

Parochial Church Council of St Bees Priory

Annual report and financial statements  
for the year ending 31 December 2020

Charity Number 1143193

## Parochial Church Council of St Bees Priory

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## Parochial Church Council of St Bees Priory

### Administrative information

#### Charity number 1143193

St Bees Priory Church is situated in St Bees, Cumbria. It is part of the Diocese of Carlisle within the Church of England. The correspondence address is St Bees Priory Church, St Bees, CA27 0DR.

The Parochial Church Council (PCC) was registered with the Charity Commission on 1 August 2011.

PCC members who have served from 1 January 2020 until the date this report was approved are:

Incumbent Revd R Gibbs

#### Ministry Team

##### Retired Clergy with the Bishop's Permission to Officiate

Revd J Baker

Revd A Baker

Revd D Cox

Revd J Marshall

Revd Canon T Park

Revd R Lee

##### Wardens

Mrs W Mellor

Mr D McGee

Mrs R McAndrew

Mr M Lightfoot

##### Secretary

Mr J Mellor

##### Treasurer

Mr A Oldham (to February 2020)

Mr N Killip (from February 2020)

##### Lay Vice Chairperson

Dr P Bearman

##### Deanery Synod Representative

Mrs R McAndrew

##### Elected PCC members

Mr S Bridgman and Dr J Hale (stood down in October 2020)

*To serve until APCM 2021:*

Dr P Bearman

Mr F Bowler

Mr J Mellor

Mrs A Ross

*To serve until APCM 2022:*

Mr G Gilmour

Mrs D Lee

Mr J Kennedy

Mr N Killip

*Co-opted to serve until 2021:*

Mr P Barratt

Mrs S Davidson

Mr C Robson (ex-officio)

Dr C Summers

Mr J Haile (Patron)

## **Parochial Church Council of St Bees Priory**

### **Administrative information (continued)**

#### **Committees**

The PCC meets approximately 10 times a year. It operates through a number of committees, which meet as required between full meetings of the PCC. The Incumbent is an ex-officio member of all of the committees.

#### **Full Committee**

This committee is the only committee required by law. In this parish it consists of the Incumbent, the Lay Vice Chair, the Wardens and Deputies, the Officers and Members of the PCC.

#### **Standing Committee**

This committee meets and transacts the business of the PCC between its meetings and also sets the agenda for full meeting of Council. It is chaired by the Incumbent, and comprises the Church Wardens and two nominated lay members of the PCC. The PCC secretary is also the secretary to the Standing Committee

#### **Building and Works Committee**

The function of this committee is to arrange for the maintenance of the fabric of the church and ancillary buildings and grounds and to advise on proposals for action which ultimately require ratification by the PCC. The committee meets on a regular basis, several times a year but can meet more often if extraordinary action is necessary.

#### **Members**

Mr J Kennedy - Chairman  
Mr D Hope  
Dr I McAndrew  
Mr G Gilmour  
Mr M Lightfoot  
Mr F Bowler  
Dr J Hale

#### **Churches Together Representative**

Representatives from all the Egremont group of churches meet regularly to discuss aspects of mutual interest.

#### **Representatives**

Mrs S Davidson  
Dr C Summers

#### **Worship Committee**

The function of this committee is to advise/recommend to the incumbent on matters of worship in the Priory.

#### **Members**

Mr F Bowler  
Mr P Barratt  
Mrs R McAndrew  
Mr S Bridgman  
Mrs W Mellor

## Parochial Church Council of St Bees Priory

### Administrative information (continued)

#### Accountants

robinson+co

Chartered Accountants

72 Lowther Street

Whitehaven

CA28 7AH

#### Bankers

TSB plc

59 Lowther Street

Whitehaven

CA28 7DT

#### The CBF Church of England Funds

Senator House

85 Queen Victoria Street

London

EC4V 4ET



## **Parochial Church Council of St Bees Priory**

### **Annual Report for the year ended 31 December 2020**

The members present their report and the financial statements for the year ended 31 December 2020. The members who served during the year and up to the date of this report are set out on pages 3 & 4. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland published on 16 July 2014.

## **Background**

The Priory Church of St Mary and St Bega is the church of the Parish of St Bees. The Priory, originally an outpost of St Mary's York, was founded in the early 12th century for a Benedictine order. The present building, begun around 1120, probably replaced a pre-Norman church. Today, it is a Grade 1 listed building and is one of five monastic buildings in Cumbria still in use as a parish church. In the 19th century, it housed a theological college, the first outside Oxford and Cambridge. The Chancel, which had been derelict from the Reformation, was brought back into use as a college lecture hall. In 1855 there was a major reordering of the building interior by William Butterfield. The tower houses a ring of eight bells.

There has been Christian worship at the site of the Priory for over one thousand years. On site are two cross shafts, one firmly dated from the 10th Century, showing Viking influence, and the other also from the pre-Norman era.

