



## **The Parish of St John the Baptist, Old Malden**

*Registered Charity No 1145155*

### **Financial Statements of the Parochial Church Council for the year ended 31<sup>st</sup> December 2020**

#### **Incumbent**

*The Reverend Michael Roper  
Vicarage: 5, Vicarage Close, off Paddock Close  
Worcester Park  
KT4 7LZ*

#### **Banks**

*NatWest Bank plc Worcester Park Branch  
Barclays Bank plc Worcester Park Branch*

#### **Independent Examiner**

*Nilkunj Dodhia BSc FCA MBA*

## Statement of Financial Activities

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
<b>Income and endowments from:</b>					
Donations and legacies	89,833	3,297	—	93,130	95,070
Income from charitable activities	828	2,978	—	3,806	1,670
Other trading activities	3,653	98	—	3,750	11,429
Investments	1,318	126	—	1,444	1,374
<b>Total income</b>	<b>95,632</b>	<b>6,498</b>	<b>—</b>	<b>102,130</b>	<b>109,543</b>
<b>Expenditure on:</b>					
Raising funds	264	—	—	264	335
Expenditure on charitable activities	98,496	4,275	—	102,771	103,601
<b>Total expenditure</b>	<b>98,760</b>	<b>4,275</b>	<b>—</b>	<b>103,035</b>	<b>103,936</b>
<b>Net income / (expenditure) resources before transfer</b>	<b>(3,128)</b>	<b>2,223</b>	<b>—</b>	<b>(905)</b>	<b>5,607</b>
<b>Transfers</b>					
Gross transfers between funds - in	999	—	—	999	13,518
Gross transfers between funds - out	(999)	—	—	(999)	(13,518)
<b>Other recognised gains / losses</b>					
<b>Net movement in funds</b>	<b>(3,128)</b>	<b>2,223</b>	<b>—</b>	<b>(905)</b>	<b>5,607</b>
<b>Total funds brought forward</b>	<b>103,145</b>	<b>17,707</b>	<b>3,686</b>	<b>124,538</b>	<b>118,931</b>
<b>Total funds carried forward</b>	<b>100,016</b>	<b>19,930</b>	<b>3,686</b>	<b>123,633</b>	<b>124,538</b>
<b>Represented by</b>					
<b>Unrestricted</b>					
General fund	61,429	—	—	61,429	61,631
<b>Designated</b>					
Christmas Day Event	1,946	—	—	1,946	2,056
Church Building	2,294	—	—	2,294	3,473
Church Building Major Works	9,070	—	—	9,070	10,000
Church Hall	25,000	—	—	25,000	25,000
Churchyard	278	—	—	278	—
Library	—	—	—	—	423
Parish Office Computer	—	—	—	—	212
Vicar's Fund	—	—	—	—	350
<b>Restricted</b>					
Church Building Major Works	—	2,000	—	2,000	—
Organ	—	16,247	—	16,247	16,137
Roy Clough	—	1,683	—	1,683	1,570
<b>Endowment</b>					
Parish Endowment	—	—	3,686	3,686	3,686
<b>Total funds carried forward</b>	<b>100,016</b>	<b>19,930</b>	<b>3,686</b>	<b>123,633</b>	<b>124,538</b>

## Balance sheet

	Total funds	Prior year funds
<b>Fixed assets</b>		
Heritage assets	25,000	25,000
Investments	42,840	42,833
	<b>67,840</b>	<b>67,833</b>
<b>Current assets</b>		
Debtors	6,413	5,707
Cash at bank and in hand	51,025	56,116
	<b>57,438</b>	<b>61,823</b>
<b>Liabilities</b>		
Creditors: Amounts falling due in one year	1,645	5,119
	<b>1,645</b>	<b>5,119</b>
<b>Net current assets less current liabilities</b>	<b>55,793</b>	<b>56,704</b>
<b>Total assets less current liabilities</b>	<b>123,633</b>	<b>124,538</b>
<b>Total net assets less liabilities</b>	<b>123,633</b>	<b>124,538</b>
<b>Represented by</b>		
<b>Unrestricted</b>		
General fund	61,429	61,631
<b>Designated</b>		
Church Building Major Works	9,070	10,000
Churchyard	278	—
Church Building	2,294	3,473
Church Hall	25,000	25,000
Library	—	423
Parish Office Computer	—	212
Vicar's Fund	—	350
Christmas Day Event	1,946	2,056
<b>Restricted</b>		
Angel Project Appeal	—	—
Church Building Major Works	2,000	—
Covid-19 Costs Grant	—	—
Harvest Appeal	—	—
MPS School Leavers' Bibles Appeal	—	—
Organ	16,247	16,137
Roy Clough	1,683	1,570
Agency collection	—	—
<b>Endowment</b>		
Parish Endowment	3,686	3,686
<b>Funds of the church</b>	<b>123,633</b>	<b>124,538</b>

