

**THE PAROCHIAL CHURCH COUNCIL  
OF THE ECCLESIASTICAL PARISH ST MARY'S ECCLESFIELD  
TRUSTEES' REPORT AND ACCOUNTS  
FOR THE YEAR ENDED 31 DECEMBER 2021**

# **ST MARY'S PAROCHIAL CHURCH COUNCIL**

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# **ST MARY'S PAROCHIAL CHURCH COUNCIL**

## **TRUSTEES' REPORT FOR THE YEAR ENDED 31 DECEMBER 2021**

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### **Trustees**

Revd. Dr. Tim Gill (Chairman)  
Mrs Julie Banham  
Mrs Josie Catlyn  
Mrs Ann Hackett  
Mrs Sue Harland  
Mr Christopher Harper  
Mrs Josephine Hawksworth  
Mr Malcolm Johnson  
Mrs Maureen Lambert  
Mrs Margaret Myers  
Mrs Judith Nicholson  
Mr Andrew Robinson  
Mrs Pamela Thomson  
Mr Michael Waldron

### **Charity number**

1144309

### **Principal address**

St Mary's Parish Church  
Church Street  
Ecclesfield  
Sheffield  
S35 9XZ

### **Independent examiner**

Natalie Bracey ACA  
Member of Hart Shaw LLP  
Sheffield Business Park  
Europa Link  
Sheffield  
S9 1XU

# **ST MARY'S PAROCHIAL CHURCH COUNCIL**

## **TRUSTEES' REPORT FOR THE YEAR ENDED 31 DECEMBER 2021**

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The trustees present their report and accounts for the year ended 31 December 2021.

The accounts 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 the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005.

Due to the ongoing Coronavirus pandemic, the 2021 Annual General Meeting did not take place until Sunday 23<sup>rd</sup> May 2021 which resulted in a delay in the presentation of the 2020 accounts.

It should be noted that the annual report on the activities, achievements and performance is presented in detail at the Annual General Meeting which will be held on Sunday 1<sup>st</sup> May 2022 at 11.30am. The information which follows is a short summary of the information to be presented.

### **Structure, governance, and management**

As a member of the Church of England, St. Mary's Church follows the laws, rules and requirements of the National Church. Parochial church council powers measure (1956) as amended and Church Representation rules that came in to force on 2 January 1956; also, the Church Representation Rules (contained in Schedule 3 to the Synodical Government Measure 1969 as amended); and the Churchwardens Measure 2001 and any subsequent amendments.

St Mary's is based at St. Mary's Parish Church, Church Street, Ecclesfield, Sheffield, S35 9XZ. St Mary's is part of the Diocese of Sheffield within the Church of England.

The PCC has enjoyed independent charitable status since 17 October 2011 (Charity number 1144309) and was previously able to act as a part of the Diocese of Sheffield Charity.

The PCC has up-to-date policies: - Health and Safety, Safeguarding Children and Vulnerable Adults, Safe Church, and risk assessments for a range of activities and practices.

### **Trustees**

The trustees who served during the year and since the year end are set out below:

Reverend Dr. Tim Gill (Chairman)  
Mrs Julie Banham  
Mrs Josie Catlyn (appointed 23<sup>rd</sup> May 2021)  
Mrs Ann Hackett  
Mrs Sue Harland (appointed 4<sup>th</sup> October 2021)  
Mr Christopher Harper  
Mrs Josephine Hawksworth  
Mr Malcolm Johnson  
Mrs Maureen Lambert  
Mrs Margaret Myers  
Mrs Judith Nicholson  
Mr Thomas Proctor (stepped down as of 23<sup>rd</sup> May 2021)  
Mr Andrew Robinson (appointed 23<sup>rd</sup> May 2021)  
Mrs Pamela Thomson (appointed 23<sup>rd</sup> May 2021)  
Mr Michael Waldron (appointed 31<sup>st</sup> October 2021)  
Mrs Andrea Whittaker (stepped down as of 23<sup>rd</sup> May 2021)  
Mr Andrew Whittaker (stepped down as of 23<sup>rd</sup> May 2021)

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

# **ST MARY'S PAROCHIAL CHURCH COUNCIL**

## **TRUSTEES' REPORT FOR THE YEAR ENDED 31 DECEMBER 2021**

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### **Aim and Purposes**

St Mary's Church, within the overall structure of the Church of England, is administered and managed by the Vicar and Parochial Church Council (PCC). The church has a strapline and mission statement, and its primary aim is to follow these: -