The St Bees place-name is derived from "Kirkeby Becok" - the "Church town of Bega", which was used in the 12th Century. St Bega is something of a mystery. She is said to have been an Irish princess who fled across the sea to St Bees to avoid an enforced marriage. This was most likely in the thirty years after 850, when the Vikings were settling Ireland, and legend has it that she then lived a life of piety at St Bees.

The Priory seats 300+ and consists of the original nave, transepts and part of the chancel. The North transept is the Lady Chapel, seating 20-30 people. The Lady Chapel has two statues by Josefina de Vasconcellos. Her work is displayed in many cathedrals, in the Peace Park at Hiroshima and outside Stormont. Josefina donated further statues for a 'Sleeping Child Garden' in the Priory grounds, a place of remembrance for anyone who has lost a child before or after birth. The garden is open for visitors.

The South transept is occupied by one of the last Father Willis organs, completed in 1899, and is used for recitals as well as for worship. There are many requests from visiting organists from all over the world to play the organ.

The Victorian stained-glass windows depict Old and New Testament scenes in the North and South aisles, respectively.

In 1981 a mediaeval body in a lead coffin was found during an archaeological dig in the monastic south transept area of the Lady Chapel. The 'St Bees Man', dating from mediaeval times, is considered to be one of the best-preserved bodies found in Europe. Details can be found in the history exhibition in the church. Because of its age and historical importance, the Priory holds a number of similar 'treasures' amongst which are the Fox Screen and, from more recent times, the beautiful embroidered wall hanging at the East End, which was made as part of our Millennium celebrations. For these and many other reasons, the Priory features in Simon Jenkins' book '1000 Best Churches.'

## **Structure, governance and management**

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure (1956) as amended and Church Representation Rules. The PCC became an Official Charity registered with the Charity Commission on 1 August 2011, Charity Number 1143193.

### **Recruitment and appointment of members**

Members of the PCC are either ex officio or elected by the Annual Parochial Church Meeting in accordance with the Church Representation Rules.



## **Parochial Church Council of St Bees Priory**

### **Annual Report for the year ended 31 December 2020 (continued)**

The Priory is led by a ministry team and the church council, who are responsible to the Bishop of Carlisle. The ministry team is as noted on page 3.

The Priory has a rich musical heritage, which is led today by our organist/choirmaster. He leads the choir and plays our famous organ as well as the grand piano as appropriate for the occasion.

For a hundred and fifty years, bell-ringers have summoned people to worship. It's not just a time prompt, but a spiritual reminder in a world of secular values that a religious service is about to take place in the midst of the community. The ringers are led by the Tower Captain.

#### **Key management personnel**

The members of the PCC consider that they themselves comprise the key management personnel of the charity, in charge of directing and controlling the charity and running the operation of the charity on a day to day basis. Subject to remuneration paid for specific roles as shown in note 11 to the accounts, all members give of their time freely. Details of members' expenses and related party transactions are given in note 11 to the accounts.

#### **Related parties**

The Friends of the Priory support the Priory through social and cultural events and encourage interest in its history, architecture and heritage. There are other dedicated groups of volunteers who are generous with their time in organising the cleaning and gardening at the Priory, and in arranging social events.

#### **Objectives and activities**

The PCC's objects are promoting in the ecclesiastical parish the whole mission of the church. Our vision is to know Jesus Christ better and make Him better known.

#### **Public benefit**

The members have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities, and how these planned activities will contribute to the aims and objectives they have set.

### **Achievements and performance**

#### **Worship**

The Priory was closed for worship from April to mid-August 2020, re-opened August to end October; closed for November lockdown; then re-opened for December. Closed from January to end March 2021.

During lockdowns and church closure, one morning service was live-streamed and continued so during the open church months. Evening Prayer restarted in September to the end of December.

#### **Church attendance**

There were 148 parishioners on the Electoral Roll for 2019/20. Of these 133 were residents and 15 non-residents.

Average Sunday attendance (1 or 2 services) 46 (includes 6 attending Evening Prayer)

Adults 40

Children 6

Attendance over Easter 2020 - None (church closed for worship) 59 livestream viewers

Attendance over Christmas 2020 – 116, (Christmas Eve & Christmas Day) reduced numbers due to distancing and a booking system were introduced for Christmas services.

Marriages – 1

Funerals – 11 (1 graveside)

Baptisms – 1 Baby Blessing

All-Age services for youth were held monthly via Zoom. The Evening service continues online via Zoom; the Morning worship has been livestreamed from the Priory throughout the year, but initially was transmitted from the vicarage in April.

**Parochial Church Council of St Bees Priory**  
**Annual Report for the year ended 31 December 2020 (continued)**

**Review of the year**

At the end of last year's review of the year I wrote "In 2020 we will be celebrating 900 years of the Priory through a series of events that will honour the past, celebrate the present and embrace the future. We will also undertake a renewal of stewardship campaign in the coming year. We look forward to 2020 with hope and gratitude for all that's gone before."

