

**LYTHAM ST CUTHBERTS PAROCHIAL CHURCH COUNCIL**

**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2021**

**Charity Registration number 1143673**

# LYTHAM ST CUTHBERTS PAROCHIAL CHURCH COUNCIL

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Vicar</b>	Rev'd Nick Wells (Chair of PCC)
<b>Curate</b>	Rev'd Adam Thomas (to February 2021)
<b>Church Wardens</b>	Mr David Hyland Mrs Elizabeth Willis
<b>Standing Committee of the PCC</b>	Vicar (Chair), Wardens, Lay Chair, PCC Secretary, PCC Treasurer
<b>Deanery Synod Reps</b>	Mrs Deborah Edwards - PCC Secretary Mr Peter Monaghan - PCC Treasurer (to May 2021)
<b>LLM Representative</b>	Mrs Nicola Whitehead
<b>Sunday School leader</b>	Mrs Julie Smith
<b>Elected Members</b>	Mr David Chapman (to May 2021) Mrs Paula Chapman (to May 2021) Mr Dean Cowell Mrs Linda Hyland (from May 2021) Mrs Angela Lee Ms Claire Rowlings Mrs Linda Rowlings Mrs Julie Webb Mrs Marion Whitehurst (from May 2021) Mr Mark Whitehurst (from May 2021)
<b>Treasurer</b>	Mr Dean Cowell
<b>Charity number</b>	1143673
<b>Principal address</b>	St Cuthbert's Parish Office Church Road Lytham Lancashire FY8 5QL
<b>Website</b>	<a href="http://stcuthbertslytham.org/">http://stcuthbertslytham.org/</a>
<b>Independent examiner</b>	Champion Accountants LLP Unit 2 Olympic Court Whitehills Business Park Blackpool Lancashire FY4 5GU

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# LYTHAM ST CUTHBERTS PAROCHIAL CHURCH COUNCIL

## LEGAL AND ADMINISTRATIVE INFORMATION

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### Bankers

Barclays Bank  
Yorkshire Bank

### Architect

Stephen Fish  
216 St George's Road  
Bolton BL1 2PH

### Lytham Church of England School (Voluntary Controlled)

Head Teacher - Mrs Helen Willott  
(to August 2021 then vacant)  
Lytham C of E Primary School  
Park View Road  
Lytham  
FY8 4HA

### Legal Advisors

The Diocesan Registrar  
Diocesan Offices  
Walker Office Park  
Blackburn BB1 2QE

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# LYTHAM ST CUTHBERTS PAROCHIAL CHURCH COUNCIL

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# LYTHAM ST CUTHBERTS PAROCHIAL CHURCH COUNCIL

## TRUSTEES' REPORT

### FOR THE YEAR ENDED 31 DECEMBER 2021

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The trustees present their annual report and financial statements for the year ended 31 December 2021.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, 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 (FRS 102)" (as amended for accounting periods commencing from 1 January 2016)

#### Objectives and activities

The general functions of the PCC are stated within Section 2 of the Parochial Church Councils (Powers) Measure 1956.

St Cuthbert's Mission Statement is "To be an inviting church, growing in Jesus, and seeking to honour God through our worship, activities and buildings", and is at the core of all our activities planned throughout the year.

When planning our activities for the year, the PCC gave consideration to the Charity Commission's guidance on public benefit and, in particular, the specific guidance to charities concerned with the advancement of religion.

#### Achievements and performance

The beginning of 2021 found us once again unable to gather in person and having to share worship on a livestream. We are grateful to those who ensured this was possible.

Joyfully our services resumed in person on Easter Sunday and although there have been various restrictions through the rest of the year, it has been wonderful to re-establish a sense of community. Although congregation numbers have been lower than in 2019, most regular members have returned supplemented by a few new church members. Liturgical highlights included our Harvest Festival where we were joined by children from our Sunday School and the Crib service in December which though numbers were reduced, the presentation had a powerful simplicity.

