

**The Parochial Church Council
of the Ecclesiastical Parish
of St Martin Maidstone**
(Registered charity number 1149349)

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

RECEIPTS AND PAYMENTS ACCOUNT

	Notes	Unrestricted Funds	Designated Funds	Restricted Funds	TOTAL 2020	TOTAL 2019
		£	£	£	£	£
RECEIPTS						
Voluntary Receipts:						
Planned giving		20,856	-	-	20,856	21,276
Collections		2,093	-	-	2,093	5,766
Donations		9,062	-	-	9,062	6,418
Gift Aid Tax		4,204	-	-	4,204	7,155
Grants, gifts and legacies	4c	-	9,150	4,000	13,150	9,414
Generated Income:						
PCC fees		6,489	-	-	6,489	7,695
Lettings	4a	24,680	-	-	24,680	33,394
Fundraising	4b	8,153	-	-	8,153	5,996
Miscellaneous	4e	517	-	-	517	909
Other Receipts:						
Missionary grant		10,000	-	-	10,000	10,000
Bank interest		18	-	-	18	36
'100' Club fund transfer		-	-	-	-	4,214
TOTAL RECEIPTS		86,072	9,150	4,000	99,222	112,273
PAYMENTS						
Ministry:						
Parish share and Diocesan fees	5	64,860	-	-	64,860	77,561
Clergy expenses		1,590	-	-	1,590	1,763
Other		420	-	-	420	737
Church and property maintenance:						
including utilities and insurance	4f	19,789	-	-	19,789	23,762
Books, printing and stationery		1,513	-	-	1,513	2,025
Music licences and instruments		606	-	218	824	2,027
Youth and children's work		-	-	-	-	74
Donations to charities	4g	155	-	-	155	350
Quinquennial expenses		-	360	-	360	-
Miscellaneous	4h	678	-	-	678	2,047
Furniture and equipment		-	-	-	-	7,337
Ignite expenses		-	666	-	666	808
Community Fund expenses		-	1,096	-	1,096	-
TOTAL PAYMENTS		89,611	2,122	218	91,951	118,491
NET (-PAYMENTS)/RECEIPTS		- 3,539	7,028	3,782	7,271	- 6,218
Net after transfers		- 3,539	7,028	3,782	7,271	- 6,218
Balances brought forward 1 January		15,037	2,872	4,958	22,867	29,085
Balances carried forward 31 December		11,498	9,900	8,740	30,138	22,867

NOTE: There were no Endowment Funds held during the year.

These financial statements were approved by the PCC at their meeting on x March 2021

Signed on behalf of the parochial church council

Rev'd Joyce Addison
Priest in Charge/Chair

Andrew Gray
Hon. Treasurer

**The Parochial Church Council
of the Ecclesiastical Parish
of St Martin Maidstone**
(Registered charity number 1149349)

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

STATEMENT OF ASSETS AND LIABILITIES AT 31 DECEMBER 2020

	Notes	Unrestricted Funds	Designated Funds	Restricted Funds	TOTAL 2020	TOTAL 2019
		£	£	£	£	£
Cash Funds						
Barclays Bank current account		8,286	-	-	8,286	2,411
Barclays Bank savings account	2	3,212	9,900	8,740	21,852	20,456
		<u>11,498</u>	<u>9,900</u>	<u>8,740</u>	<u>30,138</u>	<u>22,867</u>
Other Monetary Assets						
Other debtors - tax reclaim outstanding		4,162	-	-	4,162	3,992
		<u>4,162</u>	<u>-</u>	<u>-</u>	<u>4,162</u>	<u>3,992</u>

Assets retained for Church use

The following properties are not parish assets but are available for use by the parish:

St Martin's Church, Northumberland Road
St Martin's Church Hall, Northumberland Road
St Hilary's House, ground floor, Reculver Walk, Senacre
St Hilary's House, flat, Reculver Walk, Senacre
House, 85 Loose Road

St Hilary's House and flat are not currently in use by the Church and are in the process of being sold.

The following assets bought by the PCC are in church use. Values are shown at cost and do not necessarily reflect market or insurable values.

	£
Sound and visual system (2010)	9012
Fitted church carpet(2011)	1475
Public Notice Board (2011)	1164
Priests' Board (2011)	810
Projector (2011)	2291
Church chairs (2012)	11776
Hall chairs (2013)	2002
Uplighters and 'A' frame (2013)	501
Projector screen; filing cabinet (2017)	1788
Furniture (2019)	429

Other assets not recognised in the the above list include moveable church fittings and equipment held by the church wardens on special trust for the PCC and which require a faculty for disposal.