Little did we know at this time of what was to follow...

2020 started well with a wonderful celebration of the work of the emergency services at a special choral evensong in February. Sadly, in March all church services ceased as we went into a national lockdown because of the coronavirus pandemic.

For the first few months of lockdown, we streamed worship from my study every Sunday morning on the Priory's YouTube channel. At the end of May we moved back into church and began to stream on facebook too.

We quickly had to think of new ways to connect with the congregation and wider village. Some of the new ventures included making videos for VE Day and for Primary School Leavers, delivering reflections for Holy Week and Pentecost on facebook, weekly email updates and making a Nativity film toward the end of the year.

We also kept in touch with those who don't have access to the internet using the telephone and packs delivered weekly to their homes.

Our 900 year celebrations were postponed until a more suitable time when we can gather in larger numbers. The work of maintaining the Priory and ensuring a steady income could not, however, be postponed until easier times. Our wardens continued to work hard behind the scenes to ensure that the building, services and congregation were safe and well cared for.

The planned stewardship campaign was also postponed until the struggles caused by the pandemic have eased. Despite this, the congregation and local community have been very generous in the support of the Priory, and many people have begun giving electronically and regularly or started giving for the first time.

This has been a very challenging year both for the church and wider community in St Bees parish. There have, however, been some positives to come out of this crisis. Such as the inclusion of new technologies and the creativity of our new endeavours. We are connecting in new ways with more people than ever before. We have also made stronger links with local groups such as the Parish Council and St Bees Radio. I hope as we go into 2021 we will continue to strengthen these bonds and to reach out and bless our congregation, community and the wider world.



### **Financial review**

The PCC's total funds at 31 December 2020 were approximately £11,170 (including liabilities) higher than at the start of the financial year (2019: increase of approx. £18,200).

The surplus for 2020 reflects the £9,000 growth in value of the invested funds (2019: gain £20,600) while also charging £10,100 depreciation on New College Hall.

The PCC remains in a satisfactory position with free reserves being sufficient to cover four months' recurring expenditure even should all income streams fail. This buffer is in line with has the position at the beginning of the year, which was four months' worth of recurring expenditure.

2020 has been a year in which the 'Building and Works committee' have been unable to fully undertake the planned schedule of work to the Priory and grounds due to Covid19 restrictions. This is reflected in actual spends being less than that budgeted for, however this work still needs completed hence the cost is only deferred to later years.

### **Reserves policy**

The PCC does not currently have a reserves policy.

### **Principal funding sources**

Aside from the income generated by church hall lettings and other activities for generating funds, the principal funding continues to be voluntary income through planned giving (£43,135), service collections (£3,700), gift aid on donations (£13,000) and general donations (£13,000), which together represent just over 80% of incoming resources.

Although income from collections, pillar box donations and 'pop in' significantly reduced caused by forced closure of the church and pop-in cafe etc. due to the Covid19 pandemic, giving by the congregation and others in terms of donations or setting up 'regular monthly giving' has gone some way to offset this reduced income.

### **Risk management**

The members have examined the major strategic, business and operational risks which the PCC faces and confirm that systems have been established to enable regular reports to be produced so that the necessary steps can be taken to lessen these risks.

A self-assessment has been undertaken of the internal financial controls. This is a requirement of the Charity Commission to help charity trustees evaluate the charity's performance against the legal requirements and good practice recommendations set out in the commission's guidance on internal financial controls for charities.

### **Future plans**

Contactless giving - the Diocese has recently initiated a scheme which plans to provide a 'contactless giving' device to each church by June 2021. The PCC aim to take full advantage of this scheme.

The Priory Web site has recently been refreshed and now also includes links which allow individuals to make 'online-donations', 2021 will give opportunity for this method to be more widely utilised.

We will also continue activities to support the stewardship campaign in the coming year.

**Parochial Church Council of St Bees Priory**  
**Annual Report for the year ended 31 December 2020 (continued)**

**Statement of members' responsibilities**

The members are responsible for preparing the annual report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

Law applicable to charities in England and Wales requires the members to prepare financial statements for each financial year which give a true and fair view of charity's financial activities during the year and of its financial position at the end of the year.

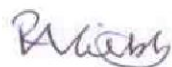
In preparing financial statements giving a true and fair view, the members are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The members are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011 and the Church Accounting Regulations 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

On behalf of the PCC of St Bees Priory

20th April 2021



Reverend Becky Gibbs  
Priest in Charge



**Independent examiner's report to the members on the unaudited financial statements of the  
Parochial Church Council of St Bees Priory.**

I report on the accounts of the Parochial Church Council of St Bees Priory for the year ended 31 December 2020 set out on pages 12 to 24.