*Following Jesus; Celebrating Life; Welcoming All*

*We are here to help people love and worship God.*

*We aim to be, and encourage others to become, committed and active disciples of Jesus, who love God and worship him, who know the power of the Holy Spirit and who show God's love in every part of their lives.*

### **Objectives and Activities**

In working towards our mission statement, we aim to offer a wide variety of church services appealing to the whole community. We also welcome those in the parish and those with qualifying connections to have their wedding services and baptisms at St Mary's, as well as offering the families of the bereaved funeral services. We also aim to involve the local community in the life of the church and make the building available for secular purposes and concerts and in turn, to be involved in the secular activities of the Ecclesfield Community. When planning our activities for the year, the incumbent and the PCC have considered the Commission's guidance on public benefit and in particular, the specific guidance on charities for the advancement of religion. We try to enable ordinary people to live out their faith as part of our parish community. We have an ancient and historical building which we strive to maintain and improve as a centre for all people in the village.

### **Achievements and Regular Activities**

#### **Worship and Prayer**

Regular services include:-

Sunday

10.00am Parish Communion (2nd Sunday All Age Celebration Service) with Choir and Organ, or Music Group or all.

Baptism Services – incorporated in standard service or separately at 12 noon.

6.30 pm Evening service (2nd Sunday Holy Communion, 4th Sunday Prayer and Praise with Music Group)

Midweek

9.30 am Thursday Holy Communion

There are a range of other special services organised during Lent, Advent and Christmas. We welcome everyone to all services during the year and invite relatives of those who have been recently bereaved once a month with an annual service for families who have been bereaved.

#### **Coffee Shop**

The church is open to all every Tuesday and Friday morning for tea, coffee and toasted teacakes and cakes

#### **Mothers Union**

Meets on the 1st Wednesday every month in the Gatty Hall

#### **Church Choir**

Meets to practice on Friday evenings

#### **Music Group**

Meets to practice every Thursday evenings

#### **Ladies Group**

Meets every Thursday evening

# **ST MARY'S PAROCHIAL CHURCH COUNCIL**

## **TRUSTEES' REPORT FOR THE YEAR ENDED 31 DECEMBER 2021**

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### **Bell Ringers**

Meet Tuesday and Friday evenings to practice

### **Synods**

The church can elect representatives to sit on the Deanery Synod and the Diocesan Synod providing a two-way communication path to these committees.

### **Mission, Evangelism and Outreach**

Teams led from the PCC aim to help to improve links to the community and provide pathways for those with faith to strengthen this.

### **Magazine**

Our parish magazine is published monthly and is available at several retail points in the village and is also available to download from the Church website.

### **Financial Review**

The ongoing Coronavirus pandemic and resultant national lockdowns meant that places of worship were once again closed in the early part of 2021, and congregational worship was not possible at St. Mary's until the spring, with services continuing online. Many of the events and special services we hold, including Easter and Christmas, again had to be scaled back as in 2020, and fundraising events including concerts and coffee mornings were not possible. We were able to hold a small Christmas Fayre in the church building, and the Coffee Shop resumed in August.

Once again, the PCC had to make some difficult decisions on routine expenditure (excluding one-off projects) from the general accounts, particularly the Common Fund contribution, to keep expenditure in line with a reduction in income and expenditure was kept low in 2021. Some of the provisions made for spending on training, teaching and children and young people plus paying a Musical Director were not used. By keeping running costs under control and the generosity of the congregation with regular giving and fundraising the result was that receipts were greater than payments by £28,790 which enabled the PCC to agree to transfer £17,277 to the Restoration fund which funded the shortfall on the disabled access project and ensured this project was fully funded (see below) leaving a surplus in general funds of £11,513 for this year.

### **Project Accounts and Restoration**

2021 was a busy year as work continued on the disabled access project, and this project was completed early in the summer allowing St. Mary's to be accessible to all. The total cost of the project was £85,494 plus VAT, which was very slightly over the estimated cost of £85,164. We are extremely grateful to the Feoffees of Ecclesfield, the All Churches Trust and members of the congregation and wider community for their generosity in supporting the project. However, fundraising was not as successful as hoped with some major grant making bodies not offering help and the planned community fundraising unable to proceed due to the pandemic. As a result, the PCC made the difficult decision to contribute again towards the project from general funds in 2021. The Restoration Fund ends the year with a balance, including the Church of England investment, of £47,678. In addition to their grant of £35,000 the Feoffees of Ecclesfield provided an interest free loan of £20,000 repayable within two years to assist with cashflow. As all the VAT has been reclaimed on the disabled access project under the LPWGS scheme, the PCC have been able to repay this loan in full during 2021.

