

**AMERSHAM DEANERY TRUST**

**Company Limited by Guarantee**

**Registered Charity**

**REPORT AND FINANCIAL STATEMENTS**

**For the year ended**

**31 DECEMBER 2021**

Company registration number 8340139

Registered charity number 1153223

## THE DIRECTORS REPORT

The Directors, who are also the Trustees, present their report and independently examined financial statements for the year ended 31 December 2021. The financial statements have been prepared in accordance with the Charities Statement of Recommended Practice (Charities SORP), Financial Reporting Standard 102 (FRS 102), the Charities Act 2011 and the Companies Act 2006.

## **STRUCTURE, GOVERNANCE & MANAGEMENT**

### **Governing document**

Amersham Deanery Trust ("ADT") is a charitable company limited by guarantee. It was registered as a company on 21 December 2012 and registered with the Charity Commission on 2 August 2013. It began operations on 1 January 2014 following the transfer of assets from Amersham Deanery Synod.

The governing documents comprise the Memorandum and Articles of Association. In the event of being wound up, members (who are the members of Amersham Deanery Synod) may be required to contribute an amount not exceeding £1 each. The charitable company is run by the Directors (who are the members of the Standing Committee of Amersham Deanery Synod).

### **Recruitment, appointment and election of Directors**

The Directors are the members of the Standing Committee of Amersham Deanery Synod, and are ex-officio or are elected or appointed every three years following the election of each Synod, in accordance with the Church Representation Rules.

### **Organisational Structure**

The Directors meet together four times each year as the Standing Committee of Amersham Deanery Synod, and as the board of Directors of ADT as necessary during those meetings.

### **Related Parties**

ADT is an independent charitable company but it operates to serve the Church of England and therefore relates to the parishes in Amersham Deanery, Amersham Deanery Synod, the Diocese of Oxford and the wider Church of England and Anglican Communion.

## REFERENCE & ADMINISTRATIVE DETAILS

Charity name: Amersham Deanery Trust (ADT)

Company registration number: 8340139

Registered charity number: 1153223

Jurisdiction of registration: England and Wales

Trustees/Directors: Mrs J P Dziegiel  
The Rev'd Canon T J L Harper (until April 2021)  
The Rev'd C M B S Messervy (until April 2021)  
Mr L J Tebboth  
The Rev'd M J Williams (until September 2021)  
The Rev'd M Ludlow (from June 2021)

Registered office: 239 Chartridge Lane  
Chesham  
Bucks  
HP5 2SF

Independent examiner: Mr M R Hardman  
Oak House  
Botley Road  
Chesham  
HP5 1XG

Bankers: Barclays Bank PLC  
Chesham Branch  
102 The Broadway  
Chesham  
HP5 1DY

Governing deed: Memorandum and Articles of Association

## **OBJECTIVES TO BENEFIT THE PUBLIC**

### **Purpose and aims**

The objects of ADT, as set out in the Articles of Association, are

“to benefit the public by furthering the work of the Church of England in the Deanery of Amersham in the Diocese of Oxford.”

## **ACTIVITIES, ACHIEVEMENTS AND PERFORMANCE**

During the year, ADT undertook the following activities to benefit the public, having regard to the Charity Commission’s guidance on public benefit:

The key function of the deanery team is to equip, enable, support and facilitate growth and renewal in the local church throughout the Amersham deanery.

The Deanery Team consists of:

Rev’d Peggy Ludlow as Area Dean

Mrs Julie Dziegiel as Treasurer

Mr Lawrence Tebboth as Lay Chair.

Mrs Dorothy Potter as Secretary.

Additional oversight of issues in the Deanery is provided by the Mission and Pastoral Committee. This committee consists of five members of the clergy including the Area Dean, and five members of the laity including the Lay Chair, and also meets four times a year.

### **Inspections and Pastoral Support**

Inspections of individual parishes are delegated by the Archdeacon of Buckingham to the Area Dean and Lay Chair. The Inspection as a minimum involves completion of a standard proforma based on provision of records by the Churchwardens. Inspections usually take place in the April to July time frame following Annual Parochial Church Meetings. Outstanding issues from the inspections are logged for later follow up. A key conversation item in the inspection is the status of the parish Mission Action Plan (MAP)

Inspections are planned to take place on a three year cycle. Parishes not inspected in the year are offered a pastoral visit from the Deanery Team.