**Respective responsibilities of members and independent examiner**

As the charity's members you are responsible for the preparation of the accounts. The charity's members consider that an Audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed. It is my responsibility to examine the accounts under section 145 of the Charities Act, to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the Charities Act, and to state whether particular matters have come to my attention.

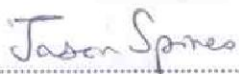
**Basis of independent examiner's statement**

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

**Independent examiner's statement**

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

- (i) 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 Charities Act; and
  - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Charities Act have not been met; or
- (ii) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



J Spires FCA DChA  
Independent examiner

robinson+co  
Chartered Accountants  
72 Lowther Street  
Whitehaven  
CA28 7AH

17<sup>th</sup> May 2021



# Parochial Church Council of St Bees Priory

## Receipts and Payments Account

For the year ending 31 December 2020

	Notes	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	2020 Total £	2019 Total £
<b>Receipts</b>						
Donations and legacies	2	75,965	1,752	-	77,717	85,116
Income from charitable activities						
- Income from church activities	3	3,220	1,102	-	4,322	9,076
Income from other trading activities						
- Activities for generating funds	4	6,445	-	-	6,445	11,982
Investment income	5	2,225	1,728	-	3,954	3,866
<b>Total Receipts</b>		<b>87,855</b>	<b>4,583</b>	<b>-</b>	<b>92,438</b>	<b>110,040</b>
<b>Payments</b>						
Cost of raising funds:						
- Cost of generating voluntary income	6	125	-	-	125	634
- Church activities	7 & 8	74,362	3,210	-	77,572	111,857
<b>Total Payments</b>		<b>74,487</b>	<b>3,210</b>	<b>-</b>	<b>77,697</b>	<b>112,491</b>
<b>Excess of receipts over payments</b>		<b>13,368</b>	<b>1,373</b>	<b>-</b>	<b>14,741</b>	<b>(2,451)</b>
Transfer between funds		(300)	300	-	-	-
Total for year		13,068	1,673	-	14,741	(2,451)
Adjustment on change from accruals basis:						
Movement on non-cash funds		2,508	(441)	-	2,067	
Movement on funds		15,576	1,232	-	16,808	
Cash funds at 1st January						
Cash at bank and in hand		21,788	11,645	-	33,433	
Short term deposits		6,492	1,869	-	8,361	
		28,280	13,514	-	41,794	
Cash funds at 31st December						
Cash at bank and in hand		37,252	12,953	-	50,205	
Short term deposits		6,604	1,792	-	8,396	
		43,856	14,745	-	58,601	

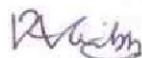
# Parochial Church Council of St Bees Priory

## Statement of Assets and Liabilities

As at 31 December 2020

Notes	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	2020 Total £	2019 Total £
<b>Cash funds</b>					
Short term deposits 13	6,604	1,792	-	8,396	8,361
Cash at bank and in hand	37,252	12,953	-	50,205	33,433
	<u>43,856</u>	<u>14,746</u>	<u>-</u>	<u>58,602</u>	<u>41,794</u>
<b>Fixed assets</b>					
Tangible assets 10	-	453,088	-	453,088	463,157
Investment fund share (at mid market value) 11	76,974	56,826	6,064	139,864	130,865
	<u>76,974</u>	<u>509,914</u>	<u>6,064</u>	<u>592,952</u>	<u>594,022</u>
<b>Total</b>	<u>120,830</u>	<u>524,660</u>	<u>6,064</u>	<u>651,554</u>	<u>635,816</u>
<b>Liabilities</b>					
Creditors and uncashed cheques 14	<u>1,405</u>	<u>-</u>	<u>-</u>	<u>1,405</u>	<u>5,973</u>

These accounts were approved by members on 16.5.21 and signed on their behalf by:



Reverend Becky Gibbs  
Priest in Charge

The notes on pages 14 to 22 form an integral part of these financial statements

# Parochial Church Council of St Bees Priory

## Notes to Financial Statements For the year ending 31 December 2020

### 1. Accounting policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are summarised below.

#### 1.1. Basis of accounting

The financial statements are prepared on a receipts and payments basis, and in accordance with the Charities Act 2011. The PCC constitutes a public benefit entity as defined by FRS 102.

The presentational currency is UK Sterling £.

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern. In particular, consideration has been given to the recent COVID-19 pandemic in this assessment.

The 2020 financial statements have been prepared using Receipts & Payments method. This has required some adjustment to ensure for example payments accrued in the 2019 report have not been duplicated in this 2020 report.

#### 1.2. Fund accounting

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

Restricted funds are those funds which must be spent on restricted purposes and details of the funds held and restrictions are provided in note 17.

Endowment funds, where the capital must be retained, are explained in note 18.

The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the financial statements of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members.