Conversations continued between the PCC's of St John and St Cuthbert and formal wheels were set in motion to bring us together as one parish for Lytham with two worship centres. The move has been agreed unanimously by both the PCCs, Annual Parochial Church Meetings and later in the year by the Diocesan Pastoral Committee. By December, formal notices of the proposed Pastoral Scheme were on display at each church and highlighted in church services, the Magazine, weekly emails and on Facebook. We hope "The Parish of St John the Divine and St Cuthbert Lytham", which will be known as "The Parish of JC Lytham" will be created by Easter 2022.

Through the year the two PCCs have met jointly, respecting when each church had to make a separate decision. The Role Description for a Mission Enabler, an ordained person to concentrate on mission and discipleship was drafted and agreed. After discussions with the Bishops of Blackburn and Lancaster and the Archdeacon of Lancaster an agreement was reached that this post would be full time with funding from the diocese to cover half the cost of the second stipend for up to five years. Although we had initially looked at the reorganisation as a way to reduce costs this scheme will see an increase in Parish Share paid to the diocese by the Anglican church in Lytham. The decision was reached unanimously and felt strongly as a God inspired moment. The offer from the diocese is almost unique and we truly appreciate their support and the shared vision we have to see the Parish of JC Lytham flourish and grow. As we reach the end of the year we are optimistic that this Mission Enabler post will be filled and their ministry begin amongst us in the first half of 2022.

Work has progressed to prepare for the new parish with groups looking at various aspects of ministry. These have included Policies and Role Descriptions, Pastoral Care; Livestreaming; Finance; a Website, Mission Outreach and Discipleship.

Thanks to generous gifts and funds raised by a Coffee Morning we have secured enough funds to replace the rather tired kitchen at the west end of the church, we are grateful to those who have supported us with this.

# LYTHAM ST CUTHBERTS PAROCHIAL CHURCH COUNCIL

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2021

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In February we said goodbye on Zoom to Revd Adam Thomas, and his wife Cathy, as he completed his curacy with us and moved on to be the Director of Whalley Abbey. We are grateful for his ministry with us and pray for them in their new work.

Our attendance figures have averaged at around 55 each Sunday and we conducted 12 Baptisms; 4 Weddings; 41 Funerals during the year and Confirmation candidates were present at our Confirmation Service in Advent.

As was the case in 2020, financially it has been a difficult year and this is laid out further later in the report. Suffice to say the regular giving to the ministry of St Cuthbert's and income from other sources has been severely reduced due to Covid 19 and the associated lockdowns and restrictions.

We are not despondent though and continue to seek to serve God and our community. The services shared online have often drawn higher numbers than we would ever expect to see in church. The skills learned and the conversations entered into are not a retreat, but a further chapter in our mission.

Honorary Assistant Clergy	Rev'd Helen Houston Rev'd Peter Law Jones Revd Canon Colin Williams
Parish Co-ordinator	Mrs Fiona Newbold
Groundsman	Mr David Taylor
Locally Licensed Ministers	Mr David Chapman (to May 2021) Mr David Matthews Mrs Bev Wells Mrs Nicola Whitehead Mrs Angela Lee
Mission Champions	Mrs Paula Chapman ( to May 2021) Mrs Julie Webb Mrs Elizabeth Willis
Sunday School Leader	Mrs Julie Smith
Head Server	Mr Clive Barnes
Gift Aid Secretary	Mrs Andrea Tinker
Electoral Roll Officer	Vacant
Health and Safety Advisor	The Churchwardens
Safeguarding Officer	Mrs Angela Lee
Assistant Safeguarding Officer	Mr Mark Whitehurst JP
Lead Sidesperson	Mr Chris Kitchener
GDPR Officer	Mrs Lynda Hyland
Flowers	Mrs Dawn Barnes
Craft Group Leader	Mrs Liz Willis
Bell Tower Captain	Mr Sid Lloyd
Costa ChiL Group Leader	Vacant
Uniformed Leaders:	
Group Scout Leader	Mr Graham Igoe
Sea Scouts	Mr Steven Beardsworth
Cubs	Mrs Catherine Hughes
Beavers	Ms Sarah Johnson
Brownies & Rainbows	Ms Muriel Ward