# Statement of assets and liabilities

	This year	Last year
<b>Heritage assets</b>		
<b>Church Hall</b>		
Church Hall (Designated) -	25,000	25,000
	<b>25,000</b>	<b>25,000</b>
<b>Total for Heritage assets</b>	<b>25,000</b>	<b>25,000</b>
<b>Investments</b>		
<b>CBF 637054001S</b>		
Parish Endowment (Endowment) -	771	771
	<b>771</b>	<b>771</b>
<b>CBF 137002132S</b>		
Parish Endowment (Endowment) -	500	500
	<b>500</b>	<b>500</b>
<b>CBF 637054001D (Roy Clough Legacy)</b>		
Roy Clough (Restricted) -	1,569	1,562
	<b>1,569</b>	<b>1,562</b>
<b>CBF 637054002D</b>		
General fund (Unrestricted) -	40,000	40,000
	<b>40,000</b>	<b>40,000</b>
<b>Total for Investments</b>	<b>42,840</b>	<b>42,833</b>
<b>Cash at bank and in hand</b>		
<b>NatWest Current account</b>		
Angel Project Appeal (Restricted) -	(349)	—
Christmas Day Event (Designated) -	1,921	2,217
Church Building (Designated) -	(1,183)	(3,473)
Church Building Major Works (Designated) -	9,070	10,000
Church Building Major Works (Restricted) -	2,000	—
Churchyard (Designated) -	(250)	—
Covid-19 Costs Grant (Restricted) -	(1,297)	—
Harvest Appeal (Restricted) -	(48)	—
Library (Designated) -	50	473
MPS School Leavers' Bibles Appeal (Restricted) -	(3)	—
Organ (Restricted) -	238	140
Parish Office Computer (Designated) -	—	212
Roy Clough (Restricted) -	114	7
Vicar's Fund (Designated) -	—	350
General fund (Unrestricted) -	(4,435)	774
Agency collection (Restricted) -	73	1,600
	<b>5,901</b>	<b>12,300</b>
<b>Barclays Current Account</b>		
Churchyard (Designated) -	420	—
Parish Endowment (Endowment) -	2,415	2,415
General fund (Unrestricted) -	20,409	16,067
	<b>23,244</b>	<b>18,482</b>
<b>NatWest Deposit Account</b>		
Church Building (Designated) -	3,477	6,946
General fund (Unrestricted) -	100	—
	<b>3,577</b>	<b>6,946</b>
<b>Barclays Number 4</b>		
Organ (Restricted) -	16,010	15,997
	<b>16,010</b>	<b>15,997</b>
<b>Barclays Number 6</b>		
General fund (Unrestricted) -	1,842	1,841
	<b>1,842</b>	<b>1,841</b>



	This Year	Last Year
<b>Cash in hand</b>		
Christmas Day Event (Designated) -	400	500
General fund (Unrestricted) -	51	51
	<b>451</b>	<b>551</b>
<b>Total for Cash at bank and in hand</b>	<b>51,025</b>	<b>56,116</b>
<b>Debtors</b>		
<b>Accounts Receivable</b>		
Angel Project Appeal (Restricted) -	349	—
Christmas Day Event (Designated) -	10	140
Churchyard (Designated) -	108	—
Covid-19 Costs Grant (Restricted) -	1,297	—
Harvest Appeal (Restricted) -	78	—
MPS School Leavers' Bibles Appeal (Restricted) -	3	—
General fund (Unrestricted) -	4,568	5,567
	<b>6,413</b>	<b>5,707</b>
<b>Total for Debtors</b>	<b>6,413</b>	<b>5,707</b>
<b>Agency accounts</b>		
<b>Agency collections</b>		
Agency collection (Restricted) -	(73)	(1,600)
	<b>(73)</b>	<b>(1,600)</b>
<b>Total for Agency accounts</b>	<b>(73)</b>	<b>(1,600)</b>
<b>Creditors: Amounts falling due in one year</b>		
<b>Accounts Payable</b>		
Christmas Day Event (Designated) -	(386)	(801)
Harvest Appeal (Restricted) -	(30)	—
Library (Designated) -	(50)	(50)
General fund (Unrestricted) -	(1,107)	(2,668)
<b>Total for Creditors: Amounts falling due in one year</b>	<b>(1,572)</b>	<b>(3,519)</b>
<b>Grand total</b>	<b>123,633</b>	<b>124,538</b>

