriate confidentiality and the safety of all parties.
- Ensure that health and safety policy, procedures and risk assessments are in place and that these are reviewed annually.
- Inform the Diocesan Safeguarding Team if we receive any DBS Disclosures that are not clear.
- Review the implementation of the Safeguarding Policy, Procedures and Practices at least annually.

Each person who works within this church community will agree to abide by this policy and the guidelines established by this church.

This church appoints Helen Thompson as the Parish Safeguarding Officer.

Incumbent Rev Canon Andrew Marsden

Churchwardens Rory O'Connor

Date 19 May 2019



PRIORITIES FOR 2020

To continue to implement the PCC Strategy for 2018-2020, the main points of which are as follows:

- To prioritise growth in discipleship.
- To adopt a staged approach to the development of the Church site.
- To seek to take the Church out into the community.

This is in line with our revised 2020 vision statement:

'To glorify God and to serve the local community, sharing the heart of Jesus'

SUMMARY OF CHURCH ACTIVITIES IN 2020

2020 was an extraordinary year in the life of St Sebastian's, as it was all over the world. It began normally but the coronavirus pandemic stopped almost all face-to-face church activities and forced us to go online for meetings and services. It also affected the health of key leaders in the church, most notably the Vicar, Andrew, who was off work for a considerable period.

The church ran a normal pattern of services until public worship was suspended on 17th March. Initially recorded sermons were made available on YouTube but on Easter Day (12th April) we held our first online recorded service. Every Sunday thereafter 'St Sebastian's at Home' services took place online and attracted large numbers of watchers, particularly at Christmas. A wide number of church members were involved in the services, with people doing readings and prayers who had not previously done so in church. The LLMs – Russell Shipton, David Hare and Wendy Wickens - played a key role in leading and preaching at the online services, particularly when Andrew was off sick. As Pastoral Team Leaders, Russell and Angela Shipton also worked very hard to keep in touch with the elderly and more vulnerable members of our congregation during the pandemic.

Marvin Vogel produced some exciting and innovative video material for the All-Age services and prepared 'Kids TV' videos for the children. He also produced live online services for 'The Base' congregation on Facebook. These were widely appreciated, and Marvin's online skills were a great asset to the church during this period. Whilst many people got involved with the technical side of 'St Sebastian's at Home', we are particularly grateful to David Smart for having the vision for it and leading the production of the online services. As part of the Mission Committee, he also produced some helpful video feedback about the organisations we support with our giving.

Andrew's ill health meant that the return to services in church was delayed until Sunday 1st November, when a trial service was held. Unfortunately, another lockdown prevented any further live services in 2020. Although some services had been planned in church for Christmas, these were cancelled owing to the rapid escalation of the virus at that time. Instead, some innovative online services were held, including a Carol Service with an online choir. We are grateful to Chris Bull for his technical expertise and to Janice Ellwood for leading the choir.

The PCC met in person in January but the March meeting was cancelled owing to the pandemic. Other meetings during the year were held by Zoom. The APCM, due to take place on 28th April, was cancelled and



was eventually held on 14th October. Rory O'Connor stepped down as churchwarden from 28th April, so Mary Unwin was sole churchwarden until Nigel Wickens was elected to join her in October. Mary worked very hard during what was a difficult period in the life of the church, supported by the Team Leaders, PCC members and the Area Dean when Andrew was off sick. Our thanks also go to Janet Rogers, who intended to step down as Treasurer in April but continued until October owing to the pandemic. She has been replaced as Treasurer by Celia Waters.

There were various staff changes during 2020. Amy Vogel was on maternity leave for the whole year and her duties were covered by Marvin. Rachel Jeremiah, our Children and Family Worker, was approved for ordination training and she and her family left us in August to move to Oxford. We will miss her many gifts and are grateful for all that she contributed to the life of the church. Ros Marsden, our Church Administrator, caught Covid-19 early in the pandemic and suffered from long-Covid for many weeks. For a variety of reasons, she decided to resign, leaving the post in September. Ros worked very hard for the church, often in difficult circumstances, and we want to thank her for her commitment and dedication to the role. We are also grateful to Pam Carter, who agreed to cover the office on a volunteer basis until a new Church Administrator is appointed. Our thanks also go to Jane Clark, who stepped down as Team Leader for Worship Services in September. We will miss her musical gifts and commitment to worship.