#### 1.3. Income

All income is included in the Receipts and Payments Account when received. In the prior year, income was accounted for on an accruals basis. Care has been taken to ensure no income has been duplicated or omitted.

Unrealised gains or losses are accounted for on revaluation of investments at 31 December. Whilst they are not shown within the Receipts and Payments account, details are shown in the notes to the accounts.

#### 1.4. Expenditure

Expenditure is recognised on a payments. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates. Grants and donations are accounted for when paid over. Costs of raising funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes.

Expenditure on church activities comprises those costs incurred by the PCC in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

The diocesan parish share is accounted for when paid. Any parish share unpaid at 31 December is not provided for in these accounts.

Support costs, including governance costs, are those costs incurred directly in support of expenditure on the objects of the charity and include project management.



# Parochial Church Council of St Bees Priory

## Notes to Financial Statements

For the year ending 31 December 2020 (continued)

### 1. Accounting policies (continued)

#### 1.5. Tangible fixed assets and depreciation

##### *Consecrated land and buildings and movable church furnishings*

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

No value is placed on movable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this to be inalienable property. All expenditure incurred during the year on consecrated or benefice buildings and movable church furnishings, whether maintenance or improvement, is written off as expenditure in the Receipts and Payments Account and separately disclosed.

##### *Other fixtures, fittings and office equipment*

Equipment used within the church premises (if any) is depreciated on a straight line basis over 4 years.

Individual items of equipment with a purchase price of £1,000 or less are written off when the asset is acquired.

Freehold land and buildings are depreciated on a straight line basis at 2% per annum.

#### 1.6. Investments

Investments held as fixed assets are revalued at mid-market value at the balance sheet date.

Any purchases or sales of investments are shown separately within the Receipts and Payments Account. The gain or loss

is shown in the notes to the accounts.

Current asset investments are at the lower of cost and net realisable value.

#### 1.7. Current assets

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

Short term deposits include cash held on deposit with the CBF Church of England Funds.

# Parochial Church Council of St Bees Priory

## Notes to Financial Statements For the year ending 31 December 2020

### 2 Donations and legacies

	Unrestricted Funds £	Restricted Funds £	2020 Total £	2019 Total £
Planned Giving	42,170	965	43,135	41,673
Collections and other giving	3,612	100	3,712	12,293
Income tax recovery	13,087	-	13,087	10,943
Donations	12,569	450	13,019	13,250
New College Hall Fundraising	-	-	-	98
Pillar Box donations	1,020	60	1,080	3,645
Grants	2,398	-	2,398	2,277
Lenten Lunches	-	177	177	937
Special Collections	609	-	609	-
Legacies	500	-	500	-
	<b>75,965</b>	<b>1,752</b>	<b>77,717</b>	<b>85,116</b>

In 2019 of the donations and legacies, £6,674 was attributable to restricted income funds with the balance of £78,442 being added to unrestricted funds.

### 3 Income from charitable activities

	Unrestricted Funds £	Restricted Funds £	2020 Total £	2019 Total £
Fees	2,245	1,102	3,347	7,420
Magazine Donations and advertising	975	-	975	1,656
	<b>3,220</b>	<b>1,102</b>	<b>4,322</b>	<b>9,076</b>

In 2019 of the income from charitable activities, £4,559 was attributable to restricted income funds with the balance of £4,517 being added to unrestricted funds.

### 4 Income from other trading activity

	Unrestricted Funds £	Restricted Funds £	2020 Total £	2019 Total £
Hire of priory	-	-	-	318
Sales/Photocopier income	242	-	242	32
Special events	1,480	-	1,480	500
Social Committee	112	-	112	1,033
Magazine Advertising	3,106	-	3,106	3,053
Old College Hall	322	-	322	464
New College Hall	243	-	243	1,456
NCH Pop-in Centre	940	-	940	5,126
	<b>6,445</b>	<b>-</b>	<b>6,445</b>	<b>11,982</b>

In 2019 all income (£11,982) from charitable activities was attributable to unrestricted income funds.

### 5 Investment income

	Unrestricted Funds £	Restricted Funds £	2020 Total £	2019 Total £
Bank Interest	23	12	36	62
Income from Listed Investments	2,202	1,716	3,918	3,804
	<b>2,225</b>	<b>1,728</b>	<b>3,954</b>	<b>3,866</b>

In 2019 of the investment income, £1,575 was attributable to restricted income funds with the balance of £2,291 being added to unrestricted funds.

# Parochial Church Council of St Bees Priory

## Notes to Financial Statements

For the year ending 31 December 2020

### 6 Cost of raising funds

	Unrestricted Funds £	Restricted Funds £	2020 Total £	2019 Total £
Purchase of '900 Years' Banners	125	-	125	634
	<u>125</u>	<u>-</u>	<u>125</u>	<u>634</u>

In 2019 of the cost of raising funds, £634 was all attributable to unrestricted income funds.