## Fund movement by type

	Opening	Incoming	Outgoing	Transfers	Gains/losses	Closing
<b>ANGEL - Angel Project Appeal</b>						
Restricted	—	2,200	2,200	—	—	—
Sub-total for ANGEL	—	2,200	2,200	—	—	—
<b>ChrchMajWk - Church Building Major</b>						
Designated	10,000	—	930	—	—	9,070
Restricted	—	2,000	—	—	—	2,000
Sub-total for ChrchMajWk	10,000	2,000	930	—	—	11,070
<b>ChrchYd - Churchyard</b>						
Designated	—	528	250	—	—	278
Sub-total for ChrchYd	—	528	250	—	—	278
<b>ChurchBldg - Church Building</b>						
Designated	3,473	159	1,338	—	—	2,294
Sub-total for ChurchBldg	3,473	159	1,338	—	—	2,294
<b>ChurchHall - Church Hall</b>						
Designated	25,000	—	—	—	—	25,000
Sub-total for ChurchHall	25,000	—	—	—	—	25,000
<b>Covid-19 - Covid-19 Costs Grant</b>						
Restricted	—	1,297	1,297	—	—	—
Sub-total for Covid-19	—	1,297	1,297	—	—	—
<b>Endowment - Parish Endowment</b>						
Endowment	3,686	—	—	—	—	3,686
Sub-total for Endowment	3,686	—	—	—	—	3,686
<b>Harvest - Harvest Appeal</b>						
Restricted	—	558	558	—	—	—
Sub-total for Harvest	—	558	558	—	—	—
<b>Library - Library</b>						
Designated	423	65	50	(437)	—	—
Sub-total for Library	423	65	50	(437)	—	—
<b>MPSBIBLES - MPS School Leavers'</b>						
Restricted	—	220	220	—	—	—
Sub-total for MPSBIBLES	—	220	220	—	—	—
<b>Organ - Organ</b>						
Restricted	16,137	110	—	—	—	16,247
Sub-total for Organ	16,137	110	—	—	—	16,247
<b>ParOffCtr - Parish Office Comput</b>						
Designated	212	—	—	(212)	—	—
Sub-total for ParOffCtr	212	—	—	(212)	—	—
<b>RoyClough - Roy Clough</b>						
Restricted	1,570	113	—	—	—	1,683
Sub-total for RoyClough	1,570	113	—	—	—	1,683
<b>Vicars - Vicar's Fund</b>						
Designated	350	—	—	(350)	—	—
Sub-total for Vicars	350	—	—	(350)	—	—
<b>XmasEvent - Christmas Day Event</b>						
Designated	2,056	275	386	—	—	1,946
Sub-total for XmasEvent	2,056	275	386	—	—	1,946
<b>General - General fund</b>						
Unrestricted	61,631	94,605	95,807	999	—	61,429
Sub-total for General	61,631	94,605	95,807	999	—	61,429
<b>Grand total</b>	<b>124,538</b>	<b>102,130</b>	<b>103,035</b>	<b>—</b>	<b>—</b>	<b>123,633</b>

