

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST FRANCIS OF ASSISI, TERRIERS, HIGH WYCOMBE

England & Wales · Charity number 1155035

Details

Other names	ST FRANCIS OF ASSISI PCC, TERRIERS, HIGH WYCOMBE
Status	Registered
Legal form	Previously excepted
Registered	2013-12-16
Register	View on the Charity Commission register

Contact

Address	St. Francis Church Office Amersham Road High Wycombe Buckinghamshire HP13 5AB
Phone	01494462911
Email	churchoffice@terrierschurch.org.uk
Website	https://www.terrierschurch.org.uk/

Activities

Objects: PROMOTING IN THE ECCLESIASTICAL PARISH THE WHOLE MISSION OF THE CHURCH.

Activities: PROMOTING IN THE ECCLESIASTICAL PARISH THE WHOLE MISSION OF THE CHURCH.PROVIDES BUILDINGS / FACILITIES / OPEN SPACEPROVIDES SERVICESPROVIDES ADVOCACY / ADVICE / INFORMATIONOTHER CHARITABLE ACTIVITIES

Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information, Other Charitable Activities
- **What:** Religious Activities
- **Who:** The General Public/mankind

Geography

- Buckinghamshire

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£90,288	£101,975	-	-
2023-12-31	£107,103	£79,451	-	-
2022-12-31	£73,099	£74,419	-	-
2021-12-31	£63,373	£66,838	-	-
2020-12-31	£90,547	£72,297	-	-

Trustees

Name	Role	Appointed
Rev Azita Jabbari	Chair	2025-05-21
Allison Louise Jackson		2022-05-22
CHRISTINE MARY BRADBURY		2019-04-28
Christine Trice		2025-04-27
Dr PETER JAMES GEE		2013-12-02
Eleanor Curtis		2025-04-27
Hazel Anne Barbara Noakes		2019-04-28
JANET MARY BANKS		2019-04-28
LAKSHAN WANIGASOORIYA		2017-04-30
MICHAEL JOHN RELF		2015-04-26
Marilyn Eve Gooch		2020-10-25
Sally Christine Brocklehurst		2020-10-25
VALERIE STRINGER		2017-04-30

Accounts

**St Francis of Assisi, Terriers,
High Wycombe**

End of Year Financial Statements

Year ending 31 December 2024

**PAROCHIAL CHURCH COUNCIL OF
ST FRANCIS OF ASSISI, TERRIERS**

ANNUAL REPORT for 2024

CONTENTS

Annual report of the Trustees (Parochial Church Council)	Pages 4 to 9
Independent Examiner's Report	Page 10
Statement of Financial Activities (SOFA)	Page 11
Balance Sheet	Page 12
Notes to the Financial Statements	Pages 13 to 19

PAROCHIAL CHURCH COUNCIL OF ST FRANCIS OF ASSISI, TERRIERS

ANNUAL REPORT of the Trustees for 2024

AIM AND PURPOSES

The Parochial Church Council (PCC) of the parish of St Francis of Assisi, Terriers 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 parish has been 'in vacancy' throughout 2024. The PCC is also specifically responsible for the maintenance of the church building and church hall of St Francis of Assisi, Terriers, High Wycombe.

OBJECTIVES AND ACTIVITIES

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community at St Francis of Assisi. The PCC maintains an overview of worship throughout the parish. Our services and worship put faith into practice through prayer and scripture, music, and sacrament. When planning our activities for the year, the PCC have considered the Charity Commission's guidance on public benefit and, the specific guidance on charities for the advancement of religion. We try to enable ordinary people to live out their faith as part of our parish community through: worship and prayer; learning about the Gospel; and developing their knowledge of and trust in Jesus Christ; provision of pastoral care for people living in the parish; missionary and outreach work; support for organisations locally, nationally, and internationally whose aims reflect ours. To facilitate this work, it is important that we maintain the fabric of the Church of St Francis and of the Church Hall.

ACHIEVEMENTS AND PERFORMANCE

During the year, the PCC and congregation made preparations for the recruitment of a new Vicar. A key part of the process was the preparation of a parish profile outlining our vision and the requirements of the post. A consultation meeting with the congregation was held early in the year and out of this Lyn Gooch prepared a draft profile. We also met with Fr Anthony Searle, Team Rector, at All Saints, High Wycombe to consider options. All Saints generously offered to support a half time Pioneer Priest post which would create a full-time joint post of Team Vicar at St Francis and Pioneer Priest at All Saints. Many people contributed to the development of the final parish profile in time for the advertisement of the post in November, followed by an interview in December which resulted in the appointment of Revd Azita Jabbari as Interim Team Vicar and Pioneer Priest. She will be licensed in May 2025. We are grateful to Bishop Dave, Fr Anthony, Archdeacon Guy, Revd Asa Humphreys, Parish Development Adviser and the Bucks Area Mission and Pastoral Committee for making this possible.

WORSHIP AND PRAYER

The PCC seeks to offer a range of services during the week and over the course of the year which the church community and our many visitors find both beneficial and spiritually fulfilling. During 2024 the weekly pattern for services has continued, with a said 8am communion (BCP on the first Sunday of the month) and a sung 10.00am communion service, with robed choir, livestreamed so that housebound members can still watch and feel part of the worshipping community. On Wednesday there has been a 10.30am informal said communion service with a short reading from a book of Saints, instead of a sermon. A small but faithful group attend this service. Most services have been covered by a small group of retired clergy – we are grateful to Revd Hilary Jones, Revd Peter Wyard, Revd Rosie Harper, Revd Tim Harper, Revd Ian Fishwick, and also to Fr Anthony Searle, our Team Rector. The 10am service has been led by Marilyn Gooch or Mary Amer with readings and intercessions from members of the congregation. Also, two or three members of the congregation have been encouraged to preach, and this has been well received by those present.

There have also been three Gatherings of Forest Church this year: "Healing the Earth", "Listen to the Wind Blow" and a Firepit Gathering taking inspiration from Psalm 17 "Keep me as the Apple of your Eye". Attendance is low but the opportunity to worship in God's creation is meaningful for those who attend. Other services have included an extremely well attended Nine Lessons and Carols – it was so lovely to see a full church. Highworth School brought along a choir and sang us two carols, one in Spanish, as well as joining the church choir to sing Silent Night. This year we had a Messy Church Christingle which was well supported and enjoyed by all those who attended. Finally on Christmas Eve we had a lovely interactive Crib service, with us all joining in with the story. During Lent and Advent, a small group, led by Lyn Gooch LLM, met weekly for discussion, Bible reading and prayer and this was well appreciated by all those who attended.

Following the renewal of the Church Electoral Roll in 2024 a total of 57 parishioners was reported, 21 of whom were not resident within the parish. The average Sunday in person attendance was 34 adults and 2 children. During the year there was one baptism, and four funerals took place in church.

CHOIR

The members of St Francis Choir sing at the 10:00 service throughout the year, apart from the month of August. They also sing for other special services – in particular the carol service where the regulars are supplemented by other singers. We thank our organist Tessa for all her hard work.

MESSY CHURCH

Messy Church happens at 4pm on the third Saturday of each month except for August and December. Messy Church sessions offer play and craft activities, songs and prayers linked to different themes. The numbers attending vary. The children who attend are mainly of primary age or younger. We have several families who come on a regular basis with not just mothers but grandparent and fathers. Good Friday Messy Church is still the most popular event when all ages attend with our older children returning to join in the fun. In December we also had a tea, cake and decoration meeting which was enjoyed by all and we hope this may continue as a bridge between the main church and Messy Church and our older children who now go to secondary school. We thank Mary Amer and all the regular helpers without whom Messy Church couldn't happen. Emma O'Garro regularly cooks, and Kaysha, Jordan and Lyn Gooch support the craft activities.

THE CHURCH BUILDING AND GROUNDS

Plans to install new toilets, a kitchen area and level access for the church through a new porch on the south wall have progressed - in the Spring a detailed survey was conducted in preparation for the preparation of full plans and we hope to have a firm design and budget ready for fundraising during 2025.

Water penetration from the roof around the tower has been a challenge for several years. The telecoms company arranged a repair to the flashing around the flagpole antenna during the summer and our roofing contractor was able to use their scaffolding to carry out repairs to the roof tiles. However, this has only been partially successful as there has been a continuing leak to the northeast corner probably caused by loose flashing. A drone survey is planned to be followed by remedial work in 2025. This will not resolve the long-term problem of rainwater leaking from the bell chamber and through the tower wall in bad weather. To fix that there are plans to construct a false floor with a membrane covering inside the bell tower so that water can be drained away from the area. But this will require substantial fund raising.

Some over-hanging branches have been removed from along the drive and ideally, some of the trees should be removed to open up the space when funding can be secured. Thanks to Mick Relf and to Chris and Juliette Chandler for their work throughout the year.

CHURCH HALL

The church hall provides friendship, support, wellbeing, and activities to a wide range of people in the community from different ages, different backgrounds and different faiths. There are eight regular hirers, some of which have used the hall for many years. We have welcomed two new classes this year, on cardio exercise, and Pilates focusing on people with spinal problems. There is still room for more groups to hire on a regular basis. The hall is a popular venue for many parties and other family celebrations from birthday parties, pre-wedding parties and wakes. It has also hosted community events - a housing association AGM,

valuations and election meetings. Church events in the hall have included jumble sales, quiz nights, the Advent Fayre and a wreath making session. From March until the end of June we hosted the Pilgrim community Café on a trial basis with volunteer staff. We will review future options for the café in 2025. An online booking facility for the hall was launched in October. This allows potential users to check availability and make bookings directly. Future plans for improving the hall layout are under consideration.

PASTORAL SUPPORT TEAM

This year all those who have requested Home Communion have received it once a month. Andrew Paine does a great job in organising this. In order to satisfy safeguarding requirements, there is always another church member accompanying the person taking out the Home Communion. Those who through frailty are unable to attend church have expressed their gratitude and happiness at being able to receive a monthly communion. People willing to accompany us on these “official” church visits would be most welcome. House visits without communion continue and are always warmly received.

FLOWER ROTA

There remain seven ladies (and Paul) on the rota, and they do a magnificent job in providing beautiful flowers throughout the year. A big thank you to them. We do not have a flower fund, and flowers are provided by each person. This is done with love, however if anyone would like to donate any money towards the flowers especially the Easter Lilies it would be greatly appreciated then we can “go over the top”. If anyone is interested in helping and or learning how to do arrangements speak to Hazel or any else on the rota.

MISSION AND EVANGELISM

Our vision to be a ‘Beacon of Hope, Community of Love and Well of Refreshment’ for all the community will be achieved through improved facilities in the hall and church buildings, the community garden and wellbeing café and importantly the active engagement of all church members with those who live in the parish. We continue to engage with the local community, the wider Church and the world, building relationships with Highworth Combined School, and responding to pastoral and social concerns where possible. St Francis established a special Harvest Fund to support families and individuals in need of emergency food supplies and essential items. Reports from other groups included within this report also highlight the many ways St Francis looks to serve and engage the wider community.

SAFEGUARDING

In accordance with the Church of England Safeguarding Policy our church is committed to: promoting a safer environment and culture; safely recruiting and supporting all those with any responsibility related to children, young people and vulnerable adults within the church; responding promptly to every safeguarding concern or allegation; caring pastorally for victims/survivors of abuse and other affected persons; caring pastorally for those who are the subject of concerns or allegations of abuse and other affected persons; responding to those that may pose a present risk to others.

Safeguarding is an agenda item at every meeting of the Parochial Church Council. Our Safeguarding policy was updated at the March 2024 meeting. PCC members and others with particular responsibilities have undertaken basic and foundational level online training and we are working to promote safeguarding in all that we do.

COMMUNICATIONS

We continue to make use of the Friends of St Francis Facebook Page as our main place to advertise events and post comments of Christian and general interest. Preparations are now well advanced for a new website layout which will be linked to the new online booking system for the Church Hall. The PCC have also been exploring ways to keep in touch with members of the congregation who do not have access to Facebook who may use WhatsApp or email. The weekly bulletin is much appreciated by the congregations both at the 8.00am and 10.00am services and we thank Mary Amer for producing this and encouraging others to

contribute to the prayer section each week.

DEANERY SYNOD

The discussions at this year's Synod meetings have ranged from growing new congregations, Christ-centred ecology and challenges for churches, the Growing Hope Charity which provides therapy for children with special needs and Wellbeing and what this might mean for the Deanery going forwards.

ECUMENICAL AND INTER-FAITH RELATIONSHIPS

The church is a member of Churches Together in East Wycombe (CTEW), Churches Together in Buckinghamshire and Wycombe Sharing of Faiths. Members of the congregation at St Francis also work with Christians of other traditions in our support for Wycombe Homeless Connection and One Can Trust. Church leaders meet occasionally for fellowship and mutual encouragement.

KNIT & NATTER GROUP

The Knit and Natter group meets every Wednesday from 11am to 1pm in the church hall. Our numbers are growing, and half of our regular attendees are not church members. Anyone is welcome to come along to knit, sew or simply to chat in a convivial atmosphere and enjoy a cup of tea or coffee and a biscuit. This year the group made many "St Francis" animals to decorate one of the Christmas trees in All Saints Church in town. We were really pleased with our efforts, as the tree looked beautiful. We hope to decorate a tree again next Christmas, so please come along on a Wednesday morning and join us. For further information contact Mary Amer or Janet Banks.

WALKER'S UNITE(D)

Walkers Unite(d) continues to flourish, walking the first Saturday of each month (apart from December and January), weather permitting. Up to 20 of us, plus a couple of dogs, walk on a nice day. Our walks are relatively flat, not usually longer than 5 miles and always finish with a sociable pub lunch. Non-walkers are always welcome to join us for lunch. Thanks again to Colin for leading most of the walks, and to Eleanor for organising our part of the Bucks Historic Churches Walk (the second Saturday in September), and not least to our very generous sponsors, who this year raised £290, £174 of which was returned to St Francis. Anyone is welcome to join us. Please contact Janet Banks for further information.

COMMUNITY GARDEN

The community garden flourished in 2024 with many visiting to look or just sit and enjoy the peace and quiet. Volunteers work in the garden every week. With support from Chiltern Rangers and local community funding we have developed a nature trail running around the church to the garden. Six bird nest boxes have been put up and there are bird food containers around. Our vegetable crop in raised beds has included garlic, purple sprouting broccoli, lettuces and tomatoes and pumpkins. We were able to give produce to One Can and church members. We are making good use of a new greenhouse, and our beds should be more productive because Chiltern Rangers have also cleared away a laurel tree and other vegetation which was shading the site. We encourage local groups to make use of the firepit and nature trail – these have included Forest Church and Feedback Global. Thanks to Val Stringer our head gardener.

CHILDRENS SOCIETY

Our end of year fundraising in December went well with our three lovely schools Castlefield School, Crown House and Hamilton Academy all returning with happy children to sing in the Eden Centre. We had a rather cold position this year, but their smiles shone, and their singing was a joy. £441 was raised. This Christingle service this year was different combining messy church activities with a human Christingle added to the fun. Once lit our Christingle oranges glowed around the choir stalls illuminating happy faces. Thanks to Peter Wyard and Mary Amer for making it a success. £104 was raised.

FUNDRAISING AND SOCIAL EVENTS

In addition to our usual May Fayre and Advent Fayre both of which were well attended, we added a Jumble Sale in February and a Festival of Music and Dance in October. Our Lent and Harvest Quiz nights raised funds for Shelter Box and the Parish Harvest Fund respectively. We also held a Summer Barbecue and Sarah Howse kindly hosted another wreath making evening both of which were enjoyable occasions. In December families attended a new Decoration making session with tea and cakes which proved popular. Many thanks to all who helped with all events and especially the catering team, all helpers and their supporters who turn up to move tables and generally assist with events.

FINANCIAL REVIEW

Our main source of income has remained voluntary giving with £27,037 from Stewardship, £2,504 from collections and £6,299 from tax refunds on both Stewardship and collections under the Gift Aid scheme. We also received £13,500 rent from the "Everything Everywhere" and "Hutchison 3G" telecoms companies for a mobile phone base station installation in our bell tower. We received dividends from two investments: £1,270 from the H F Field Trust and £2,343 from the St Andrews Trust. By the end of the year, our new Church Development Fund had reached £8,122. Our congregation also donated £1,050 (including Gift Aid) for a Harvest Community Fund to support families and individuals in need of emergency food supplies and essential items, and £1,512 for other charities. Our remaining income from the rental of our church hall to local groups, and from fees from weddings and funerals has increased, but is not yet back to pre-pandemic levels.

Our outgoings were £79,452, to provide the Christian ministry from St Francis of Assisi within Terriers. Our 'parish share' contribution to the Diocesan funds, which, as well as paying the administrative costs of the Diocese, provides the stipends and housing for the clergy, was £31,626. As of 31 December 2024, we had net assets totalling £217,191 of which £133,137 were endowment investments and £40,639 restricted funds, leaving £804 unrestricted funds, and £42,611 designated for special church needs. We thank our church treasurer Jane Paine (and Andrew Paine).

VOLUNTEERS

We would like to thank all the volunteers who work so hard to make our church a safe and welcoming community; in particular, our churchwardens, Lakshan Wanigasooriya and Peter Gee, who have provided practical and steadfast support in their ministry to the church. We also value the role of the other members of the Parochial Church Council who have faithfully served with humour and vision, and we wish to acknowledge the continued commitment of our worship team Lyn Gooch LLM, Revd Hilary Jones, Revd Peter Wyard, Tessa Shaw, and Mary Amer; our sacristan Mary Phipps; musicians, readers, intercessors, servers, sides people and those who provide hospitality after services and on special occasions during the year, whose gifts, creativity and generosity enhance the life of the church. We are thankful for all who have continued to keep the church grounds tidy on a regular basis, and Sarah Wanigasooriya for her active commitment to ensuring the safeguarding of all who serve and engage with the church. We also thank the Messy Church Team for their ongoing commitment to the young people.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The method of appointment of PCC members is set out in the Church Representation Rules. At St Francis of Assisi the membership of the PCC consists of the incumbent (our vicar), churchwardens, and members elected by those members of the congregation who are on the electoral roll of the church. All those who attend our services/members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC. The PCC members are responsible for making decisions on all matters of general concern and importance to the parish, including deciding on how the funds of the PCC are to be spent. The PCC met eight times during the year. Given its wide responsibilities, the PCC has a number of task groups, each one dealing with a particular aspect of parish life. These groups which include worship and mission, communications, finance, pastoral and social, hall, building and grounds, are all responsible to the PCC and report back to it with reports of their deliberations being received by the full PCC and discussed as necessary.

ADMINISTRATIVE INFORMATION

The Church of St Francis of Assisi is situated in Amersham Road, Terriers, High Wycombe. It is part of the Diocese of Oxford within the Church of England.

The correspondence address is St Francis, Amersham Road, Terriers, High Wycombe HP13 5AB. The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2011) and a charity registered with the Charity Commission (registration number: 1155035).

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have regard to House of Bishops' guidance on safeguarding children and vulnerable adults).

PCC members who have served from 1st January 2024 until the date this report was approved are:

Incumbent:

Position Vacant

Churchwardens:

Mr Lakshan Wanigasooriya

Mr Peter Gee

(Lay Chair from July 2021)

Deanery Synod Representatives:

Mrs Lyn Gooch LLM

(from APCM 2023)

Second position vacant

Elected members:

Mrs Sally Brocklehurst

(from APCM 2024 - Secretary)

Mrs Janet Banks

(from APCM 2022)

Mrs Christine Bradbury

(from APCM 2022)

Mrs Allison Jackson

(from APCM 2022)

Mrs Hazel Noakes

(from APCM 2022)

Mr Michael Relf

(from APCM 2022)

Mrs Valerie Stringer

(from APCM 2024)

Ex officio members:

Revd Hilary Jones

(from APCM 2021)

Other Officers not on PCC:

Electoral Roll Officer

Michael Noakes

Gift Aid and Stewardship Officer

Mary Phipps

Treasurer

Jane Paine

Parish Coordinator

Mary Amer

Organist

Tessa Shaw

Approved by the PCC

on 6 April 2025

and signed on their
behalf by



Peter Gee, Vice Chair, PCC

Independent Examiner's report to the trustees/members of The PCC of St Francis of Assisi, Terriers, High Wycombe

Registered charity number: 1155035

I report on the accounts for the year ended 31st December 2024 which are set out on the following pages.