A number of church members suffered from Covid-19 over the course of the year. Most sad for all of us was the death of Rev Dr Erik Fudge on 14th November after testing positive for coronavirus. Erik had served as a non-stipendiary minister at the church for many years and was a gifted teacher. He was greatly loved by the whole congregation and will be sorely missed. Our support and prayers are with his wife, Heather, and the rest of the family in their loss.

2020 was a difficult year in the life of the church but it was marked by a desire on the part of the congregation to keep the life of the church going despite not being able to meet for worship and in the face of the illness which had so grievously affected key leaders. Many new online contacts were made, and church members found themselves doing things they would not have done before. Every week our online prayer meeting attracted good numbers and there was a determination to keep Jesus at the centre of our life. Above all we are grateful to God for his faithfulness and love during such a challenging year.

PRIORITIES FOR 2021

Our Vision is *'To glorify God and to serve the local community, sharing the heart of Jesus'*.

The coronavirus pandemic has delayed the review of the PCC Strategy that was planned for 2020. The existing strategy, therefore, remains in place:

- To prioritise growth in discipleship.
- To adopt a staged approach to the development of the Church site.
- To seek to take the Church out into the community.

However, we will be reviewing this vision statement and strategy in the course of the year, out of which new priorities may emerge.



Electoral Roll & Church Attendance

Pam Carter: Electoral Roll Officer

Following the revision of the Church Electoral Roll for the APCM on 30 June 2021 there are 173 Parishioners on the roll as compared to 177 in 2020. 4 names were removed and 0 added.

The whole roll was renewed in 2019.

The usual Sunday attendance (at all services), was not counted during October 2020 as no services took place. In 2019 it was 112.

**Parochial Church Council of
St Sebastian's Church
Nine Mile Ride
Wokingham Without**

Diocese of Oxford

- Not Without Jesus -



Financial statements
Of the
Parochial Church Council
For the Year ended 31 December 2020

Charity Number: 1139933

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For the year ending 31 December 2020

To the members of the Parochial Church Council of St Sebastian, Wokingham

I report on the accounts of the PCC for the year ended 31 December 2020, (which are set out on pages 6 to 14).

Respective responsibilities of the PCC and the examiner

As members of the PCC you are responsible for the preparation of the Financial Statements; you consider that the audit requirement of Regulation 3(3) and section 144 (2) of the 2011 Charities Act do not apply. It is my responsibility to:

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

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act and to be found in the PCC Accountability guidance, 5th edition, 2017 issued by the Finance Division of the Archbishops' Council. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

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

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

Mr Jacob George

Accounting Partnership Ltd
74 Salisbury Close
Alton
GU34 2TP

Date: 8 Apr 2021

Parochial Church Council of St Sebastian, Wokingham

Financial statements

For the year ending 31 December 2020

The accounts for the year ended 31 December 2020 are presented on pages 6 to 14 and are in accordance with the PCC Accountability guidance, 5th edition, 2017 issued by the Finance Division of the Archbishops' Council.

Income

Total income was £166,242 (2019: £184,541). (Note 2 of the financial statements provides further details.)

Our main income source is "Voluntary income" or congregational giving (plus associated HMRC tax recovery) and we are grateful to the many faithful and generous givers (some over many years) who contribute, and without whom the Church would not run such a full programme of activities. This year donations and legacy income has decreased to £143,734 from £158,747 in 2019 due to reduced planned giving.

Activities for generating funds, arising from the letting of the Church's premises, provided £19,919 (2019: £20,858). This is primarily income from the letting of St Sebastian's Lodge, with most activities in the Church Hall suspended during 2020.

Gifts given for specific purposes as restricted funds were received during the year of £182 (2019: £613). These gifts have been used, or set aside, for the specific purposes they were given. Note 9 sets out further details of movements in restricted funds.

Expenditure

Total expenditure in the year was £162,737 (2019: £181,737). (Note 3 of the financial statements provides further details.)

The largest single item of expenditure remains the diocesan parish share of £84,866 (2019: £86,412). The parish share is set by the Diocese and Deanery according to pre-determined formulae. We pay our parish share via a 12 monthly direct debit which provides us with a 1% discount. During 2020, we employed 5 different staff members, which accounted for our second largest expenditure of £37,348 (2019: £43,790).

The Church is committed to give at least 10% of its unrestricted voluntary income to support the work of charities and reach out to those in need across the world and in the UK. This year the Church's mission and charitable giving was £14,310 (2019: £16,625) as detailed in note 12.