## Analysis of income and expenditure

	Unrestricted	Designated	Restricted	Endowment	Total This year	Last year
<b>INCOME AND ENDOWMENTS</b>						
<b>Donations and legacies</b>						
Gift Aid - Bank	54,290	—	—	—	54,290	53,945
Tax recoverable on Gift Aid	17,847	—	—	—	17,847	16,745
Gift Aid - Envelopes	5,593	—	—	—	5,593	4,967
Other Tax-Efficient Planned Giving	—	—	—	—	—	445
Other planned giving	480	—	—	—	480	580
One-off Gift Aid gifts	5,084	—	—	—	5,084	219
One-off Gift Aided Expenses	906	—	—	—	906	—
Donations appeals etc	2,459	65	1,297	—	3,820	11,747
Loose plate collections	1,798	—	—	—	1,798	5,746
Donations by Church Groups	157	—	—	—	157	562
Legacies	1,000	—	2,000	—	3,000	—
Other funds generated	—	155	—	—	155	114
Total	89,614	219	3,297	—	93,130	95,070
<b>Income from charitable activities</b>						
Christmas Day Event Donations	—	275	—	—	275	539
MPS School Leavers' Bibles Appeal Donations	—	—	220	—	220	—
Harvest Appeal Donations	—	—	558	—	558	—
Angel Project Appeal Donations	—	—	2,200	—	2,200	—
Fees for weddings and funerals	553	—	—	—	553	1,131
Total	553	275	2,978	—	3,806	1,670
<b>Other trading activities</b>						
Mældune Fair	—	—	—	—	—	3,941
Christmas Fair	—	—	—	—	—	2,118
Other Fund Raising	1,174	—	98	—	1,271	3,401
Online Store	518	—	—	—	518	—
Magazine income - advertising	950	—	—	—	950	918
Parish magazine sales	1,012	—	—	—	1,012	1,051
Total	3,653	—	98	—	3,750	11,429
<b>Investments</b>						
Bank and building society interest	1	5	13	—	19	49
CBF Deposit Interest	784	528	113	—	1,425	1,324
Total	785	533	126	—	1,444	1,374
<b>INCOME TOTAL</b>	<b>94,605</b>	<b>1,027</b>	<b>6,498</b>	<b>—</b>	<b>102,130</b>	<b>109,543</b>



	Unrestricted	Designated	Restricted	Endowment	Total This year	Last year
<b>EXPENDITURE</b>						
<b>Raising funds</b>						
Fees paid to fund raisers	45	—	—	—	45	2
Costs of fetes & other events	—	—	—	—	—	333
Costs of Other Fund Raising	219	—	—	—	219	—
Total	264	—	—	—	264	335
<b>Expenditure on charitable activities</b>						
Parish Support Fund	72,000	—	—	—	72,000	72,000
Salary of parish administrator	5,810	—	—	—	5,810	6,057
Music	4,689	—	—	—	4,689	4,913
Church maintenance	2,494	1,338	—	—	3,832	2,568
Home mission	335	—	2,978	—	3,312	250
Upkeep of services	925	—	1,297	—	2,222	2,114
Mission giving to charities	2,060	—	—	—	2,060	2,060
Church running - insurance	1,773	—	—	—	1,773	1,736
Administration	1,750	—	—	—	1,750	2,506
Church running - gas	1,079	—	—	—	1,079	1,256
Church running - electricity	897	—	—	—	897	1,189
Upkeep of churchyard	629	250	—	—	879	3,321
Church Major Repairs - Architect's Fees	—	930	—	—	930	—
Working expenses of incumbent	390	—	—	—	390	38
Costs of Christmas Day Event	—	386	—	—	386	924
Organ / piano tuning	278	—	—	—	278	1,306
Working expenses of other ministry team	155	—	—	—	155	223
Children's Ministry	104	—	—	—	104	104
Cleaning	89	—	—	—	89	18
Church running - water	89	—	—	—	89	89
Magazine expenses	—	50	—	—	50	116
Church Annex Furniture & Decoration	—	—	—	—	—	816
Total	95,542	2,953	4,275	—	102,771	103,601
<b>EXPENDITURE TOTAL</b>	<b>95,807</b>	<b>2,953</b>	<b>4,275</b>	<b>—</b>	<b>103,035</b>	<b>103,936</b>
<b>GRAND TOTAL</b>	<b>(1,202)</b>	<b>(1,926)</b>	<b>2,223</b>	<b>—</b>	<b>(905)</b>	<b>5,607</b>



## Notes to the Accounts

### 1. Accounting basis

These accounts have been prepared using the Historical Cost Convention, under which value of assets on the balance sheet is based on their original cost when acquired. We have also employed accruals-based accounting in which revenues and expenses are recorded when revenue is earned or when expenses are incurred, whether or not cash has been received or paid. Accordingly, we have provided for costs and income relating to 2020 but which had not been paid or received as at the 31<sup>st</sup> of December 2020.

### 2. Gift Aid Tax Reclaims

During 2020 four quarterly claims were completed, including one relating to donations received in 2019. At the 2020 year-end we have therefore accrued £4,708 in respect of the final claim, for the fourth quarter of 2020. In addition, a claim was completed under the Gift Aid Small Donations Scheme for the tax year 2019-20.