### 7 Cost of church activities - by fund type

	Unrestricted Funds £	Restricted Funds £	2020 Total £	2019 Total £
Church activities (Ref 'Detailed Statement of Financial Activities' for details)	74,362	3,210	77,572	111,857
	<u>74,362</u>	<u>3,210</u>	<u>77,572</u>	<u>111,857</u>

Depreciation of £10,069 is not included in the current year figures, as this is a non-cash item.

In 2019 of the cost of church activities, £25,630 was attributable to restricted income funds with the balance of £86,227 being unrestricted. Depreciation of £10,069 is included within the figure of £86,227 for unrestricted funds in the prior year.

### 8 Cost of church activities - by activity

	Activities Undertaken Directly £	Grant Funding Activities £	Support Costs £	2020 Total £	2019 Total £
Church activities	71,664	2,629	3,279	77,572	111,857
	<u>71,664</u>	<u>2,629</u>	<u>3,279</u>	<u>77,572</u>	<u>111,857</u>

#### Grant funding activities:

Overseas Mission and Relief Agencies	
British Red Cross - Australian Bush Fire	457
UK Agencies	
NSPCC - St Bees Branch (Lent Lunches)	110
Macmillan Cancer Support (Lent Lunches)	110
Christmas donations	
Christian Aid (International)	300
Royal British Legion (National)	300
TimeToShare (Local)	300
SIM UK (Annual donation to Mukinge Hospital)	100
Other donations	
Bishop's Harvest Appeal	152
Shepherds Trust expenses	150
St Bees Village School - Sensory Room	600
Wasdale Mountain Rescue	50
	<u>2,629</u>



## Parochial Church Council of St Bees Priory

### Notes to Financial Statements

For the year ending 31 December 2020

9	Employment costs	2020	2019
		£	£
		<u>9,210</u>	<u>8,032</u>

No employee received emoluments of more than £60,000 (2019: None).

During the year the PCC employed an organist (who also acted as caretaker), and cleaner (both part-time) though no payments were large enough to attract social security costs.

The average number of employees during the year was 2 (2019: 2).

As the parish organist and caretaker, Mr F Bowler, who is a member of the PCC, was paid £5,932 (Caretaker - £2870 & Organist - £3062) during the year (2019: £5,780).

During the year £3,278 (2019: £2,252) was paid to Mrs D Bowler as church cleaner, noting that £1,064 was offset by Government furlough payment.

Additionally £2,348 (2019: £3,794) was paid to Mrs V Bearman for secretarial services (on a self-employed basis).

Mrs D Bowler and Mrs V Bearman are married to members of the PCC.

There are no other staff costs relating to the trustees (key management personnel).

# Parochial Church Council of St Bees Priory

## Notes to Financial Statements

For the year ending 31 December 2020

### 10 Tangible fixed assets

	Land and buildings freehold £	Total £
<b>Cost or valuation</b>		
At 1 January 2020 and At 31 December 2020	556,944	556,944
<b>Depreciation</b>		
At 1 January 2020	93,787	93,787
Charge for the year	10,069	10,069
At 31 December 2020	103,856	103,856
<b>Net book values</b>		
At 31 December 2020	453,088	453,088
At 31 December 2019	463,157	463,157

Freehold land and buildings comprise New College Hall which is included in the financial statements at its insurance valuation of £556,944 less accumulated depreciation thereon.

New College Hall was built by the Theological College and donated to the church when the Theological College closed in 1895. No historical cost information is held for this asset, and the members consider that the cost of obtaining such information will outweigh any benefits arising.

### 11 Fixed asset investments

	Listed investments £	Total £
<b>Valuation</b>		
At 1 January 2020	130,865	130,865
Purchase/(disposal) of investments	-	-
Revaluations	8,999	8,999
At 31 December 2020	139,864	139,864

All fixed asset investments are held within the United Kingdom.

The above investments consist of 6826.88 (2019: 6826.88) income shares in the CBF Church of England Investment Fund. The share valuation at 31 December 2020 was 2048.73p per share (2019: 1916.91p per share).

No historical cost information is held regarding the above investments. The members consider that the cost of obtaining such information will outweigh any benefits arising.

The gain on revaluation for 2019 was £20,621.

### 12 Debtors

	2020 £	2019 £
Prepayments and accrued income	-	6,635
		6,635

### 13 Current asset investments

	2020 £	2019 £
Other unlisted investments	8,396	8,361

Current asset investments comprise short-term deposits in the CBF Church of England Deposit Fund.

