

**PAROCHIAL CHURCH COUNCIL OF ST JAMES HECKMONDWIKE
(WITH ALL SOULS NORRISTHORPE)**

Registered Charity Number 1152319

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

Receipts and Payments Summary of Financial Activities

	<i>Unrestricted</i>			<i>Total</i>	<i>Total</i>
	<i>General</i>	<i>Restricted</i>	<i>Endowed</i>	<i>All Funds</i>	<i>All Funds</i>
	<i>Fund</i>	<i>Fund/s</i>	<i>Fund/s</i>	<i>2020</i>	<i>2019</i>
	£	£	£	£	£
Income and endowments from:					
Donations and legacies	35,900	-		35,900	44,487
Charitable activities	7,151	-		7,151	26,218
Investments	12	1		13	22
Total received	43,063	1		43,064	70,727
Expenditure on:					
Raising funds	-			-	2,048
Charitable activities	58,278			58,278	72,214
Other payments	-	-		-	6,102
Total paid	58,278	-	-	58,278	80,365
Reconciliation of funds:					
Net income or (net expenditure)	(15,214)	1	-	(15,213)	(9,637)
Transfers between funds					
Net movement in funds	(15,214)	1	-	(15,213)	(9,637)
Bank accounts at 1 January 2020	115,625	1,831		117,456	127,093
Bank accounts at 31 December 2020	£100,411	£1,832	-	£102,242	£117,455

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2020**

Statement of Assets and Liabilities

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	Unrestricted General Fund	Restricted Fund/s	Total All Funds 2020	Total All Funds 2019
Assets:	£	£	£	£
Bank current account	97,551	1,594	99,145	114,372
CBF Deposit Fund	2,860	237	3,097	3,084
Total assets	£100,411	£1,832	£102,243	£117,456
Statement of funds	Balances b/fwd 1 Jan 2020	Income	Expenditure	Balances c/fwd 31 Dec 2020
	£	£	£	£
Restricted Funds				
Roof fund	111	-	-	111
Bells Fund	236	1	-	237
All Souls Lunch Club	1,484		-	1,484
	1,831	1	-	1,832
Unrestricted Funds				
General fund	115,625	43,063	(58,278)	100,411
	115,625	43,063	(58,278)	100,411
Total funds	117,455	43,064	(58,278)	102,242

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General Fund Receipts and Payments

	2020	2019
RECEIPTS	£	£
Voluntary Income		
Planned giving	25,673	24,108
Gift aided donations	859	2,049
Tax Recovered	7,106	12,918
Plate Collections	1,749	2,426
Occ. office collections	196	1,126

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	35,900	43,600
	1,992	1,857
	160	1,797
	386	537
	60	
	140	220
	0	995
	325	521
	1,280	7,047
	151	574
	54	220
	86	200
	0	104
	1,558	6,898
	0	690
	0	138
	0	583
	0	611
	0	2,105
	0	483
		635
	749	
	210	
	12	21
	7,163	26,238
	43,063	69,839
Sundry donations	130	
Donations for Charity	96	425
Candle Stand	44	164
Coin collection	48	121
Activity Income		262
Fees weddings and funerals		
Use of church rooms		

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Magazine sales
 Flowers
 Magazine adverts
 Photocopy contrib CC
 CC contrib Vicarage Tel
 Tuesday Wecome
 Coffee fund
 Sundry sales
 Lent Film Night Messy Church Fundraising:
 Breakfast mornings
 Spring lunch
 Trip
 Band concert
 Harvest Lunch
 Christmas Fayre
 Christmas lunch
 Sale of Table
 Furlough Pay
 Churches Together
 Investment income

TOTAL Receipts

Fund Receipts and Payments

	2020	2019
	£	£
PAYMENTS		
<i>Raising funds</i>		
Tuesday Welcome	0	676
Fundraising costs	0	1,372

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Magazine sales		
Flowers		
Magazine adverts		
Photocopy contrib CC		
CC contrib Vicarage Tel		
Tuesday Welcome		
Coffee fund		
Sundry sales		
Lent Film Night Messy Church Fundraising:		
Breakfast mornings		
Spring lunch		
Trip		
Band concert		
Harvest Lunch		
Christmas Fayre		
Christmas lunch		
Sale of Table		
Furlough Pay		
Churches Together		
Investment income		
TOTAL Receipts		