### 3. Parish Support Fund

The Parish Pledge for 2020 of £72,000 was paid in full for the year. The Pledge for 2021 is £72,000, as approved by the PCC.

### 4. Property

Property is shown at its historical cost. The hall is owned by the Parish, but day-to-day management and financing is governed by a separate charitable trust and the hall is used for the benefit of the local community, as well as for Parish events.

### 5. Building Works

Following observations made in the latest quinquennial report the parish is in the early stages of planning a major building works programme. This will require significant funds, which in turn will need specific fundraising. A donation of £10,000 made in late 2019 was designated to start the Fund for these works and a legacy in 2020 was ascribed to the restricted portion of the Fund. Architect's fees of £930 have so far been incurred.

## 6. Investments

Investments with the Central Board of Finance:

Share Income Investments (shown at historical cost in the accounts)

	<i>Units</i>	<i>Historical Cost</i>	<i>Market Valuation 2020</i>	<i>Market Valuation 2019</i>
		<i>£</i>	<i>£</i>	<i>£</i>
CofE Investment Fund Income Shares	1,000	771	20,487	19,169
Fynes Clinton Grave Trust	732	500	14,967	14,000
Total		1,271	35,454	33,169

### Deposit Income Investments

	<i>2020</i>	<i>2019</i>
	<i>£</i>	<i>£</i>
Roy Clough Bequest Fund Deposit	1,569	1,562
General Fund Deposit	40,000	40,000
Total	41,569	41,562

### Overall Total Investments

- As shown in the accounts	42,840	42,833
- At market value as at 31/12/2020	77,023	74,731

## 7. Debtors

	<i>2020</i>	<i>2019</i>
	<i>£</i>	<i>£</i>
Gift Aid Tax to be claimed from HMRC	4,708	5,460
Covid Grant	1,297	-
Investment Income	278	-
Sundry Other	80	107
Unrestricted Donations	40	-
Designated Donations – Christmas Day Event	10	140
Overall Total Debtors	6,413	5,707

Debtors of £6,413 on 31 December 2020 relate primarily to the Gift Aid Tax reclaims referred to in Note 2 above, together with a Grant for Covid costs successfully applied for in 2020 and received in 2021, investment income relating to 2020 and received in 2021, together with certain donations and income received or confirmed prior to the year-end but banked or received in early January 2021.

Similarly, debtors of £5,707 on 31 December 2019 relate primarily to the Gift Aid Tax reclaims referred to in Note 2 above, together with certain donations and income received or confirmed prior to the year-end but banked or received in early January 2020.

## 8. Creditors

	2020	2019
	£	£
<i>Amounts collected on behalf of others ('agency collections')</i>		
Diocesan service fees & other amounts due (1)	73	506
Charitable donations	-	969
Choir Wedding Fees & Verger Fee	-	125
<i>Total Agency Collections</i>	<u>73</u>	<u>1,600</u>
<i>Deferred Income</i>		
Old Malden Advertising Fees paid in advance	-	75
<i>Accrued expenditure</i>		
Utilities and Admin costs accrued	357	578
Christmas Day Event Expenses	385	801
Clergy Expenses	600	37
Outreach payments & Home Mission	30	1,780
Other		48
<i>Sundry Creditor</i>		
Funeral Director double payment	200	200
<i>Total Accounts Payable</i>	<u>1,572</u>	<u>3,519</u>
Overall Total	<u>1,645</u>	<u>5,119</u>

(1) Relates to services late in each year.

## 9. Maeldune and Christmas Fairs

	Maeldune Fair		Christmas Fair	
	2020	2019	2020	2019
	£	£	£	£
Gross Income	-	3,941	-	2,118
Gross Expenses	-	289	-	44
Net result	<u>-</u>	<u>3,652</u>	<u>-</u>	<u>2,074</u>

Regrettably, Covid-19 pandemic regulations meant that it was not possible to hold either the Maeldune or the Christmas Fair in 2020.

## 10. Christmas Day Event

	2020	2019
	£	£
Gross Income	275	539
Gross Expenses	386	924
Net	<u>(109)</u>	<u>(385)</u>

This year the Rotary Club maintained their donation to the cost of this event at £250. The PCC invited donations from members of the congregation, which also boosted the overall income for the event by £140, all of which is held within a restricted fund from which all expenses are paid.