In 2020, unrestricted expenditure (that is general and designated funds), decreased to £162,278 from £178,541 in 2019 primarily due to staff posts remaining unfilled and a reduction in activities due to the pandemic.

In addition, rigorous cost management and budget control of our operational spend throughout the year continues and ensures we minimise the impact of inflation. We are also grateful for the many volunteers who generously provide their time and skills for the benefit of the Church and thus make a substantial saving on our running costs.

Net position

The general fund representing our everyday income and expenditure activity was in surplus by £2,727 a result close to our budgeted position. The overall result for the year was a small deficit of income over expenditure of £484 (2019: surplus of £6,274).

Funds

At the end of the year, the cash balances increased slightly to £109,915 from £109,107 in 2019, together with current asset investments of £17,760 (2019: £21,751).

Parochial Church Council of St Sebastian, Wokingham

Financial statements

For the year ending 31 December 2020

Reserves policy

It is PCC policy, where practicable, to maintain a minimum balance of free reserves (net current assets) equating to approximately two month's general fund payments or £29K. It is held to smooth out fluctuations in cash flow and to meet emergencies. The balance of the free reserves at 31st December 2020 was £34,727 which is slightly above this target. In November 2019, the PCC reviewed the reserves policy and agreed to maintain the target level of two month's unrestricted payments. In addition, the PCC has designated £19,095 of unrestricted funds to the "major maintenance fund" to pay for large capital maintenance items expected in the near future, on our buildings.

The development of our long-term Vision, remains a key priority for the PCC and funds to enable this have been combined into a single "Vision" fund, from two previous funds (Family & Youth work and Buildings & Facilities development). Progress during 2020 has halted work to develop more detailed plans, but we now have the opportunity to include potential new areas for ministry that have emerged as a result of the pandemic, such as online worship.

In addition, the PCC designates three further funds:

- **"Jubilee Club Fund"**, relating to this church group.
- **"Mike Page Legacy"** – during 2019, the PCC received a legacy of £5,000 from the estate of Mike Page a much loved member of the congregation. The PCC has designated these funds whilst considering options to invest funds in a way that would honour Mike's memory.
- **"IT / Computer facilities"** – created in 2019 to support and enhance IT/Computer facilities for the Church. During 2020, we used this fund to purchase a new projector in church and resolve a number of IT issues to enable staff to work from home.

Financial outlook

The challenging and uncertain economic climate means that income from regular giving continues to be under pressure. This, together with the inflationary pressures on costs, continues to mean that budgetary control and on-going cost management remain a priority. The PCC and its committees are continuing to review all of our expenditure with a view to ensuring the Church secures best value for money for expenditure incurred and during 2020 we worked hard to secure temporary reductions on our cleaning etc. contracts where the service was no longer required during periods of lockdown.

The PCC also looks closely at how we might increase our income. Following a successful pilot of the 'Parish Giving Scheme', (which encourages regular giving by Direct Debit), this was offered more widely to members of the congregation during 2020.

In addition, we recognise that to meet the needs of the growing community in our parish, significant investment in our long-term vision will be required and as the PCC prayerfully develops practical proposals we are in parallel considering how this activity might be funded, initially by use of a fund designated for this purpose (the "Vision" fund).

Financial administration

A Finance Committee appointed by the PCC has responsibility for oversight of routine financial administration, annual budgeting and preparation of financial reports. During 2020, we accelerated our move to online payments which has significantly reduced workload in cheque preparation, although introduced new internal control requirements. In particular, our thanks are due to Christina Gorham, the Church finance administrator who has battled through the new changes, working from home. Janet Rogers stepped down as treasurer at the November PCC and we are delighted that Celia Waters was appointed as the new treasurer.

Parochial Church Council of St Sebastian, Wokingham

Financial statements For the year ending 31 December 2020

Provision of information to independent examiners

Each of the members of the PCC at the time when this report is approved has confirmed that:

- so far as he/she is aware, there is no relevant financial information of which the charity's independent Examiners are unaware, and
- that he/she has taken all the steps that ought to have been taken as a trustee in order to be aware of any information needed by the independent examiners in connection with preparing his report and to establish that the independent examiner is aware of that information.

Independent examiner

A resolution proposing the re-appointment of Jacob George as independent examiner of the charity will be put to the Annual Parochial Church Meeting on June 30, 2021.