Respective responsibilities of the Trustees and Independent 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 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility

- to examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

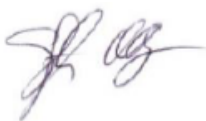
My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the 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 material matters have come to my attention which gives me cause to believe that in any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records
- the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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



Signed:

Date: 21st March 2025

Stephen Hendy

For and on behalf of Data Developments, Wolverhampton WV1 1HT

St Francis of Assisi, Terriers, High Wycombe
Statement of Financial Activities

	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
Income and endowments from:						
Donations and legacies	42,155	13	3,909	—	46,077	73,853
Income from charitable activities	969	—	—	—	969	—
Activities for generating funds	15,812	491	—	—	16,303	15,252
Investments	654	2,343	1,270	—	4,267	3,661
Other income	6,344	—	—	—	6,344	—
Church activities	16,178	—	150	—	16,328	14,339
Total income	82,113	2,846	5,329	—	90,288	107,104
Expenditure on:						
Raising funds	63	—	—	—	63	58
Expenditure on charitable activities	—	7,385	—	—	7,385	—
Church activities	85,370	4,220	4,067	—	93,657	79,394
Other expenditure	870	—	—	—	870	—
Total expenditure	86,303	11,606	4,067	—	101,975	79,452
Gains / losses on investment assets	—	—	—	2,979	2,979	11,194
Net income / (expenditure) resources before transfer	(4,191)	(8,760)	1,263	2,979	(8,708)	38,846
Transfers						
Gross transfers between funds - in	5,343	6,238	—	—	11,581	—
Gross transfers between funds - out	—	(11,581)	—	—	(11,581)	—
Other recognised gains / losses						
Net movement in funds	1,151	(14,103)	1,263	2,979	(8,708)	38,846
Total funds brought forward	(348)	56,713	39,377	130,158	225,900	187,054
Total funds carried forward	804	42,611	40,639	133,137	217,191	225,900
Represented by						
Unrestricted						
General fund	804	—	—	—	804	(348)
Designated						
Church Development	—	8,122	—	—	8,122	7,632
Church Heating (Fixed Asset)	—	26,376	—	—	26,376	25,945
Jean Smith Bequest	—	500	—	—	500	1,000
Joyce Dowsett Bequest	—	500	—	—	500	2,500
Paul Beniston Bequest	—	6,592	—	—	6,592	19,117
Spirituality Resource Fund	—	520	—	—	520	520
Restricted						
Agency collection	—	—	0	—	0	(114)
Charities Fund	—	—	—	—	—	145
Choir Fund	—	—	312	—	312	312
Community Garden Project Fund	—	—	3,945	—	3,945	3,616
Field Dividends Restricted	—	—	—	—	—	1
Harvest Community Fund	—	—	1,658	—	1,658	1,107
Hugh Brocklehurst Memorial Fund	—	—	34,545	—	34,545	34,310
Knit and Natter	—	—	180	—	180	—

Endowment

Field Bequest	—	—	—	46,800	46,800	45,753
St Andrews Fund	—	—	—	86,337	86,337	84,405

St Francis of Assisi, Terriers, High Wycombe**Balance sheet**

	Total funds	Prior year funds
Fixed assets		
Tangible assets	26,376	37,982
Investments	133,137	130,158
	159,513	168,140
Current assets		
Debtors	1,020	8,084
Investments	0	0
Cash at bank and in hand	58,009	53,112
	59,029	61,196
Liabilities		
Creditors: Amounts falling due in one year	1,350	3,435
	1,350	3,435
Net current assets less current liabilities	57,678	57,761
Total assets less current liabilities	217,191	225,900
Total net assets less liabilities	217,191	225,900
Represented by		
Unrestricted		
General fund	804	(348)
Designated		
Church Development	8,122	7,632
Church Heating (Fixed Asset)	26,376	25,945
Joyce Dowsett Bequest	500	2,500
Jean Smith Bequest	500	1,000
Paul Beniston Bequest	6,592	19,117
Spirituality Resource Fund	520	520
St Andrews Fund income	—	—
Revaluation reserves	—	—
Restricted		
Community Garden Project Fund	3,945	3,616
Revaluation reserves	—	—
Charities Fund	—	145
Choir Fund	312	312
Field Dividends Restricted	—	1
Harvest Community Fund	1,658	1,107
Hugh Brocklehurst Memorial Fund	34,545	34,310
Knit and Natter	180	—
Agency collection	0	(114)
Pension reserves	—	—

Endowment

Field Bequest	46,800	45,753
St Andrews Fund	86,337	84,405

Funds of the church

217,191	225,900
----------------	----------------

Approved by the PCC on 6 April 2025 and signed on its behalf by:

..... 

Peter Gee, Vice Chair, PCC

St Francis of Assisi, Terriers, High Wycombe
Notes to the Accounts 31 December 2024

Accounting Policies

The PCC is a public benefit entity within the meaning of FRS 102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' "true and fair view" provisions. They have also been prepared in accordance with the Charities SORP (FRS 102).

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body nor those that are informal gatherings of Church members. There may be minor discrepancies in the totals as the pence are not being shown.

Cashflow Statement

The Charity has taken advantage of the exemption in FRS102 from the requirement to produce a Cash flow statement on the grounds that the income does not exceed £500,000.

Description of Funds

Unrestricted funds are income funds of the PCC that are available for spending on the general purposes of the PCC, including amounts designated by the PCC for fixed assets for its own use or for spending on a future project and which are therefore not included in its "free reserves" as disclosed in the trustees' annual report.

Restricted funds comprise of two elements:

- income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest
- donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year

must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

Endowment funds are restricted funds that must be retained as trust capital either permanently or subject to a discretionary power to spend capital as income, and where the use of any income or other benefit derived from the capital may be restricted or unrestricted. Full details of all their restrictions are shown in the notes to the accounts.

Fixed Assets

Consecrated and benefice property is not included in the accounts by s.10(2)(a)&(C) of the Charities Act 2011. Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the Church's inventory, which can be inspected (at any reasonable time). Tangible fixed assets for use by the charity - these are capitalised if they can be used for more than one year, and cost at least £1,000. They are valued at cost or else, for gifts-in-kind, at a reasonable estimate of their open market valuation on receipt.

Depreciation is calculated to write off the capitalised cost of fixed assets less their currently anticipated residual fair value over their estimated useful lives as follows:

- Land Nil
- Fixtures & Fittings 20 years
- Computers 3 years

Investments

Investments in quoted shares, traded bonds and similar investments are valued initially at cost and subsequently at market value at the year end. Investments held for re-sale are treated as current asset investments.

St Francis of Assisi, Terriers, High Wycombe

Statement of assets and liabilities

	General	Designated	Restricted	Endowment	This year	Last year
Fixed assets - Investments						
CCLA (CBF) Investment Fixed Asset -	—	—	—	133,137	133,137	130,158
Totals	—	—	—	133,137	133,137	130,158
Fixed assets - Tangible assets						
Church heating renewal 2023 -	—	36,927	—	—	36,927	44,312
Church Heating renewal 2023 depreciation -	—	(10,551)	—	—	(10,551)	(6,330)
Totals	—	26,376	—	—	26,376	37,982
Current assets - Cash at bank and in hand						
CAF Bank current account -	733	3,666	4,566	—	8,966	8,706
Virgin Money (ex YB) Current account -	—	764	12,078	—	12,841	34,333
CAF Gold Bank deposit account -	—	11,805	24,392	—	36,197	10,067
petty cash -	5	—	—	—	5	5
Totals	738	16,235	41,036	—	58,009	53,112
Current assets - Debtors						
Accounts Receivable -	1,020	—	—	—	1,020	8,084
Totals	1,020	—	—	—	1,020	8,084
Current assets - Investments						
CCLA (CBF) Investment account -	—	—	0	—	0	0
Totals	—	—	0	—	0	0

Liabilities - Creditors: Amounts falling due in one year

Accounts Payable -	954	—	397	—	1,350	3,435
Totals	954	—	397	—	1,350	3,435
Grand total	804	42,611	40,639	133,137	217,191	225,900

St Francis of Assisi, Terriers, High Wycombe
Fund movement by type

	Opening	Incoming	Outgoing	Transfers	Gains/losses	Journals	Closing
CDF - Church Development							
Designated	7,632	491	—	—	—	—	8,122
Sub-total for CDF	7,632	491	—	—	—	—	8,122
CHE - Church Heating (Fixe							
Designated	25,945	13	5,275	5,694	—	—	26,376
Sub-total for CHE	25,945	13	5,275	5,694	—	—	26,376
COMG - Community Garden Pro							
Restricted	3,616	442	113	—	—	—	3,945
Sub-total for COMG	3,616	442	113	—	—	—	3,945
Char - Charities Fund							
Restricted	145	1,742	1,887	—	—	—	—
Sub-total for Char	145	1,742	1,887	—	—	—	—
Choir - Choir Fund							
Restricted	312	—	—	—	—	—	312
Sub-total for Choir	312	—	—	—	—	—	312
Field - Field Bequest							
Endowment	45,753	—	—	—	1,047	—	46,800
Sub-total for Field	45,753	—	—	—	1,047	—	46,800
FieldDiv - Field Dividends Rest							
Restricted	1	1,270	1,271	—	—	—	—
Sub-total for FieldDiv	1	1,270	1,271	—	—	—	—
HAR - Harvest Community Fu							
Restricted	1,107	1,051	500	—	—	—	1,658
Sub-total for HAR	1,107	1,051	500	—	—	—	1,658
HBrock - Hugh Brocklehurst Me							
Restricted	34,310	505	270	—	—	—	34,545
Sub-total for HBrock	34,310	505	270	—	—	—	34,545
JDow - Joyce Dowsett Beques							
Designated	2,500	—	—	(2,000)	—	—	500
Sub-total for JDow	2,500	—	—	(2,000)	—	—	500

JS - Jean Smith Bequest							
Designated	1,000	—	—	(500)	—	—	500
Sub-total for JS	1,000	—	—	(500)	—	—	500
KN - Knit and Natter							
Restricted	—	205	25	—	—	—	180
Sub-total for KN	—	205	25	—	—	—	180
PBen - Paul Beniston Beques							
Designated	19,117	—	6,330	(6,194)	—	—	6,592
Sub-total for PBen	19,117	—	6,330	(6,194)	—	—	6,592
SRF - Spirituality Resourc							
Designated	520	—	—	—	—	—	520
Sub-total for SRF	520	—	—	—	—	—	520
StAndInc - St Andrews Fund inco							
Designated	—	2,343	—	(2,343)	—	—	—
Sub-total for StAndInc	—	2,343	—	(2,343)	—	—	—
StAndrew - St Andrews Fund							
Endowment	84,405	—	—	—	1,932	—	86,337
Sub-total for StAndrew	84,405	—	—	—	1,932	—	86,337
General - General fund							
Unrestricted	(348)	82,113	86,303	5,343	—	—	804
Sub-total for General	(348)	82,113	86,303	5,343	—	—	804
None - Agency collection							
Restricted	—	115	—	—	—	—	—
Sub-total for None	—	115	—	—	—	—	—
ZPension - Pension reserves							
Restricted	—	—	—	—	—	—	—
Sub-total for ZPension	—	—	—	—	—	—	—
ZReval - Revaluation reserves							
Designated	—	—	—	—	—	—	—
Restricted	—	—	—	—	—	—	—
Sub-total for ZReval	—	—	—	—	—	—	—
Grand total	226,015	90,288	101,975	—	2,979	—	217,191

St Francis of Assisi, Terriers, High Wycombe
Analysis of income and expenditure

		Total				
	Unrestricted	Designated	Restricted	Endowment	This year	Last year
INCOME AND ENDOWMENTS						
Donations and legacies						
Stewardship - Tax efficient	26,859	—	—	—	26,859	24,427
Stewardship - Other	178	—	—	—	178	310
Collections	2,184	—	320	—	2,504	2,478
Other donations	476	—	1,131	—	1,607	29,014
Tax recoverable on Gift Aid	5,782	13	505	—	6,299	6,282
Charity Collections	—	—	1,512	—	1,512	157
Grants for Repairs	—	—	—	—	—	7,385
Miscellaneous Grants	5,376	—	442	—	5,818	3,800
Bequests & Legacies	1,300	—	—	—	1,300	—
Total	42,155	13	3,909	—	46,077	73,853
Income from charitable activities						
Pilgrim Cafe	969	—	—	—	969	—
Total	969	—	—	—	969	—
Activities for generating funds						
Fundraising events income	2,312	491	—	—	2,803	1,692
Telecommunications Rental	13,500	—	—	—	13,500	13,500
Hall - miscellaneous income	—	—	—	—	—	60
Total	15,812	491	—	—	16,303	15,252
Investments						
Bank and deposit interest	654	—	—	—	654	103
HF Field Trust dividends	—	—	1,270	—	1,270	1,251
St Andrews Trust Dividends	—	2,343	—	—	2,343	2,307
Total	654	2,343	1,270	—	4,267	3,661
Other income						
Vacancy Fees Recovered	6,344	—	—	—	6,344	—
Total	6,344	—	—	—	6,344	—
Church activities						
Fees for weddings and funerals	1,382	—	—	—	1,382	2,028
Bookstall sales to promote objectives	25	—	—	—	25	10
Calendar sales for church funds	—	—	150	—	150	390
Catering Income	711	—	—	—	711	399
Miscellaneous Income	2,154	—	—	—	2,154	3,127
Church - letting	800	—	—	—	800	130
Church hall lettings - objectives	11,106	—	—	—	11,106	8,255
Total	16,178	—	150	—	16,328	14,339
INCOME TOTAL	82,113	2,846	5,329	—	90,288	107,104

EXPENDITURE

Raising funds

Costs of fetes & other events	63	—	—	—	63	58
Total	63	—	—	—	63	58

Expenditure on charitable activities

Church heating renewal	—	7,385	—	—	7,385	—
Total	—	7,385	—	—	7,385	—

Church activities

Parish share paid to diocese	31,626	—	—	—	31,626	36,644
Church running - insurance	4,272	—	1,271	—	5,543	5,155
Church running - heat, light water	7,226	—	—	—	7,226	3,602
Fees	282	—	—	—	282	245
Quinquennial Assessment Fund - to deaner	220	—	—	—	220	220
Church maintenance, repairs	3,408	—	—	—	3,408	2,859
Architect's Fees	—	—	—	—	—	300
Licences and subscriptions	510	—	270	—	780	610
Professional Fees	7,176	—	—	—	7,176	—
Club Francis and Messy Church	11	—	—	—	11	—
Organist's remuneration	2,005	—	—	—	2,005	1,940
Visiting clergy fees	6,411	—	—	—	6,411	304
Visiting clergy expenses	26	—	—	—	26	192
Upkeep of services	667	—	—	—	667	534
Verger Fees	180	—	—	—	180	—
Vicar's telephone	—	—	—	—	—	350
Travel expenses	35	—	—	—	35	78
Gifts	125	—	—	—	125	400
Sundry expenses	1,411	—	25	—	1,436	1,087
Website expenses	—	—	—	—	—	29
Church Fire Precautions	795	—	—	—	795	—
Bank Charges	60	—	—	—	60	75
Catering expenses	231	—	—	—	231	284
Governance costs examination fee	540	—	—	—	540	715
Photocopier expenses	1,003	—	—	—	1,003	2,734
Postage	—	—	—	—	—	112
Printing and Stationery	126	—	—	—	126	122
Software	—	—	—	—	—	85
Miscellaneous equipment	12	—	—	—	12	—
Broadband and phone	615	—	—	—	615	581
Deanery subscription	100	—	—	—	100	80
Salary of parish administrator	5,566	—	—	—	5,566	4,951
Donations to charities	—	—	1,887	—	1,887	151
Church Cleaning	1,578	—	—	—	1,578	1,005
Parish training and mission	25	—	—	—	25	100
Community payments	—	—	500	—	500	800
Community Garden expenditure	—	—	113	—	113	441
Depreciation	—	4,220	—	—	4,220	6,330
Fire Precautions	732	—	—	—	732	—
Refunds for hall lettings	—	—	—	—	—	100
Hall running - heat, light water	5,343	—	—	—	5,343	4,160
Hall running - insurance	1,387	—	—	—	1,387	1,284

Hall - repairs and renewals	—	—	—	—	—	98
Hall - cleaning	870	—	—	—	870	285
Hall - postage and stationery	—	—	—	—	—	12
Hall - sundry expenses	209	—	—	—	209	135
Hall - licenses and subscriptions	587	—	—	—	587	—
Hall running - maintenance	—	—	—	—	—	203
Total	85,370	4,220	4,067	—	93,657	79,394

Other expenditure

Pilgrim Cafe Costs	870	—	—	—	870	—
Total	870	—	—	—	870	—
EXPENDITURE TOTAL	86,303	11,606	4,067	—	101,975	79,452

Accounts

**PAROCHIAL CHURCH COUNCIL OF
ST FRANCIS OF ASSISI, TERRIERS**

ANNUAL REPORT for 2023

CONTENTS

Annual report of the Trustees (Parochial Church Council)	Pages 2 to 7
Independent Examiner's Report	Page 8
Statement of Financial Activities (SOFA)	Page 9
Balance Sheet	Page 10
Notes to the Financial Statements	Pages 11 to 18

PAROCHIAL CHURCH COUNCIL OF ST FRANCIS OF ASSISI, TERRIERS

ANNUAL REPORT of the Trustees for 2023

AIM AND PURPOSES

The Parochial Church Council (PCC) of the parish of St Francis of Assisi, Terriers 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 incumbent, the Reverend Joanna Gallant, was on sabbatical from May to July and resigned in October 2023, since when the parish has been 'in vacancy'.

The PCC is also specifically responsible for the maintenance of the church building and church hall of St Francis of Assisi, Terriers, High Wycombe.

OBJECTIVES AND ACTIVITIES

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community at St Francis of Assisi. The PCC maintains an overview of worship throughout the parish. Our services and worship put faith into practice through prayer and scripture, music, and sacrament. When planning our activities for the year, the incumbent and the PCC have considered the Charity Commission's guidance on public benefit and, the specific guidance on charities for the advancement of religion. We try to enable ordinary people to live out their faith as part of our parish community through:

- Worship and prayer; learning about the Gospel; and developing their knowledge of and trust in Jesus Christ.
- Provision of pastoral care for people living in the parish.
- Missionary and outreach work.
- Support for organisations locally, nationally, and internationally whose aims reflect ours.

To facilitate this work, it is important that we maintain the fabric of the Church of St Francis and of the Church Hall.

ACHIEVEMENTS AND PERFORMANCE

WORSHIP AND PRAYER

The PCC seeks to offer a range of services during the week and over the course of the year which the church community and our many visitors find both beneficial and spiritually fulfilling. The church is open daily for private prayer and Holy Communion services are held at 8am (from the Book of Common Prayer on the first Sunday of the month), and 10am on Sundays with a choir, and 10.30 am on Wednesdays. At the 10am service the readings and intercessions are all done by members of the congregation, and the service is livestreamed so that any housebound members can still watch and feel part of the worshipping community.

With the support of Revd Hilary Jones and Lyn Gooch our Lay Minister, we have been able to maintain services during the vicar's sabbatical and in the vacancy, and we are grateful for the help of visiting clergy: Revd Peter Wyard, Revd Rosie Harper, Revd Tim Harper, Revd Chris Owen, Revd Chris Bull, Revd Anthony Searle, and Bishop Alan.

Following the renewal of the Church Electoral Roll in 2023 a total of 59 parishioners was reported, 20 of whom were not resident within the parish. The average Sunday in person attendance was 40 adults and 2 children.

In addition to our usual services, this year we have run three sessions of a new Forest Church which we call "Gatherings". These have taken place in February, May and September and are designed to reach people who do not necessarily feel comfortable in a traditional Church service but feel able to meet God outdoors. It is early days with these sessions but hopefully more people will feel able to join us in the coming months.

The Nine Lessons and Carols was very well supported this year with Highworth School bringing along a choir and contributing to the service. As Christmas Eve fell on a Sunday, we held a "Pop- up Nativity" on the Saturday afternoon which started from the Church Hall and made our way to the "Stable" in the Community Garden and culminated in a Christingle service in Church. It was well received and enjoyed by the families who attended.

During Lent and Advent a small group, led by Lyn Gooch LLM, met weekly on Zoom for discussion, Bible reading and prayer and this was well appreciated by all those who attended.

Two marriages and four funerals have also taken place in church this year.

CHOIR

The members of St Francis Choir have shown great commitment and resilience during this year, with worship in the hall for several months, joyfully leading hymns and psalms for our congregation. The carol service was very well attended, and the Christmas Choir sang beautifully, enriched by additional singers of many ages and the Highworth School choir. We thank our organist Tessa for all her hard work.

MESSY CHURCH

Messy Church happens at 4pm on the third Saturday of each month except for August and December. The most popular session is the Good Friday Special, which runs from 10am to midday and has an average attendance of 16 children and about the same number of adults. Sessions follow a similar pattern of art and crafts activities set round the theme of chosen story. Then towards the end, we have a simple act of worship, which involves lighting candles(battery operated!), singing simple songs and finally saying the 'Our Father', ending with a simple tea and on Good Friday, hot cross buns, and an Easter egg hunt. Children currently attending Messy Church are younger than in the past as older children have moved on to secondary school and need activities more suited to the teenage years. We thank those who help to make all these sessions possible: Emma for her cooking, Tessa for the music and her husband, Kaysha, and Jordan and recently Lyn. Without these volunteers we could not regularly provide God-centred activities for the children and families of our parish.

THE CHURCH BUILDING

The major challenge this year has been to restore the church's heating system which had been out of use since early 2022 after the failure of the boiler. Temporary electric heating proved to be inadequate, and during the coldest months, services were held in the church hall. Following extensive fundraising and generous donations, and the removal of asbestos, an upgraded heating system with new condensing boilers was commissioned in November ready for Advent services.

Plans to install new toilets, a kitchen area and level access for the church are moving forward, so that the building can provide a place for the whole community to gather together, with much needed accessible facilities, for both the worshipping community and other groups who use the church. The diocese has awarded a development grant of £10,000 to support planning work.

There will be further consultation and we hope to begin fundraising for the project in 2024. We are thankful for the experience and support of Mick Relf on this project.

Rainwater leaks in the tower area have been a challenge this year. Two specific leaks in the tower and the roof above the altar will be fixed soon. Plans are also in preparation for measures to resolve a longstanding problem

where rainwater pools above the chancel ceiling, and then seeps below.

CHURCH HALL

The church hall provides friendship, support, wellbeing, and activities to a wide range of people in the community from different ages, different backgrounds and different faiths. There are regular bookings from community groups including Baby College and Phonics Robot for pre-school children; Sense of Balance (Pilates and Yoga); Keep Fit; Taijutsu; the Wycombe Friendship group; and Knit and Natter. During the year the hall also hosted a vaccination clinic and was a popular venue for many parties and other family celebrations. Church events in the hall have included jumble sales, quiz nights, the Advent Fayre and a wreath making session. From January to March and during November the hall also offered a warm place for our regular Sunday worship. Later in the year we started planning for a community café to open early in 2024. We thank Irene Hasan for all her work as voluntary manager for the church hall.