# LYTHAM ST CUTHBERTS PAROCHIAL CHURCH COUNCIL

## TRUSTEES' REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 DECEMBER 2021**

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Mothers Union Leader

Organist/Choirmaster

Fair Trade

Website and E-media Co-ordinator

Hall Bookings

Mrs Margaret Fisher

Mr Peter Jebson

Mrs Julie Webb

Mrs Bev Wells

through the Parish Office

### Financial review

Net outgoing resources for the year amount to £15,560 (2020 : £52,968) on unrestricted funds, net income of £4,035 (2020: £2,251) on restricted funds, and income of £6,053 (2020: deficit £2,219) on endowment funds, after investment gains or losses.

Reserves are maintained at a level necessary in order to satisfy the aims and objectives of St Cuthberts. At 31 December 2021, unrestricted reserves were £167,178 (2020: £182,738), restricted reserves £30,598 (2020: £26,563) and endowment reserves £48,499 (2020: £42,446).

The PCC carried out risk assessments throughout the year to identify any major risks.

### Financial Risk

Investments held by the PCC are reviewed in accordance with Diocesan guidelines. The PCC approves internal controls for annual accounts and cheque handling.

### Compliance with Law and Regulation

The PCC is informed of risks and these are dealt with as appropriate. Procedures for reporting accidents are in place. The fire extinguishers and security alarm are checked regularly in compliance with our H & S policy and procedures. A risk management survey was carried out by insurers and acted upon.

### Safeguarding

The Church has adopted the Diocesan 'Protection for All' Policy on Safeguarding Children & Vulnerable Adults. St Cuthbert's complies with the DBS requirements when recruiting volunteers and staff.

# LYTHAM ST CUTHBERTS PAROCHIAL CHURCH COUNCIL

## TRUSTEES' REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 DECEMBER 2021**

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### Our Aims for 2022

- ensure we fully reopen our doors and welcome friends and visitors alike;
- bring about the creation of the new 'Parish of JC Lytham' with the two worship centres;
- complete the appointment of the Mission enabler in our new parish and support them as they begin their ministry with us;
- develop our relationship with Lytham Church of England School especially with the new Head, Mrs Amanda Wooldridge, arriving and nursery provision being opened;
- continue to offer regular Alpha and discipleship courses;
- to explore ways of improving the level of giving to the church and support those responsible for the oversight of our finances;
- strengthen our pastoral care to ensure care and contact with the housebound, administering Home Communion and assistance for the vulnerable;
- after Covid19 restrictions are lifted ensure our pastoral care is appropriate - encompassing the housebound, home communion and assistance for the vulnerable.
- To refurbish the kitchen at the west end of the church

### Structure, governance and management

St Cuthbert, Lytham PCC is a body corporate and operates under the Parochial Church Councils (Powers) Measure 1956 and the Church Representation Rules.

PCC members are appointed as set out in the Church Representation Rules. All Church members are encouraged to register on the Electoral Roll and stand for election to the PCC.

The trustees who served during the year and up to the date of signature of the financial statements were:

Mr Nick Wells (Chair of PCC)  
Revd Adam Thomas (Curate) (to February 2021)  
Mr David Chapman (Lay Chair of PCC) (to May 2021)  
Mrs Nicola Whitehead  
Mr Dean Cowell (PCC Treasurer)  
Mrs Deborah Edwards (PCC Secretary)  
Mrs Julie Webb  
Mrs Julie Smith  
Mrs Paula Chapman (to May 2021)  
Mr David Hyland  
Mrs Linda Hyland (from May 2021)  
Mr Peter Monaghan (PCC Treasurer) (to May 2021)  
Mrs Kate Reddy  
Ms Claire Rowlings  
Mrs Linda Rowlings  
Mrs Elizabeth Willis

# LYTHAM ST CUTHBERTS PAROCHIAL CHURCH COUNCIL

## TRUSTEES' REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 DECEMBER 2021**

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Mrs Angela Lee

Mrs Marion Whitehurst (from May 2021)

Mr Mark Whitehurst (from May 2021)

The Vicar is licensed by the Bishop of Blackburn and is an ex-officio member of the PCC.