### 14 Liabilities

	2020 £	2019 £
Other creditors	1,405	38
Accruals	-	5,936
	1,405	5,974

# Parochial Church Council of St Bees Priory

## Notes to Statement of Financial Activities

For the year ending 31 December 2020

### 15 Analysis of net assets between funds

At 31 December 2020

	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Endowment Funds 2020 £	Total Funds 2020 £
Fund balances at 31st December 2020 represented by:				
Fixed assets		453,088		453,088
Investment assets	76,974	56,826	6,064	139,864
Current assets	43,856	14,746		58,602
Current liabilities	(1,405)	-		(1,405)
	<u>119,425</u>	<u>524,660</u>	<u>6,064</u>	<u>650,149</u>

Fund balances at 31st December 2019 represented by:

	Unrestricted Funds 2019 £	Restricted Funds 2019 £	Endowment Funds 2019 £	Total Funds 2019 £
Fixed assets		463,157		463,157
Investment assets	72,021	53,170	5,674	130,865
Current assets	34,703	13,727		48,429
Current liabilities	(5,320)	(654)		(5,973)
	<u>101,404</u>	<u>529,400</u>	<u>5,674</u>	<u>636,478</u>

### 16 Unrestricted Funds

	At 1 January 2020 £	Incoming Resources £	Outgoing Resources £	Transfers £	Gains and Losses £	At 31 December 2020 £
General Fund	101,404	91,573	(78,205)	(300)	4,953	119,425

#### Analysis of Movements in Unrestricted Funds - Previous Year

	At 1 January 2019 £	Incoming Resources £	Outgoing Resources £	Transfers £	Gains and Losses £	At 31 December 2019 £
General Fund	79,729	97,232	(86,861)	-	11,304	101,404

#### Purpose of unrestricted funds

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



## 17 Restricted Funds

	At 1 January 2020 £	Incoming Resources £	Outgoing Resources £	Transfers £	Gains and Losses £	At 31 December 2020 £
Fabric Fund	1,200	840	-	-	-	2,040
Graveyard Fund	8,546	1,713	(2,306)	-	328	8,280
Organ Fund	27,652	993	-	-	1,711	30,357
Sunday School Fund	1,575	155	-	-	62	1,792
Furnishing Fund	4,312	148	(100)	-	277	4,637
Bellringers Fund	5,323	118	-	-	274	5,715
Shepherds Trust	6,143	177	(150)	-	408	6,578
Whitehead Charity	596	14	-	-	32	642
Livesey Trust	6,803	188	(40)	-	429	7,380
Choir Fund	2,087	52	(396)	300	120	2,163
Webster Fund	328	7	-	-	16	351
New College Hall building	463,157	-	(10,069)	-	-	453,088
New College Hall Appeal	1,638	-	-	-	-	1,638
Lenten Lunches	41	177	(218)	-	-	(0)
	529,400	4,583	(13,279)	300	3,656	524,660

### Analysis of movement in restricted funds - previous year

	At 1 January 2019 £	Incoming Resources £	Outgoing Resources £	Transfers £	Gains and Losses £	At 31 December 2019 £
Fabric Fund	595	605	-	-	-	1,200
Graveyard Fund	6,273	4,578	(3,057)	-	751	8,546
Organ Fund	21,901	2,976	(1,146)	-	3,921	27,652
Sunday School Fund	1,360	19	-	-	196	1,575
Furnishing Fund	3,814	117	(250)	-	630	4,312
Bellringers Fund	4,164	536	-	-	623	5,323
Shepherds Trust	5,159	173	(123)	-	935	6,143
Whitehead Charity	510	13	-	-	72	596
Livesey Trust	5,638	182	-	-	983	6,803
Choir Fund	2,159	282	(629)	-	276	2,087
Webster Fund	285	7	-	-	36	328
New College Hall building	473,226	-	(10,069)	-	-	463,157
New College Hall Appeal	8,715	2,383	(9,460)	-	-	1,638
Lenten Lunches	0.3	937	(896)	-	-	41
	533,799	12,808	(25,630)	-	8,423	529,400

### Purposes of restricted funds

Restricted funds are those funds which must be spent on restricted purposes in accordance with the donors' wishes.

The following funds represent accumulated donations and investment income for the stated purpose: Fabric Fund, Graveyard Fund (including the David Watson Memorial Fund), Organ Fund, Sunday School Fund, Furnishing Fund, Bellringers Fund and Choir Fund.

The Shepherds Trust Fund is expended on Christmas donations as directed by the Trustees of the Shepherds Trust.

The Livesey Trust Fund is expended on junior choir members' gratuities.

Other smaller restricted funds include the Whitehead Charity and the Webster Fund.

The New College Hall Fund consists of the insurance valuation of the building less accumulated depreciation thereon. No historical data is available to ascertain how the building was originally funded, however the members have chosen to allocate this to restricted funds on the assumption that the building costs would have been funded from specific donations and appeals.