PASTORAL SUPPORT TEAM

We are grateful to all those who contribute to the pastoral ministry of the church, visiting the sick and housebound members of the congregation and generally caring for one another, neighbours and friends through telephone calls and practical support. Home communions have been resumed.

FLOWER ROTA

Our small team manage to keep our church looking splendid with some lovely arrangements. Others would be welcome to join – no special knowledge required – just a joy of flowers.

MISSION AND EVANGELISM

Our vision to be a 'Beacon of Hope, Community of Love and Well of Refreshment' for all the community will be achieved through improved facilities in the hall and church buildings, the community garden and wellbeing café and importantly the active engagement of all church members with those who live in the parish. We continue to engage with the local community, the wider Church, and the world, building relationships with Highworth Combined School, and responding to pastoral and social concerns where possible. St Francis established a special Harvest Fund to support families and individuals in need of emergency food supplies and essential items. Reports from other groups included within this report also highlight the many ways St Francis looks to serve and engage the wider community.

COMMUNICATIONS

We continue to make use of the Friends of St Francis Facebook Page as our main place to advertise events and post comments of Christian and general interest. The PCC have discussed improving our website to make it more modern in its appearance and easier to amend and this will be integrated with a new online booking system for the Church Hall. The PCC have also been exploring ways to keep in touch with members of the congregation who do not have access to Facebook who may use WhatsApp or email. The Weekly news sheet is much appreciated by the congregations both at the 8.00am and 10.00am services and our thanks to Mary Amer for producing this and encouraging others to contribute to the prayer section each week.

DEANERY SYNOD

Deanery Synod represents the 35 churches of the Deanery and further information, and the contacts can be found on wycombedeanery.com. Different churches present information about their successes and any new projects and we are all encouraged to support all these initiatives with prayer and thanksgiving. The Deanery has provided St Francis with a grant towards developing youth ministry. Deanery grants are available each financial year for a variety of projects. A six month project is underway providing support to Church Wardens

and leaders of village churches and it is hoped this will continue into the next financial year.

ECUMENICAL AND INTER-FAITH RELATIONSHIPS

The church is a member of Churches Together in East Wycombe (CTEW), Churches Together in Buckinghamshire and Wycombe Sharing of Faiths. Members of the congregation at St Francis also work with Christians of other traditions in our support for Wycombe Homeless Connection and One Can Trust. Church leaders meet occasionally for fellowship and mutual encouragement.

KNIT & NATTER GROUP

We are a group of up to 18 people, 50/50 from church and from outside. Most of us have some knitting on the go; some are crocheting or doing needlework and patchwork, and some just come for a chat and a coffee. Everybody is welcome on Wednesdays between 11 and 1pm; we are a very friendly group and would welcome anyone who would like to join us.

WALKER'S UNITE(D)

Walkers Unite(d) continue to walk regularly the first Saturday of every month, weather and mud permitting, with up to 18 of us, not all of whom are regular church members, and a couple of dogs taking part. Our walks tend not to exceed 5 miles now and are relatively flat, through some beautiful countryside and often with stunning views. We always finish with a pub lunch and non-walkers are most welcome to join us for a friendly, sociable meal. Thanks again to Colin for leading most of the walks and to Eleanor for organising our part in the Bucks Historic Churches Walk, on the second Saturday in September. This year, thanks to our generous sponsors £250 was raised, half of which comes back to St Francis.

COMMUNITY GARDEN

The community garden has flourished in 2023 with many visiting to look or just sit and enjoy the peace and quiet. Volunteers work in the garden every week. Our vegetable crop in raised beds has included garlic, purple sprouting broccoli, lettuces and tomatoes and pumpkins. We were able to give some of our produce to One Can and various members of the church. We have received funding from the local Coop as a community project and have bought a greenhouse and a gazebo. We plan to develop a nature trail next to the community garden as a local resource, working with Chiltern Rangers.

CHILDRENS SOCIETY

We continue to fundraise for the important work of the Childrens Society. Carol singing with three local schools is an annual joy for all. Church members happily give their time to hold a bucket. In 2023 we raised £647, and a further £100 at the Christingle Service.

FUNDRAISING and SOCIAL EVENTS

We have had a very successful year with many social events with fundraising focused on funding the new heating system for the church. In March there was a church spring clean and coffee morning and in April a well-attended cream tea and Blend Choir afternoon. In May and October we had jumble sales in the hall, with coffee and cakes served during the event. A church BBQ in August held in the hall garden was great fun for all. The two quiz nights for Lent and Harvest were both popular and lively occasions. The November Advent Fayre was another very enjoyable day for which soup and rolls were served followed by delicious cakes. Sarah Howse kindly hosted and arranged a very successful Christmas Wreath Making workshop. In December refreshments were served after the service of Nine Lessons and Carols by a team of willing helpers. Thanks to all who have helped with any of our events, and especially our catering ladies.

FINANCIAL REVIEW

Our main source of income has remained voluntary giving with £ 24,737 from Stewardship, £1,746 from collections and £6,282 from tax refunds on both Stewardship and collections under the Gift Aid scheme.

We also received £13,500 rent from the “Everything Everywhere” and “Hutchison 3G” telecoms companies for a mobile phone base station installation in our bell tower. We received dividends from two investments: £1,251 from the H F Field Trust and £2,307 from the St Andrews Trust. By the end of the year, our new Church Development Fund had reached £7,631. Our congregation also donated £1,027 (including Gift Aid) for a Harvest Community Fund to support families and individuals in need of emergency food supplies and essential items, and £156 for other charities. Our remaining income from the rental of our church hall to local groups, and from fees from weddings and funerals has increased, but is not yet back to pre-pandemic levels.

Our outgoings were £79,451, to provide the Christian ministry from St Francis of Assisi within Terriers. Our ‘parish share’ contribution to the Diocesan funds, which, as well as paying the administrative costs of the Diocese, provides the stipends and housing for the clergy, was £36,644. As at 31 December 2023, we had net assets totalling £225,900, of which £130,158 were endowment investments and £39,376 restricted funds, leaving (£347) unrestricted funds, and £56,713 designated for special church needs. We thank Jane Paine for taking on the role of Treasurer.

VOLUNTEERS

We would like to thank all the volunteers who work so hard to make our church a safe and welcoming community; in particular, our churchwardens, Lakshan Wanigasooriya and Peter Gee, who have provided practical and steadfast support in their ministry to both the church and vicar. We also value the role of the other members of the Parochial Church Council who have faithfully served with humour and vision, and we wish to acknowledge the continued commitment of our worship team Lyn Gooch LLM, Revd Hilary Jones, Tessa Shaw, and Mary Amer; our sacristan Mary Phipps and hall administrator Irene Hasan; musicians, readers, intercessors, servers, sides people and those who provide hospitality after services and on special occasions during the year, whose gifts, creativity and generosity enhance the life of the church. We are thankful for all who have continued to keep the church grounds tidy on a regular basis, and Sarah Wanigasooriya for her active commitment to ensuring the safeguarding of all who serve and engage with the church. We also thank the Messy Church Team for their ongoing commitment to the young people

STRUCTURE, GOVERNANCE AND MANAGEMENT

The method of appointment of PCC members is set out in the Church Representation Rules. At St Francis of Assisi the membership of the PCC consists of the incumbent (our vicar), churchwardens, and members elected by those members of the congregation who are on the electoral roll of the church. All those who attend our services/members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish, including deciding on how the funds of the PCC are to be spent.

The PCC met seven times during the year. Given its wide responsibilities, the PCC has a number of task groups, each one dealing with a particular aspect of parish life. These groups which include worship and mission, communications, finance, pastoral and social, hall, building and grounds, are all responsible to the PCC and report back to it with reports of their deliberations being received by the full PCC and discussed as necessary.

ADMINISTRATIVE INFORMATION

The Church of St Francis of Assisi is situated in Amersham Road, Terriers, High Wycombe. It is part of the Diocese of Oxford within the Church of England.

The correspondence address is St Francis, Amersham Road, Terriers, High Wycombe HP13 5AB. The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2011) and a charity registered with the Charity Commission (registration number: 1155035).

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have regard to House of Bishops' guidance on safeguarding children and vulnerable adults).

PCC members who have served from 1st January 2023 until the date this report was approved are:

Incumbent:

The Revd Joanna Gallant

(Chair until October 2023)

Churchwardens:

Mr Lakshan Wanigasooriya

(from October 2020)

Mr Peter Gee

(Lay Chair from July 2021)

Deanery Synod Representatives:

Mr Nick Gallant

(Until October 2023)

Mrs Lyn Gooch LLM

(from APCM 2023)

Elected members:

Mrs Sally Brocklehurst

(from APCM 2020 - Secretary)

Mrs Janet Banks

(from APCM 2022)

Mrs Christine Bradbury

(from APCM 2022)

Mrs Allison Jackson

(from APCM 2022)

Mrs Hazel Noakes

(from APCM 2022)

Mr Michael Relf

(from APCM 2022)

Mrs Valerie Stringer

(from APCM 2020)

Other Officers not on PCC:

Electoral Roll Officer

Michael Noakes

Gift Aid and Stewardship Officer

Mary Phipps

Treasurer

Jane Paine

Parish Coordinator

Mary Amer

Organist

Tessa Shaw

Approved by the PCC on and
signed on their behalf by


.....

Independent Examiner's Report to the Trustees of Parochial Church Council of St Francis of Assisi, Terriers

I report on the accounts of the church for the year ended 31 December 2023 which are set out on pages 8 to 18.

Respective Responsibilities of Trustees and Examiner

The church's trustees are responsible for the preparation of the accounts. The church'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 Commissioners (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 the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all of 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 have been drawn in order to enable a proper understanding of the accounts to be reached.



Stephen Hendy

30th April 2024

Data Developments, First Floor, Chubb Buildings, Fryer Street, Wolverhampton,
West Midlands WV1 1HT

Parochial Church Council of St Francis of Assisi, Terriers

Statement of Financial Activities

	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
Income and endowments from:						
Donations and legacies	35,910	35,396	2,545	—	73,852	39,919
Income from charitable activities	—	—	—	—	—	—
Activities for generating funds	15,251	—	—	—	15,251	13,500
Investments	102	2,307	1,250	—	3,660	3,547
Other income	—	—	—	—	—	—
Church activities	13,948	—	390	—	14,338	16,132
Total income	65,213	37,703	4,186	—	107,103	73,099
Expenditure on:						
Raising funds	57	—	—	—	57	—
Expenditure on charitable activities	—	—	—	—	—	—
Church activities	67,087	9,637	2,668	—	79,393	74,419
Total expenditure	67,145	9,637	2,668	—	79,451	74,419
Gains / losses on investment assets	—	—	—	11,194	11,194	(15,874)
Net income / (expenditure) resources before transfer	(1,931)	28,066	1,517	11,194	38,846	(17,194)
Transfers						
Gross transfers between funds - in	—	—	—	—	—	8,224
Gross transfers between funds - out	—	—	—	—	—	(8,224)
Other recognised gains / losses						
Gains on revaluation, fixed assets, charity's own use	—	—	—	—	—	—
Net movement in funds	(1,931)	28,066	1,517	11,194	38,846	(17,194)
Total funds brought forward	1,584	28,646	37,859	118,964	187,054	204,248
Total funds carried forward	(347)	56,713	39,376	130,158	225,900	187,054
Represented by						
Unrestricted						
General fund	(347)	—	—	—	(347)	1,584
Designated						
Church Development	—	7,631	—	—	7,631	7,631
Church Heating	—	25,944	—	—	25,944	2,495
Jean Smith Bequest	—	1,000	—	—	1,000	1,000
Joyce Dowsett Bequest	—	2,500	—	—	2,500	2,500
Paul Beniston Bequest	—	19,116	—	—	19,116	13,500
Revaluation reserves	—	—	—	—	—	—
Spirituality Resource Fund	—	520	—	—	520	1,520
St Andrews Fund income	—	—	—	—	—	—
Restricted						
Agency collection	—	—	(114)	—	(114)	(114)
Charities Fund	—	—	145	—	145	139
Choir Fund	—	—	311	—	311	311
Community Garden Project Fund	—	—	3,616	—	3,616	2,722
Field Dividends Restricted	—	—	0	—	0	0
Harvest Community Fund	—	—	1,107	—	1,107	879
Hugh Brocklehurst Memorial Fund	—	—	34,310	—	34,310	33,920
Pension reserves	—	—	—	—	—	—
Revaluation reserves	—	—	—	—	—	—
Endowment						
Field Bequest	—	—	—	45,753	45,753	41,818
St Andrews Fund	—	—	—	84,405	84,405	77,146

Parochial Church Council of St Francis of Assisi, Terriers

Balance sheet

	Total funds	Prior year funds
Fixed assets		
Tangible assets	37,981	—
Investments	130,158	—
	168,139	—
Current assets		
Debtors	8,084	1,000
Investments	0	118,964
Cash at bank and in hand	53,111	67,564
	61,195	187,528
Liabilities		
Creditors: Amounts falling due in one year	3,435	474
	3,435	474
Net current assets less current liabilities	57,760	187,054
Total assets less current liabilities	225,900	187,054
Total net assets less liabilities	225,900	187,054
Represented by		
Unrestricted		
General fund	(347)	1,584
Designated		
Church Development	7,631	7,631
Church Heating	25,944	2,495
Joyce Dowsett Bequest	2,500	2,500
Jean Smith Bequest	1,000	1,000
Paul Beniston Bequest	19,116	13,500
Spirituality Resource Fund	520	1,520
St Andrews Fund income	—	—
Revaluation reserves	—	—
Restricted		
Community Garden Project Fund	3,616	2,722
Charities Fund	145	139
Choir Fund	311	311
Field Dividends Restricted	0	0
Harvest Community Fund	1,107	879
Hugh Brocklehurst Memorial Fund	34,310	33,920
Agency collection	(114)	(114)
Pension reserves	—	—
Revaluation reserves	—	—
Endowment		
Field Bequest	45,753	41,818
St Andrews Fund	84,405	77,146
Funds of the church	225,900	187,054

Approved by the Parochial church Council on 5th May 2024 and signed on its behalf by:

T. C. Jones

Parochial Church Council of St Francis of Assisi, Terriers

NOTES TO THE FINANCIAL STATEMENTS For the year ended 31st December 2023

Accounting policies

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and within the Regulations' "true and fair" provisions.

Assets

Consecrated and benefice property

In so far as consecrated and benefice property of any kind is excluded from the statutory definition of "charity" by Section 10(2) (a) and (c) of the Charities Act 2011 such assets are not capitalised in the financial statements.

Moveable Church Furnishings

These are capitalised at cost and depreciated over their useful economic life other than where insufficient cost information is available. In this case the item is not capitalised, but all items are included in the Church's inventory in any case.

Tangible fixed assets for use by the charity

These are capitalised if they can be used for more than one year, and cost at least £1,000. They are valued at cost or else, for gifts-in-kind, at a reasonable estimate of their open market valuation on receipt.

Depreciation is calculated to write off the capitalised cost of fixed assets less their currently anticipated residual fair value over their estimated useful lives as follows:

- | | |
|-----------------------|---------|
| • Land | Nil |
| • Fixtures & Fittings | 7 years |
| • Computers | 3 years |

No depreciation is provided on buildings as the currently estimated residual value of the properties is not less than their carrying value and the remaining useful life of these assets currently exceeds 50 years. So that any depreciation charges would be immaterial.

An impairment review is carried out at each year-end and any resultant loss identified is included in expenditure for the year.

Investments

Investments quoted on a recognised stock exchange or whose value derives from them are valued at market value at the year end. Other investment assets are included at PCC's best estimate of value.

Short term deposits

These are the cash held on deposit with CCLA or at the bank.

FUNDS

Unrestricted Funds

These represent the remaining income funds of the PCC that are available for spending on the general purposes of the PCC, including amounts designated by the PCC for fixed assets for its own use or for spending on a future project and which are there for not included in its 'free reserves' as disclosed in the trustees' report.

Restricted Funds

These are income funds that must be spent on restricted purposes and details of the funds held and restrictions provided are shown in the notes to the accounts.

Endowment Funds

These are restricted funds which must be retained as trust capital either permanently or subject to a discretionary power to spend capital as income, and where the use of any income or other benefit derived from the capital may be restricted or unrestricted. Full details of all of their restrictions are shown in the notes to the accounts.

Purpose of Funds

Frances Field Bequest

The capital belonging to this fund is held by the Oxford Diocesan Board of Finance, as custodian trustee. The capital must be retained as a perpetual endowment, but the annual income is paid direct to the church for use in accordance with the terms of Mrs Henrietta Frances Field's will 'for the payment of insurance of the buildings and towards the salary of a caretaker and the cleaning of the said church.

St. Andrew's Fund

The capital of this fund is a perpetual endowment arising from the sale of St. Andrew's Church, The income from these funds is to be used for furthering the religious and other charitable work of the Church of England in the ecclesiastical parish of St. Francis, Terriers. This has been set aside in a Central Board of Finance deposit account and is a designated fund to be used at the discretion of the PCC.

Hugh Brocklehurst Fund This is a restricted memorial fund set up in the name of Hugh Brocklehurst to maintain and to develop the musical life of the church with special concern for the organ.

The Choir Fund is restricted to supporting the church choir.

The Harvest Community Fund is a Restricted Fund to be used to support families and individuals who are in need of emergency food supplies and essential items.

The Community Garden Project Fund is a Restricted Fund to support the community garden.

The Church Development Fund is designated for funds raised for development of the church building.

The Church Heating Fund is designated for funds raised to replace the church heating system.

The **Joyce Dowsett**, **Paul Beniston** and **Jean Smith** Bequests are funds designated by the PCC, primarily for the improvement of catering and toilet facilities in the church.

Parochial Church Council of St Francis of Assisi, Terriers

Analysis of income and expenditure

					Total	
	Unrestricted	Designated	Restricted	Endowment	This year	Last year
INCOME AND ENDOWMENTS						
Donations and legacies						
Stewardship - Tax efficient	24,426	—	—	—	24,426	23,463
Stewardship - Other	310	—	—	—	310	775
Collections	1,745	—	732	—	2,478	1,580
Other donations	1,146	26,211	1,656	—	29,013	5,942
Tax recoverable on Gift Aid	6,282	—	—	—	6,282	5,811
Charity Collections	—	—	156	—	156	446
Repairs Listed Place of Worship VAT refund	—	—	—	—	—	—
Grants for Repairs	—	7,385	—	—	7,385	—
Miscellaneous Grants	2,000	1,800	—	—	3,800	1,400
Bequests & Legacies	—	—	—	—	—	500
Total	35,910	35,396	2,545	—	73,852	39,919
Income from charitable activities						
Restoration Project General Income	—	—	—	—	—	—
Diocesan expenses received	—	—	—	—	—	—
Pilgrim Cafe	—	—	—	—	—	—
Total	—	—	—	—	—	—
Activities for generating funds						
Fundraising events income	1,691	—	—	—	1,691	—
Telecommunications Rental	13,500	—	—	—	13,500	13,500
Church hall lettings - fund raising	—	—	—	—	—	—
Hall - miscellaneous income	60	—	—	—	60	—
Total	15,251	—	—	—	15,251	13,500
Investments						
Bank and deposit interest	102	—	—	—	102	9
HF Field Trust dividends	—	—	1,250	—	1,250	1,243
St Andrews Trust Dividends	—	2,307	—	—	2,307	2,294
Total	102	2,307	1,250	—	3,660	3,547
Other income						
Repairs - insurance refunds	—	—	—	—	—	—
Total	—	—	—	—	—	—
Church activities						
Fees for weddings and funerals	2,028	—	—	—	2,028	3,586
Parish magazine sales	—	—	—	—	—	—
Traidcraft Stall income	—	—	—	—	—	—
Bookstall sales to promote objectives	10	—	—	—	10	37
Calendar sales for church funds	—	—	390	—	390	455
Catering Income	399	—	—	—	399	255
Miscellaneous Income	3,126	—	—	—	3,126	2,606
Church - letting	130	—	—	—	130	275
Church hall lettings - objectives	8,254	—	—	—	8,254	8,917
Total	13,948	—	390	—	14,338	16,132
INCOME TOTAL	65,213	37,703	4,186	—	107,103	73,099

Parochial Church Council of St Francis of Assisi, Terriers

Analysis of income and expenditure

						Total	
						This year	Last year
						Unrestricted	Designated
						Restricted	Endowment

	<u>Unrestricted</u>	<u>Designated</u>	<u>Restricted</u>	<u>Endowment</u>	<u>This year</u>	<u>Last year</u>
EXPENDITURE (continued)						
Reference materials	—	—	—	—	—	—
Subsistence	—	—	—	—	—	—
Church Cleaning	650	354	—	—	1,004	1,119
Parish training and mission	100	—	—	—	100	476
Pandemic remedial costs	—	—	—	—	—	32
Community payments	—	—	800	—	800	1,126
Community Garden expenditure	—	—	441	—	441	1,013
Depreciation	—	6,330	—	—	6,330	1,378
Fire Precautions	—	—	—	—	—	—
Refunds for hall lettings	100	—	—	—	100	197
Hall running - heat, light water	4,159	—	—	—	4,159	1,494
Hall running - insurance	1,284	—	—	—	1,284	1,140
Hall - repairs and renewals	98	—	—	—	98	628
Hall - cleaning	285	—	—	—	285	—
Hall - postage and stationery	12	—	—	—	12	—
Hall - sundry expenses	134	—	—	—	134	64
Hall - Salaries and PAYE	—	—	—	—	—	—
Hall running - telephone	—	—	—	—	—	—
Hall - licenses and subscriptions	—	—	—	—	—	170
Hall running - maintenance	203	—	—	—	203	10
Total	67,087	9,637	2,668	—	79,393	74,419
EXPENDITURE TOTAL	67,145	9,637	2,668	—	79,451	74,419
GRAND TOTAL	(1,931)	28,066	1,517	—	27,652	(1,320)