# Annual Report

The activities of the Parish in 2020 were severely affected by the Covid-19 pandemic and the associated regulations. The Parish's financial activities have been similarly impacted. We were unable to hold our major fundraising events, the Maeldune and Christmas Fairs, and to run any form of campaign to focus on regular giving. Under such circumstances the Parish has been remarkably blessed in receiving significant one-off donations to help cover the inevitable potential shortfall in income over costs. In turn our costs, many of which are fixed, have been pegged back as far as possible in response to circumstances. Significantly, the Parish made several successful appeals during the year, which have boosted the ability of the Parish to support local good causes. The Parish maintained the same contribution to the Diocese's Parish Support Fund as had been made in 2019, i.e. £72,000. Following the introduction of the first lockdown in March 2020 the Finance Committee met every month to monitor and discuss the financial status of the Parish and to report and make recommendations to the PCC. The PCC approved a revised budget during the year for 2020 and has approved a similar budget for 2021, which indicates a deficit in the region of £20,000. Whilst not desirable, the PCC considers this to be sustainable for the year as a 'worst case scenario' while we manage the situation. The Parish's reserves allow for this approach and as a result the Parish must be considered a 'going concern'.

## *Income*

### *Donations*

Regular donations to the Parish by bank or envelope have risen slightly on 2019 levels, despite the uncertainties of the pandemic and the loss of a small number of donors for varying reasons. The PCC was not in a position to undertake a significant 'campaign' or review of regular giving by members of the congregation in 2020. However, the Finance Committee on behalf of the PCC gave frequent updates and made requests for members to consider making special, one-off donations or to raise regular giving, and members responded generously.

One-off Gift aid gifts and Donations in combination provided almost £9,000 during the year. This includes a number of one-off donations of £500 and £1,000 along with a Covid-19 grant successfully applied for at the end of the year and received in 2021. In late 2019 a single generous donation of £10,000 was made which enabled the Parish to avoid falling into deficit that year.

In 2020 loose plate collections fell away very significantly, as to be expected, having already fallen in 2019.

The parish's level of gift-aiding remains very high, despite the drop in loose plate collections (which limited the extent of our claim during 2019 under the Gift Aid Small Donations Scheme 'GASDS'), as many one-off gifts were made under gift-aid. We continue to claim quarterly, and necessarily in arrears after donations have been received. In 2020 we again submitted and received three quarterly claims for that year within the year but the fourth quarter's claim could only be made early in 2021 and this has therefore been accrued for in the accounts for 2020.

The PCC recorded its great gratitude for the generous donations made in 2020 which have helped to cover costs and thereby restrict the deficit to a minimum.

'Donations by Church Groups' from the various parish groups including Toddlers, Crochet and Playtime, together with coffee & tea net takings have understandably been severely restricted as the groups have, sadly, largely been unable to meet.

During the year the Parish has moved to contactless and cashless giving using contactless kit in church and donate buttons on the Parish website, and through the services of the providers SumUp and GiveALittle, as recommended by the Church of England. Although this development was already part of Parish plans, as with so many other social trends, the pandemic accelerated these as the move away from cash increased along with the reduced ability to attend church in person.



### *Income from Charitable Activities*

In a change from previous years the parish ran several very successful campaigns, largely online and on a cashless basis, for the Kingston Foodbank, the Malden Parochial School Leavers Bibles (a cause supported in many previous years) and the Christmas Angel Project for local school children. The online nature of these appeals, using SumUp and GiveALittle, lent themselves to gift aid donation and the income and expenditure for each of these now feature as both income and expenditure under the general banner of Home Mission.

Christmas Day Event Donations comprise a donation from Rotary New Malden and two contributions from guests or others.

Fees for weddings, funerals and burials of ashes are set by the Church of England and are charged accordingly; in a change from previous years, parishes now receive no income from funerals conducted purely at crematoria, these are passed to the Diocese in full (other than small donations paid by funeral directors to cover incidental costs such as travel). Other than crematoria funerals, such services were very restricted in 2020 owing to the pandemic.

### *Other 'Trading' Activities*

Sadly, neither the Maeldune nor the Christmas Fairs could take place in 2020. The Fundraising Team worked hard to raise funds by other means, taking opportunities when they could and raising creditable amounts, along with the annual Story Tent, which went online with great success and a truly live global reach. Our twice-yearly organ recitals regrettably had to be shelved because of pandemic restrictions. However, in an interesting and innovative development, the Fundraising Team created an Online Store, which has proved very successful and popular, again mainly using SumUp and the website.