The Blackburn Diocese Board of Finance acted as Custodian Trustee for the inalienable property of the church.

PCC members who are also trustees are appointed as set out in the Church Representation Rules. All Church members are encouraged to register on the Electoral Roll and stand for election to the PCC.

PCC members receive training as and when appropriate, including roles and responsibilities, safeguarding, financial and fabric.

Day to day management of the Church was exercised by the Vicar and Wardens.

### Related Trusts

#### *Lytham Church of England School*

The Vicar is an ex-officio member of the school governors; three people are elected by the PCC from the Church Membership as school Foundation governors.

#### *Lytham Ecumenical Partnership*

The Churches in Lytham have a long-established partnership to which St Cuthbert's is a fully committed partner. The Vicar, assistant curate and two church members elected by the PCC serve on the LEP Council, in 2021 they were Ian Birnie and Bev Wells.

#### *Lytham Schools Foundation*

The Vicar is the nominated representative from St Cuthbert's on the Foundation.

#### *Lytham Club Day Committee*

St Cuthbert's nominates two people to the Committee. The current representative is Julie Smith with the second position vacant.

The trustees' report was approved by the Board of Trustees.



Rev Nick Wells

Trustee

Dated: 20th April 2022



# LYTHAM ST CUTHBERTS PAROCHIAL CHURCH COUNCIL

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF LYTHAM ST CUTHBERTS PAROCHIAL CHURCH COUNCIL

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I report to the trustees on my examination of the financial statements of Lytham St Cuthberts Parochial Church Council (the charity) for the year ended 31 December 2021.

#### Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

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

#### Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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

*Champion Accountants LLP*

Mrs D L Thorn F.C.A.

Champion Accountants LLP

Unit 2 Olympic Court  
Whitehills Business Park  
Blackpool  
Lancashire  
FY4 5GU

Dated: *14 June 2022*

# LYTHAM ST CUTHBERTS PAROCHIAL CHURCH COUNCIL

## STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 DECEMBER 2021

### Current financial year

		Unrestricted funds 2021 £	Restricted funds 2021 £	Endowment funds 2021 £	Total 2021 £	Total 2020 £
	Notes					
<b>Income from:</b>						
Donations and legacies	3	64,461	4,722	-	69,183	74,682
Charitable activities	6	52,088	-	-	52,088	29,539
Other trading activities	4	705	-	-	705	409
Investments	5	6,613	8	-	6,621	8,289
<b>Total income</b>		<b>123,867</b>	<b>4,730</b>	<b>-</b>	<b>128,597</b>	<b>112,919</b>
<b>Expenditure on:</b>						
Charitable activities	7	163,404	695	-	164,099	175,032
Net gains/(losses) on investments	11	23,977	-	6,053	30,030	9,177
<b>Net movement in funds</b>		<b>(15,560)</b>	<b>4,035</b>	<b>6,053</b>	<b>(5,472)</b>	<b>(52,936)</b>
Fund balances at 1 January 2021		182,738	26,563	42,446	251,747	304,683
<b>Fund balances at 31 December 2021</b>		<b>167,178</b>	<b>30,598</b>	<b>48,499</b>	<b>246,275</b>	<b>251,747</b>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