Liabilities

		Unrestricted Funds	Designated Funds	Restricted Funds	2020	2019
Parish share	5	6,133	-	-	6,133	-
Expense creditors		-	-	-	1,082	2,727

**The Parochial Church Council
of the Ecclesiastical Parish
of St Martin Maidstone**
(Registered charity number 1149349)

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

NOTES TO THE ACCOUNTS

1. Accounting Policies

The financial statements have been prepared on a receipts and payments basis in accordance with the Charities Act 2011 and Church Accounting Regulations 2006.

2. Restricted and Designated Funds

	At 01.01.20	Receipts	Payments	Transfer	At 31.12.20
	£	£	£	£	£
Restricted :					
Church projects fund	719	-	-	-	719
Youth Fund	257	-	-	-	257
Quinquennial restricted fund	3,695	-	-	-	3,695
Justice Appeal Grant	231	-	-	-	231
Maidstone Borough Council	56	-	-	-	56
Organ maintenance fund	-	4,000	218	-	3,782
	<u>4,958</u>	<u>4,000</u>	<u>218</u>	<u>-</u>	<u>8,740</u>
Designated:					
Quinquennial designated fund	1,943	-	360	-	1,583
Ignite	929	2,000	666	-	2,263
Community Fund	-	7,150	1,096	-	6,054
	<u>2,872</u>	<u>9,150</u>	<u>2,122</u>	<u>-</u>	<u>9,900</u>
Unrestricted:					
Clive's Fund	1,312	-	-	-	1,312
Revenue Reserve	7,100	18	-	- 5,500	1,618
St Martin's "100" Club	4,214	1,068	-	- 5,000	282
	<u>12,626</u>	<u>1,086</u>	<u>-</u>	<u>- 10,500</u>	<u>3,212</u>

**The Parochial Church Council
of the Ecclesiastical Parish
of St Martin Maidstone**
(Registered charity number 1149349)

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

4. Receipts and Payments Analysis

	Unrestricted Fund	Designated Funds	Restricted Funds	Total 2020	Total 2019
	£	£	£	£	£
a. Lettings					
Hall	9,042	-	-	9,042	16,976
St Martin's	530	-	-	530	1,310
St Hilary's	6,000	-	-	6,000	6,000
St Martin's House	9,108	-	-	9,108	9,108
	<u>24,680</u>	<u>-</u>	<u>-</u>	<u>24,680</u>	<u>33,394</u>
b. Fund-raising					
'60' Challenges	3,783			3,783	-
Christmas raffle (2019: Raffle and fayre)	1,572	-	-	1,572	1,496
'100 Club' net contributions	1,068	-	-	1,068	-
Ride and Stride	706	-	-	706	550
Breakfasts, coffee mornings and tea afternoons	397	-	-	397	1,263
Quiz events	-	-	-	-	1,352
Summer Fayre & Raffle	-	-	-	-	878
Other	627			627	237
	<u>8,153</u>	<u>-</u>	<u>-</u>	<u>8,153</u>	<u>5,776</u>

**The Parochial Church Council
of the Ecclesiastical Parish
of St Martin Maidstone**
(Registered charity number 1149349)

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

	Unrestricted Fund	Designated Funds	Restricted Funds	Total 2020	Total 2019
	£	£	£	£	£
c. Grants and gifts					
Maidstone Borough Council - Community Fund	-	4,650	-	4,650	-
Kent County Council - Community Fund	-	2,500	-	2,500	-
Organ Maintenance Fund	-	-	4,000	4,000	-
Canterbury Diocese - Ignite improvements	-	-	-	-	6,764
Ignite Diocesan Allowance	-	2,000	-	2,000	2,000
Justice Appeal grant	-	-	-	-	250
Maidstone Borough Council	-	-	-	-	400
	-	9,150	4,000	13,150	9,414