Sales and advertising from Old Malden News both held up very well, having dropped in 2019 when we lost some advertisers; paper copies proved less popular; and the magazine continued to be available online.

### *Investment income*

Investment income remains buoyant as our various CBF/CCLA deposits performed well, although bank interest has fallen in line with the lowering of credit interest rates.

Overall, income has fallen by some £7,400 since 2019, as a result of pandemic restrictions on Parish activities.

## ***Expenditure***

### *General Comments*

In order to meet its commitments and the changing circumstances of the pandemic, the PCC amended its original budget for 2020 to forecast a significant deficit for the year and this guided the PCC and its Finance Committee as they managed the finances through the year. The more notable variances between 2019 and 2020 are drawn out below.

### *Parish Support Fund (Diocesan Contribution)*

Having decided to increase the Parish's contribution to the Diocese from £69,965 to £72,000 in 2018, and this has now remained the Parish's commitment in the successive three years. Payments were made in full (as referenced in note 3 to the accounts) and given the budgetary challenges our pledge for 2021 remains at £72,000. Meanwhile the average cost to the Diocese for a parish priest, including accommodation, pension, training and all the parish support that we receive, has risen beyond £82,000. The shortfall in our contribution to the full estimated cost remains a concern for the PCC, but there is little that can be done to amend this situation in the short term.



#### *Parish Administrator*

The PCC agreed an inflationary rise of 2% for the salary of our Administrator, who also worked a significant amount of overtime in 2019 during the summer and then in the autumn to support Fr Michael as he began his incumbency with us. The Parish remains very grateful to the Administrator for her commitment during a difficult year.

#### *Music*

The PCC agreed an inflationary rise of 2% for the honoraria of our Choir Director and Organist, to whom the Parish remains very grateful during a difficult year. Other music costs were heavily restricted as very few costs were incurred in the absence of musical provision for most of the year. Organ maintenance was reduced to the minimum necessary to ensure the organ remained viable.

#### *Upkeep of Churchyard*

This category also includes the costs associated with the maintenance of grounds within the vicarage curtilage but outside the vicarage garden *per se*. In 2019 we renewed the Plough Green Notice and amended the lettering on the church noticeboard at a combined cost of £1,400 and incurred one-off costs of £700 to clear the private footpath and to remove a redundant shed. In 2020 churchyard costs were pegged back to a minimum.

It should be noted that during late 2020 the Parish was successful in applying to a Government scheme for the installation of security lighting and camera surveillance. This exciting development, which is expected to be carried out in mind-2021, will bring significant benefits to St John's, which is relatively isolated and suffered some distressing surface vandalism during 2020. The cost to the parish will be some 20% (c£3,650) of the total).

#### *Administration*

In 2020 our administrative costs fell as a direct result of our partially reduced activities.

#### *Church Maintenance*

Exceptional costs in 2020 included the replacement of the kitchen boiler, emergency electrical work and emergency work on the main boiler. In 2019, exceptional costs included the 5-year Electrical test, some asbestos removal from the boiler room and a callout to sort out the main boiler.

#### *Upkeep of Services*

In 2020 our ongoing costs for services were very low, however costs in this category include expenses for reopening the church and the costs of kit for livestreaming services, all of which are covered by the Covid-19 grant referred to in the income review. In 2019 we incurred costs of £400 for visiting clergy during the interregnum.

### *Mission Giving*

The charitable and mission giving payments that we undertook during the year as approved by the PCC were:

	2020		2019
	£		£
<u><i>From general funds as our mission giving</i></u>			
Care International	300	Humanity First	300
Young Minds	300	Young Minds	300
Re-Engage	300	The Lily Foundation	300
The Fircroft Trust	275	The Fircroft Trust	220
KCAH	275	KCAH	220
The Felix Project	275	The Daniel Spargo-Mabbs Foundation	220
Southwark MU 'Away From It All' Scheme	275	Southwark MU 'Away From It All' Scheme	220
		Malden Manor Community	220
	2,000		2,000
The Royal British Legion, Worcester Park	60	The Royal British Legion, Worcester Park	60
	2060		2,060
<u><i>Home Mission collections and appeals</i></u>			
Angel Appeal	2,200	Malden Parochial School Prayer Garden	250
Harvest Appeal for Kingston Foodbank	558		
MPS Bibles	305		
Spring Foodbank Donation	250		
	3,312		250
<u><i>Agency Funds (not included in our income and expenditure)</i></u>			
Bishop's Lent Appeal	136	Bishop's Lent Appeal	706
		Carol Singing for Princess Alice Hospice	110
		Christian Aid including 'Big Brekkie'	859
	136		1,675

In 2019 the collection for and settlement to MPS for school bibles was managed outside the Parish accounts.