Parochial Church Council of St Francis of Assisi, Terriers

Statement of assets and liabilities

Statement of assets and liabilities as at 31 December 2023

	This year	Last year
Investments		
CCLA (CBF) Investment Fixed Asset		
Field Bequest (Endowment) -	45,753	—
St Andrews Fund (Endowment) -	84,405	—
	130,158	—
Total for Investments	130,158	118,964
Tangible assets		
Church heating renewal 2023		
Church Heating (Designated) -	31,931	—
Paul Beniston Bequest (Designated) -	12,380	—
	44,311	—
Church heating renewal 2023 depreciation		
Church Heating (Designated) -	(4,561)	—
Paul Beniston Bequest (Designated) -	(1,768)	—
	(6,330)	—
Total for Tangible assets	37,981	—
Cash at bank and in hand		
CAF Bank current account		
Charities Fund (Restricted) -	(307)	(307)
Choir Fund (Restricted) -	311	311
Church Development (Designated) -	2,380	7,380
Church Heating (Designated) -	257	2,495
Community Garden Project Fund (Restricted) -	2,982	2,088
Field Dividends Restricted (Restricted) -	0	0
Harvest Community Fund (Restricted) -	(12)	492
Hugh Brocklehurst Memorial Fund (Restricted) -	29,937	29,927
Jean Smith Bequest (Designated) -	1,000	1,000
Joyce Dowsett Bequest (Designated) -	(1,000)	(1,000)
Paul Beniston Bequest (Designated) -	1,120	13,500
Spirituality Resource Fund (Designated) -	1,453	2,453
General fund (Unrestricted) -	(29,417)	(39,481)
	8,706	18,860
Yorkshire Bank Current account		
Charities Fund (Restricted) -	452	447
Church Development (Designated) -	251	251
Community Garden Project Fund (Restricted) -	633	633
Harvest Community Fund (Restricted) -	1,119	386
Hugh Brocklehurst Memorial Fund (Restricted) -	4,372	3,992
Joyce Dowsett Bequest (Designated) -	3,500	3,500
Spirituality Resource Fund (Designated) -	(932)	(932)
General fund (Unrestricted) -	24,935	40,420
	34,332	48,698
Bank deposit account		
Church Development (Designated) -	5,000	—
General fund (Unrestricted) -	5,067	—
	10,067	—

Parochial Church Council of St Francis of Assisi, Terriers

Statement of assets and liabilities as at 31 December 2023 (continued)

petty cash		
General fund (Unrestricted) -	5	5
	5	5
Total for Cash at bank and in hand	53,111	67,564
Debtors		
Accounts Receivable		
Paul Beniston Bequest (Designated) -	7,385	—
General fund (Unrestricted) -	698	1,000
	8,084	1,000
Total for Debtors	8,084	1,000
Investments		
CCLA (CBF) Investment account		
Field Bequest (Endowment) -	—	41,818
St Andrews Fund (Endowment) -	—	77,146
Agency collection (Restricted) -	0	0
	0	118,964
Total for Investments	130,158	118,964
Creditors: Amounts falling due in one year		
Accounts Payable		
Church Heating (Designated) -	(1,683)	—
General fund (Unrestricted) -	(1,637)	(360)
Agency collection (Restricted) -	(114)	(114)
Total for Creditors: Amounts falling due in one year	(3,435)	(474)
Grand total	225,900	187,054

Fund movement by type

Fund movement by type for the year ending 31 December 2023

	Opening	Incoming	Outgoing	Transfers	Gains/losses	Closing
CDF - Church Development						
Designated	7,631	—	—	—	—	7,631
CHE - Church Heating						
Designated	2,495	28,011	4,561	—	—	25,944
COMG - Community Garden Project						
Restricted	2,722	1,361	467	—	—	3,616
Char - Charities Fund						
Restricted	139	156	150	—	—	145
Choir - Choir Fund						
Restricted	311	—	—	—	—	311
Field - Field Bequest						
Endowment	41,818	—	—	—	—	45,753
FieldDiv - Field Dividends						
Restricted	0	1,250	1,250	—	—	0
HAR - Harvest Community Fund						
Restricted	879	1,027	800	—	—	1,107
HBrock - Hugh Brocklehurst Memorial Fund						
Restricted	33,920	390	—	—	—	34,310
JDow - Joyce Dowsett Bequest						
Designated	2,500	—	—	—	—	2,500
JS - Jean Smith Bequest						
Designated	1,000	—	—	—	—	1,000
PBen - Paul Beniston Bequest						
Designated	13,500	7,385	1,768	—	—	19,116
SRF - Spirituality Resource Fund						
Designated	1,520	—	1,000	—	—	520
StAndInc - St Andrews Fund income						
Designated	—	2,307	2,307	—	—	—
StAndrew - St Andrews Fund						
Endowment	77,146	—	—	—	—	84,405
General - General fund						
Unrestricted	1,584	65,213	67,145	—	—	(347)
Grand total	187,168	107,103	79,451	—	—	226,014

Accounts

**PAROCHIAL CHURCH COUNCIL
OF
ST FRANCIS OF ASSISI, TERRIERS**

ANNUAL REPORT for 2022

CONTENTS

	Page
Annual Report of the Trustees (Parochial Church Council)	2 to 9
Independent Examiner's Report	10
Statement of Financial Activities (SOFA)	11
Balance Sheet	12
Statement of assets and liabilities and fund movement by type	13
Analysis of income and expenditure	15
Notes	18

Annual Report for 2022

AIM AND PURPOSES

The Parochial Church Council (PCC) of the parish of St Francis of Assisi, Terriers has the responsibility of co-operating with the incumbent, the Reverend Joanna Gallant, 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 the church building and church hall of St Francis of Assisi, Terriers, High Wycombe.

OBJECTIVES AND ACTIVITIES

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community at St Francis of Assisi. The PCC maintains an overview of worship throughout the parish. Our services and worship put faith into practice through prayer and scripture, music, and sacrament.

When planning our activities for the year, the incumbent and the PCC have considered the Charity Commission's guidance on public benefit and, the specific guidance on charities for the advancement of religion. We try to enable ordinary people to live out their faith as part of our parish community through:

- Worship and prayer; learning about the Gospel; and developing their knowledge of and trust in Jesus Christ.
- Provision of pastoral care for people living in the parish.
- Missionary and outreach work.
- Support for organisations locally, nationally, and internationally whose aims reflect ours.

To facilitate this work, it is important that we maintain the fabric of the Church of St Francis and of the Church Hall.

ACHIEVEMENTS AND PERFORMANCE

WORSHIP AND PRAYER

The PCC seeks to offer a range of services during the week and over the course of the year, which the church community and our many visitors find both beneficial and spiritually fulfilling. The church is open daily for private prayer, which many folks regularly take advantage of, and Holy Communion services are held at 8am, and 10am on Sundays with a choir, and 10.30 am on Wednesdays. Established members of the congregation and those on the fringe received pastoral letters, service booklets and prayer resources, and during Lent and Advent a small group met weekly on Zoom for discussion, bible reading and prayer, and resources were sent out to others in the congregation.

Following the renewal of the Church Electoral Roll in 2022 a total of 61 parishioners was reported, 20 of whom were not resident within the parish. The Sunday in person attendance, as counted during October 2022, averaged 36 adults and 2 children and Messy Church averaged 10 Adults and 8 children.

Despite the sad loss of several church members, new people are attending and the provision of a Sunday school is planned.

In addition to our regular services, we enable our community to celebrate and thank God at

significant landmarks on the journey through life. In marriage, vows are publicly exchanged, and God's blessing is proclaimed, and funeral services provide an opportunity for friends and family to express their grief and give thanks for the life which is now complete in this world and to commend the person into God's keeping. There were 0 baptisms, 1 wedding and 6 church funeral services, 5 crematorium services and 1 graveside service.

In March the church celebrated the confirmation of two of our young people and it was a joy to finally celebrate Holy Week and Easter in the church building again. For Holy Week and Easter an Easter Garden, which Messy Church helped to decorate was erected outside the church, drawing many visitors,

Peter Gee and Nick Gallant ensured that services continued to be streamed, which enabled all those who are unable to attend 'in person' worship and occasional offices to continue to join the services.

In June the church celebrated the Late Queens Platinum Jubilee; welcomed ordinand Gill Taylor for a month on placement; and the Worship and Mission group took a day retreat at Burnham Abbey.

In September following the death of Her Majesty Queen Elizabeth II an evening vigil service was held, and the Sunday Service included a reflection by the vicar and prayers for Her Majesty, the Royal Family and King Charles III. Books of Condolence were made available for the general public.

Sadly, it has been a difficult year for the church family following the death of a number of longstanding church family members and a Requiem Eucharist to remember all who had died during the year was once again held during the main Sunday service this year.

It was a joy for the Nine Lessons and Carols to return to church, with musical contributions and readings from all ages, with the choir once again attracting some new members. Unfortunately, following the final breakdown of the old church boiler before the Autumn, on December 19th all services were moved to the hall because temporary heating which had enabled services to continue in church became insufficient during the very cold winter.

The Christingle and Nativity service were combined on Christmas Eve and once again attracted new families. The large wooden nativity scene was once again erected outside the church which drew many visitors from all ages across the community, and once again the feedback was extremely positive.

St Francis welcomes all to attend our regular services both in church and online.

CHOIR

The members of St Francis Choir have shown amazing commitment and resilience during this year, moving between worship in the heat-free church and then in the hall, adapting to the new environment and continuing to joyfully lead hymns and psalms for our congregation. The 2022 carol service in church will be one to remember, with the added novelty of seeing our breath whilst singing! Despite the conditions, the carol service was very well attended, and the Christmas Choir sang beautifully, enriched by our additional singers of many ages who had been attending rehearsals since October. The choir would like to thank Tessa for her hard work, and we also thank our guest Matthew Paine for his wonderful contralto solo at the carol service.

MESSY CHURCH

Messy Church has returned on the 3rd Saturday of the month except for the Good Friday Messy Church and not in December as it would be too close to Christmas. Good Friday Messy church is our busiest session, where the children make Easter cards, and crafts around the Easter theme. This year we were able to give every child a wooden cross to take home. We also made tombs from paper plates. Our session finished with decorating the Easter Garden in church followed by the Easter Egg Hunt and of course Hot cross buns.

I wished to thank the volunteers that makes Messy Church fun and possible, so a big thank you to Emma for the cooking, Tessa for the music content and Michael her husband, Kaysha and Chris without whom we couldn't put on so many activities. Mary Amer.

DEANERY SYNOD

Following her appointment as Parish Co-Ordinator, Mary Amer stepped down as a Deanery Synod rep in September and we are grateful for her years of service in this role. Nick Gallant currently sits on the deanery synod and this provides the PCC with an important link between the parish and the structures of the wider church. In September, Nick Gallant was appointed Deanery Associate Lay Chair. Our vicar supports the wellbeing of deanery clergy and lay ministers.

CHURCH HALL

Since reopening after COVID, we retained three of our previous hirers, Mandy's exercise class, the Taijutsu Jitsu club and the monthly meeting of the local friendship group. As the year progressed, we have gained two new regular groups using the hall. Our hall is also popular venue for children's parties and other family celebrations including this year a Hindu funeral. Though not yet up to the pre-pandemic numbers, it is still hired out regularly for these events.

The Knit and Natter group held on a Wednesday morning, moved permanently into the hall has grown in size and provides a friendly atmosphere to meet, craft and chat with refreshments.

Since November, the hall has offered a warm place for our regular Sunday worship and our thanks to Irene Hasan, who continues to manage the church hall and who works tirelessly in keeping the hall clean and well stocked with essentials. Mary Amer.

THE CHURCH

Use of the church building has also been affected by the breakdown of the heating system which needs replacing, and plans to install a new boiler, toilets, kitchen area and level access are now moving forward, so that the building can provide a place for the whole community to gather together, with much needed accessible facilities, for both the worshipping community and other groups who use the church, and we are thankful for the experience and support of Mick Relf in this respect.

PASTORAL CARE

We are grateful to all those who support the vicar in the pastoral ministry of the church and the congregation continue to care for one another, neighbours and friends through telephone calls and practical support. Now that restrictions have been relaxed visiting the sick and housebound members of the congregation to provide pastoral care and administer home communion has resumed and with the appointment of Mary Amer as Parish Co-

ordinator a rota for more regular visiting will be established.

MISSION AND EVANGELISM

St Francis vision to be a 'Beacon of Hope, Community of Love and Well of Refreshment' for all the community will be achieved through improved facilities in the hall and church buildings, the community garden and wellbeing café and importantly the active engagement of all church members with those who live in the parish.

We continue to engage with the local community, wider Church and the world with the vicar continuing to build relationships with Highworth Combined School, providing supervision for staff, and responding to pastoral and social concerns where possible, and St Francis established the Harvest Fund to support families and individuals in need of emergency food supplies and essential items.

Following the significant financial challenges St Francis has faced, the PCC agreed that the annual Lent Project for 2022 would support the ongoing mission of St Francis and the Wardens hosted the Lent Quiz which attracted a number of folks from across the community.

Reports from other groups included within this report also highlight the many ways St Francis looks to serve and engage the wider community.

The church continues to support Wycombe Homeless Connection with Nick Gallant providing supervision for the charity's support workers.

COMMUNICATIONS

The "Friends of St Francis" Facebook group continues to connect folks and the daily prayer reflections provided by Lyn Gooch LLM and Sally Brocklehurst are much appreciated. It is also a useful channel for publicising St Francis' services and events. Nick Gallant creates posters, flyers and other communication materials for specific events and services and will commence work on a new website for the church and hall; and a fundraising video in the coming year.

ECUMENICAL AND INTER-FAITH RELATIONSHIPS

The church is a member of Churches Together in East Wycombe (CTEW), Churches Together in Buckinghamshire and Wycombe Sharing of Faiths. Members of the congregation at St Francis also work with Christians of other traditions in our support for Wycombe Homeless Connection and One Can Trust. Church leaders meet occasionally for fellowship and mutual encouragement.

KNIT & NATTER GROUP

Liz Helps started the Knit & Natter Group about ten years ago and kept us motivated with knitting Christmas and Easter decorations over the years. Unfortunately, Liz is no longer with us, and we miss her every time we meet. However, in her honour we carry on so that she will never be forgotten.

We are a group of up to 18 people, 50/50 from church and from outside. Most of us have some knitting on the go; some are crocheting or doing needlework and patchwork and some just come for a chat and a coffee. Everybody is welcome on Wednesdays between 11 and 1pm; we are a very friendly group and would welcome anyone who would like to join us. Irena Lowe.

WALKER'S UNITE(D)

The walking group continues to flourish with up to 18 of us walking, along with the occasional dog. We are now more restricted in the pubs we can walk from, as so many have closed or become very expensive, but we still manage to find a variety of (now flatter!) walks of about 5 miles with beautiful scenery. We walk the first Saturday of each month, apart from December and January. Thanks must go to Colin for leading most of the walks and to other noble volunteers if we are away. Also, thanks to Eleanor for organising the Bucks Historic Churches walk in September. Through the enormous generosity of our sponsors, we raised £360, of which £209 was returned to St Francis. Well done walkers and sponsors alike. All are welcome to join us (several of the group are not regular churchgoers), either to walk or just to come for a sociable lunch. Janet Banks

COMMUNITY GARDEN

The garden was officially opened on 6th June by the Mayor of High Wycombe, Arif Hussein, followed by a Barbecue. It has been lovely to see the garden develop over the year and provide the backdrop to some Messy Church activities. Community involvement in the growing process has been limited but the garden is visited and used as a place of respite. From September this year we have been chosen as a Community project by the Co-op and funds raised will be awarded next year.

In December the garden and the shed became Bethlehem for our pop-up nativity. Thanks to all our volunteers who help make this project a reality and a place of beauty and peace for all who visit, especially Val Stringer our head gardener. Lyn Gooch

FUNDRAISING

Our big fundraising events this year were the Lent and Harvest Quiz Suppers and the Advent Fayre both of which were well attended. In the summer we added a cream teas afternoon which proved popular. Sarah Howse kindly arranged another Christmas Wreath making workshop and provided refreshments, which was both fun and well supported and the Vicar's 60th birthday fundraiser added to the boiler fund. Thank you to all who have contributed in any way to our fund raising this year. Lyn Gooch

FLOWER ROTA

Although having so few able to provide arrangements the displays have been lovely and much appreciated despite the disappointment that our church was closed for so long. Also providing wedding flowers now on 2 occasions in recent years the couples themselves did not return to our church as hoped &

indicated. Helping hands with a love of flowers always welcomed. No experience required just a love of flowers. Thank you. Hazel Noakes

THE CHILDREN'S SOCIETY

Another year of challenging fund raising both locally and nationally.

We as a community do our best to support by holding a Christingle & we have local schools Carol singing in December. Always a joy. The number of house/shop boxes from an all time high of over 30 in the past has dwindled to 8! Thank you to those. I would welcome anyone who would like to give a donation annually around May to contact me. The ongoing support required for vulnerable children & families does not reduce, in fact is required more than ever. Thank you once again. Hazel Noakes

SOCIAL COMMITTEE

The social committee meet regularly to discuss the events planned for the year.

In March we had a pancake supper and quiz, this event drew a good crowd of over 50.

In the summer Lyn organised a cream tea which was very successful. On the 5th June a BBQ was organised by Lyn for the opening of the community garden and was a success. The food was served in the hall. In September we had a Harvest quiz and chilli supper, this also drew a group of over 50 and was a really enjoyable and fun evening for all.

At home coffee mornings were put on hold due to the covid restrictions.

Coffee, mulled wine and mince pies were served after the carol service by a team of willing helpers. Janet and Chris are very grateful for people who help set up and make cakes, soups and chilli for these occasions. Chris Bradbury

PASTORAL CARE

The small but happy band of us continue to keep an eye on our church members who are unable to attend church/unwell etc. Any concerns are shared & Jo informed. If anyone is happy to make phone calls, but not visit, it would be welcomed. Please contact Hazel. Thank you. Hazel Noakes

FINANCIAL REVIEW

With the impact of the coronavirus pandemic, this has been a challenging year for us, as for all charities. Our main source of income has remained voluntary giving with £24,238 from Stewardship, £1,580 from collections and £5,811 from tax refunds on both Stewardship and collections under the Gift Aid scheme. We also received £13,500 rent from the "Everything Everywhere" and "Hutchison 3G" telecoms companies for a mobile phone base station installation in our bell tower. We received dividends from two investments: £1,243 from the H F Field Trust and £2,294 from the St Andrews Trust. By the end of the year, our new Church Development Fund had reached £7,632. Our congregation also donated £967 (including Gift Aid) for a Harvest Community Fund to support families and individuals in need of emergency food supplies and essential items, and £1,154 for other charities. Our remaining income from the rental of our church hall to local groups, and from fees from weddings and funerals has increased, but is not yet back to pre-pandemic levels.

Our outgoings were £74,419, to provide the Christian ministry from St Francis of Assisi within Terriers. Our 'parish share' contribution to the Diocesan funds, which, as well as paying the administrative costs of the Diocese, provides the stipends and housing for the clergy, was £36,927. The net result for the year, excluding the charities fund, Community Garden, Harvest Community Fund and donations to the Hugh Brocklehurst Fund was a deficit of expenditure over income of £5,541. As at 31 December 2022, we had net assets totalling £187,054, of which £118,964 were endowment investments and £37,859 restricted funds, leaving £1,584 unrestricted funds, and £28,647 designated for special church needs.

VOLUNTEERS

We would like to thank all the volunteers who work so hard to make our church a safe and welcoming community; in particular, our churchwardens, Lakshan Wanigasooriya and Peter Gee, who despite the many challenges faced this year have provided practical and steadfast

support in their ministry to both the church and vicar. We remember with gratitude Liz Helps in her role as church treasurer, and for Peter Gee's support in picking up this role again following Liz's untimely death.

We also value the role of the other members of the Parochial Church Council who have faithfully served with humour and vision, and we wish to acknowledge the continued commitment of our worship team Lyn Gooch LLM, Revd Hilary Jones, Tessa Shaw, Mary Amer and Nick Gallant; our sacristan Mary Phipps and hall administrator Irene Hasan; musicians, readers, intercessors, servers, sides people and those who provide hospitality after services and on special occasions during the year, whose gifts, creativity and generosity enhance the life of the church. We are thankful for all who have continued to keep the church grounds tidy on a regular basis, and Sarah Wanigasooriya for her active commitment to ensuring the safeguarding of all who serve and engage with the church. We also thank the Messy Church Team for their ongoing commitment to the young people.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The method of appointment of PCC members is set out in the Church Representation Rules. At St Francis of Assisi the membership of the PCC consists of the incumbent (our vicar), churchwardens, and members elected by those members of the congregation who are on the electoral roll of the church. All those who attend our services/members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish, including deciding on how the funds of the PCC are to be spent.

The PCC met six times during the year. Given its wide responsibilities, the PCC has a number of task groups, each one dealing with a particular aspect of parish life. These groups which include worship and mission, communications, finance, pastoral and social, hall, building and grounds, are all responsible to the PCC and report back to it with reports of their deliberations being received by the full PCC and discussed as necessary.

ADMINISTRATIVE INFORMATION

The Church of St Francis of Assisi is situated in Amersham Road, Terriers, High Wycombe. It is part of the Diocese of Oxford within the Church of England.