	Unrestricted Fund	Designated Funds	Restricted Funds	Total 2020	Total 2019
	£	£	£	£	£
e. Miscellaneous income					
Closure of flower account	401	-	-	401	-
Repayment of utilities and materials	-	-	-	-	857
Ignite income	-	-	-	-	43
Other	116	-	-	116	9
	517	-	-	517	909

f. Church and property maintenance

	Church	Hall	St Hilary's	Other	Total
	£	£	£	£	£
Utilities	4,002	3,361	1,609	-	8,972
Maintenance	2,304	1,104	554	-	3,962
Insurance	1,998	1,313	859	-	4,170
Cleaning	406	2,113	-	-	2,519
Internet	166	-	-	-	166
	8,876	7,891	3,022	-	19,789
Year to 31 December 2020	10,749	9,513	3,460	40	23,762

g. Donations to charities

	Unrestricted Funds	Designated Funds	Restricted Funds	Total 2020	Total 2019
	£	£	£	£	£
Mind Christmas Appeal	155	-	-	155	-
Advent Justice Appeal	-	-	-	-	275
Dandelion Time	-	-	-	-	75
	155	-	-	155	350

h. Miscellaneous

	£	£	£	£	£
Bank charges	352	-	-	352	419
Xmas trees and flowers	190	-	-	190	286
Other	136	-	-	136	111
Event expenses	-	-	-	-	951
Fees and subscriptions	-	-	-	-	160
Bishop Trevor's retirement	-	-	-	-	120
	678	-	-	678	2,047

**The Parochial Church Council
of the Ecclesiastical Parish
of St Martin Maidstone**
(Registered Charity number 1149349)

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

5. Parish Share

Our total parish share, including parochial fees, for 2020 was £70,993, made up as follows

Parish Share due for 2020	47,340
Parochial fees paid to the Diocese	4,545
CDBF missionary grant	10,000
CDBF credits - St Martin's House	9,108
	<u>£ 70,993</u>

Our payments for 2020 were as follows:

Payments made	45,752
CDBF missionary grant	10,000
CDBF credits - St Martin's House	9,108
	<u>£ 64,860</u>

Underpayment for the year	<u>£ 6,133</u>
---------------------------	----------------

The PCC has committed to make good this underpayment as soon as our Parish finances and cashflow improve.

**The Parochial Church Council
of the Ecclesiastical Parish
of St Martin Maidstone**

(Registered charity number 1149349)

**FINANCIAL STATEMENTS
AND
ANNUAL REPORT
for the year ended 31 December 2020**

PRIEST IN CHARGE
Reverend Joyce Addison

BANKERS
Barclays Bank Plc
Maidstone Branch
13 Fremlin Walk
Maidstone
ME14 1QG

INDEPENDENT EXAMINER
Julie Griggs FCA

**The Parochial Church Council
of the Ecclesiastical Parish
of St Martin Maidstone**
(Registered charity number 1149349)

Contents

Administrative information	1
Trustee's report and financial review	2 - 5
Independent examiner's report	6
Receipts and payments account	7
Statement of assets and liabilities	8
Notes on the accounts	9 - 12

**The Parochial Church Council
of the Ecclesiastical Parish
of St Martin Maidstone**
(Registered charity number 1149349)

**Independent Examiner's Report
to the Parochial Church Council of St Martin's, Maidstone**

I report on the accounts and financial statements for the year ended 31 December 2020 which are set out on pages 7 to 12.

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

Basis of independent examiner's report

My examination was carried out in accordance with 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.

(signed) _____ (dated) _____

**The Parochial Church Council
of the Ecclesiastical Parish
of St Martin Maidstone**
(Registered charity number 1149349)

Aim and purposes

As a member of the Church of England our general aim is "to promote the whole mission of the Church, pastoral, evangelistic, social and ecumenical". Within this broad aim our main mission is to grow the church numerically and spiritually, to develop ministry and build partnerships that enrich our communities within the Parish and beyond.

St Martin's Parochial Church Council has responsibility with our priest in charge, the Reverend Joyce Addison, for promoting this mission. The PCC is responsible for the maintenance of St Martin's church, church hall and grounds at Northumberland Road, Shepway, and of St Hilary's church hall at Senacre.

Objectives and Activities

The ongoing commitment of the PCC is to bear witness to the love of God in our communities and to encourage as many people as possible to get know us, to worship with us and to become part of our parish community. We also care for God's creation and are an Eco Church.

We look for ways to build bridges and create partnerships with our wider community. We look to involve schools, groups, organisations and newcomers to our Parish in our services and events. To this end, our services are a mixture of traditional and modern with celebration of Holy Communion as the centre. We seek to show through our activities that we are an open and welcoming church for the use of those in our Parish and the wider community. In meeting these objectives the PCC has considered the Charity Commissioner's guidance on public benefit and advancement of religion. Our mission statement is "Making room for all".