Janet Rogers, PCC Treasurer (to November 2020)
Celia Waters, PCC Treasurer (November 2020-)



Date: 5 Apr 2021

Parochial Church Council of St Sebastian, Wokingham

Financial Statements

For the year ending 31 December 2020

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2020

		<i>General Fund</i>	<i>Designated Funds</i>	<i>Total Unrestricted Funds</i>	<i>Total Restricted Funds</i>	<i>Capital Reserves</i>	<i>TOTAL FUNDS</i>	<i>TOTAL</i>
	£	2020	2020	2020	2020	2020	2020	2019
INCOME AND ENDOWMENTS	Notes		note 7		note 9			
Donations and Legacies	2(a)	143,047	500	143,547	187		143,735	158,747
Income from Charitable Activities	2(b)	1,450	76	1,526			1,526	2,985
Income from Investments	2(c)		50		1,012		1,062	1,951
Income from Trading Activities	2(d)	19,919					19,919	20,858
TOTAL INCOME		164,416	626	165,042	1,200		166,242	184,542
EXPENDITURE								
Parish Share and Fees	3(a)	85,293					85,293	87,012
Mission and Charitable Giving	3(b), 12	14,305			5		14,310	16,625
Staff Costs	3(c), 4	37,348					37,348	43,790
Ministry Costs	3(d)	3,014	18	3,032	85		3,117	7,840
Premises Costs	3(e)	17,871			272		18,142	19,804
Other Church Activities	3(f)	3,858	568	4,427	97		4,524	6,664
TOTAL EXPENDITURE		161,689	586	162,275	459		162,734	181,736
NET INCOMING RESOURCES BEFORE INVESTMENT GAINS (LOSSES)		2,727	40	2,767	741		3,508	2,806
Other Income/Expenditure								
Net (loss) gain on investments			-3,991				-3,991	3,468
Net Other Income			-3,991				-2,682	4,885
NET MOVEMENT IN FUNDS		2,727	-3,952	-1,224	741		-484	6,274
OPENING BALANCES		32,000	78,796	110,796	9,404	296,495	416,696	410,422
NET MOVEMENT IN FUNDS		2,727	-3,952	-1,224	741	0	-484	6,274
CLOSING BALANCES		34,727	74,846	109,572	10,145	296,495	416,212	416,696

Parochial Church Council of St Sebastian, Wokingham

Financial Statements

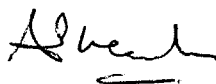
For the year ending 31 December 2020

BALANCE SHEET FOR THE YEAR ENDED 31 DECEMBER 2020

	£	2020	2019
	<i>Note</i>		
ASSETS			
Fixed Assets			
Investments Fixed Assets	5a	1,750	1,750
Tangible	5b	296,495	296,495
Total Fixed Assets		298,245	298,245
Current Assets			
Debtors and Prepayments	6	2,849	
Current asset investments	7	17,760	21,751
Accounts Receivable		45	
Cash at bank and in hand		109,915	109,107
Total Current Assets		130,568	130,858
Current Liabilities			
Creditors - falling due within one year	8	12,601	12,408
NET CURRENT ASSETS		117,967	118,451
TOTAL NET ASSETS		416,212	416,696
PARISH FUNDS			
Restricted Funds	9	10,145	9,404
Unrestricted Funds - Designated Funds	7	74,845	78,796
Unrestricted Funds - General Fund		34,727	32,000
Church Capital Reserves		296,495	296,495
CLOSING BALANCES		416,212	416,696

Approved by the Parochial Church Council on May 19, 2021 and signed on its behalf by:

The Rev Canon Andrew Marsden
Vicar, PCC Chairman



Celia Waters
PCC Treasurer



The notes on pages 8 to 14 form part of these financial statements.

Parochial Church Council of St Sebastian, Wokingham

Financial Statements For the year ending 31 December 2020

1. Accounting policies

Basis of Preparation

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (SORP (FRS 102)) and the Charities Act 2011.

The PCC is a public benefit entity within the meaning of FRS 102.

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets and certain of the freehold properties which are at valuation as described in the notes.

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 main affiliation to another body, nor those that are informal gatherings of church members.