Fund Receipts and Payments

	2020	2019
	£	£
PAYMENTS		
<i>Raising funds</i>		
Tuesday Welcome	0	676
Fundraising costs	0	1,372

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Church activity costs	0	2,048
Parish Share		
Charitable giving		
Clergy costs	30,685	26,523
Welfare	3,000	2,000
Deanery costs	1,515	3,960
Upkeep of services	0	
Messy Church		20
Organ and music	578	944
Flowers	19	54
Heat and light and water	2,797	2,643
Church insurance	0	24
Church cleaning	5,488	5,505
Church repairs & maint	4,557	4,461
New Organ	2,877	2,819
Stationery	1,820	3,117
Admin costs (incl Tel)	0	15,290
Social & hospitality costs	0	284
Occ Offices Fees	727	731
Photocopier costs	209	548
Training	505	
	3,150	2,676
	153	617
TOTAL Payments	58,278	72,214
Excess/(Shortfall)	58,278	74,262
Balance b/f	(15,214)	(4,423)
Balance c/f	115,625	120,048
	100,410	115,625

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PAROCHIAL CHURCH COUNCIL OF ST JAMES HECKMONDWIKE
 (WITH NORRISTHORPE)
 Registered Charity Number 1152319
 FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

Roof Fund Receipts and Payments

2020 £	2019 £
0	887
	5,322
0	780
	6,102
-	(5,215)
111	5,326
111	111

RECEIPTS

Voluntary Income

Donations

Tax Recovered

Fundraising

Sundry collections

Grants

TOTAL Receipts

PAYMENTS

Activity costs

Building costs

Notice Boards

887

TOTAL Payments

Excess/(Shortfall)

Balance b/f

Balance c/f

Walker Bells Bequest Receipts and Payments

	2020 £	2019 £
Interest	1	1
Balance at 1 Jan 2020	236	235
Balance at 31 Dec 2020	<u>237</u>	236

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TOTAL Payments

Excess/(Shortfall)

Balance b/f

Balance c/f

Walker Bells Bequest Receipts and Payments

	2020 £	2019 £
Interest	1	1
Balance at 1 Jan 2020	236	235
Balance at 31 Dec 2020	<u>237</u>	236
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St James Church Heckmondwike
with Norristhorpe
Registered Charity 1152319

**Annual Report and Financial Statements
of the Parochial Church Council
For the year ended 31st December 2020**

<i>Incumbent:</i>	The Reverend Karen Young
<i>Bank:</i>	HSBC, Dewsbury
<i>Independent Examiner:</i>	Mr. Andrew Mattacks

Parochial Church Council of St James Heckmondwike (with Norristhorpe) Registered Charity no. 1152319

Annual Report for 2020

Aims and purposes

St James Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of St James Church.

Objectives and activities

The PCC is committed to enabling worship for as many people as possible by developing a wide range of services and worshipping opportunities. Our services put faith into practice through prayer, scripture music and sacrament.

Structure, governance and management

Members of the PCC are either ex-officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules. During the year the following people served as members of the PCC:

Incumbent The Reverend Karen Young (Chair)

Readers (ex-officio) Brenda Britton
Margaret Mitchell
Michael Walker (Vice-Chair)

Churchwardens (ex-officio) Melvyn Bathgate
Geraldine Thompson

Deanery Synod Brenda Britton
Susan King

Co-opted Members Ruth Kyle (Treasurer)
Anne Newham (Secretary)

Elected Members *Term of office expiring 2021*
Sandra Halewood
(Geraldine Thompson)

Term of office expiring 2022
Suzanna Boon
Val Ellis (Safeguarding Officer)
Caroline Waring (Lay Pastoral Minister)

Term of office expiring 2023
Keith Wilson
Martin Firth
Bob Stocks

Standing Committee

This the only committee required by law. It has power to transact the business of the P.C.C. between its meetings, subject to any directions given by the council. It also

meets to discuss other matters to be put before the P.C.C. and prepare the agenda. It consists of the Vicar, churchwardens, P.C.C. Secretary, P.C.C. Treasurer and one elected member of the P.C.C.