The correspondence address is St Francis, Amersham Road, Terriers, High Wycombe HP13 5AB.

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2011) and a charity registered with the Charity Commission (registration number: 1155035).

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have regard to House of Bishops' guidance on safeguarding children and vulnerable adults).

PCC members who have served from 1st January 2022 until the date this report was approved are:

Incumbent:

The Revd Joanna Gallant (Chair)

Churchwardens:

Mr Lakshan Wanigasooriya (from October 2020)

Dr Peter Gee (Lay Chair from July 2021)

Deanery Synod Representatives:

Mrs Mary Amer (until Sept 2022)

Mr Nick Gallant (until April 2023)

Elected members:

Mrs Sally Brocklehurst (from APCM 2020 - Secretary)

Mrs Janet Banks (from APCM 2022)

Mrs Christine Bradbury (from APCM 2022)

Mrs Allison Jackson (from APCM 2022)

Mrs Hazel Noakes (from APCM 2022)

Mr Michael Relf (from APCM 2022)

Mrs Liz Helps (until July 2022)

Mrs Valerie Stringer (from APCM 2020)

Ex-officio members

Revd Hilary Jones (from APCM 2021)

Mrs Lyn Gooch LLM (from APCM 2020)

Approved by the PCC on 23rd April 2023

and signed on their behalf by the Revd Joanna Gallant



Independent Examiner's report

Accounts for the year ended 31st December 2022

Respective responsibilities of the Trustees and the examiner

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

- Examine the accounts under section 145 of the Charities Act
- to follow the procedures laid down in the general directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of the Independent Examiner's statement

My examination was carried out in accordance with the general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with these records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required for 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 material matter has come to my attention which gives me cause to believe that in, any material respect:

- Accounting records were not kept in accordance with section 130 of the Charities Act, or the accounts do not accord with the accounting records

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

Signed:



Stephen Hendy

Date: 12th April 2023

Statement of Financial Activities

	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total funds	
					2022	2021
Income and endowments from:						
Donations and legacies	33,806	4,786	1,326	—	39,919	39,253
Income from charitable activities	1,856	320	1,177	—	3,354	1,829
Other trading activities	12,778	—	—	—	12,778	5,824
Investments	9	2,294	1,243	—	3,547	3,421
Other income	13,500	—	—	—	13,500	13,500
Total income	61,950	7,401	3,747	—	73,099	63,827
Expenditure on:						
Raising funds	87	—	—	—	87	—
Expenditure on charitable activities	58,572	2,389	1,243	—	62,205	58,383
Other expenditure	—	1,013	2,280	—	3,294	778
Governance Costs	3,726	—	—	—	3,726	2,898
Support Costs	1,400	—	—	—	1,400	—
Expenditure on trading activities	3,704	—	—	—	3,704	4,032
Total expenditure	67,492	3,403	3,523	—	74,419	66,092
Gains / losses on investment assets	—	—	—	(15,874)	(15,874)	17,026
Net income / (expenditure) resources before transfer	(5,541)	3,998	223	(15,874)	(17,194)	14,762
Transfers						
Gross transfers between funds - in	5,502	—	2,722	—	8,224	4,739
Gross transfers between funds - out	—	(7,722)	(502)	—	(8,224)	(4,739)
Other recognised gains / losses						
Gains on revaluation, fixed assets, charity's own use	—	—	—	—	—	—
Net movement in funds	(39)	(3,724)	2,443	(15,874)	(17,194)	14,762
Total funds brought forward	1,623	32,371	35,415	134,838	204,248	189,486
Total funds carried forward	1,584	28,646	37,859	118,964	187,054	204,248
Represented by						
Unrestricted						
General fund	1,584	—	—	—	1,584	1,623
Designated						
Church Development	—	7,631	—	—	7,631	6,429
Church Heating	—	2,495	—	—	2,495	1,000
Community Garden Project Fund	—	—	—	—	—	1,420
Jean Smith Bequest	—	1,000	—	—	1,000	1,000
Joyce Dowsett Bequest	—	2,500	—	—	2,500	2,500
Paul Beniston Bequest	—	13,500	—	—	13,500	18,500
Revaluation reserves	—	—	—	—	—	—
Spirituality Resource Fund	—	1,520	—	—	1,520	1,520
St Andrews Fund income	—	—	—	—	—	0
Restricted						
Agency collection	—	—	(114)	—	(114)	(114)
Charities Fund	—	—	139	—	139	803
Choir Fund	—	—	311	—	311	311
Church Restoration Fund	—	—	—	—	—	—
Community Garden Project Fund	—	—	2,722	—	2,722	—
Field Dividends Restricted	—	—	0	—	0	—
Harvest Community Fund	—	—	879	—	879	1,039
Hugh Brocklehurst Memorial Fund	—	—	33,920	—	33,920	33,375
Endowment						
Field Bequest	—	—	—	41,818	41,818	47,398
St Andrews Fund	—	—	—	77,146	77,146	87,440

Balance sheet

	Total funds 2022	Total funds 2021
Fixed assets		
Tangible assets	—	1,378
	—	1,378
Current assets		
Debtors	1,000	—
Investments	118,964	134,838
Cash at bank and in hand	67,564	69,231
	187,528	204,069
Liabilities		
Creditors: Amounts falling due in one year	474	1,200
	474	1,200
Net current assets less current liabilities	187,054	202,869
Total assets less current liabilities	187,054	204,248
Total net assets less liabilities	187,054	204,248
Represented by		
Unrestricted		
General fund	1,584	1,623
Designated		
Church Development	7,631	6,429
Church Heating	2,495	1,000
Community Garden Project	—	1,420
Joyce Dowsett Bequest	2,500	2,500
Jean Smith Bequest	1,000	1,000
Paul Beniston Bequest	13,500	18,500
Spirituality Resource	1,520	1,520
Restricted		
Community Garden Project	2,722	—
Charities Fund	139	803
Choir Fund	311	311
Harvest Community Fund	879	1,039
Hugh Brocklehurst Memorial Fund	33,920	33,375
Agency collection	(114)	(114)
Endowment		
Field Bequest	41,818	47,398
St Andrews Fund	77,146	87,440
Funds of the church	187,054	204,248

Statement of assets and liabilities

	General	Designated	Restricted	Endowment	2022	2021
Fixed assets - Tangible assets						
Fire alarms for Church Hall -	—	—	—	—	—	1,378
Totals	—	—	—	—	—	1,378
Current assets - Cash at bank and in hand						
CAF Bank current account -	(39,481)	25,828	32,513	—	18,860	32,104
Yorkshire Bank Current account -	40,420	2,818	5,459	—	48,698	37,127
petty cash -	5	—	—	—	5	—
Totals	944	28,646	37,973	—	67,564	69,231
Current assets - Debtors						
Accounts Receivable -	1,000	—	—	—	1,000	—
Totals	1,000	—	—	—	1,000	—
Current assets - Investments						
CCLA (CBF) Investment account -	—	—	0	118,964	118,964	134,838
Totals	—	—	0	118,964	118,964	134,838
Liabilities - Creditors: Amounts falling due in one year						
Accounts Payable -	360	—	114	—	474	1,200
Totals	360	—	114	—	474	1,200
Grand total	1,584	28,646	37,859	118,964	187,054	204,248

Fund movement by type

	Opening	Incoming	Outgoing	Transfers	Gains/losses	Closing
CDF - Church Development						
Designated	6,429	1,201	—	—	—	7,631
Sub-total for CDF	6,429	1,201	—	—	—	7,631
CHE - Church Heating						
Designated	1,000	1,495	—	—	—	2,495
Sub-total for CHE	1,000	1,495	—	—	—	2,495
COMG - Community Garden Pro						
Designated	1,420	2,410	1,108	(2,722)	—	—
Restricted	—	—	—	2,722	—	2,722
Sub-total for COMG	1,420	2,410	1,108	—	—	2,722
Char - Charities Fund						
Restricted	803	991	1,153	(502)	—	139
Sub-total for Char	803	991	1,153	(502)	—	139
Choir - Choir Fund						
Restricted	311	—	—	—	—	311
Sub-total for Choir	311	—	—	—	—	311
Field - Field Bequest						
Endowment	47,398	—	—	—	—	41,818
Sub-total for Field	47,398	—	—	—	—	41,818
FieldDiv - Field Dividends Rest						
Restricted	—	1,243	1,243	—	—	0
Sub-total for FieldDiv	—	1,243	1,243	—	—	0
HAR - Harvest Community Fund						
Designated	—	—	—	—	—	—
Restricted	1,039	966	1,126	—	—	879
Sub-total for HAR	1,039	966	1,126	—	—	879
HBrock - Hugh Brocklehurst Fund						
Restricted	33,375	545	—	—	—	33,920
Sub-total for HBrock	33,375	545	—	—	—	33,920

JDow - Joyce Dowsett Bequest						
Designated	2,500	—	—	—	—	2,500
Sub-total for JDow	2,500	—	—	—	—	2,500
JS - Jean Smith Bequest						
Designated	1,000	—	—	—	—	1,000
Sub-total for JS	1,000	—	—	—	—	1,000
PBen - Paul Beniston Bequest						
Designated	18,500	—	—	(5,000)	—	13,500
Sub-total for PBen	18,500	—	—	(5,000)	—	13,500
SRF - Spirituality Resource Fund						
Designated	1,520	—	—	—	—	1,520
Sub-total for SRF	1,520	—	—	—	—	1,520
StAndInc - St Andrews Fund income						
Designated	0	2,294	2,295	—	—	—
Sub-total for StAndInc	0	2,294	2,295	—	—	—
StAndrew - St Andrews Fund						
Endowment	87,440	—	—	—	—	77,146
Sub-total for StAndrew	87,440	—	—	—	—	77,146
General - General fund						
Unrestricted	1,623	61,950	67,492	5,502	—	1,584
Sub-total for General	1,623	61,950	67,492	5,502	—	1,584
Grand total	204,362	73,099	74,419	—	—	187,168

Analysis of income and expenditure

	Unrestricted	Designated	Restricted	Endowment	Total 2022	2021
INCOME AND ENDOWMENTS						
Donations and legacies						
Stewardship - Tax efficient	23,463	—	—	—	23,463	21,001
Stewardship - Other	775	—	—	—	775	1,360
Collections	1,445	—	134	—	1,580	619
Other donations	2,906	2,501	535	—	5,942	10,363
Tax recoverable on Gift Aid	5,216	385	209	—	5,811	5,739
Charity Collections	—	—	446	—	446	169
Miscellaneous Grants	—	1,400	—	—	1,400	—
Bequests & Legacies	—	500	—	—	500	—
Total	33,806	4,786	1,326	—	39,919	39,253
Income from charitable activities						
Parish magazine sales	—	—	—	—	—	—
Traidcraft Stall income	—	—	—	—	—	—
Bookstall sales to promote objectives	37	—	—	—	37	10
Calendar sales for church funds	—	—	455	—	455	430
Catering Income	255	—	—	—	255	4
Repairs Listed Place of Worship	—	—	—	—	—	—
VAT refund	—	—	—	—	—	—
Miscellaneous Income	1,563	320	722	—	2,606	1,385
Total	1,856	320	1,177	—	3,354	1,829
Other trading activities						
Fees for weddings and funerals	3,586	—	—	—	3,586	948
Church - letting	275	—	—	—	275	25
Church hall lettings - objectives	8,917	—	—	—	8,917	4,584
Church hall lettings - fund raising	—	—	—	—	—	267
Total	12,778	—	—	—	12,778	5,824
Investments						
Bank and deposit interest	9	—	—	—	9	—
HF Field Trust dividends	—	—	1,243	—	1,243	1,202
St Andrews Trust Dividends	—	2,294	—	—	2,294	2,219
Total	9	2,294	1,243	—	3,547	3,421
Other income						
Repairs - insurance refunds	—	—	—	—	—	—
Telecommunications Rental	13,500	—	—	—	13,500	13,500
Grants for Repairs	—	—	—	—	—	—
Hall - miscellaneous income	—	—	—	—	—	—
Total	13,500	—	—	—	13,500	13,500
INCOME TOTAL	61,950	7,401	3,747	—	73,099	63,826

	Unrestricted	Designated	Restricted	Endowment	Total 2022	2021
EXPENDITURE						
Raising funds						
Bookstall costs	87	—	—	—	87	—
Traidcraft stall costs	—	—	—	—	—	—
Total	87	—	—	—	87	—

Expenditure on charitable activities

Parish share paid to diocese	36,927	—	—	—	36,927	37,141
Church running - insurance	3,470	—	1,243	—	4,713	4,581
Church running - heating, lighting water	3,549	—	—	—	3,549	3,561
Fees	1,802	—	—	—	1,802	356
Quinquennial Assessment Fund - to deanery	220	—	—	—	220	220
Church maintenance, repairs and renewals	1,477	1,175	—	—	2,653	3,426
Architect's Fees	—	—	—	—	—	—
Licences and subscriptions	447	—	—	—	447	1,122
Professional Fees	2,160	—	—	—	2,160	—
Assistant staff costs	—	—	—	—	—	—
Club Francis and Messy Church	62	—	—	—	62	—
Organist's remuneration	2,065	—	—	—	2,065	2,200
Organ Expenses	—	—	—	—	—	—
Choir expenses	—	—	—	—	—	—
Visiting clergy fees	—	—	—	—	—	—
Visiting clergy expenses	—	—	—	—	—	—
Upkeep of services	650	—	—	—	650	349
Verger Fees	170	—	—	—	170	150
Magazine expenses	—	—	—	—	—	—
Vicar's telephone	789	—	—	—	789	605
Travel expenses	211	—	—	—	211	45
Hospitality	—	—	—	—	—	—
Gifts	27	—	—	—	27	—
Sundry expenses	1,178	—	—	—	1,178	36
Vicar's expenses	100	—	—	—	100	76
Bank Charges	81	—	—	—	81	96
Catering expenses	208	94	—	—	302	76
Miscellaneous equipment	476	—	—	—	476	1,035
Broadband and phone	530	—	—	—	530	—
Deanery subscription	80	—	—	—	80	80
Benefice contribution	—	—	—	—	—	191
Restoration project expenses	—	—	—	—	—	350
Reference materials	—	—	—	—	—	—
Subsistence	—	—	—	—	—	—
Church Cleaning	—	1,119	—	—	1,119	855
Parish training and mission	476	—	—	—	476	448
Pandemic remedial costs	32	—	—	—	32	—
Costs of fetes & other events	—	—	—	—	—	—
Depreciation	1,378	—	—	—	1,378	1,378
Fire Precautions	—	—	—	—	—	—
Total	58,572	2,389	1,243	—	62,205	58,383

Other expenditure

Vicarage - electricity and gas	—	—	—	—	—	—
Donations to charities	—	—	1,153	—	1,153	120
Community payments	—	—	1,126	—	1,126	658
Community Garden expenditure	—	1,013	—	—	1,013	—
Total	—	1,013	2,280	—	3,294	778

	Unrestricted	Designated	Restricted	Endowment	Total 2022	2021
Governance Costs						
Website expenses	59	—	—	—	59	28
Governance costs examination fee	1,560	—	—	—	1,560	—
Photocopier expenses	1,647	—	—	—	1,647	2,242
Postage	170	—	—	—	170	337
Printing and Stationery	289	—	—	—	289	289
Software	—	—	—	—	—	—
Total	3,726	—	—	—	3,726	2,898
Support Costs						
Salary of parish administrator	1,400	—	—	—	1,400	—
Total	1,400	—	—	—	1,400	—
Expenditure on trading activities						
Refunds for hall lettings	197	—	—	—	197	100
Hall running - heat, light water	1,494	—	—	—	1,494	2,022
Hall running - insurance	1,140	—	—	—	1,140	1,080
Hall - repairs and renewals	628	—	—	—	628	248
Hall - cleaning	—	—	—	—	—	—
Hall - postage and stationery	—	—	—	—	—	27
Hall - sundry expenses	64	—	—	—	64	36
Hall - Salaries and PAYE	—	—	—	—	—	—
Hall running - telephone	—	—	—	—	—	488
Hall - licenses and subscriptions	170	—	—	—	170	—
Hall running - maintenance	10	—	—	—	10	27
Total	3,704	—	—	—	3,704	4,032
EXPENDITURE TOTAL	67,492	3,403	3,523	—	74,419	66,092
GRAND TOTAL	(5,541)	3,998	223	—	(1,320)	(2,266)

Approved by the Parochial Church Council on 23rd April 2023

and signed on its behalf by:

Chair

Revd Joanna Gallant

Lay Chair

Peter Gee



NOTES

1 BASIS OF PREPARATION

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to the accounts.

The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014, and with the Charities Act 2011.

The accounts have been prepared on the accruals basis.

The charity constitutes a public benefit entity as defined by FRS 102.

2 ACCOUNTING POLICIES

Income

Income is included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to those resources and when the amount can be measured with sufficient reliability.

There has been no offsetting of assets and liabilities, or income and expenditure unless permitted or required by the FRS 102 SORP or FRS 102.

Grants and donations are included within the SOFA when the general income recognition criteria are met.

Tax reclaimed on donations and gifts is included in income when there is a valid declaration from the donor. Any gift aid recovered on a donation is considered to be part of that gift and is treated as an addition to that same fund as the initial donation unless specified otherwise by the donor.

Rental income from letting of the Church and Church Hall is recognised when it falls due.

Income from dividends is included in the accounts when declared and paid.

Investment gains and losses includes any realised gains or losses arising on the sale of investments, and any gains or losses arising from revaluing investments to market value at the end of the financial year.

The charity has incurred expenditure on support costs.

Expenditure and liabilities

Liabilities are recognised when there is a legal or constructive obligation committing the charity to pay out resources, and the amount can be measured with reasonable certainty.

Support costs have been allocated between governance costs and other support costs. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

Support costs include central functions.

Creditors and accruals are included in the accounts at settlement amounts less any discounts.

Assets

Tangible fixed assets for use by the charity are capitalised in the balance sheet if they can be used for more than one year and cost at least £250.

The assets are included at cost and then depreciated at a rate of 25% per annum over 4 years.

The charity has current asset investments held with the Church Board of Finance. The investments are held as perpetual endowments and are stated in the accounts at their fair market values.

Any surpluses or deficits arising on the revaluation of assets during the year, are included within the SOFA as a credit to or charge against the relevant funds.

Accounts

**ST. FRANCIS OF ASSISI, TERRIERS
ANNUAL REPORT AND ACCOUNTS
OF THE PAROCHIAL CHURCH COUNCIL
FINANCIAL STATEMENTS YEAR ENDED 31ST DECEMBER 2021**

CONTENTS

	Page
Annual Report of the Trustees (Parochial Church Council)	1 to 6
Independent Examiner's Report	7
Statement of Financial Activities (SOFA)	8
Balance Sheet	9
Notes to the Accounts	10 to 17

PAROCHIAL CHURCH COUNCIL OF ST FRANCIS OF ASSISI, TERRIERS

ANNUAL REPORT for 2021

AIM AND PURPOSES

The Parochial Church Council (PCC) of the parish of St Francis of Assisi, Terriers has the responsibility of co- operating with the incumbent, the Reverend Joanna Gallant, 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 the church building and church hall of St Francis of Assisi, Terriers, High Wycombe.

OBJECTIVES AND ACTIVITIES

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community at St Francis of Assisi. The PCC maintains an overview of worship throughout the parish. Our services and worship put faith into practice through prayer and scripture, music, and sacrament.

When planning our activities for the year, the incumbent and the PCC have considered the Charity Commission's guidance on public benefit and, the specific guidance on charities for the advancement of religion. We try to enable ordinary people to live out their faith as part of our parish community through:

- Worship and prayer; learning about the Gospel; and developing their knowledge of and trust in Jesus Christ.
- Provision of pastoral care for people living in the parish.
- Missionary and outreach work.
- Support for organisations locally, nationally, and internationally whose aims reflect ours.

To facilitate this work, it is important that we maintain the fabric of the Church of St Francis and of the Church Hall.

ACHIEVEMENTS AND PERFORMANCE

WORSHIP AND PRAYER

The PCC seeks to offer a range of services during the week and over the course of the year that the church community and our many visitors find both beneficial and spiritually fulfilling.

Due to the coronavirus pandemic the church building was once again closed for the first 5 months of the year, but we continued to engage with individuals and families, both those connected to our church and within the wider community, through the streaming of online Sunday services, Festivals, and Messy Church from the vicarage, until the church re-opened at Pentecost 2021. Our online worship continued to be enhanced by the musical contribution of our organist, Tessa Shaw, who until the return to church, recorded music each week for the online services. Church members and families also continued to record readings and intercessions each week, with sermons recorded by members of the worship team, and Nick Gallant collated, edited, and provided the technical support on a weekly basis.

In addition to this both established members of the congregation and those on the fringe received regular pastoral letters, service booklets and prayer resources. During Lent and Advent a small group met weekly on Zoom for discussion, bible reading, and prayer and resources were sent out to others in the congregation.

For Holy Week and Easter a large Easter Garden and cross was erected outside the church which drew many visitors and Messy Church painted stones to decorate it. Easter services were live streamed with the sacrament administered outside the church for those who had joined online or said the service at home.

Once the church building re-opened, in person Holy Communion services were provided at 8am and 10am on Sundays with a small choir, and 10.30 am on Wednesdays. Peter Gee and Nick Gallant ensured that services continued to be streamed once back in church, which has enabled all those who are unable to attend 'in person' worship, to continue to join the services.

A Requiem Eucharist to remember all those lost during the pandemic and before was held during the main Sunday service this year, and it was a joy for the Nine Lessons and Carols to return to church, with musical contribution and readings from all ages, with the choir attracting some new members.