The continuing Covid-19 pandemic and UK national restrictions meant that while nearly all planned Inspections were carried out, the timescale was extended beyond the usual period of the months immediately following Annual Parochial Church Meetings, and two were deferred into 2022.

With a large number of vacancies occurring in the Deanery in 2021 the Area Dean Team have been involved in many meetings to support churches in the vacancy period.

### **Mission Action Planning**

Individual churches in the Deanery have MAPs that are typically reviewed on a four year cycle. An Amersham Deanery Plan is in course of preparation. Work on these has necessarily this year been a lower priority as individual parishes have been focussed on reaction and adaption to the Covid-19 pandemic.

### **Speakers at Synod meetings**

Amersham Deanery Synod met three times in 2021.

The March Synod included the AGM of Amersham Deanery Trust, and was held online via Zoom. Following the election of the Lay Chair for a further period of three years, a Communion Service was held with sermon by Rev'd Cassa Messervy (AAD) and celebration by Rev'd Tim Harper (co AD). As this marked the last attendance of both Cassa and Tim at Synod, the Lay Chair formally thanked them for their leading in the Deanery.

No Synod meeting was held in June.

September saw the first in person Synod since November 2019. Rev'd Gill Lovell, Parish Development Officer for Bucks Archdeaconry, talked on how various different churches had adapted to restrictions of the pandemic. Rev'd Brian Ludlow, who has a background in Occupational Health issues, talked on potential mental health issues and recovery. Rev'd Martin Williams chaired the meeting, and as this also marked the ending of his term as Co Area Dean, Synod thanked him for his leadership over the past few years. The Rev'd Peggy Ludlow was welcomed as Area Dean.

At the December Synod the Deanery Treasurer reported on the planned allocation of Parish Share for the coming year. This was accepted by Synod. Nominations to Mission and Pastoral Committee had been received prior to the meeting. As nominations matched available positions, no voting was required and all nominated were duly elected. Synod was honoured to have as speakers Steve and Lindsey Poulson who work with street children in Honduras.

### **Support of Parishes in the Deanery**

- During the year support to parishes took place in financial, pastoral and advisory capacities in small or larger ways depending on their need, including pastoral support and advice to clergy and lay people.
- During clergy vacancies advice was given in the running of the parish and an active part was played in the recruitment processes.
- 2021 saw significant changes in the Deanery House of Clergy.
  - o The Rev'd Tim Harper retired from Amersham St Mary and from being Co-Area Dean.
  - o The Rev'd Martin Williams concluded his term as Co-Area Dean, and retains Permission to Officiate.
  - o The Rev'd Cassa Messervy resigned as Vicar of Seer Green and Jordans and Assistant Area Dean.
  - o The Rev'd Ian Brown retired from Rector Chalfont St Giles with Seer Green and Jordans.
  - o In Great Chesham parish, the following resigned their positions; The Rev'd John Shepherd, Team Vicar at Emmanuel Chesham, The Rev'd

Chris Gercke, Curate in charge of St John's Ashley Green, The Rev'd Josh Bailey, Associate Minister, and The Rev'd Simon Winn, Interim Minister Christchurch and St George's.

- o The Rev'd Brian and Rev'd Peggy Ludlow jointly took the House for Duty position at Latimer within the Chenies Benefice.
  - o The Rev'd Phil Nightingale and Rev'd Jeremy Moodey were respectively appointed Associate Minister and Curate in the parish of Great Chesham.
  - o The Rev'd Roland Slade was welcomed as Diocese Interim Minister at Chalfont St Peter.
- The Rev'd Peggy Ludlow was appointed Co-Area Dean, and subsequently as Area Dean.

### **Parish Share allocations and voluntary donations to others**

Parishes were encouraged to pay their 2021 allocation of share to Oxford Diocese by the necessary deadlines and all deadlines were met, albeit with two parishes being assisted by Deanery funds. Thus share was paid in full, and enabling the 3% rebate to be received by ADT (£46,725) from Oxford Diocese. The meeting of the deadlines is facilitated by most parishes paying their Parish Share by Direct Debit, which also gains the parishes a 1% discount on their share.