Safeguarding

In accordance with the Church Representation Rules 2017, the PCC has recognised its duty of due regard to the House of Bishops safeguarding guidance. The PCC has adopted the House of Bishops 'Promoting a Safer Church; safeguarding policy statement'. The PCC has drawn up its own policy and procedure statement. All PCC members and those involved in the Pastoral Team have up to date DBS checks. The Safeguarding officer (Val Ellis) reports at each PCC meeting

Achievements and performance

All our activities, from worship to social and charitable activities were impacted by the coronavirus pandemic and the various lockdowns and restrictions.

Worship and prayer

Our principal service on a Sunday continued as before until March 15. From March 23 until mid-July the church was closed for public worship.

The vicar produced service booklets for the congregation to use in their own homes. From May 10, the vicar filmed a weekly service which was available each Sunday on YouTube. These services were much appreciated and attracted up to 100 views and continued after the church opened in July.

A special service online was filmed for Remembrance Sunday (when the country was again in lockdown) and made available to the wider community.

Christmas was celebrated in the face of escalating infection rates. There was a carol service filmed in advance and also a live service for restricted numbers. Midnight Mass was the only service in the benefice and this was filmed and made available on Christmas Day.

St James reopened on 12 July with 2 short Eucharist services each Sunday morning. This was later changed to one service with a larger congregation. Seating was socially distanced and face coverings were worn. A booking system was introduced.

From July, funerals were permitted with restricted numbers of mourners. There were 8 funerals in church (including some before the pandemic). Baptisms were very restricted. There were 2 baptisms during the year.

Fabric

The fabric is in good repair and there were no adverse effects of the prolonged closure.

In September we received the faculty to remove the pipe organ and dispose of some parts to an organ builder. This work commenced in October.

The clock stopped during the church closure and in December the PCC agreed to install an electric winding mechanism so that it could be operated from ground level. A faculty application was submitted.

Pastoral care

Home visiting and communion were suspended. The vicar provided a telephone directory for parish use and many kept in touch with friends. The vicar issued weekly bulletins by email and periodically mailed worship material and news to all.

Mission and social events

All activities with children and young people and all social events were suspended.

Financial Activities

The accounts for 2020 record a total deficit of £15.2k due in large part because of lost income from social activities (2019:£12.1k). The PCC is grateful to those who maintained their giving throughout the year.

The PCC has relied heavily on the reserves this year and is expecting that 2021 will be similar. Nevertheless, the parish share of £26.5k was paid in full and the PCC remains committed to paying the full share for the foreseeable future.

The Vicarage
24 Intake Lane
Brownhill
Batley
WF17 0BT

26 April 202

Accounts for St James Heckmondwike – 2021

I have carried out an independent examination of these accounts. This was undertaken in accordance with the requirements set out in Chapter 11 of the PCC Accountability guide published by the Church of England and of the Charities Act 2011.

I can confirm that these accounts are accurate, appropriate and set out in accordance with requirements.

Please see enclosed sheet for observations and recommendations related to this examination.

Andrew Mattacks
ACMA CGMA

St James's Heckmondwike Accounts for 2021

Comments and observations

There is an apparent discrepancy of £1 between the income figures in General Fund Statement and those in the R&P account. This is unhelpful. The difference is caused by the CBF Fund interest payment of £0.49. This amount is rounded down to £0 on the face of the R&P statement but is sufficient to caused the overall income figure to round up to £37,198. The CBF Fund is not designated as restricted, and it might to more straightforward to consolidate the interest payment with the rest of the investment income for non-restricted funds.

It was awkward to reconcile the "cash in" and "cash out" sheets to the General Fund Statement. This is important as the two cash statements are the only documents that allow audit trailing of individual transactions. The main difficulty was caused by two elements, in which the receipts and payments were netted-off. These were the Organ project and the Wedding/Funeral fees. If net figures are to be used on the face of the main statements, then they should be identified as such and preferably supported by memorandum control accounts (as recommended last year). If this is not satisfactory, then the gross receipt and payment figures should appear on the face of the statements.

Two large cost items had the effect of potentially distorting the R&P accounts for 2021. These are the clock repair and organ replacement costs. If these are non-recurrent items, as I suspect, it may be wise to show them as such so that valid comparisons of recurrent costs and income can be made between years.

On a purely management accounting point, the PCC statement would be more useful if it showed the variances between in actual receipts and payments against the forecasts and the actual figures for the previous year.