### *Church Running – Insurance*

During 2018 we negotiated improved charges for a fixed three-year term with our insurers, Ecclesiastical Insurance. Year-on year risks are inflationary and in mid-2021 we will renegotiate the arrangement.

### *Working Expenses of the Incumbent*

An accrual has been made to cover anticipated expense claims by the Vicar for 2020.

### *Organ & Piano Tuning*

Maintenance of the organ was restricted in 2020 to a single tuning visit, in contrast with 2019 when a full programme of tuning and maintenance was undertaken. The piano was last tuned in 2019.

### *Church Running – Gas & Electricity*

Costs for the year were held down through restricted use of the church building as well as through the terms negotiated by Parish Buying, the buying service for the Church of England and the Church in Wales, which we choose to use for the provision of bulk-buying terms for parishes.



### *Working Expenses of Other Ministry Team and Children's Ministry*

Members of the ministry team have long been encouraged to claim for expenses they incur in carrying out their duties, as allowed for in the parish budget. This year claims have been restrained in general cost management.

### *Magazine Expenses*

In previous years a calculation was made to estimate the cost of producing the Parish magazine, Old Malden News, and this figure was split from the cost of Parish Administration. In 2017 the decision was made not to conduct this exercise for a number of reasons – allocation of costs is difficult to estimate and subjective; there is no doubt the magazine generates income (c£2,000) that, although falling in recent years, exceeds costs; the PCC may choose to continue to produce the magazine for outreach purposes even if it were a net cost to the Parish; the magazine is increasingly read online, with commensurately lower costs attached. The magazine expenses noted for 2019 and 2020 are those directly identifiable and solely attributable to Old Malden News, namely postage stamps and bookbinding.

Overall, the Parish managed to contain expenditure to remarkably similar levels seen in 2017, 2018 and 2019, despite extraordinary costs not budgeted for, including the new kitchen boiler, emergency electrical work and the costs of reopening and making safe the church building during the pandemic. Regular giving held up reasonably well over the year as a whole.

As a result, and after allowing for significant one-off gifts and legacies, we have incurred a small overall deficit in 2020, including a deficit of £3,128 in the combined, unrestricted funds. We remained significantly reliant on excellent fundraising activities during the year to cover some of our day-to-day expenses.



# Independent Examiner's Report to the PCC of St John the Baptist Church, Old Malden

## Basis of this Report

This report on the financial statements of the PCC for the year ended 31 December 2020, which are set out on the accompanying pages, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the regulations') and section 145 of the Charities Act 2011 ('the Act').

## Respective responsibilities of the PCC and the Examiner

As members of the PCC you are responsible for the preparation of the financial statements. You consider that the audit requirement of the Regulations and section 144 (2) of the Act do not apply. It is my responsibility to issue this report on those financial statements in accordance with the terms of the Regulations.

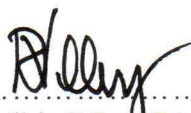
## Independent Examiner's Report

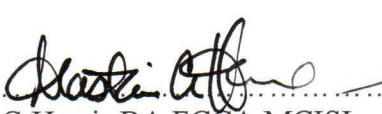
My examination was carried out in accordance with the General Directions given by the Charity Commission under section 145 (5) of the Act and to be found in the Church Guidance, 2006 edition, issued by the Finance Division of the Archbishops' Council. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

## Independent Examiner's Statement

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

- [1] which gives me reasonable cause to believe that in any material respect the requirements
  - to keep accounting records in accordance with section 130 of the Act; and
  - to prepare financial statements which accord with the accounting records and comply with the requirements of the Act and the Regulations 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.

Signed.....  
Nilkunj Dodhia BSc FCA MBA  
Independent Examiner  
Date.....10 APRIL 2021.....

Signed.....  
Alastair G Harris BA FCCA MCISI  
Parish Treasurer  
Date.....10 APRIL 2021.....

Signed.....

PCC Chairman 07/05/21  
Date.....