In the autumn the parish share allocation for 2022 requested by the Oxford Diocese of Amersham Deanery was allocated to parishes within the deanery by agreed formula and presented to treasurers, the clergy Chapter and to the November meeting of Deanery Synod, and was approved.

## **FINANCIAL REVIEW**

### **Results to 31 December 2021**

During the year, all the parishes in the deanery paid 100% of their allocated parish share to Oxford Diocese in 2021, although two parishes were supported by deanery funds. The required deadlines were met and ADT qualified to receive a 3% rebate of parish share. Consequently £46,725 was received in 2021 (2020 £46,725.) Interest of £53 (2020 £400) was also received on the balance of ADT's CBF deposit account, although this was much reduced from previous years due to both a reduced balance and lower interest rates.

The administration of the Oxford Diocese direct debit scheme means that it continues to be most practical to pay a rebate to parishes in December, to enable the rebate to be taken into account when calculating the parish share direct debit payments for the following year. £42,188 (2020 £38,019) was rebated to parishes for 2021, to be credited against 2022 Parish Share payments. This sum ensures that the maximum increase asked of any parish for 2022 is 1% over 2021, and several parishes have been asked for less Parish Share, using the Deanery formula. We are very grateful for the work in the parishes that enables the Parish Share to be paid, and for the sacrificial giving and fundraising efforts of the congregations.

There was a net deficit of £18,682 (2020 £8,879) for the year in the general fund, partly due to the deanery paying £5,975 Parish Share which was not allocated to parishes. This takes reserves further below reserves policy, but is the right use of reserves in the extraordinary situation of the continuing pandemic.

Although reserves are inevitably below policy and this will need to be addressed, ADT remains in a viable financial position at the end of the year.

### **Principal funding sources**

The principal funding source for ADT is the rebate paid by Oxford Diocese if 100% of parish share is received by the required deadlines (see above). ADT also receives interest on monies held on deposit in a CBF account.

### **Reserves policy**

The income of ADT is entirely dependent on the parishes in the deanery being able to pay their allocated parish share amounts to Oxford Diocese by the necessary deadlines. As this is not easy at any time and particularly difficult for some parishes, the Directors of ADT have decided on a reserves policy of two years rebate. This level of reserves should enable ADT activities to be able to continue even if one or more parishes are unable to pay their parish share by the deadlines, and allows scope for ADT to support struggling parishes to pay parish share if this is appropriate.

### **FUTURE PLANS**

- To continue to support individual parishes through the Covid-19 pandemic, and minister to the congregations and local communities as new norms are established.
- To support parishes through vacancies and illnesses, including assisting in the appointment processes. It is envisaged that there are five new appointments and one new vacancy in the year.
- To welcome Bishop Steven Croft during his visit to Amersham Deanery on 5<sup>th</sup> May 2022.
- To respond to any training need identified from the Deanery Plan by either providing local courses or referring to other appropriate agencies.
- To provide speakers at meetings of Amersham Deanery Synod that are of interest to the churches and visitors and to request ideas for useful topics. It is envisaged that most if not all Synod meetings will revert to being in person.
- To encourage parishes to pay their Parish Share to Oxford Diocese in full and to consider the use of funds within the deanery or to support the wider church.

## **STATEMENT OF DIRECTORS RESPONSIBILITIES**

The Directors are responsible for preparing the Directors report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards.

Company law requires the Directors to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure of the charitable activities for that period. In preparing these financial statements, the Directors are required to:

- select suitable accounting policies and then apply them consistently
- follow the methods and principles of the Charities SORP,
- make judgements and estimates that are reasonable and prudent.
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The Directors are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

BY ORDER OF THE BOARD

L Tebboth – Lay Chair L TEBBOTH

J P Dziegiel – Treasurer JULIE DZIEGIEL

27 September 2022





## **Independent examiner's report to the trustees of Amersham Deanery Trust ('the Company')**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 December 2021.