Funds

Capital reserves (or permanent endowment funds) are funds, the capital of which must be maintained; only income arising from investment of the capital reserves may be used either as restricted or unrestricted funds depending on the purpose for which the capital reserve was established. The PCC has a single permanent endowment (capital reserves) established by trust in 1968 relating to the Upkeep of the Church and Churchyard.

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

Restricted funds include an upkeep of church and churchyard fund held under trust deed together with a number of other restricted funds, including one for the purchase of an Automated External Defibrillator.

Unrestricted funds are general funds that can be used to fund ongoing Church expenditure. These represent the remaining income funds of the PCC that are available for spending on the general purposes of the PCC, including amounts designated by the PCC for fixed assets for its own use or for spending on a future project and which are therefore not included in its 'free reserves' as disclosed in the trustees' report.

Designated unrestricted funds are monies set aside by the PCC from unrestricted funds for specific purposes. That purpose is not binding on the PCC, though the PCC must be mindful of the intent when considering using the funds for other purposes. It is the simplest and most flexible way to ring fence money for special needs.

"Major Maintenance Fund", setup in January 2012 to cover large repair and maintenance items relating to the church and buildings.

"Vision Fund", established in January 2020 to grow and develop our life and ministry, particularly in the light of the expanding community in our parish and our work with families and young people, the PCC has identified the need for a fund to invest to make the vision a reality. This fund combines two previous designated funds: Family and Youth Work Fund and the Buildings and facilities development fund that were both closed in December 2019.

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Notes to the financial statements Year ended 31 December 2020

"Jubilee Club Fund", setup in September 2017 representing funds and expenditure relating to this church group.

"Mike Page Legacy" – during 2019, the PCC received a legacy of £5,000 from the estate of Mike Page a much loved member of the congregation. The PCC has designated these funds whilst considering options to invest funds in a way that would honour Mike's memory.

"IT / Computer facilities" – during 2019 we collected £1795 in donations from the congregation to support and enhance IT/Computer facilities for the Church.

Income

Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the incoming resources to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. Rental income from the letting of the PCC property is recognised when the rental is due. Investment income is included in the accounts when receivable. Investment gains and losses include any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year. All other income is accounted for gross.

Expenditure

Grants and donations are accounted for when paid over, or when awarded, if that reward creates a binding or constructive obligation of the PCC. The diocesan parish share is accounted for when due. Amounts received specifically for mission are dealt with as restricted funds. All other expenditure is generally recognised when it is incurred and is accounted for gross.

It is the policy of the PCC that at least 10% of our voluntary unrestricted giving (and related recoveries of income tax) should be used for missionary and charitable giving: at the year-end amounts are accrued to comply with this policy.

Fixed assets

As Consecrated and benefice property of any kind is excluded from the statutory definition of "charity" by Section 10(2) (a) and (c) of the Charities Act 2011 such assets are not capitalised in the financial statements.

Moveable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church's inventory, which can be inspected (at any reasonable time). No value is placed on these assets in the financial statements. No individual item has cost more than £1,000 so all such expenditure has been written off when incurred.

Freehold properties are either stated at cost when built by the Parish or stated at valuation when donated to the PCC. Fixed asset investments are stated at cost.

Other Tangible fixed assets are capitalised if they can be used for more than one year, and cost at least £1,000. They are valued at cost or else, for gifts-in-kind, at a reasonable estimate of their open market value on receipt. Depreciation is calculated to write off the capitalized cost of fixed assets less their currently anticipated residual fair value over their estimated useful lives as follows: *Land* - Nil / *Buildings** - Nil / *Fixtures & Fittings* - 20 years

*No depreciation is provided on buildings as the currently estimated residual value of the properties is not less than their carrying value.

Current assets

Current asset investments are held at market value.

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Notes to the financial statements Year ended 31 December 2020