# LYTHAM ST CUTHBERTS PAROCHIAL CHURCH COUNCIL

## STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

### Prior financial year

		Unrestricted funds 2020 £	Restricted funds 2020 £	Endowment funds 2020 £	Total 2020 £
	Notes				
<b>Income from:</b>					
Donations and legacies	3	73,182	1,500	-	74,682
Charitable activities	6	27,539	2,000	-	29,539
Other trading activities	4	409	-	-	409
Investments	5	8,265	24	-	8,289
<b>Total income</b>		<u>109,395</u>	<u>3,524</u>	<u>-</u>	<u>112,919</u>
<b>Expenditure on:</b>					
Charitable activities	7	<u>173,759</u>	<u>1,273</u>	<u>-</u>	<u>175,032</u>
Net gains/(losses) on investments	11	<u>11,396</u>	<u>-</u>	<u>(2,219)</u>	<u>9,177</u>
<b>Net movement in funds</b>		<u>(52,968)</u>	<u>2,251</u>	<u>(2,219)</u>	<u>(52,936)</u>
Fund balances at 1 January 2020		<u>235,706</u>	<u>24,312</u>	<u>44,665</u>	<u>304,683</u>
<b>Fund balances at 31 December 2020</b>		<u><u>182,738</u></u>	<u><u>26,563</u></u>	<u><u>42,446</u></u>	<u><u>251,747</u></u>



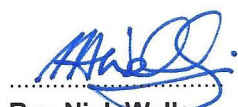
# LYTHAM ST CUTHBERTS PAROCHIAL CHURCH COUNCIL

## BALANCE SHEET

AS AT 31 DECEMBER 2021

	Notes	2021 £	£	2020 £	£
<b>Fixed assets</b>					
Tangible assets	13		15,611		19,733
Investments	12		230,156		230,125
			<u>245,767</u>		<u>249,858</u>
<b>Current assets</b>					
Debtors	14	20,119		12,082	
Cash at bank and in hand		62,299		52,421	
		<u>82,418</u>		<u>64,503</u>	
<b>Creditors: amounts falling due within one year</b>	15	(81,910)		(62,614)	
Net current assets			508		1,889
<b>Total assets less current liabilities</b>			<u>246,275</u>		<u>251,747</u>
<b>Capital funds</b>					
Endowment funds - general			48,499		42,446
<b>Income funds</b>					
Restricted funds	16		30,598		26,563
<u>Unrestricted funds</u>					
Designated funds	17	1,000		-	
General unrestricted funds		166,178		182,738	
			<u>167,178</u>		<u>182,738</u>
			<u>246,275</u>		<u>251,747</u>

The financial statements were approved by the Trustees on 20th April 2022



Rev Nick Wells  
Trustee

# LYTHAM ST CUTHBERTS PAROCHIAL CHURCH COUNCIL

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

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### 1 Accounting policies

#### Charity information

Lytham St Cuthberts Parochial Church Council is a body corporate and operates under the Parochial Church Councils (Powers) Measure 1956 and the Church Representation Rules.

#### 1.1 Accounting convention

The accounts have been prepared in accordance with the charity's governing document, according to canon law, 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 (FRS 102)" (as amended for accounting periods commencing from 1 January 2016). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The accounts have been prepared under the historical cost convention, modified to include the revaluation of fixed asset investments and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

#### 1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

#### 1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.



# LYTHAM ST CUTHBERTS PAROCHIAL CHURCH COUNCIL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

### 1 Accounting policies

(Continued)

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

#### 1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Expenditure is allocated between restricted and unrestricted funds as appropriate.

#### 1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Plant and machinery	25% on reducing balance
Fixtures, fittings & equipment	20% on reducing balance

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

#### 1.7 Fixed asset investments

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

#### 1.8 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

#### 1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

# LYTHAM ST CUTHBERTS PAROCHIAL CHURCH COUNCIL

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

### 1 Accounting policies

(Continued)

#### 1.10 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

##### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

##### **Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

##### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

#### 1.11 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

### 2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.



# LYTHAM ST CUTHBERTS PAROCHIAL CHURCH COUNCIL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

### 3 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2021 £	2021 £	2021 £	2020 £	2020 £	2020 £
Donations and gifts	61,435	4,622	66,057	72,682	1,500	74,182
Legacies receivable	1,000	100	1,100	500	-	500
Grants for payroll costs	2,026	-	2,026	-	-	-
	<u>64,461</u>	<u>4,722</u>	<u>69,183</u>	<u>73,182</u>	<u>1,500</u>	<u>74,682</u>