### **Responsibilities and basis of report**

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

### **Independent examiner's statement**

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

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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

Signed: MICHAEL HARDMAN

September 2022

Michael Hardman FCA, Oak House, Botley Road, Chesham, Bucks HP5 1XG

**STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT)**

Year ended 31 December 2021

2020

	Note 1c)	General funds £	Designated funds £	Total funds £	General funds £	Designated funds £	Total funds £
<b>Income from</b>							
<b>Donations</b>							
Rebate from Oxford Diocese		46,725.03	-	46,725.03	46,725.03	-	46,725.03
Donations re training courses		-	-	-	-	-	-
<b>Investments</b>							
Interest received		52.92	-	52.92	399.66	-	399.66
<b>Total income</b>		<u>46,777.95</u>	<u>-</u>	<u>46,777.95</u>	<u>47,124.69</u>	<u>-</u>	<u>47,124.69</u>
<b>Expenditure on</b>							
<b>Charitable activities</b>	1d)						
Returned to parishes	2	42,188.00	-	42,188.00	38,019.00	-	38,019.00
Parish Share paid for parishes	2	22,272.00	-	22,272.00	16,303.65	-	16,303.65
Expenses, administration & printing		-	-	-	181.50	-	181.50
Secretarial		500.00	-	500.00	500.00	-	500.00
Sabbatical payments		500.00	-	500.00	-	-	-
Grant re legal fees		-	-	-	-	-	-
Delivery of 'The Door'		-	-	-	-	-	-
Speakers' expenses		-	-	-	-	-	-
Mission support		-	-	-	1,000.00	-	1,000.00
<b>Total expenditure</b>		<u>65,460.00</u>	<u>-</u>	<u>65,460.00</u>	<u>56,004.15</u>	<u>-</u>	<u>56,004.15</u>
<b>Net income (expenditure)</b>		<u>(18,682.05)</u>	<u>-</u>	<u>(18,682.05)</u>	<u>(8,879.46)</u>	<u>-</u>	<u>(8,879.46)</u>
Transfers between funds	7	-	-	-	-	-	-
<b>Net movement in funds</b>		<u>(18,682.05)</u>	<u>-</u>	<u>(18,682.05)</u>	<u>(8,879.46)</u>	<u>-</u>	<u>(8,879.46)</u>
Brought forward 1 January 2021		81,908.09	7,900.00	89,808.09	90,787.55	7,900.00	98,687.55
<b>Funds carried forward</b>	7	<u>63,226.04</u>	<u>7,900.00</u>	<u>71,126.04</u>	<u>81,908.09</u>	<u>7,900.00</u>	<u>89,808.09</u>

AMERSHAM DEANERY TRUST  
Report and financial statements  
Year ended 31 December 2021

**BALANCE SHEET**

**As at 31 December 2021**

	Note	2021 £	2020 £
<b>Current Assets</b>			
Debtors	4	11,340.00	11,340.00
Cash		59,786.04	79,214.82
		<u>71,126.04</u>	<u>90,554.82</u>
Creditors: amounts falling due within one year	5	-	746.73
		-	<u>746.73</u>
<b>Net current assets</b>		<u>71,126.04</u>	<u>89,808.09</u>
<b>Net assets</b>		<u>71,126.04</u>	<u>89,808.09</u>
<b>Funds</b>			
<b>Unrestricted funds</b>			
General funds	7	63,226.04	81,908.09
Designated funds	7	<u>7,900.00</u>	<u>7,900.00</u>
<b>Total funds</b>		<u>71,126.04</u>	<u>89,808.09</u>

For the year ending 31 December 2020 the company was entitled to exemption from audit under section 477 of the Companies Act 2006.

No members have required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

Approved by the Board:

J P Dziegiel JULIE DZIEGIEL

Director

L J Tebboth L TEBBOTH

Director

Date 27 September 2022

## STATEMENT OF CASH FLOWS

For the year ended 31 December 2021

	Note	2021 £	2020 £
<b>Cash flows from operating activities:</b>			
Net cash provided by (used in) operating activities	Below i	(19,481.70)	(18,672.39)
<b>Cash flows from investing activities:</b>			
Interest from investments		52.92	399.66
Net cash provided by (used in) investing activities		<u>52.92</u>	<u>399.66</u>
Change in cash and cash equivalents in the reporting period	Below ii	<u>(19,428.78)</u>	<u>(18,272.73)</u>
Cash and cash equivalents at 1 January		79,214.82	97,487.55
Cash and cash equivalents at 31 December	Below iii	59,786.04	79,214.82
Change in cash and cash equivalents	Above ii	<u>(19,428.78)</u>	<u>(18,272.73)</u>
<b>Reconciliation of net movements in funds to net cash flow from operating activities</b>			
Net movement in funds for the year ended 31 December		(18,682.05)	(8,879.46)
Adjustments for:			
Interest from investments		(52.92)	(399.66)
(Increase)/decrease in debtors		-	(10,140.00)
Increase/(decrease) in creditors		(746.73)	746.73
Net cash provided by (used in) operating activities	Above i	<u>(19,481.70)</u>	<u>(18,672.39)</u>
<b>Analysis of cash and cash equivalents</b>			
Cash at bank - current account		1,913.87	2,913.87
Cash in CBF deposit account		57,872.17	76,300.95
	Above iii	<u>59,786.04</u>	<u>79,214.82</u>