2. Income and Endowments

	<i>General Fund</i>	<i>Designated Funds</i>	Total Unrestricted Funds	Total Restricted Funds	TOTAL FUNDS	Total
	2020	2020	2020	2020	2020	2019
INCOME						
2(a) Donations and Legacies						
Gift Aided Income						
Other Tax efficient giving	845		845		845	2,508
Planned Giving	116,838		116,838		116,838	118,673
Sub-Total Gift Aided Income	117,683		117,683		117,683	121,181
 Tax recoverable	 24,188		 24,188		 24,188	 23,529
 Collections at Services	 456		 456	 5	 461	 4,618
Other Donations non gift aid	720		720		720	6,245
Nominated Gifts				182	182	2,624
Restricted Grant Received						550
Legacies		500	500		500	
Sub-Total Donations and Legacies	143,047	500	143,547	187	143,734	158,747
 2(b) Income Charitable activities						
Charitable Activities - Fees	1,448		1,448		1,448	2,390
Charitable Activities - Other	2	76	78		78	595
Sub-Total Income Charitable activities	1,450	76	1,526		1,526	2,985
 2(c) Income from Investments						
Sykes Legacy Divds & Interest		50	50		50	968
Dividends Restricted Funds				1,012	1,012	983
Sub-Total Income from Investments		50	50	1,012	1,062	1,951
 2(d) Income from Trading Activities						
Church Hall Rental Income	587		587		587	1,774
St Sebs Lodge Rental Income	19,332		19,332		19,332	19,084
Sub-Total Income from Trading Activities	19,919		19,919		19,919	20,858
 TOTAL INCOME	 164,416	 626	 165,042	 1,199	 166,241	 184,541

Parochial Church Council of St Sebastian, Wokingham

Notes to the financial statements Year ended 31 December 2020

3. Expenditure

	<i>General Fund</i>	<i>Designated Funds</i>	Total Unrestricted Funds	Total Restricted Funds	TOTAL FUNDS	TOTAL
	<i>2020</i>	<i>2020</i>	2020	2020	2020	2019
EXPENDITURE						
3(a) Parish Share and Fees						
Diocese and Deanery Fees	427		427		427	600
Parish Share	84,866		84,866		84,866	86,412
Sub-total 3(a) Parish Share and Fees	85,293		85,293		85,293	87,012
3(b) Mission and Charitable Giving	14,305		14,305	5	14,310	16,625
3(c) Staff Costs	37,348		37,348		37,348	43,790
3(d) Ministry Costs						
Church Services Costs	2,438		2,438	51	2,489	2,563
Education Evangelism & Pastoral	20	18	38	34	72	1,253
Family and Youth	557		557		557	4,025
Sub-total Ministry Costs	3,015	18	3,033	85	3,118	7,841
3(e) Premises Costs	17,872		17,872	272	18,144	19,805
3(f) Other Church Activities						
Communications	2,376		2,376		2,376	3,617
Independent Examiner's Fee	500	0	500		500	500
Other Administration Expenses	983	568	1,551	97	1,648	2,547
Sub-total Other Church Activities	3,859	568	4,427	97	4,524	6,664
TOTAL EXPENDITURE	161,692	586	162,278	459	162,737	181,737

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Notes to the financial statements Year ended 31 December 2020

4. Staff Costs

	2020	2019
Pension Contributions	654	414
Salaries	37,000	43,370
Social Security Costs	-306	5
Total Staff Costs	37,348	43,789

There were 5 different employees in post throughout the year 2020 and 3 employees in post at 31.12.20. There were no employee benefits to key management personnel in this year or previous years.

5. Fixed assets

(a) Tangible fixed assets - freehold land and buildings – at 31 December 2020

	£
Actual/deemed cost	296,495
Accumulated Depreciation	0
Net Book Value	296,495

Freehold land and buildings comprise the church hall and the parish centre, both of which were built by the PCC and are stated at cost of £201,495, and St Sebastian's Lodge which is stated at a valuation made in the year of donation to the PCC of £95,000. It is not considered that the current value of the freehold properties is lower than their stated cost and accordingly no depreciation has been provided. The PCC do not see any benefit in obtaining a current valuation of these properties.

(b) Investments – at 31 December 2020

	£
CBF Investment fund - 1,764 shares	1,750
	1,750

The CBF Investment funds represents permanent endowment (capital reserves) relating to the Upkeep of the Church and Churchyard restricted fund.

6. Debtors

	31 Dec 20	31 Dec 19
Other Debtors - HMRC Recovery	2,849	
Accounts Receivable	45	
Total Debtors and prepayments	2,894	0

7. Designated Funds

The PCC has designated funds for four purposes: Vision Fund (combining the former Buildings and Facilities Development and Family and Youth Work funds), the Major Maintenance fund, activities relating to the 'Jubilee Club' and a fund relating to church IT/computer facilities. During 2020, the PCC received a legacy of £500 from a former member of the Jubilee Club. The PCC has designated these funds to the Jubilee Club fund whilst considering options to best invest these funds to support the Jubilee Club.