### 4 Other trading activities

	Unrestricted funds	Unrestricted funds
	2021 £	2020 £
Fundraising events	<u>705</u>	<u>409</u>

### 5 Investments

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2021 £	2021 £	2021 £	2020 £	2020 £	2020 £
Interest receivable	<u>6,613</u>	<u>8</u>	<u>6,621</u>	<u>8,265</u>	<u>24</u>	<u>8,289</u>

# LYTHAM ST CUTHBERTS PAROCHIAL CHURCH COUNCIL

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

### 6 Charitable activities

	2021 £	2020 £
Wedding and funeral fees	25,735	17,507
Grants	6,000	2,000
Charitable rental income	18,383	7,886
Other income	1,970	2,146
	<u>52,088</u>	<u>29,539</u>
Analysis by fund		
Unrestricted funds	<u>52,088</u>	
<b>For the year ended 31 December 2020</b>		
Unrestricted funds		27,539
Restricted funds		<u>2,000</u>
		<u>29,539</u>

# LYTHAM ST CUTHBERTS PAROCHIAL CHURCH COUNCIL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

### 7 Charitable activities

	Direct charitable expenditure 2021 £	Direct charitable expenditure 2020 £
Staff costs	24,900	23,884
Depreciation and impairment	4,310	4,469
Council tax and water	4,360	7,550
Insurance	4,676	4,620
Light and heat	7,936	5,973
Repairs incl security & fire protection	6,969	11,990
General administration incl stationery & photocopying	1,584	1,979
Telephone and fax	1,434	2,236
Organist costs	1,256	1,807
Weddings and funerals	3,704	1,941
Service contracts	70	70
Altar requisites	335	341
Donations	60	594
Traidcraft stall	1,920	1,990
Parish assessment and DBF fees	92,659	96,779
Sundry expenses	6,167	6,237
Cleaning materials	433	1,060
	<u>162,773</u>	<u>173,520</u>
Share of governance costs (see note 8)	1,326	1,512
	<u>164,099</u>	<u>175,032</u>
<b>Analysis by fund</b>		
Unrestricted funds	163,404	173,759
Restricted funds	695	1,273
	<u>164,099</u>	<u>175,032</u>
<b>For the year ended 31 December 2020</b>		
Unrestricted funds	173,759	
Restricted funds	1,273	
	<u>175,032</u>	

# LYTHAM ST CUTHBERTS PAROCHIAL CHURCH COUNCIL

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

### 8 Support costs

	Support costs £	Governance costs £	2021 £	Support costs £	Governance costs £	2020 £
Accountancy	-	1,326	1,326	-	1,278	1,278
Legal and professional	-	-	-	-	234	234
Charitable activities	-	1,326	1,326	-	1,512	1,512

### 9 Trustees

None of the trustees received any remuneration or expenses during the year.

### 10 Employees

The average monthly number of employees during the year was:

	2021 Number	2020 Number
	2	2
<b>Employment costs</b>	<b>2021 £</b>	<b>2020 £</b>
Wages and salaries	24,900	23,884

There were no employees whose annual remuneration was more than £60,000.

### 11 Net gains/(losses) on investments

	Unrestricted funds 2021 £	Endowment funds general 2021 £	Total 2021 £	Total 2020 £
Revaluation of investments	21,358	6,053	27,411	2,836
Gain/(loss) on sale of investments	2,619	-	2,619	6,341
	23,977	6,053	30,030	9,177
<b>For the year ended 31 December 2020</b>	<b>11,396</b>	<b>(2,219)</b>		<b>9,177</b>



# LYTHAM ST CUTHBERTS PAROCHIAL CHURCH COUNCIL

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

### 12 Fixed asset investments

	Unlisted investments £
<b>Cost or valuation</b>	
At 1 January 2021 & 31 December 2021	230,125
<b>Carrying amount</b>	
At 31 December 2021	230,125
At 31 December 2020	230,125

#### Fixed asset investments revalued

Fixed asset investments are stated in at open market value at the Balance Sheet date. The historic cost of unlisted investments £162,777 (2020: £190,157).