AMERSHAM DEANERY TRUST  
Report and financial statements  
Year ended 31 December 2021

**NOTES TO THE FINANCIAL STATEMENTS**

For the year ended 31 December 2021

**1 Accounting Policies**

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year.

**a) Basis of accounting**

The financial statements have been prepared under the historical cost convention, and in accordance with the Companies Act 2006 and the Charities Statement of Recommended Practice (Charities SORP (FRS 102)), Financial Reporting Standard 102 (FRS 102), and the Charities Act 2011.

**b) Fund accounting**

Unrestricted funds are available for use at the discretion of the trustees in furtherance of general objectives of the charity. Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

**c) Income**

All income is included in the statement of financial activities when the charity is entitled to, and virtually certain to receive, the income and the amount can be quantified with reasonable accuracy.

**d) Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

**e) Debtors**

Grants receivable and other debtors are included at the settlement amount due. Prepayments are valued at the amount prepaid.

**f) Creditors**

Creditors and provisions are recognised where the charity has a present obligation arising from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are recognised at their settlement amount.

**2 Expenditure on charitable activities**

	2021 £	2020 £
Returned to Parishes:		
Parish Share paid on behalf of Seer Green & Jordans PCC	10,392.00	2,000.00
Parish Share paid on behalf of Latimer PCC	5,904.00	10,303.65
Parish Share paid on behalf of Flaunden	-	4,000.00
Parish Share allocated to Deanery	5,976.00	-
	<u>22,272.00</u>	<u>16,303.65</u>
Rebated to all parishes in proportion to Parish Share paid 2020 (2020: 2019)	<u>42,188.00</u>	<u>38,019.00</u>

**3 Trustee remuneration & related party transactions**

No Trustees received any remuneration. No expenses were reimbursed to any trustees (2020: £181.50 was reimbursed to one trustee.)

AMERSHAM DEANERY TRUST  
Report and financial statements  
Year ended 31 December 2021

**NOTES TO THE FINANCIAL STATEMENTS**

For the year ended 31 December 2021

**4 Debtors**

	2021 £	2020 £
Loan to Holmer Green parish re site redevelopment	11,340.00	11,340.00
	<u>11,340.00</u>	<u>11,340.00</u>

**5 Creditors**

Due to Flaunden re Parish Share	-	746.73
	<u>-</u>	<u>746.73</u>

**6 Analysis of net assets between funds**

	General funds £	Designated funds £	Total funds £
Current assets	63,226.04	7,900.00	71,126.04
Current liabilities	-	-	-
	<u>63,226.04</u>	<u>7,900.00</u>	<u>71,126.04</u>

**7 Movement in funds**

	At 1 January 2021 £	Incoming resources £	Outgoing resources £	Transfers £	At 31 December 2021 £
Unrestricted funds					
Deanery Discretionary Fund	2,900.00	-	-	-	2,900.00
Development Fund	<u>5,000.00</u>				<u>5,000.00</u>
Total designated funds	7,900.00	-	-	-	7,900.00
General fund	<u>81,908.09</u>	<u>46,777.95</u>	<u>(65,460.00)</u>	<u>-</u>	<u>63,226.04</u>
	<u>89,808.09</u>	<u>46,777.95</u>	<u>(65,460.00)</u>	<u>-</u>	<u>71,126.04</u>

**8 Purpose of designated funds**

The Deanery Discretionary Fund is held to enable the deanery to support parishes in unusual circumstances requiring one-off support. The Development Fund enables the deanery to make small grants to parishes to enable or support mission opportunities.