There is ongoing repair work required on the building resulting from the 2020 Quinquennial inspection and progress will be made on this during 2022.

# **ST MARY'S PAROCHIAL CHURCH COUNCIL**

## **TRUSTEES' REPORT FOR THE YEAR ENDED 31 DECEMBER 2021**

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### **2022**

This is expected to be another challenging year for the general accounts when it will take careful management to balance the books, particularly given the rise in gas and electricity costs which will see a doubling of the costs paid in 2021. The PCC has taken the decision to again pledge £24,000 to the Diocesan Common Fund, which is considerably less than we were able to pledge pre-pandemic but matches what we were asked to pledge by the Diocese of Sheffield for 2022. It is hoped that the number of weddings in 2022 will return to somewhere near the pre-pandemic level which will help to increase our income to nearer pre-pandemic levels. By making a Common Fund pledge of £24,000, this will allow our expenditure to be covered by our income in the early months of 2022 until a better picture emerges of what services will be possible in 2022. The PCC will again review this in the summer and consider if an increased amount can be paid to the Diocese towards the Common Fund.

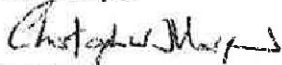
### **Reserves Policy**

The aim of the PCC is to balance income and expenditure whilst making a generous contribution to the Diocese Common Fund and to make gifts of at least 5% to charities. We also keep raising funds for the restoration of our ancient church building. The PCC aims to respect all reserves which are designated to particular areas of expenditure or restricted to specific purposes. The PCC aims to keep a minimum of three months recurring expenditure in unrestricted reserves as a standard policy of financial prudence.

### **Thank-you**

We would like to give thanks to Ecclesfield Feoffees and the All Churches Trust for their generous grant towards the disabled access project and we would like to thank all the many members of the congregation and the Community of Ecclesfield for their incredible generosity and for their hard work during another difficult year to make our church the lively and vibrant community it is.

**Chris Harper**

  
Treasurer

# ST MARY'S PAROCHIAL CHURCH COUNCIL

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

	Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	Total 2021	Total 2020
	£	£	£	£	£	£
<b>Receipts and Payments Account</b>						
<b>Receipts</b>						
Voluntary receipts						
Regular giving						
Receipts from donors						
Planned giving	45,700	-	-	-	45,700	46,428
Collections other than giving	2,860	-	-	-	2,860	1,265
Gift aid refund	12,411	-	-	-	12,411	13,654
	60,971	-	-	-	60,971	61,347
Other voluntary receipts	7,270	43,333	710	-	51,313	61,587
Activities for generating funds	2,601	-	-	-	2,601	1,648
Receipts from church activities	9,244	-	-	-	9,244	3,273
Investment income	378	1,727	-	-	2,105	1,049
Bank transfer incentive	-	-	-	-	-	1,325
Restoration Fund receipts	-	-	-	-	-	-
	80,464	45,060	710	-	126,234	130,239
<b>Payments</b>						
Church activities						
Diocesan parish share - current year	24,000	-	-	-	24,000	36,167
Other payments	27,674	83,378	554	-	111,606	69,848
	51,674	83,378	554	-	135,606	106,015
<b>Excess of receipts over payments</b>	28,790	(38,318)	156	-	(9,372)	24,224
Transfers between funds	(17,277)	17,277	-	-	-	-
Increase in valuation	-	-	-	15,587	15,587	8,134
Funds at 1 January 2021	40,314	68,719	6,553	90,274	205,860	173,502
<b>Funds at 31 December 2021</b>	<b>51,827</b>	<b>47,678</b>	<b>6,709</b>	<b>105,861</b>	<b>212,075</b>	<b>205,860</b>
<b>Represented by:</b>						
<b>Cash funds</b>	51,827	36,060	6,709	-	94,596	105,695
<b>Investment assets</b>						
CBF Church of England	-	11,618	-	-	11,618	9,891
Investment funds shares at market value	-	-	-	105,861	105,861	90,274
<b>Total Funds</b>	<b>51,827</b>	<b>47,678</b>	<b>6,709</b>	<b>105,861</b>	<b>212,075</b>	<b>205,860</b>

The attached notes form part of these financial statements

Approved by the PCC on 9/05/2022 And signed on their behalf by Reverend Dr. Tim Gill (PCC Chairman)