### 13 Tangible fixed assets

	Plant and machinery £	Fixtures, fittings & equipment £	Total £
<b>Cost</b>			
At 1 January 2021	3,355	69,496	72,851
Additions	-	189	189
At 31 December 2021	3,355	69,685	73,040
<b>Depreciation and impairment</b>			
At 1 January 2021	2,010	51,109	53,119
Depreciation charged in the year	336	3,974	4,310
At 31 December 2021	2,346	55,083	57,429
<b>Carrying amount</b>			
At 31 December 2021	1,009	14,602	15,611
At 31 December 2020	1,346	18,387	19,733

# LYTHAM ST CUTHBERTS PAROCHIAL CHURCH COUNCIL

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

### 14 Debtors

	2021 £	2020 £
Amounts falling due within one year:		
Trade debtors	19,948	11,138
Prepayments and accrued income	171	944
	<u>20,119</u>	<u>12,082</u>

### 15 Creditors: amounts falling due within one year

	2021 £	2020 £
Other taxation and social security	(322)	-
Trade creditors	76,044	54,044
Accruals and deferred income	6,188	8,570
	<u>81,910</u>	<u>62,614</u>

# LYTHAM ST CUTHBERTS PAROCHIAL CHURCH COUNCIL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2021

#### 16 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds			Movement in funds			
	Balance at 1 January 2020	Incoming resources	Resources expended	Balance at 1 January 2021	Incoming resources	Resources expended	Balance at 31 December 2021
	£	£	£	£	£	£	£
Organ appeal	11,410	24	-	11,434	101	-	11,535
Bell fund	1,811	-	-	1,811	-	-	1,811
Rose Queen	533	-	-	533	-	-	533
Hall/kitchen	3,303	-	-	3,303	4,272	-	7,575
Tower pointing	2,046	-	-	2,046	-	-	2,046
BCP teaching	2,000	-	-	2,000	-	-	2,000
Organ repairs & maintenance	1,050	-	-	1,050	-	-	1,050
Childrens work	100	-	-	100	-	-	100
Sundry smaller funds	178	-	-	178	107	-	285
Julia Bell worship	692	-	-	692	-	-	692
Youth club	1,189	-	-	1,189	-	-	1,189
Donations	-	500	(500)	-	-	-	-
Streaming equipment	-	3,000	(773)	2,227	-	(445)	1,782
Angel Wings	-	-	-	-	250	(250)	-
	<u>24,312</u>	<u>3,524</u>	<u>(1,273)</u>	<u>26,563</u>	<u>4,730</u>	<u>(695)</u>	<u>30,598</u>

Grants and donations totalling £3,000 were received in the prior year to purchase streaming equipment which has been capitalised in the Balance Sheet. Whilst the funds have been fully spent, the restricted fund balances are reduced over the useful life of the asset as depreciation is charged, in accordance with charity accounting requirements.

# LYTHAM ST CUTHBERTS PAROCHIAL CHURCH COUNCIL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

### 17 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Movement in funds		Movement in funds	
	Incoming resources	Balance at 1 January 2021	Incoming resources	Balance at 31 December 2021
	£	£	£	£
Childrens Work	-	-	1,000	1,000
	<u>-</u>	<u>-</u>	<u>1,000</u>	<u>1,000</u>
	<u>-</u>	<u>-</u>	<u>1,000</u>	<u>1,000</u>

### 18 Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Endowment funds	Total
	£	£	£	£
Fund balances at 31 December 2021 are represented by:				
Tangible assets	13,829	1,782	-	15,611
Investments	152,841	28,816	48,499	230,156
Current assets/(liabilities)	508	-	-	508
	<u>167,178</u>	<u>30,598</u>	<u>48,499</u>	<u>246,275</u>