The Christingle and Nativity service were combined on Christmas Eve and attracted new families, and the large wooden nativity scene was once again erected outside the church which drew many visitors from all ages across the community, and once again the feedback was extremely positive. St Francis welcomes all to attend our regular services both in church and online.

Following the renewal of the Church Electoral Roll in 2021 a total of 58 parishioners was reported, 19 of whom were not resident within the parish. The Sunday in person attendance, as counted during October 2021, averaged 39 adults and 1 child. (Because of the disruption caused by the COVID-19 pandemic, churches were not asked to report their usual Sunday attendance for 2020 or 2021).

In addition to our regular services, we usually enable our community to celebrate and thank God at significant landmarks on the journey through life. In marriage, vows are publicly exchanged, and God's blessing is proclaimed, and funeral services provide an opportunity for friends and family to express their grief and give thanks for the life which is now complete in this world and to commend the person into God's keeping. Despite the church being closed with the pandemic for the early part of the year we welcomed one adult and one child for baptism, there were no weddings and the vicar officiated at funeral services at the crematorium and graveside. As a church we acknowledge with sadness the death of a number of faithful church members.

DEANERY SYNOD

Mary Amer and Nick Gallant of the PCC currently sit on the deanery synod. This provides the PCC with an important link between the parish and the structures of the wider church, Nick Gallant was elected to the Deanery Mission and Pastoral Committee and our vicar supports the wellbeing of deanery clergy and lay ministers.

THE CHURCH AND CHURCH HALL

Use of the church hall has been impacted significantly by the pandemic and successive lockdowns, and the PCC is grateful to Volunteer Hall Administrator Irene Hasan for the time and attention she has given to enabling bookings for a broad range of community groups to begin again, and for keeping the hall clean and tidy.

Use of the church building has also been affected by the pandemic and the unreliable heating system which needs replacing, and plans to install a new boiler, toilets, kitchen area and level access are now moving forward, so that the building can provide a place for the whole community to gather together, with much needed accessible facilities, for both the worshipping community and other groups who use the church, and we are thankful for the experience and support of Mick Relf in this respect.

PASTORAL CARE

We are grateful to all those who support the vicar in the pastoral ministry of the church and the congregation continue to care for one another, neighbours and friends through telephone calls and practical support. Now that restrictions have been relaxed visiting the sick and housebound members of the congregation to provide pastoral care and administer home communion has resumed. The vicar and lay people from the parish continue to support the Butterfly Hospice.

MISSION AND EVANGELISM

St Francis vision to be a 'Beacon of Hope, Community of Love and Well of Refreshment' for all the community will be achieved through improved facilities in the hall and church buildings, the community garden and wellbeing café, and the fundraising project was launched in October with the vicar's sponsored walk along the 153-mile Pilgrims Way from Winchester Cathedral to Canterbury Cathedral.

We continue to engage with the local community, wider Church and the world with the vicar continuing to build relationships with Highworth Combined School, providing supervision for staff, and responding to pastoral and social concerns where possible, and St Francis established the Harvest Fund to support families and individuals who were in need of emergency food supplies and essential items.

Following the significant financial challenges St Francis had faced during the pandemic the PCC agreed that the annual Lent Project for 2021 would support the ongoing mission of St Francis and Nick Gallant hosted an online Lent Quiz which attracted a number of new folks from across the community. In August Lyn Gooch organised a successful Tabletop sale which also invited local stall holders and the Harvest Quiz, hosted by the wardens, and this year's Lent quiz hosted by Liz Helps and Mary Amer, Chris Bradbury and her team drew in others from across the community and raised funds for the building project.

Having been unable to gather in person in October 2020 to celebrate the 90th Anniversary of St Francis Dedication, a 90+1 Celebration service was held followed by a superb Parish lunch provided by Liz Helps and her team.

In response to suicides and attempted suicides with the local community and church, in November the PCC invited the organisation Papyrus to run a suicide awareness evening, which was attended by staff from the Royal Grammar School, Highworth Combined School, church members and parents in the community. All those who attended found it informative and felt better equipped.

In December Lyn Gooch organised an Advent Fayre and Crib Festival attracting local stall holders and the social committee provided lunches. The event attracted people from across the community and was a lovely start to the Advent season. In addition to this Liz Helps and Sarah Howse organised a fun and creative Christmas wreath making evening which attracted new people.

The church continues to support Wycombe Homeless Connection with the vicar leading prayer meetings and Nick Gallant providing supervision for the charities support workers.

The parish website remains a valuable source of information about parish life, and in line with the vision planning for St Francis, we hope that the website and social media will be refreshed and rebranded in the coming year. The "Friends of St Francis" Facebook group continues to connect folks and the daily prayer reflections provided by Lyn Gooch LLM and Sally Brocklehurst are much appreciated. It is also a useful channel for publicising St Francis' services and events.

ECUMENICAL AND INTER-FAITH RELATIONSHIPS

The church is a member of Churches Together in East Wycombe (CTEW), Churches Together in Buckinghamshire and Wycombe Sharing of Faiths. Members of the congregation at St Francis also work with Christians of other traditions in our support for Wycombe Homeless Connection and One Can Trust. Church leaders meet occasionally for fellowship and mutual encouragement.

KNIT & NATTER GROUP

Following Covid restrictions, the Knit and Natter group started back again in August 2021 and in a new venue, the church hall. The group previously consisted of predominately church members but, following the move to the hall, soon attracted people from outside our church family and numbers have almost doubled from eight to fourteen to sixteen people per week. In the hall the group is able to offer tea and coffee easily and raised £50 to donate to the Vicar's pilgrimage and to have a very sociable Christmas buffet lunch. The group meets on Wednesday mornings throughout the year from 11.00 till 1.00. We don't just knit, some members crochet, cross stitch, quilt and sew and everyone is welcome. Doesn't matter whether you are a beginner or advanced level, we are all happy to assist anyone with their project. Should you wish to just come for a natter, that is fine too.

WALKER'S UNITE(D)

The walking group continues to go from strength to strength with fourteen to sixteen people and one dog walking regularly. We usually walk on the first Saturday of each month, apart from December and January, when we take a break, and September, when we take part in the Bucks Historic Churches Walk on the second Saturday. Thanks must go to Eleanor who takes responsibility for all the paperwork involved, and to the generosity of the congregation, who this year sponsored us to the grand sum of £330, of which £192 was returned to St Francis. Hazel and Mike Noakes organised a lovely Christmas Lunch for us at the Hit or Miss in Penn Street which, despite the worry of Covid restrictions, was thoroughly enjoyed by sixteen of us. We must also thank Colin Banks who each month plans a reasonably flat (and, mostly, not too muddy) walk and finds a pub to which we repair for a most convivial lunch at the end of the walk. Everyone is most welcome to join us - we do not walk too fast nor too far (about 5 miles), nor if the weather is too inclement. The scenery is beautiful and the company really friendly.

COMMUNITY GARDEN

Since the lifting of lockdown restrictions we have been able to make a lot of progress with the community garden which is now officially named "Terriers Community Garden". Our fundraising and generous support from members of the congregation, the Roland Callingham Foundation (Bekonscot) and the John Lewis Partnership have enabled us to have the garden area cleared and flattened. The shed from the old vicarage has been moved and erected at the end of the Garden and we have constructed a number of raised beds. These were filled with compost and topsoil and left to over-winter ready for next year's planting. We enjoyed the help of some volunteers from the John Lewis Partnership in laying chipping paths and planting up some bulbs ready for a spring display of flowers. Special mention and thanks must be made to Valerie Stringer – Queen of getting freebies and items at reduced prices from garden centres, shops, and supermarkets! She has helped with planning the plot and co-ordinating help and has given hours of her time to working to get the garden ready. We were able to have some tomatoes and lettuce leaves ready in time for Harvest Festival. We are looking forward to getting the community involved next year and will be applying for further funding as opportunities present themselves.

FINANCIAL REVIEW

With the impact of the coronavirus pandemic, this has been a challenging year for us, as for all charities. Our main source of income has remained voluntary giving with £22,361 from Stewardship, £619 from collections and £5,407 from tax refunds on both Stewardship and collections under the Gift Aid scheme.

We also received £13,500 rent from the “Everything Everywhere” and “Hutchison 3G” telecoms companies for a mobile phone base station installation in our bell tower. We received dividends from two investments: £1,203 from the H F Field Trust and £2,219 from the St Andrews Trust. By the end of the year, our new Church Development Fund had reached £6,347. Our congregation also donated £1,191 (including Gift Aid) for a Harvest Community Fund to support families and individuals in need of emergency food supplies and essential items, and £170 for other charities. Our remaining income is usually from the rental of our church hall to local groups, and from fees from weddings and funerals. Both of these continued to be significantly reduced because of the pandemic.

Our outgoings were £66,838, to provide the Christian ministry from St Francis of Assisi within Terriers. Our ‘parish share’ contribution to the Diocesan funds, which, as well as paying the administrative costs of the Diocese, provides the stipends and housing for the clergy, was £37,142. The net result for the year, excluding the charities fund, Community Garden, Harvest Community Fund and donations to the Hugh Brocklehurst Fund was a deficit of expenditure over income of £6,311. As at 31 December 2021, we had net assets totalling £204,248, of which £134,838 were endowment investments and £35,609 restricted funds, leaving £1,534 unrestricted funds, and £32,267 designated for special church needs.

VOLUNTEERS

We would like to thank all the volunteers who work so hard to make our church a safe and welcoming community; in particular, our churchwardens, Lakshan Wanigasooriya and Peter Gee, and assistant wardens Janet Banks and Valerie Stringer, who despite the many challenges faced this year have provided practical and steadfast support in their ministry to both the church and vicar. We are grateful to Liz Helps in her role as church treasurer, and for Peter Gee’s support during the transition of that role.

We also value the role of the other members of the Parochial Church Council who have faithfully served with humour and vision, and we wish to acknowledge the continued commitment of our worship team Lyn Gooch LLM, Revd Hilary Jones, Tessa Shaw, Mary Amer and Nick Gallant; our sacristan Mary Phipps and hall administrator Irene Hasan; musicians, readers and intercessors whose gifts, creativity and generosity enhance the regular worship; and we are mindful of servers, sidespeople and those who usually provide hospitality each Sunday and on special occasions during the year, whose ministry has been put on hold. We are thankful for all who have continued to keep the church grounds tidy on a regular basis, and Sarah Wanigasooriya for her active commitment to ensuring the safeguarding of all who serve and engage with the church. We also thank the Messy Church Team for their ongoing commitment to the young people, providing resources during another difficult year.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The method of appointment of PCC members is set out in the Church Representation Rules.

At St Francis of Assisi the membership of the PCC consists of the incumbent (our vicar), churchwardens, and members elected by those members of the congregation who are on the electoral roll of the church. All those who attend our services/members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish, including deciding on how the funds of the PCC are to be spent.

The PCC met six times during the year. Given its wide responsibilities, the PCC has a number of task groups, each one dealing with a particular aspect of parish life. These groups which include worship and mission, communications, finance, pastoral and social, hall, building and grounds, are all responsible to the PCC and report back to it with reports of their deliberations being received by the full PCC and discussed as necessary.

ADMINISTRATIVE INFORMATION

The Church of St Francis of Assisi is situated in Amersham Road, Terriers, High Wycombe.

It is part of the Diocese of Oxford within the Church of England.

The correspondence address is St Francis, Amersham Road, Terriers, High Wycombe HP13 5AB.

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2011) and a charity registered with the Charity Commission (registration number: 1155035).

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have regard to House of Bishops' guidance on safeguarding children and vulnerable adults).

PCC members who have served from 1st January 2021 until the date this report was approved are:

Incumbent:

The Revd Joanna Gallant (Chair)

Churchwardens:

Mr Lakshan Wanigasooriya (from October 2020)

Mr Peter Gee (Lay Chair from July 2021)

Deanery Synod Representatives:

Mrs Mary Amer (until July 2024)

Mr Nick Gallant (until October 2023)

Elected members:

Mrs Sally Brocklehurst (from APCM 2020 - Secretary)

Mrs Janet Banks (until APCM 2022)

Mrs Christine Bradbury (until APCM 2022)

Mrs Irena Lowe (until APCM 2022)

Mrs Hazel Noakes (until APCM 2022)

Mr Michael Relf (until APCM 2022)

Mrs Liz Helps (from APCM 2021 - Treasurer)

Mrs Valerie Stringer (from APCM 2020)

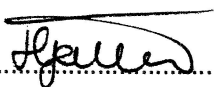
Ex-officio members

Revd Hilary Jones (from APCM 2021)

Mrs Lyn Gooch LLM (from APCM 2020)

Approved by the PCC on 1st May 2022

and signed on their behalf by Revd Joanna Gallant



**ST. FRANCIS OF ASSISI, TERRIERS
FINANCIAL STATEMENTS YEAR ENDED 31ST DECEMBER 2021**

page 7

**INDEPENDENT EXAMINER'S REPORT TO
THE PAROCHIAL CHURCH COUNCIL OF ST FRANCIS OF ASSISI CHURCH, TERRIERS**

I report on the accounts of the church for the year ended 31st December 2021, which are set out on pages 8 to 17.

Respective Responsibilities of Trustees (PCC) and Independent Examiner

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

It is my responsibility to :-

- examine the accounts under section 145 of the Charities Act;
- follow the procedures laid down in the General Directions given by the Charity Commissioners under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of Independent Examiner's Report

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 145(5)(b) of the Act to be found in the guidance from the Church Board of Finance. That examination includes a review of the accounting records kept by the Parochial Church Council 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 the trustees (PCC) 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 material matters have come to my attention which give me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act, or
- the accounts did not accord with the accounting records, or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

I 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.



.....
C A Wylot

date 5th May 2022

Accountancy, Taxation & Business Development Services
Paje House, 164 West Wycombe Road
High Wycombe
Bucks HP12 3AE

STATEMENT OF FINANCIAL ACTIVITIES

	Note	Unrestricted (General) £	Unrestricted (Designated) £	Restricted Funds £	Endowment Funds £	Total Funds 2021 £	Total Funds 2020 £
Incoming Resources							
Income and endowments from:							
Donations and legacies	3	29,895	8,047	1,311	0	39,253	62,918
Charitable Activities	3	1,399	0	430	0	1,829	2,084
Other trading activities	3	5,369	0	0	0	5,369	8,741
Investment income	3	0	2,219	1,203	0	3,422	3,304
Other income	3	13,500	0	0	0	13,500	13,500
Total Income		50,163	10,266	2,944	0	63,373	90,547
Resources Expended							
Expenditure on:							
Raising funds	4	0	0	0	0	0	132
Charitable activities	4	48,249	6,152	1,203	0	55,604	55,437
Other trading activities	4	3,933	0	0	0	3,933	10,781
Governance costs	4	4,172	0	0	0	4,172	4,220
Support costs	4	0	0	0	0	0	0
Other	4	120	2,350	659	0	3,129	1,727
Total Expenditure		56,474	8,502	1,862	0	66,838	72,297
Net Income / (Expenditure) before investment gains / (losses)		(6,311)	1,764	1,082	0	(3,465)	18,250
Gains / (Losses) on Investments	6	0	0	0	17,026	17,026	7,439
Transfer between Funds		0	0	0	0	0	0
Net Movement in Funds		(6,311)	1,764	1,082	17,026	13,561	25,689
Total Funds brought forward		7,845	30,503	34,527	117,812	190,687	164,998
Total Funds carried forward		1,534	32,267	35,609	134,838	204,248	190,687

ST. FRANCIS OF ASSISI, TERRIERS
FINANCIAL STATEMENTS YEAR ENDED 31ST DECEMBER 2021

page 9

BALANCE SHEET

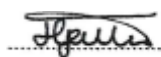
	Note	Unrestricted (General) £	Unrestricted (Designated) £	Restricted Funds £	Endowment Funds	Total Funds 2021 £	Total Funds 2020 £
Fixed assets							
Tangible assets	22	1,378	0	0	0	1,378	2,757
		1,378	0	0	0	1,378	2,757
Current Assets							
Investments	6	0	0	0	134,838	134,838	117,812
Cash at bank		1,356	32,267	35,609	0	69,232	71,762
Debtors & Prepaid costs	23	0	0	0	0	0	275
		1,356	32,267	35,609	134,838	204,070	189,849
Creditors: due within one year							
Accruals		1,200	0	0	0	1,200	1,919
Net Current Assets		156	32,267	35,609	134,838	202,870	187,930
Total Net Assets		1,534	32,267	35,609	134,838	204,248	190,687

Represented by:

Endowment Funds	19,20	0	0	0	134,838	134,838	117,812
Restricted Funds	12,13,14,15	0	0	35,609	0	35,609	34,527
Unrestricted Funds	9,10,11,16,17	1,534	32,267	0	0	33,801	38,348
		1,534	32,267	35,609	134,838	204,248	190,687

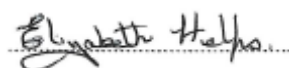
Approved by the Parochial Church Council on 1st May 2022
and signed on its behalf by:

Chairman



Revd Joanna Gallant

PCC Member



Elizabeth Helps

NOTES TO THE ACCOUNTS

1 BASIS OF PREPARATION

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to the accounts.

The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014, and with the Charities Act 2011.

The accounts have been prepared on the accruals basis.

The charity constitutes a public benefit entity as defined by FRS 102.

2 ACCOUNTING POLICIES

Income

Income is included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to those resources and when the amount can be measured with sufficient reliability.

There has been no offsetting of assets and liabilities, or income and expenditure unless permitted or required by the FRS 102 SORP or FRS 102.

Grants and donations are included within the SOFA when the general income recognition criteria are met.

Tax reclaimed on donations and gifts is included in income when there is a valid declaration from the donor. Any gift aid recovered on a donation is considered to be part of that gift and is treated as an addition to that same fund as the initial donation unless specified otherwise by the donor.

Rental income from letting of the Church and Church Hall is recognised when it falls due.

Income from dividends is included in the accounts when declared and paid.

Investment gains and losses includes any realised gains or losses arising on the sale of investments, and any gains or losses arising from revaluing investments to market value at the end of the financial year.

The charity has incurred expenditure on support costs.

Expenditure and liabilities

Liabilities are recognised when there is a legal or constructive obligation committing the charity to pay out resources, and the amount can be measured with reasonable certainty.

Support costs have been allocated between governance costs and other support costs. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

Support costs include central functions.

Creditors and accruals are included in the accounts at settlement amounts less any discounts.

Assets

Tangible fixed assets for use by the charity are capitalised in the balance sheet if they can be used for more than one year and cost at least £250.

The assets are included at cost and then depreciated at a rate of 25% per annum over 4 years.

The charity has current asset investments held with the Church Board of Finance. The investments are held as perpetual endowments and are stated in the accounts at their fair market values.

Any surpluses or deficits arising on the revaluation of assets during the year, are included within the SOFA as a credit to or charge against the relevant funds.