# ST MARY'S PAROCHIAL CHURCH COUNCIL

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

### 1. Unrestricted funds - 2021

	£	£		£	£
<b>Opening balances:</b>			<b>Payments:</b>		
General account - YB	28,193		Parish share	24,000	
Fees account	<u>12,121</u>	40,314	Insurance	5,774	
			Church Running Expenses	12,718	
			Clergy Expenses	1,972	
			Cost of Services	1,112	
			Printing & Stationery	427	
			Administration	4,380	
			Miscellaneous	1,291	
			Mission giving	-	
					51,874
<b>Receipts:</b>			<b>Transfers:</b>		
Planned Giving	45,700		Transfer to restoration account		17,277
Collections other than giving	2,860				
Gift aid refunds	12,411				
Other Voluntary receipts	7,270				
Activities for generating funds	2,601				
Receipts from church activities	9,244				
Interest	<u>378</u>	80,464			
			<b>Closing balances:</b>		
			General account - YB	29,826	
			Fees account	<u>22,001</u>	51,827
		<u>120,778</u>			<u>120,778</u>

### Unrestricted funds-2020

	£	£		£	£
<b>Opening balances:</b>			<b>Payments:</b>		
General account - YB	25,111		Parish share	36,167	
Fees account	<u>17,348</u>	42,459	Insurance	5,773	
			Church Running Expenses	11,114	
			Clergy Expenses	2,045	
			Cost of Services	884	
			Printing & Stationery	699	
			Administration	4,263	
			Miscellaneous	844	
			Mission giving	993	
					62,782
<b>Receipts:</b>			<b>Transfers:</b>		
Planned Giving	46,428		Transfer to restoration account		8,500
Collections other than giving	1,265				
Gift aid refunds	13,654				
Other Voluntary receipts	2,736				
Activities for generating funds	1,648				
Receipts from church activities	3,273				
Interest	<u>133</u>	69,137			
			<b>Closing balances:</b>		
			General account - YB	28,193	
			Fees account	<u>12,121</u>	40,314
		<u>111,596</u>			<u>111,596</u>

# ST MARY'S PAROCHIAL CHURCH COUNCIL

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

### 2. Designated funds

#### Church restoration fund - 2021

	£	£		£	£
<b>Opening balances:</b>					
YB	58,828				
C of E investment	<u>9,891</u>				
		68,719			
<b>Voluntary receipts:</b>			<b>Repairs and other expenses:</b>		
Interest free loan	20,000		Bridgett Conservation	56,820	
Tea shop	1,692		Wiles and Maguire	1,880	
Donations	7,995		Other (floodlights / boiler work)	1,262	
Gift Aid refunds	2,890		Alarm system	1,303	
LPWGS Disabled claim	9,698		Paddock (trees)	1,896	
LPWGS VAT Refund	<u>1,058</u>		Tea shop	217	
		43,333	Interest free loan repayments	20,000	
<b>Interest:</b>					83,378
Bank interest	-		<b>Closing balances:</b>		
C of E investment interest	<u>1,727</u>		YB	36,060	
		1,727	C of E investment	<u>11,618</u>	
<b>Transfers:</b>					47,678
Transfer from general account		17,277			
		<u>131,056</u>			<u>131,056</u>

#### Church restoration fund - 2020

	£	£		£	£
<b>Opening balances:</b>					
C of E investment	8,975				
RBS	<u>34,547</u>				
		43,522			
<b>Voluntary receipts:</b>			<b>Repairs and other expenses:</b>		
Grants / Insurance	40,858		Bridgett Conservation	28,355	
Tea shop	1,112		Alarm system / Internal cameras	1,911	
Disabled Access Donations	7,497		Archaeological work	5,826	
LPWGS VAT Refund	<u>9,074</u>		Wiles and Maguire	2,059	
		58,541	Floodlights	537	
<b>Interest:</b>			Remove and conserve-stained glass	<u>4,072</u>	
Bank interest					42,760
C of E investment interest	<u>916</u>		<b>Closing balances:</b>		
		916	YB	58,828	
<b>Transfers:</b>			C of E investment	<u>9,891</u>	
Transfer from fees account		8,500			68,719
		<u>111,479</u>			<u>111,479</u>

# ST MARY'S PAROCHIAL CHURCH COUNCIL

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

Designated funds comprise the Church Restoration Fund which receives donations from the Church Tea Shop and receives and has in the past received other specific gifts and donation for spending on the on the fabric of the church. The Church Fabric Fund is a specific fund set aside for expenditure on fabric of the church.