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Notes to the financial statements Year ended 31 December 2020

The investments are stated at the market value prevailing at 31 December 2020.

	Vision Fund	Jubilee Club Fund	IT / Computer Fund	Major Maintenance Fund	Page Legacy	Vision Fund - Invest	Total Designated Funds
Opening Balance (31.12.19)	30,550	835	1,566	19,095	5,000	21,751	78,797
Total Income	50	576					626
Total Expense		-18	-568				-586
Net (loss) gain on investments						-3,991	-3,991
Closing Balance (31.12.20)	30,599	1,393	998	19,095	5,000	17,760	74,845

8. Creditors - amounts falling due within one year

	31 Dec 20	31 Dec 19
Rent in Advance - SSL	1,350	1,611
Accruals (General)	500	645
Accruals (Utilities)	69	60
Tithing Provision	10,559	9,910
HMRC Payroll Creditor/Debtor		94
Pension B&CE Creditor	123	88
	12,601	12,408

9. Restricted Funds

	Specific Collections- Charity	Church / CYard Fund	Other Restricted Funds	Total Restricted Funds
Opening Balance (31.12.2019)		2,973	6,431	9,404
Total Income	5	1,012	182	1,200
Total Expense	-5		-454	-459
Closing Balance (31.12.20)		3,985	6,159	10,145

Restricted funds include an upkeep of Church and churchyard fund together with a number of other funds, including grants awarded for specific purposes by Wokingham United Charities and Wokingham Without Parish Council (£5,500)

10. Disclosure of trustee and staff remuneration, related party and other transactions

PCC members Rev Canon Andrew Marsden and Mary Unwin are also Governors of St Sebastian's School. During the year, the PCC made grants of £986 to the school to pay for bibles for the children and staff.

PCC member Richard Tudor is also a Trustee of the Mityana Charity. During the year, the PCC made a grant of £1,200 to the Mityana Charity.

During the year, the PCC made a grant of £420 to support Chris Thomas through his Discipleship Training School in York. He is the son of PCC member Sue Thomas.

The Church Administrator, employed by the PCC (to September 2020) is married to one of the Trustees (Rev Canon Andrew Marsden) and their salary, employer national insurance and pension contributions were £8,964 (2019 - £7,146).

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The Church Finance Administrator, employed by the PCC, is married to one of the Trustees (Andrew Gorham) and their salary, employer national insurance and pension costs were £2,971 (2019 - £1,780). The Children's Worker employed by the PCC (to March 2020), is married to one of the Trustees (Mike Jeremiah) and their salary, employer national insurance and pension costs were £1,862 (2019 - £6,888).

The Rev Canon Andrew Marsden, chair of the PCC, received reimbursement of £243 (2019 £735) for general travel expenses. No other payments or expenses were paid to any other member of the PCC or person closely connected to them or related parties, other than the re-imbursement of expenses incurred by PCC members in respect of Church activities.

PCC indemnity insurance cover is provided for all PCC members as part of the Ecclesiastical Parish Plus Insurance policy entered into on annual basis. The annual premium for the combined church, parish centre and hall insurance, which also covers areas such as employer's liability, property damage, consequential loss and financial loss, is £3,999 for the year to 30 April 2021. The cost of the indemnity insurance cover is not separately identifiable.

11. Fees payable to the Independent Examiner

The independent examiner fee is £500.

12. Charitable grants and special collections

The Church is committed to give at least 10% of its unrestricted voluntary income to support the work of charities and reach out to those in need across the world and in the UK. In 2020, we granted a total of £14,310 (2019: £16,667), funded by the 10% tithe (£14,305, 2019: £14,800) and specific collections for named charities. In addition, accumulated funds from previous year's unspent tithing allocations, are shown as a creditor in Note 8 Creditors.

During the year, charitable grants were made to the following organisations:

Charity / Organisation	£
Mitiyana Charity	1,700
Open Doors	1,700
Univida	1,700
Yeldall Christian Centre	1,700
Just Around The Corner (JAC)	1,200
Soulscape	1,200
Berkshire Clergy Charity	1,000
Elim International Missions (Bulembu Ministries / Dan Smart)	1,000
St Sebastians C of E Primary School	986
Thomas Chris (Discipleship Training School)	420
Bible Reading Fellowship	400
Hardship Fund	300
Krasif Aid	155
Oasis International	200
Set aside for future giving	649
Grand Total	14,310