NOTES TO THE ACCOUNTS

3 ANALYSIS OF INCOME

	Note	Unrestricted (General) £	Unrestricted (Designated) £	Restricted Funds £	Total Funds 2021 £	Total Funds 2020 £
Donations and legacies:						
Tax efficient & other planned giving		22,361	0	0	22,361	21,381
Collections - Other Services		619	0	0	619	1,800
Other donations	9,10,11,12,14,15,16	1,508	8,047	1,356	10,911	28,150
Gift aid on planned giving & collections		5,407	0	0	5,407	5,081
Charities Fund donations	13	0	0	170	170	1,155
Tax recovered on Charities Fund donations	13	0	0	0	0	345
Tax recovered adjustment on Charities Fund	13	0	0	(215)	(215)	0
Grants received	9	0	0	0	0	0
Bequests and legacies	17,21	0	0	0	0	5,006
		29,895	8,047	1,311	39,253	62,918
Charitable activities:						
Magazine sales		0	0	0	0	0
Traidcraft stall income		0	0	0	0	51
Bookstall Income & calendars	14	10	0	430	440	742
Catering income		4	0	0	4	135
Visiting clergy fees recovered		0	0	0	0	0
LPOW scheme VAT refunds	14	0	0	0	0	0
LPOW scheme VAT refunds		0	0	0	0	918
Miscellaneous		1,385	0	0	1,385	238
		1,399	0	430	1,829	2,084
Other trading activities:						
Fees received - net retained		592	0	0	592	62
Church lettings		25	0	0	25	245
Receipts from hall	7	4,752	0	0	4,752	8,434
		5,369	0	0	5,369	8,741
Income from investments:						
H F Field Trust dividends	18,19	0	0	1,203	1,203	1,161
St Andrews Trust dividends	17,20	0	2,219	0	2,219	2,143
		0	2,219	1,203	3,422	3,304
Other income						
Miscellaneous income		0	0	0	0	0
Base station rent		13,500	0	0	13,500	13,500
		13,500	0	0	13,500	13,500
Total Income		50,163	10,266	2,944	63,373	90,547

NOTES TO THE ACCOUNTS

4 ANALYSIS OF EXPENDITURE

	Note	Unrestricted (General) £	Unrestricted (Designated) £	Restricted Funds £	Total Funds 2021 £	Total Funds 2020 £
Expenditure on Raising funds:						
Bookstall costs			0	0	0	59
Traidcraft stall costs			0	0	0	73
		0	0	0	0	132
Expenditure on charitable activities:						
Parish share paid to Diocese		37,142	0	0	37,142	32,081
Other parish subscriptions		271	0	0	271	462
Property insurance	17	378	3,000	1,203	4,581	4,879
Heat, light and water		3,561	0	0	3,561	5,125
Quinquennial fund		220	0	0	220	220
Repairs, renewals & cleaning	17	63	2,219	0	2,282	7,903
Licences and subscriptions		1,122	0	0	1,122	545
Messy Church & Club Francis		0	0	0	0	26
Organist's expenses		2,200	0	0	2,200	533
Organ expenses	14	0	0	0	0	0
Choir expenses	12	0	0	0	0	142
Visiting clergy expenses		0	0	0	0	121
Visiting clergy fees		0	0	0	0	0
Upkeep of services	11	350	933	0	1,283	394
Catering costs		76	0	0	76	25
Telephone & broadband		605	0	0	605	621
Travel		45	0	0	45	154
Vicar's expenses		76	0	0	76	0
Verger's fees		150	0	0	150	0
Gifts		0	0	0	0	70
Sundry expenses		162	0	0	162	348
Parish training and mission		449	0	0	449	131
Cost of other events		0	0	0	0	105
Depreciation	22	1,379	0	0	1,379	1,552
		48,249	6,152	1,203	55,604	55,437
Expenditure on trading activities:						
Hall running expenses	7	3,933	0	0	3,933	10,781
		3,933	0	0	3,933	10,781
Governance costs:						
Independent examiner's fees	5	1,200	0	0	1,200	1,200
Photocopier expenses		2,242	0	0	2,242	1,680
Postage		337	0	0	337	395
Printing, stationery & IT costs		393	0	0	393	945
		4,172	0	0	4,172	4,220
Support costs:						
Church Secretary			0	0	0	0
		0	0	0	0	0
Other expenditure:						
Church donations		120	0	0	120	0
Community garden project	9	0	2,350	0	2,350	0
Charities fund donations	13	0	0	0	0	1,334
Harvest Community Fund donations	15	0	0	659	659	393
		120	2,350	659	3,129	1,727
Total Expenditure		56,474	8,502	1,862	66,838	72,297

NOTES TO THE ACCOUNTS

5 EXAMINATION COSTS

	2021	2020
	£	£
Fees payable to independent examiner	1,200	1,200

6 GAINS AND LOSSES ON INVESTMENTS

	market value at 1/1/21 £	revaluation surplus / (deficit) £	market value at 31/12/21 £
Church of England Investment Fund - Income Shares			
2,024 shares - Field Bequest Fund Note 19	41,466	5,932	47,398
3,733 shares - St Andrew's Fund Note 20	76,346	11,094	87,440
	117,812	17,026	134,838

7 INCOME FROM HALL LETTINGS

	2021	2020
	£	£

HALL RECEIPTS AND PAYMENTS ACCOUNT

RECEIPTS

Hall lettings	4,485	8,434
	4,485	8,434

Other incoming resources

Miscellaneous income	267	0
	267	0

Total Receipts

	4,752	8,434
--	-------	-------

PAYMENTS

Hall running costs

Fire precautions	0	645
Heat, light and water	2,023	2,290
Insurance	1,080	1,080
Repairs and renewals	277	4,955
Cleaning	0	1,289
Sundry expenses	37	224
Postage and stationery	28	0
Performing rights licence	0	0
	3,445	10,483

Hall administration

Salaries and PAYE	0	0
Telephone (office)	488	298
	488	298

Total payments

	3,933	10,781
--	-------	--------

Surplus / (Deficit) - transferred to General Fund

	819	(2,347)
--	-----	---------

NOTES TO THE ACCOUNTS

8 STAFF COSTS

	2021	2020
	£	£
Salaries and wages Church Secretary	0	0
Hall administration	0	0
	<u>0</u>	<u>0</u>

9 COMMUNITY GARDEN PROJECT FUND

	2021	2020
Balance at 1st January 2021	2,050	2,000
Donations received	1,700	50
Expenditure	<u>(2,350)</u>	<u>0</u>
Balance at 31st December 2021	<u>1,400</u>	<u>2,050</u>

10 CHURCH HEATING FUND

	2021	2020
Balance at 1st January 2021	1,000	0
Donations received	0	1,000
Expenditure	<u>0</u>	<u>0</u>
Balance at 31st December 2021	<u>1,000</u>	<u>1,000</u>

11 SPIRITUALITY RESOURCES FUND

	2021	2020
Balance at 1st January 2021	2,453	0
Donations received	0	2,453
Expenditure - to General Fund purchase of streaming equipment	<u>(933)</u>	<u>0</u>
Balance at 31st December 2021	<u>1,520</u>	<u>2,453</u>

12 CHOIR FUND (Restricted)

This fund has been established from donations received and may be used only for the purpose stated.

	2021	2020
	£	£
Balance at 1st January 2021	312	454
Fees received - net retained	0	0
Transfer to General Fund - choir expenses in year	<u>0</u>	<u>(142)</u>
Balance at 31st December 2021	<u>312</u>	<u>312</u>

NOTES TO THE ACCOUNTS

13 CHARITIES FUND (Restricted)	2021	2020
	£	£
Balance at 1st January 2021	851	685
<u>Receipts</u>		
Gift Aid tax refunds Adjustment re previous year	0 (215)	345
<u>Donations</u>		
Bucks Historic Churches Trust	20	
Womens' Aid	150	
	<u>170</u>	1,155
<u>Payments</u>		
	0	
	0	
	<u>0</u>	
	<u>0</u>	(1,334)
Balance at 31st December 2021	<u>806</u>	<u>851</u>

14 H BROCKLEHURST FUND (Restricted)	2021	2020
	£	£
Balance at 1st January 2021	32,682	12,120
Receipts in year donations	165	20,025
Receipts in year income from book & calendar sales	430	665
Receipts in year refund of VAT on organ repairs	0	0
Payments in year cost of printing above calendars	0	(128)
Transfer to General Fund - organ expenses in year	0	0
Balance at 31st December 2021	<u>33,277</u>	<u>32,682</u>

This is a memorial fund set up in the name of Hugh Brocklehurst to maintain and develop the musical life of the church with special concern for the organ.

In accordance with a resolution passed by the PCC in 2017 the balance of the original Organ Fund has been transferred to, and incorporated within, the Hugh Brocklehurst Fund, both funds having the same aims.

15 HARVEST COMMUNITY FUND (Restricted)	2021	2020
	£	£
Balance at 1st January 2021	682	0
Receipts in year inc gift aid	1,191	1,075
Payments in year	(659)	(393)
Balance at 31st December 2021	<u>1,214</u>	<u>682</u>

The Harvest Community Fund is a restricted fund, to be used to support families and individuals who are in need of emergency food supplies and essential items.

NOTES TO THE ACCOUNTS

16 CHURCH DEVELOPMENT FUND	2021	2020
	£	£
Balance at 1st January 2021	0	0
Receipts in year	6,347	0
Payments in year	0	0
Balance at 31st December 2021	<u>6,347</u>	<u>0</u>

17 DESIGNATED FUNDS FOR SPECIAL CHURCH NEEDS

	St Andrews fund	J Dowsett bequest	P Beniston bequest	Jean Smith bequest	2021 Total	2020 Total
	£	£	£	£	£	£
Balance at 1st January 2021	0	2,500	21,500	1,000	25,000	30,000
St. Andrew's Fund income	2,219	0	0	0	2,219	2,143
Bequests received	0	0	0	0	0	0
Less: Expenditure to General Fund	(2,219)	0	(3,000)	0	(5,219)	(7,143)
Balance at 31st December 2021	<u>0</u>	<u>2,500</u>	<u>18,500</u>	<u>1,000</u>	<u>22,000</u>	<u>25,000</u>
	Note 19	Note 21	Note 21	Note 21		

18 H.F. FIELD BEQUEST	2021	2020
	£	£
Receipts paid into General Fund	<u>1,203</u>	<u>1,161</u>

19 FIELD BEQUEST (Capital: perpetual endowment. Income: restricted use)

The capital belonging to this fund is held by the Oxford Diocesan Board of Finance, as custodian trustee. The capital must be retained as a perpetual endowment but the annual income is paid direct to the church for use in accordance with the terms of Mrs Henrietta Frances Field's will 'for the payment of insurance of the buildings and towards the salary of a caretaker and the cleaning of the said church.

At 31st December 2021 the capital was invested with the Church of England Central Board of Finance in 2,024 income shares having a market value of £47,398 as compared with a market value of £41,466 at the end of the previous year.

20 ST. ANDREW'S FUND (Capital: perpetual endowment. Income: expendable)

The capital of this fund is a perpetual endowment arising from the sale of St. Andrew's Church, Totteridge. It is held by the Diocesan Trustees (Oxford) as custodian trustees.

At 31st December 2021 the capital was invested with the Church of England Central Board of Finance in 3,733 income shares having a market value of £87,440 as compared with a market value of £76,346 at the end of the previous year.

The income from these funds is to be used for furthering the religious and other charitable work of the Church of England in the ecclesiastical parish of St. Francis, Terriers. This has been set aside in a Central Board of Finance deposit account and is a designated fund to be used at the discretion of the PCC.

NOTES TO THE ACCOUNTS

21 OTHER BEQUESTS

J Dowsett Bequest

The capital of this fund is to be specifically used for the improvement of catering facilities with the church.

P Beniston Bequest

The capital of this fund is to be specifically used for the improvement of catering facilities within the church, and will be extended to include improving toilet facilities. £3,000 was transferred to General Fund in the year to cover administrative expenses.

Jean Smith Bequest

The capital of this fund is to be specifically used for the improvement of catering and toilet facilities within the church.

22 TANGIBLE FIXED ASSETS

	<u>Equipment</u>
<u>Cost or Valuation</u>	£
Balance at 1st January 2021	12,838
Additions	0
Balance at 31st December 2021	<u>12,838</u>
<u>Depreciation</u>	
Balance at 1st January 2021	10,081
Charged in year	1,379
Balance at 31st December 2021	<u>11,460</u>
<u>Net Book Values</u>	
Balance at 31st December 2021	<u>1,378</u>
Balance at 1st January 2021	<u>2,757</u>

23 DEBTORS AND PREPAID COSTS

	2021	2020
	£	£
Fund gift aid	0	275
	<u>0</u>	<u>275</u>

24 RESERVE FUNDS POLICY

The PCC had resolved to follow current guidelines issued by the Charity Commissioners in respect of setting aside unrestricted funds in order to provide three months cover in respect of outgoings. This sum amounts to approximately £15,000 in total - £14,000 in respect of the church and £1,000 in respect of the hall. As a result of the coronavirus pandemic and subsequent lock-downs, which saw a significant reduction in income from the hall, there was a surplus on the General Fund of £1,534 at the end of the year which the PCC is addressing.

Other unrestricted, but designated, funds amounted to £32,267.

25 CHARITABLE STATUS

The Parochial Church Council of the Ecclesiastical Parish of St Francis of Assisi, Terriers, High Wycombe, was entered on the Register of Charities on 16th December 2013 under the registered charity number 1155035.

Accounts

**ST. FRANCIS OF ASSISI, TERRIERS
ANNUAL REPORT AND ACCOUNTS
OF THE PAROCHIAL CHURCH COUNCIL
FINANCIAL STATEMENTS YEAR ENDED 31ST DECEMBER 2020**

CONTENTS

	Page
Annual Report of the Trustees (Parochial Church Council)	1 to 6
Independent Examiner's Report	7
Statement of Financial Activities (SOFA)	8
Balance Sheet	9
Notes to the Accounts	10 to 17

PAROCHIAL CHURCH COUNCIL OF ST FRANCIS OF ASSISI, TERRIERS

ANNUAL REPORT for 2020

AIM AND PURPOSES

The Parochial Church Council (PCC) of the parish of St Francis of Assisi, Terriers has the responsibility of co- operating with the incumbent, the Reverend Joanna Gallant, 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 the church building and church hall of St Francis of Assisi, Terriers, High Wycombe.

OBJECTIVES AND ACTIVITIES

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community at St Francis of Assisi. The PCC maintains an overview of worship throughout the parish. Our services and worship put faith into practice through prayer and scripture, music and sacrament.

When planning our activities for the year, the incumbent and the PCC have considered the Charity Commission's guidance on public benefit and, the specific guidance on charities for the advancement of religion. We try to enable ordinary people to live out their faith as part of our parish community through:

- Worship and prayer; learning about the Gospel; and developing their knowledge of and trust in Jesus Christ.
- Provision of pastoral care for people living in the parish.
- Missionary and outreach work.
- Support for organisations locally, nationally, and internationally whose aims reflect ours.

To facilitate this work, it is important that we maintain the fabric of the Church of St Francis and of the Church Hall.

ACHIEVEMENTS AND PERFORMANCE

WORSHIP AND PRAYER

The PCC seeks to offer a range of services during the week and over the course of the year that the church community and our many visitors find both beneficial and spiritually fulfilling.

Due to the coronavirus pandemic the church building has been closed for much of the year, but we have continued to engage with individuals and families both those connected to our church and within the wider community, through the streaming of online Sunday services, Festivals, and Messy Church from the vicarage. The online services have reached some new people, who regularly gather virtually for worship, and many of those who previously had been unable to attend church are delighted to be able to access services online and reconnect with church family members.

Our worship continued to be enhanced by the musical contribution of our organist, Tessa Shaw, who recorded music each week for the online services. Church members and families recorded readings and intercessions each week, with sermons recorded by members of the worship team, and Nick Gallant collated, edited and provided the technical support on a weekly basis.

In addition to this both established members of the congregation and those on the fringe received regular pastoral letters, service booklets and prayer resources throughout the year. During Advent and Lent a small group met weekly on Zoom for discussion, bible reading and prayer.

During periods when the church building was open, in person Holy Communion services were provided at 8am on Sundays and 10.30 am on Wednesdays, with a live streamed Sunday service from the vicarage at 10am.

The vicar and Nick Gallant continued to build relationships with Highworth Combined School, provide supervision for staff and respond to pastoral and social concerns where possible.

The All-Souls Service in November, for bereaved families and individuals, was live streamed and attracted some familiar and new faces. The Carol Service in December was held on Zoom and included readings and music from all ages within the congregation. Highworth Combined School and Wycombe Homeless Connection also contributed readings, and we were also joined by families from the community.

Families were encouraged to join the online 'Big Christingle' run by the Children's Society and Church of England, where donations could also be made online. As we were unable to hold an in person nativity service, to ensure that the whole community could engage with the nativity story a large wooden nativity set was commissioned and erected outside the church which drew many visitors from all ages from across the community, and the feedback was extremely positive.

All Christmas and Easter services were live streamed with the sacrament administered outside the church for those who had joined online or said the service at home.

During Easter a large Easter Garden was erected outside the church for the community to engage with, and a memorial cross was placed by the entrance to remember loved ones with the tying of a ribbon. Messy church contributed painted stones and butterflies.

St Francis was delighted to welcome Lyn Gooch LLM and Revd Hilary Jones to the St Francis family and worship team and they bring a wealth of experience and giftings to enrich the mission and ministry of St Francis.

All are welcome to attend our regular services both in church and online.

Following the renewal of the Church Electoral Roll in 2020 a total of 58 parishioners was reported, 19 of whom were not resident within the parish. The Sunday in person attendance, as counted during October 2020, averaged 12 adults and 0 children. The average Sunday in person attendance has been calculated as 11 adults and 1 child. These numbers are lower than last year due to social distancing reducing attendance numbers and the church building being closed for the main 10am service.

In addition to our regular services, we usually enable our community to celebrate and thank God at significant landmarks on the journey through life. In marriage, vows are publicly exchanged and God's blessing is proclaimed, and funeral services provide an opportunity for friends and family to express their grief and give thanks for the life which is now complete in this world and to commend the person into God's keeping. Sadly, with the church building closed for much of this year we have been unable celebrate baptisms or marriages and have held no funerals in church. The vicar has taken funeral services at the crematorium.

DEANERY SYNOD

Two members of the PCC currently sit on the deanery synod. This provides the PCC with an important link between the parish and the structures of the wider church, Nick Gallant was elected to the Deanery Mission and Pastoral Committee and our vicar oversees the wellbeing of deanery clergy and lay ministers.

THE CHURCH AND CHURCH HALL

Use of the church hall has been impacted significantly by the pandemic and successive lockdowns, and in the summer Terriers Play-Group closed. We very much hope that a broad range of community groups will continue to be able to benefit when the hall re-opens, and part of the new vision is to look at using the hall as a wellbeing café, offering a place for the whole community to meet socially, and access different services and support for body, mind and soul. Irene Hasan has been appointed volunteer parish administrator and hall manager and will be supported by the new hall committee.

Use of the church building has also been affected and the PCC very much hope it will continue to be used as a venue for church and community-related meetings and musical concerts. Plans to install a new boiler, toilets, kitchen area and level access are moving forward, so that the building can provide a place for the whole community to gather together, with much needed accessible facilities, for both the worshipping community and other groups who use the church, and we are thankful for the experience and support of Mick Relf in this respect.

PASTORAL CARE

We are grateful to all those who support the vicar in the pastoral ministry of the church and since the beginning of the pandemic the congregations' commitment to caring for one another, neighbours and friends through telephone calls and doorstep deliveries of shopping has been much appreciated. A pastoral and social committee has also been established to continue a more co-ordinated approach and we very much hope that visiting the sick and housebound members of the congregation to provide pastoral care and administer home communion will soon resume. The vicar and lay people from the parish continue to support the Butterfly Hospice.

MISSION AND EVANGELISM

In March the PCC met to continue discerning the vision for the church and have since clarified the mission statement, that St Francis seeks to be a 'Beacon of Hope, Community of Love and Well of Refreshment' for all the community. The building project, community garden and wellbeing café will be expressions of this, and a significant fundraising project will be launched soon.

We continue to engage with the local community, wider Church and the world and we established the Harvest Fund to support families and individuals who were in need of emergency food supplies and essential items. The annual Lent Project for 2020 supported East Side Youth Club.

The parish website remains a valuable source of information about parish life and the "Friends of St Francis" Facebook group has grown considerably following online services and daily prayer reflections provided by Lyn Gooch LLM and Sally Brocklehurst. It is also a useful channel for publicising events at St Francis such as services and events.

In line with the vision planning for St Francis, we hope that the website and social media will be refreshed and rebranded in the coming year.

Knit and Natter continued to meet on zoom and created knitted gifts that were sent out at Christmas and this Easter, which were much appreciated by everyone.

Walkers United took part in the Historic Churches Trust - Ride and Stride and the flower ladies continued to decorate the church beautifully, when it was open for services.

Sadly, the choir and club Francis were unable to meet, but Messy Church continued both online and through posted resources.

Plans for the community garden were also put on hold, due to the pandemic, but Lyn Gooch LLM, who heads up the project, has made a further application for funding and, as restrictions lift, is preparing to move the project forward.

The church continues to support Wycombe Homeless Connection in various ways with the vicar leading prayer meetings and a supervision group for the charities support workers.

ECUMENICAL AND INTER-FAITH RELATIONSHIPS

The church is a member of Churches Together in East Wycombe (CTEW), Churches Together in Buckinghamshire and Wycombe Sharing of Faiths. Members of the congregation at St Francis also work with Christians of other traditions in our support for Wycombe Homeless Connection and One Can Trust. Church leaders meet occasionally for fellowship and mutual encouragement.

FINANCIAL REVIEW

With the impact of the coronavirus pandemic, this has been a challenging year for us, as for all charities. Our main source of income has remained voluntary giving with £21,381 from Stewardship, £1,800 from collections and £5,081 from tax refunds on both Stewardship and collections under the Gift Aid scheme. We also received rent from the "Everything Everywhere and Hutchison 3G" telecommunications companies for installing and using their mobile phone base station installation in our bell tower. The Annual Rent was £13,500. We received dividends from two investments: £1,161 from the H F Field Trust and £2,143 from the St Andrews Trust. Our congregation generously donated £1,155 for other charities, and also £1,075 for a Harvest Community Fund to support families and individuals who are in need of emergency food supplies and essential items. We also received a generous donation of £20,000 to the Hugh Brocklehurst Memorial Fund to support the organ and music in the church. Our remaining income is usually from the rental of our church hall to local groups, and from fees from weddings and funerals. Both of these were significantly reduced because of the pandemic.

Our outgoings were £72,155, to provide the Christian ministry from St Francis of Assisi within Terriers. Our 'parish share' contribution to the Diocesan funds, which, as well as paying the administrative costs of the Diocese, provides the stipends and housing for the clergy, was £32,081. With our reduced income we were unable to pay our full share. We also made substantial economies including the temporary suspension of the paid Hall Manager post and its replacement with a voluntary role. Included in the expenditure total was £9,730 for electrical upgrade work required by our insurers in the church and the hall offset by a VAT refund under the Listed Places of Worship Scheme, of £918. The net result for the year, excluding the charities fund, electrical expenditure, donations to the Hugh Brocklehurst and Spirituality Resource Fund and a bequest, was a deficit of expenditure over income of £355. As at 31 December 2020, we had net assets totalling £190,687, of which £117,812 were endowment investments and £32,547 restricted funds, leaving £7,845 unrestricted funds, and £30,503 designated for special church needs.

VOLUNTEERS

We would like to thank all the volunteers who work so hard to make our church a safe and welcoming community; in particular, our churchwardens, Mary Amer (who extended her term for another year), Liz Helps (who extended her term by 6 months), Lakshan Wanigasooriya elected

last October, and assistant wardens Janet Banks and Valerie Stringer, who despite the many challenges faced this year have provided practical and steadfast support in their ministry to both the church and vicar. We are grateful to Peter Gee for continuing in the role of church treasurer, his wise counsel and faith have been invaluable during what has been a very uncertain time financially for the church.