Coronavirus Pandemic

2020 was a strange and difficult year. In March, our church buildings were closed to comply with Government regulations. Since then, we have been working hard to keep everyone safe, whilst learning how to live alongside the virus and adapt to new ways of being church. One priority has been to stay connected, especially with the most vulnerable and isolated in our community. Our ministry and pastoral teams have been extremely busy making phone calls, doing shopping, collecting prescriptions and being a friendly and visible presence within the Parish. We have been extremely grateful for the financial support provided by Maidstone Borough Council, Kent County Council and Golding Homes. This has allowed us expand our offering to more needy people through the provision of regular food parcels, children's activity packs and technology to help with home schooling. Most recently, we have started a new initiative called "Grab and Go" which provides the ingredients for a nutritious family meal that can be prepared and cooked in the home by all who need one.

Early on in the pandemic, we successfully switched our Sunday and mid-week services, our meetings and social events to "Zoom". It has been a learning curve for most of us, but one that we have readily adopted. Zoom has made it possible to feel together whilst apart, and to use new liturgy and visuals. It also gives the opportunity for the congregations of our two churches to worship together with new family and friends, some from further afield. We thank our technology team for making Zoom worship possible.

The past months have caused many of us to re-evaluate what is important and to appreciate the joy of slowing down. However some have found these times unsettling, fearful and lonely. There have been many disappointments, not least the closure of our church buildings, the cancellation of celebrations such as weddings and baptisms and the added loneliness of restrictions surrounding funerals.

It was with great joy that we were able to reopen our church buildings, first for private prayer and then later in July for public worship, in accordance with all safety guidelines. We thank our church wardens and their band of helpers for making the buildings safe and conducting the necessary risk assessments. However, this could not last as we closed again in December in accordance with the second Government lockdown. Currently our worship is back on Zoom, broadcasting from St Martin's Church.

St Hilary's Church

Sadly, during the year, the Diocese took the difficult decision to close St Hilary's Church and put the building up for sale. We held a final commemoration service there in December to mark the contribution to the Parish made by its small but faithful congregation. .

Achievements and Performance

Worship and Prayer

Despite the pandemic, the PCC has sought to provide a range of services that are beneficial to our community and spiritually satisfying, either in church or via "Zoom" as the regulations allow.

An interactive Holy Communion service is held on the first Sunday of each month, which is particularly suitable for our children.

A quiet early morning service of Holy Communion without music is held on the first Sunday of each month at 8am with Parish Communion at 10am every Sunday in the month.

Other services at St Martin's include Holy Communion on Thursdays at 9.30am and, on the 3rd Sunday of the month, prayer for healing and wholeness is included. We are also holding more baptism services within our main 10am Sunday worship.

Occasional evening services are held. Weekday and Saturday morning prayer provides an opportunity for quieter reflection. Details of all services can be found on our notice boards, website, in the parish magazine or weekly news sheets.

At the end of 2019 there were X members on the Church Electoral Roll. During the year there was X marriage service in church, X funerals and X baptisms.

2

The Parochial Church Council of the Ecclesiastical Parish of St Martin Maidstone (Registered Charity number 1149349)

Schools, Family and Youth

Despite the Covid pandemic and Lockdown restrictions we have tried to continue our work in this important area. We have worked hard to maintain links with the 5 local Primary schools in our Parish. By working closely with the heads and the council we have been able to support families in need eg with IT equipment. The schools have been invited to contribute to displays outside church such as our Pentecost flags. We donated 3 saplings to each of 4 schools as part of the Queen's Commonwealth Canopy scheme. Since March 2020 we have been unable to continue with the Story club in school but were able to support some needy children with activity bags.

Our Sunday club and Youth Group have not been able to meet in person. But the Youth Group meet once a month via Zoom and

The Sunday club children have a weekly email via their parents to encourage them to respond to the readings in a Godly Play type way. This has not been easy. They also have colouring and puzzle sheets linked to the readings. The young people take part in some services eg read a lesson or lead in prayer. They have received gifts such as Advent candles and I-Spy books.

The Youth Group are currently being nurtured in self-development sessions by a Family Trust representative and Rev Joyce Addison via Zoom.

We support pre-school children via the church hall and we have given holiday activity bags to 2 local pre-schools. Teenagers are supported by leasing St Hilarys to a charitable organisation called Kings Reach in Senacre.