The New College Appeal fund was created in 2017 to raise funds for essential maintenance work on the grade 2 listed building, which was substantially completed in that year. Fundraising continued throughout 2018 towards the cost of installing a new heating system in the building, and to carry out internal restoration works. The balance remaining in the fund will be used to provide funds for further improvements to the building in 2021.

## 18 Endowment Funds

	At 1 January 2020 £	Incoming Resources £	Outgoing Resources £	Transfers £	Gains and Losses £	At 31 December 2020 £
Mossop Fund	211	-	-	-	15	225
Postlethwaite Fund	230	-	-	-	16	246
Chancel Fund	843	-	-	-	58	901
Sunday School Fund	4,390	-	-	-	302	4,692
	5,674	-	-	-	390	6,064

### Analysis of movement in Endowment Funds - previous year

	At 1 January 2019 £	Incoming Resources £	Outgoing Resources £	Transfers £	Gains and Losses £	At 31 December 2019 £
Mossop Fund	178	-	-	-	33	211
Postlethwaite Fund	194	-	-	-	36	230
Chancel Fund	711	-	-	-	133	843
Sunday School Fund	3,698	-	-	-	692	4,390
	4,780	-	-	-	894	5,674

### Purposes of endowment funds

The Mossop, Postlethwaite, Chancel and Sunday School Funds are all held on permanent endowment.

The income arising from the capital of the Mossop, Postlethwaite and Chancel Funds may be used for general purposes and is credited to unrestricted funds.

The income arising from the capital of the Sunday School Fund may only be used for expenditure associated with the Sunday School and is therefore credited to restricted funds.

## Parochial Church Council of St Bees Priory

### Detailed Receipts and Payments Account

For the year ending 31 December 2020

	2020	Accruals Basis 2019
	£	£
<b>Incoming Resources from generating funds</b>		
<b>Donations and legacies</b>		
Planned Giving	43,135	41,673
Collections and other giving	3,712	12,293
Income tax recovery	13,087	10,943
Donations	13,019	13,250
New College Hall Fundraising	-	98
Pillar Box donations	1,080	3,645
Grants	2,398	2,277
Lenten Lunches	177	937
Special Collections	609	-
Legacies	500	-
	<u>77,717</u>	<u>85,116</u>
<b>Activities for generating funds</b>		
Hire of priory	-	318
Sales/Photocopier income	242	32
900 years	1,480	500
Social Committee	112	1,033
Magazine Advertising	3,106	3,053
Old College Hall	322	464
New College Hall	243	1,456
NCH Pop-in Centre	940	5,126
	<u>6,445</u>	<u>11,982</u>
<b>Investment income</b>		
Bank Interest	36	62
Income from Listed investments	3,918	3,804
	<u>3,954</u>	<u>3,866</u>
<b>Total incoming resources from generating funds</b>	<u>88,116</u>	<u>100,964</u>
<b>Income from church activities</b>		
Fees	3347	7,420
Magazine Donations	975	1,656
<b>Total incoming resources from church activities</b>	<u>4,322</u>	<u>9,076</u>
<b>TOTAL INCOMING RESOURCES</b>	<u>92,438</u>	<u>110,040</u>



## EXPENDITURE

**Cost of raising funds**

Purchase of '900 Years' Banners	125	634
Total cost of generating voluntary income	<u>125</u>	<u>634</u>

**Church activities****Activities undertaken directly**

Diocesan Quota	37,600	36,470
Altar expenses	50	74
Clergy Expenses	2,277	5,448
Priory: Utilities	4,530	8,037
Priory: Equipment	-	-
Priory: Cleaning	4,251	4,958
Insurance (Priory & NHC)	10,793	6,044
Maintenance Priory	2,381	8,386
Maintenance Graveyard	1,675	3,297
Organ expenses and fees	3,411	3,924
New College Hall expenses	1,254	3,634
Old College Hall expenses	35	101
New College Hall repairs	-	9,460
Priory: leaflets and sundry printing	179	20
Magazine expenses	2,215	3,495
Social Committee Expenses	63	762
Miscellaneous Expenses	514	430
Depreciation	-	10,069
Choir and music	436	704
	<u>71,664</u>	<u>105,313</u>

**Grant funding activities**

Overseas Mission and Relief Agencies	457	850
UK Agencies	220	896
Other donations - Christmas	1,000	1,500
Other donations	952	123
	<u>2,629</u>	<u>3,369</u>

**Support costs**

Grass cutting fees	101	-
Accountancy/Independent Examiner Fee	286	474
Secretarial expenses	-	-
Photocopier expenses	704	1,138
Subscriptions	789	809
Admin expenses	1,401	454
Bank Charges	-	-
Sundry expenses	(1)	300
	<u>3,279</u>	<u>3,175</u>

**Church activities total expenditure**

<u>77,572</u>	<u>111,857</u>
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**Excess of receipts over payments**

<u>14,741</u>	<u>(2,451)</u>
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(2019: Net income/(expenditure) before gains)