We also value the role of the other members of the Parochial Church Council who have faithfully served with humour and vision, and we wish to acknowledge the continued commitment of our sacristan Mary Phipps and administrator Irene Hasan; musicians, preachers, readers and intercessors who have embraced new technology to continue their ministry and enhance the regular worship; and we are mindful of servers, sides people and those who usually provide hospitality each Sunday and on special occasions during the year, whose ministry has been put on hold. We are thankful for all who have continued to keep the church grounds tidy on a regular basis, and Sarah Wanigasooriya for her active commitment to ensuring the safeguarding of all who serve and engage with the church. We also thank Mary Amer, Tessa Shaw and Nick Gallant for their enthusiastic commitment to the young people, providing creative, online and postal resources during this difficult year.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The method of appointment of PCC members is set out in the Church Representation Rules. At St Francis of Assisi the membership of the PCC consists of the incumbent (our vicar), churchwardens, and members elected by those members of the congregation who are on the electoral roll of the church. All those who attend our services/members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish, including deciding on how the funds of the PCC are to be spent.

The PCC met 6 times during the year. Given its wide responsibilities, the PCC has a number of task groups, each one dealing with a particular aspect of parish life. These groups which include worship and mission, communications, finance, pastoral and social, hall, building and grounds, are all responsible to the PCC and report back to it with reports of their deliberations being received by the full PCC and discussed as necessary.

ADMINISTRATIVE INFORMATION

The Church of St Francis of Assisi is situated in Amersham Road, Terriers, High Wycombe. It is part of the Diocese of Oxford within the Church of England. The correspondence address is St Francis Church Office, Amersham Road, Terriers, High Wycombe HP13 5AB.

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2011) and a charity registered with the Charity Commission (registration number: 1155035). PCC members who have served from 1st January 2020 until the date this report was approved are:

Incumbent:

The Revd Joanna Gallant (Chair)

Churchwardens:

Mrs Mary Amer (Lay Chair from Oct 2020)
Mr Lakshan Wanigasooriya (from October 2020)

Deanery Synod Representatives:

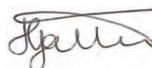
Mrs Mary Amer (until July 2021)
Mr Nick Gallant (until October 2023)

Elected members:

Mrs Sally Brocklehurst (from APCM 2020 - Secretary)
Mrs Janet Banks (until APCM 2022)
Mrs Christine Bradbury (until APCM 2022)
Mrs Irena Lowe (until APCM 2022)
Mrs Hazel Noakes (until APCM 2022)
Mr Michael Relf (until APCM 2022)
Dr Peter Gee (from APCM 2020 - Treasurer)
Mrs Valerie Stringer (from APCM 2020)

Approved by the PCC on 13th June 2021

and signed on their behalf by Revd Joanna Gallant



.....

INDEPENDENT EXAMINER'S REPORT TO
THE PAROCHIAL CHURCH COUNCIL OF ST FRANCIS OF ASSISI CHURCH, TERRIERS

I report on the accounts of the church for the year ended 31st December 2020, which are set out on pages 8 to 17.

Respective Responsibilities of Trustees (PCC) and Independent Examiner

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

It is my responsibility to :-

- examine the accounts under section 145 of the Charities Act;
- follow the procedures laid down in the General Directions given by the Charity Commissioners under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of Independent Examiner's Report

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 145(5)(b) of the Act to be found in the guidance from the Church Board of Finance. That examination includes a review of the accounting records kept by the Parochial Church Council 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 the trustees (PCC) 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 material matters have come to my attention which give me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act, or
- the accounts did not accord with the accounting records, or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

I 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.


.....

C A Wylot
Accountancy, Taxation & Business Development Services
Paje House, 164 West Wycombe Road
High Wycombe
Bucks HP12 3AE

date 16/6/2021.....

STATEMENT OF FINANCIAL ACTIVITIES

	Note	Unrestricted (General) £	Unrestricted (Designated) £	Restricted Funds £	Endowment Funds £	Total Funds 2020 £	Total Funds 2019 £
Incoming Resources							
Income and endowments from:							
Donations and legacies	3	36,815	3,503	22,600	0	62,918	32,528
Charitable Activities	3	1,419	0	665	0	2,084	11,072
Other trading activities	3	8,741	0	0	0	8,741	22,568
Investment income	3	0	2,143	1,161	0	3,304	3,208
Other income	3	13,500	0	0	0	13,500	13,500
Total Income		60,475	5,646	24,426	0	90,547	82,876
Resources Expended							
Expenditure on:							
Raising funds	4	132	0	0	0	132	212
Charitable activities	4	46,991	7,143	1,303	0	55,437	94,702
Other trading activities	4	10,781	0	0	0	10,781	18,903
Governance costs	4	4,092	0	128	0	4,220	3,773
Support costs	4	0	0	0	0	0	1,976
Other	4	0	0	1,727	0	1,727	2,886
Total Expenditure		61,996	7,143	3,158	0	72,297	122,452
Net Income / (Expenditure) before investment gains / (losses)		(1,521)	(1,497)	21,268	0	18,250	(39,576)
Gains / (Losses) on Investments	6	0	0	0	7,439	7,439	17,391
Transfer between Funds		0	0	0	0	0	0
Net Movement in Funds		(1,521)	(1,497)	21,268	7,439	25,689	(22,185)
Total Funds brought forward		9,366	32,000	13,259	110,373	164,998	187,183
Total Funds carried forward		7,845	30,503	34,527	117,812	190,687	164,998

ST. FRANCIS OF ASSISI, TERRIERS
FINANCIAL STATEMENTS YEAR ENDED 31ST DECEMBER 2020

page 9

BALANCE SHEET

	Note	Unrestricted (General) £	Unrestricted (Designated) £	Restricted Funds £	Endowment Funds	Total Funds 2020 £	Total Funds 2019 £
Fixed assets							
Tangible assets	21	2,757	0	0	0	2,757	4,309
		2,757	0	0	0	2,757	4,309
Current Assets							
Investments	6	0	0	0	117,812	117,812	110,373
Cash at bank		6,732	30,503	34,527	0	71,762	47,405
Debtors & Prepaid costs	22	275	0	0	0	275	4,111
		7,007	30,503	34,527	117,812	189,849	161,889
Creditors: due within one year							
Accruals		1,919	0	0	0	1,919	1,200
Net Current Assets		5,088	30,503	34,527	117,812	187,930	160,689
Total Net Assets		7,845	30,503	34,527	117,812	190,687	164,998

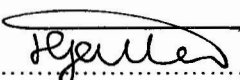
Represented by:

Endowment Funds	18,19	0	0	0	117,812	117,812	110,373
Restricted Funds	12,13,14,15	0	0	34,527	0	34,527	13,259
Unrestricted Funds	9,10,11,16	7,845	30,503	0	0	38,348	41,366
		7,845	30,503	34,527	117,812	190,687	164,998

Approved by the Parochial Church Council on 15th June 2021

and signed on its behalf by:

Chairman

.....


Revd Joanna Gallant

PCC Member

.....


Dr Peter Gee

NOTES TO THE ACCOUNTS

1 BASIS OF PREPARATION

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to the accounts.

The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014, and with the Charities Act 2011.

The accounts have been prepared on the accruals basis.

The charity constitutes a public benefit entity as defined by FRS 102.

2 ACCOUNTING POLICIES

Income

Income is included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to those resources and when the amount can be measured with sufficient reliability.

There has been no offsetting of assets and liabilities, or income and expenditure unless permitted or required by the FRS 102 SORP or FRS 102.

Grants and donations are included within the SOFA when the general income recognition criteria are met.

Tax reclaimed on donations and gifts is included in income when there is a valid declaration from the donor. Any gift aid recovered on a donation is considered to be part of that gift and is treated as an addition to that same fund as the initial donation unless specified otherwise by the donor.

Rental income from letting of the Church and Church Hall is recognised when it falls due.

Income from dividends is included in the accounts when declared and paid.

Investment gains and losses includes any realised gains or losses arising on the sale of investments, and any gains or losses arising from revaluing investments to market value at the end of the financial year.

The charity has incurred expenditure on support costs.

Expenditure and liabilities

Liabilities are recognised when there is a legal or constructive obligation committing the charity to pay out resources, and the amount can be measured with reasonable certainty.

Support costs have been allocated between governance costs and other support costs. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

Support costs include central functions.

Creditors and accruals are included in the accounts at settlement amounts less any discounts.

Assets

Tangible fixed assets for use by the charity are capitalised in the balance sheet if they can be used for more than one year and cost at least £250.

The assets are included at cost and then depreciated at a rate of 25% per annum over 4 years.

The charity has current asset investments held with the Church Board of Finance. The investments are held as perpetual endowments and are stated in the accounts at their fair market values.

Any surpluses or deficits arising on the revaluation of assets during the year, are included within the SOFA as a credit to or charge against the relevant funds.

NOTES TO THE ACCOUNTS

3 ANALYSIS OF INCOME

	Note	Unrestricted (General) £	Unrestricted (Designated) £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 £
Donations and legacies:						
Tax efficient & other planned giving		21,381	0	0	21,381	17,448
Collections - Other Services		1,800	0	0	1,800	2,604
Other donations	9,10,11,12,14,15	3,547	3,503	20,025	27,075	1,105
Gift aid on planned giving & collections		5,081	0	0	5,081	5,734
Charities Fund donations	13	0	0	1,155	1,155	2,520
Tax recovered on Charities Fund donations	13	0	0	345	345	117
Harvest Community Fund donations	15	0	0	1,075	1,075	0
Grants received	9	0	0	0	0	2,000
Bequests and legacies	16,20	5,006	0	0	5,006	1,000
		36,815	3,503	22,600	62,918	32,528
Charitable activities:						
Magazine sales		0	0	0	0	0
Traidcraft stall income		51	0	0	51	160
Bookstall Income	14	77	0	665	742	835
Catering income		135	0	0	135	1,173
Visiting clergy fees recovered		0	0	0	0	2,485
LPOW scheme VAT refunds	14	0	0	0	0	5,559
LPOW scheme VAT refunds		918	0	0	918	0
Miscellaneous		238	0	0	238	860
		1,419	0	665	2,084	11,072
Other trading activities:						
Fees received - net retained		62	0	0	62	1,775
Church lettings		245	0	0	245	690
Receipts from hall	7	8,434	0	0	8,434	20,103
		8,741	0	0	8,741	22,568
Income from investments:						
H F Field Trust dividends	17,18	0	0	1,161	1,161	1,128
St Andrews Trust dividends	16,19	0	2,143	0	2,143	2,080
		0	2,143	1,161	3,304	3,208
Other income						
Miscellaneous income		0	0	0	0	0
Base station rent		13,500	0	0	13,500	13,500
		13,500	0	0	13,500	13,500
Total Income		60,475	5,646	24,426	90,547	82,876

NOTES TO THE ACCOUNTS

4 ANALYSIS OF EXPENDITURE

	Note	Unrestricted (General) £	Unrestricted (Designated) £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 £
Expenditure on Raising funds:						
Bookstall costs		59	0	0	59	71
Traidcraft stall costs		73	0	0	73	141
		132	0	0	132	212
Expenditure on charitable activities:						
Parish share paid to Diocese		32,081	0	0	32,081	38,466
Other parish subscriptions		462	0	0	462	0
Property insurance		3,718	0	1,161	4,879	3,899
Heat, light and water		5,125	0	0	5,125	6,120
Quinquennial fund		220	0	0	220	200
Repairs, renewals & cleaning	16	760	7,143	0	7,903	2,509
Licences and subscriptions		545	0	0	545	565
Messy Church & Club Francis		26	0	0	26	218
Organist's expenses		533	0	0	533	1,699
Organ expenses	14	0	0	0	0	33,355
Choir expenses	12	0	0	142	0	0
Visiting clergy expenses		121	0	0	121	565
Visiting clergy fees		0	0	0	0	2,469
Upkeep of services		394	0	0	394	591
Catering costs		25	0	0	25	787
Telephone & broadband		621	0	0	621	330
Travel		154	0	0	154	508
Hospitality		0	0	0	0	105
Former vicarage utilities		0	0	0	0	237
Gifts		70	0	0	70	0
Sundry expenses		348	0	0	348	460
Parish training and mission		131	0	0	131	41
Cost of other events		105	0	0	105	25
Depreciation	21	1,552	0	0	1,552	1,553
		46,991	7,143	1,303	55,295	94,702
Expenditure on trading activities:						
Hall running expenses	7	10,781	0	0	10,781	18,903
		10,781	0	0	10,781	18,903
Governance costs:						
Independent examiner's fees	5	1,200	0	0	1,200	1,200
Photocopier expenses		1,680	0	0	1,680	1,928
Postage		395	0	0	395	25
Printing, stationery & IT costs		817	0	128	945	620
		4,092	0	128	4,220	3,773
Support costs:						
Church Secretary			0	0	0	1,976
		0	0	0	0	1,976
Other expenditure:						
Church donations		0	0	0	0	100
Charities fund donations	13	0	0	1,334	1,334	2,786
Harvest Community Fund donations	15	0	0	393	393	0
		0	0	1,727	1,727	2,886
Total Expenditure		61,996	7,143	3,158	72,155	122,452

NOTES TO THE ACCOUNTS

5 EXAMINATION COSTS

	2020	2019
	£	£
Fees payable to independent examiner	1,200	1,200

6 GAINS AND LOSSES ON INVESTMENTS

	market value at 1/1/20 £	revaluation surplus / (deficit) £	market value at 31/12/20 £
Church of England Investment Fund - Income Shares			
2,024 shares - Field Bequest Fund Note 18	38,798	2,668	41,466
3,733 shares - St Andrew's Fund Note 19	71,575	4,771	76,346
	110,373	7,439	117,812

7 INCOME FROM HALL LETTINGS

	2020 £	2019 £
HALL RECEIPTS AND PAYMENTS ACCOUNT		
RECEIPTS		
Hall lettings	8,434	16,958
	8,434	16,958
Other incoming resources		
Miscellaneous income	0	3,145
	0	3,145
Total Receipts	8,434	20,103
PAYMENTS		
Hall running costs		
Fire precautions	645	1,503
Heat, light and water	2,290	3,529
Insurance	1,080	935
Repairs and renewals	4,955	2,169
Cleaning	1,289	2,613
Sundry expenses	224	416
Postage and stationery	0	578
Performing rights licence	0	932
	10,483	12,675
Hall administration		
Salaries and PAYE	0	5,930
Telephone (office)	298	298
	298	6,228
Total payments	10,781	18,903
Surplus / (Deficit) - transferred to General Fund	(2,347)	1,200

ST. FRANCIS OF ASSISI, TERRIERS
FINANCIAL STATEMENTS YEAR ENDED 31ST DECEMBER 2020

page 14

NOTES TO THE ACCOUNTS

8 STAFF COSTS

	2020	2019
	£	£
Salaries and wages	0	1,976
Church Secretary	0	5,930
Hall administration	0	7,906
	<u>0</u>	<u>7,906</u>

9 COMMUNITY GARDEN PROJECT FUND

	2020	2019
Balance at 1st January 2020	2,000	0
Grants received	0	2,000
Donations received	50	0
Expenditure	0	0
Balance at 31st December 2020	<u>2,050</u>	<u>2,000</u>

10 CHURCH HEATING FUND

	2020	2019
Balance of fund at 1st January 2020	0	0
Donations received	1,000	0
Expenditure	0	0
Balance of fund at 31st December 2020	<u>1,000</u>	<u>0</u>

11 SPIRITUALITY RESOURCES FUND

	2020	2019
Balance of fund at 1st January 2020	0	0
Donations received	2,453	0
Expenditure	0	0
Balance of fund at 31st December 2020	<u>2,453</u>	<u>0</u>

12 CHOIR FUND (Restricted)

This fund has been established from donations received and may be used only for the purpose stated.

	2020	2019
	£	£
Balance at 1st January 2020	454	454
Fees received - net retained	0	0
Transfer to General Fund - choir expenses in year	(142)	0
Balance at 31st December 2020	<u>312</u>	<u>454</u>

NOTES TO THE ACCOUNTS

13 CHARITIES FUND (Restricted)	2020	2019
	£	£
Balance at 1st January 2020	685	834
<u>Receipts</u>		
Gift Aid tax refunds	345	117
<u>Donations</u>		
Christian Aid - lunches	37	
Lent project - East Side Youth	1,113	
Ride & stride	5	
	<u>1,155</u>	2,520
<u>Payments</u>		
Christian Aid - lunches	54	
Lent project - East Side Youth	1,031	
Wycombe Homeless Connection	249	
	<u>(1,334)</u>	(2,786)
Balance at 31st December 2020	<u>851</u>	<u>685</u>

14 H BROCKLEHURST FUND (Restricted)	2020	2019
	£	£
Balance at 1st January 2020	12,120	39,327
Receipts in year donations	20,025	0
Receipts in year income from book & calendar sales	665	835
Receipts in year refund of VAT on organ repairs	0	5,559
Payments in year cost of printing above calendars	(128)	(246)
Transfer to General Fund - organ expenses in year	0	(33,355)
Balance at 31st December 2020	<u>32,682</u>	<u>12,120</u>

This is a memorial fund set up in the name of Hugh Brocklehurst to maintain and develop the musical life of the church with special concern for the organ.
In accordance with a resolution passed by the PCC in 2017 the balance of the original Organ Fund has been transferred to, and incorporated within, the Hugh Brocklehurst Fund, both funds having the same aims.

15 HARVEST COMMUNITY FUND (Restricted)	2020	2019
	£	£
Receipts in year	1,075	0
Payments in year	(393)	0
Balance at 31st December 2020	<u>682</u>	<u>0</u>

The Harvest Community Fund is a restricted fund, to be used to support families and individuals who are in need of emergency food supplies and essential items.

NOTES TO THE ACCOUNTS

16 DESIGNATED FUNDS FOR SPECIAL CHURCH NEEDS

	St Andrews fund £	J Dowsett bequest £	P Beniston bequest £	Jean Smith bequest £	2020 Total £	2019 Total £
Balance at 1st January 2020	0	5,000	24,000	1,000	30,000	29,000
St. Andrew's Fund income	2,143	0	0	0	2,143	2,080
Bequests received	0	0	0	0	0	1,000
Less: Expenditure to General Fund	(2,143)	(2,500)	(2,500)	0	(7,143)	(2,080)
Balance at 31st December 2020	0	2,500	21,500	1,000	25,000	30,000
	Note 19	Note 20	Note 20	Note 20		

17 H.F. FIELD BEQUEST

	2020 £	2019 £
Receipts paid into General Fund	<u>1,161</u>	<u>1,128</u>

18 FIELD BEQUEST (Capital: perpetual endowment. Income: restricted use)

The capital belonging to this fund is held by the Oxford Diocesan Board of Finance, as custodian trustee. The capital must be retained as a perpetual endowment but the annual income is paid direct to the church for use in accordance with the terms of Mrs Henrietta Frances Field's will 'for the payment of insurance of the buildings and towards the salary of a caretaker and the cleaning of the said church.

At 31st December 2020 the capital was invested with the Church of England Central Board of Finance in 2,024 income shares having a market value of £41,466 as compared with a market value of £38,798 at the end of the previous year.

19 ST. ANDREW'S FUND (Capital: perpetual endowment. Income: expendable)

The capital of this fund is a perpetual endowment arising from the sale of St. Andrew's Church, Totteridge. It is held by the Diocesan Trustees (Oxford) as custodian trustees.

At 31st December 2020 the capital was invested with the Church of England Central Board of Finance in 3,733 income shares having a market value of £76,346 as compared with a market value of £71,575 at the end of the previous year.

The income from these funds is to be used for furthering the religious and other charitable work of the Church of England in the ecclesiastical parish of St. Francis, Terriers. This has been set aside in a Central Board of Finance deposit account and is a designated fund to be used at the discretion of the PCC.

20 OTHER BEQUESTS

J Dowsett Bequest

The capital of this fund is to be specifically used for the improvement of catering facilities with the church. £2,500 was transferred to the General Fund in the year to help with church repairs.

NOTES TO THE ACCOUNTS

20 OTHER BEQUESTS (CONTINUED)

P Beniston Bequest

The capital of this fund is to be specifically used for the improvement of catering facilities within the church, and will be extended to include improving toilet facilities. £2,500 was transferred to the General Fund in the year to help with church repairs.

Jean Smith Bequest

The capital of this fund is to be specifically used for the improvement of catering and toilet facilities within the church.

H. Jean Mayger Bequest

The church received a bequest from Jean Mayger of £5,006 during the year. The bequest, which was not designated for any specific purpose, has been paid into the General Fund.

21 TANGIBLE FIXED ASSETS

	<u>Equipment</u>
<u>Cost or Valuation</u>	£
at 1st Jan 2020	12,838
Additions	0
At 31st Dec 2020	<u>12,838</u>
<u>Depreciation</u>	
at 1st Jan 2020	8,529
Charged in year	1,552
At 31st Dec 2020	<u>10,081</u>
<u>Net Book Values</u>	
At 31st Dec 2020	<u>2,757</u>
at 1st Jan 2020	<u>4,309</u>

22 DEBTORS AND PREPAID COSTS

	2020	2019
	£	£
Polling station rent	0	320
Insurance claim	0	3,791
Fund gift aid	275	0
	<u>275</u>	<u>4,111</u>

23 RESERVE FUNDS POLICY

The PCC had resolved to follow current guidelines issued by the Charity Commissioners in respect of setting aside unrestricted funds in order to provide three months cover in respect of outgoings. This sum amounts to approximately £15,000 in total - £14,000 in respect of the church and £1,000 in respect of the hall. As a result of the coronavirus pandemic and subsequent lock-downs, there was a shortfall on the General Fund of £7,000 at the end of the year which the PCC is addressing. Other unrestricted, but designated, funds amounted to £30,503.

24 CHARITABLE STATUS

The Parochial Church Council of the Ecclesiastical Parish of St Francis of Assisi, Terriers, High Wycombe, was entered on the Register of Charities on 16th December 2013 under the registered charity number 1155035.