All this work has been underpinned by prayer throughout the Parish and in particular through a small group who pray once a month for the children, families and young people. organised by our fundraising group.

Ignite

Awaiting input from Andrew E

Deanery Synod

The PCC has three representatives on the deanery synod. This involves the PCC in the broader aspects of the church and discussion regarding the deployment of resources in Maidstone. The development of Group ministry in the deanery provides an overall structure in which partnerships can flourish. This extends St Martin's role to ministry in the town as a whole. The process has developed to involve our church with other denominations and organisations. This networking together has produced Street Pastors, Winter Shelter for the Homeless and a Chaplaincy to Fremlin Walk Shopping Centre.

Financial Review

We are reporting a loss for the year of £3,539 (2019: Loss £5,566). The result has been adversely affected by the coronavirus pandemic, which led to a 36% fall in our hall lettings and a 64% fall in plate collections, together with the cancellation of both our summer and Christmas fairs.

Reserves policy

During the year, the PCC agreed to maintain our free reserves above a minimum level of £6,000. payments. This is meant to cover cash flow fluctuations and immediately necessary expenditure. These funds are apart from other reserves required for planned expenditure.

**The Parochial Church Council
of the Ecclesiastical Parish
of St Martin Maidstone**
(Registered charity number 1149349)

St Martin's, the Church Hall and St Hilary's and St. Martin's House

Routine and general maintenance is carried out by our fabric team throughout the year. General servicing of heating, security and other equipment is carried out by specialist contractors.

During 2020, as well as routine maintenance, repairs were carried out to the hearing loop, wall heaters, boilers and stairlift.

Pastoral Care

Pastoral Care continues to play an important role at St Martins. It provides mutual care, prayer and support for all of its members. Pastoral care consists of a number teams each with a group leader. All on the electoral roll or regular attendees belong to a group. Arrangements can be made through Group Leaders for post baptism support, hospital and bereavement visiting and home communion.

Structure, governance and management

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Powers Measure.

The method of appointment of PCC members is set out in the Church Representation Rules. Members of the PCC consist of the priest in charge, church wardens and others elected by members of the congregation who are on the Electoral Roll. All members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC.

The PCC is responsible for making decisions on all matters of general concern and importance to the parish including decisions on the disbursement of funds.

The PCC met eight times during 2020. There are also a number of committees which meet during the year and report to the PCC. These committees cover particular aspects of church life including worship, mission, youth and outreach, fabric, fund-raising events and finance. A standing committee was set up during the year.

**The Parochial Church Council
of the Ecclesiastical Parish
of St Martin Maidstone**
(Registered charity number 1149349)

The Parochial Church Council presents its report and financial statements for the year ended 31 December 2019.

Administrative Information

St Martin's address is Northumberland Road, Maidstone, ME15 7LP. Our website is www.stmartinsmaidstone.org.uk. Enquiries may be sent to office@stmartinsmaidstone.org.uk. St Martin's is part of the Diocese of Canterbury within the Church of England.

On 17 October 2012 "The Parochial Church Council of the Ecclesiastical Parish of St Martin Maidstone" was registered as an individual charity, number 1149349. Trustees' Annual Reports and Accounts are filed with the Charity Commissioners.

2020 and the early part of 2021 was a time of significant loss in the church congregation. We said "goodbye" to x,x,x,x

Members of the PCC are either *ex officio* or elected at the Annual Parochial Church Meeting in accordance with the Church Representation rules.

PCC members who have served during the financial year 2020 are:

Priest in Charge :	Rev'd Joyce Addison (<i>Chair</i>)
Reader:	Robin Fassenfelt (<i>deanery and synod representative</i>)
Churchwardens:	Chris Charles Keith Smith (<i>from x</i>)
Secretary:	Ruth Lowdell (<i>to 11 February 2020</i>) Carole Guichard (<i>from x</i>)
Treasurer:	David Goodwin (<i>toX</i>) Andrew Gray (<i>from Oct 2020</i>)
Elected	Gill Bristow Michael Chapman Diane Enfield (<i>Deanery Lay Chair</i>) Lesley Neno Kevin Noble Janet Parkinson (<i>deanery representative</i>) Linda West Sue Yeo Arun Rabbani Susan Holmes Esther Barford
Ignite Enablers:	Andrew Edwards Melanie Banister