### 3. Restricted funds

#### Bellringers fund- 2021

	£	£		£	£
<b>Opening balances:</b>			<b>Donations:</b>		
Bank	6,468		YACR Bell Repair Fund/subscriptions	148	
Cash	<u>85</u>		Sheffield Branch 100 Club	<u>120</u>	
		6,553			268
<b>Income:</b>			<b>Other :</b>		
Weddings	484		Website Costs	169	
Peal and Q Peal Fees	50		Ringin World Subscription	89	
Donations	26		Repair & Maintenance of Bells	<u>28</u>	
100 Club Wins	<u>150</u>				286
		710			
			<b>Closing balances:</b>		
			Bank	6,626	
			Cash	<u>83</u>	
					6,709
		<u>7,263</u>			<u>7,263</u>

#### Bellringers fund- 2020

	£	£		£	£
<b>Opening balances:</b>			<b>Donations:</b>		
Bank	5,296		Bluebell wood charity	50	
Cash	<u>85</u>		Sheffield Branch 100 Club	<u>120</u>	
		5,381			170
<b>Income:</b>			<b>Other :</b>		
Weddings	200		Website Costs	194	
Peal and Q Peal Fees	120		Ringin World Subscription	85	
Incentive to transfer to YB	<u>1,325</u>		Starter time switches	<u>24</u>	
		1,645			303
			<b>Closing balances:</b>		
			Bank	6,468	
			Cash	<u>85</u>	
					6,553
		<u>7,026</u>			<u>7,026</u>

Restricted funds comprise the Society of Change Ringers General Fund for the refurbishment and restoration of the bells and ancillary work to the belfry and tower.

# ST MARY'S PAROCHIAL CHURCH COUNCIL

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

### 4. Endowment Funds 2021

	£		£
Ecclesfield Chancel repair fund (Investment Funds)			
Opening balance	85,514		
Increase in Valuation	14,906	Closing balance	100,420
	<u>100,420</u>		<u>100,420</u>
Church yard upkeep (Investment Funds)			
Opening balance	4,760		
Increase in Valuation	681	Closing balance	5,441
	<u>5,441</u>		<u>5,441</u>

### 4. Endowment Funds 2020

	£		£
Ecclesfield Chancel repair fund (Investment Funds)			
Opening balance	77,686		
Increase in Valuation	7,828	Closing balance	85,514
	<u>85,514</u>		<u>85,514</u>
Church yard upkeep (Investment Funds)			
Opening balance	4,454		
Increase in Valuation	306	Closing balance	4,760
	<u>4,760</u>		<u>4,760</u>

Endowment funds comprise two funds held as investment in CBF Church Investment Fund for The Chancel Repair, Churchyard upkeep and Church Path Fund. Income on the Chancel Repair Fund is automatically reinvested in new units of the investment. Income on the churchyard upkeep fund is paid to general church funds. Income on the church path fund is reinvested in the fund.

# ST MARY'S PAROCHIAL CHURCH COUNCIL

## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

### 5. Assets and Liabilities

	Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	Total 2021	Total 2020
Assets	£	£	£	£	£	£
Grant-LPWGS	-	-	-	-	-	-
Cash funds	51,827	36,060	6,709	-	94,596	106,625
CBF Church of England	-	11,618	-	-	11,618	9,891
Investment funds shares at market value	-	-	-	105,861	105,861	90,274
Total Funds	51,827	47,678	6,709	105,861	212,075	208,790

	Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	Total 2021	Total 2020
Liabilities	£	£	£	£	£	£
Deposits held for future weddings	-	2,860	-	-	2,860	3,010
General repair work	-	-	-	-	-	888
Funds held in memory (unspent)	-	-	-	-	-	636
	-	2,860	-	-	2,860	4,534

## ST MARY'S PAROCHIAL CHURCH COUNCIL

### INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF ST MARY'S PAROCHIAL CHURCH COUNCIL

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I report on the financial statements of St Mary's Parochial Church Council for the year ended 31 December 2021 (Registered charity number 1144309) which are set out on pages 3-11.

#### Respective responsibilities of trustees and examiner

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

It is my responsibility to:

- Examine the accounts under section 145 of the 2011 Act;
- Follow the procedures laid down in the General Directions given by the Charity 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. 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:

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 accounting requirements of the 2011 Act.Have not been met; or
2. To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Natalie Bracey ~~ACA~~ FCA  
Hart Shaw LLP  
Chartered Accountants and Registered Auditors  
Sheffield Business Park  
Europa Link  
Sheffield  
S9 1XU

Signed: 

11 May 2022