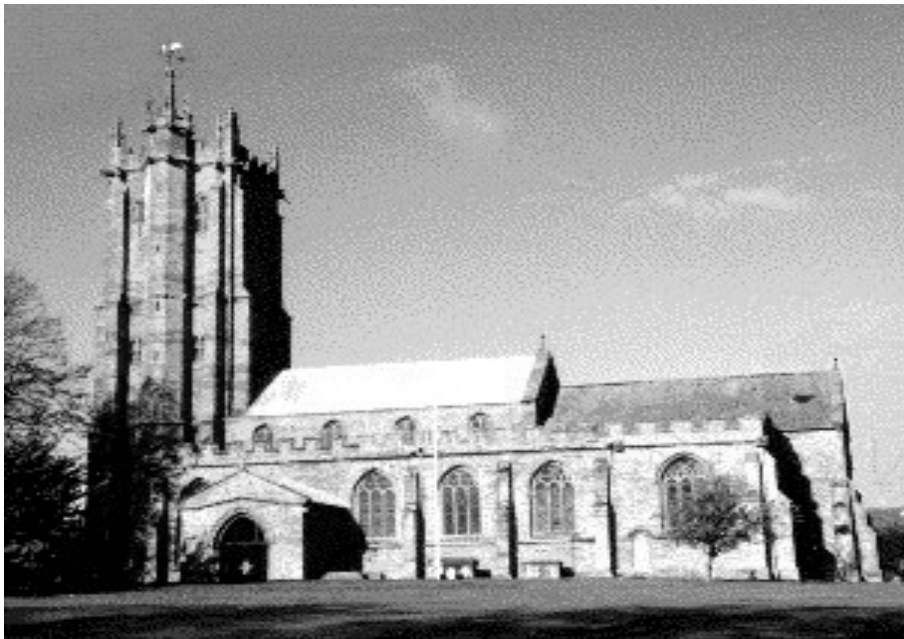


# **The Parish Church of St. John the Baptist, Wellington**

In the  
Wellington & District Team Ministry



## **Annual Report for 2020**

**Team Rector:     The Rev'd Tim Treanor**

**Churchwarden: Mrs Christine Winhall**

**PCC Treasurer: Mrs Jenny Bache**

**PCC Secretary: vacancy**

**Diocesan Vision:**  
***Living the Story, Telling the Story***

## **The Parochial Church Council and Church Officers**

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 John's. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that live within our parish. Our services and worship put faith into practice through prayer and scripture, music and sacrament.

When planning our activities for the year, 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 and trust in Jesus
- Provision of pastoral care for people living in the parish
- Missionary and outreach work via the Learning Community, which has been set up across the Wellington and District Team Ministry and for which St John's is a resource church.
- Working with St John's Primary School, which is a church school.

To facilitate our work it is important that we maintain the fabric of the Church.

Three members of the PCC sit on the Deanery Synod. This provides the PCC with an important link between the parish and the wider structures of the church.

### **MEMBERS ON THE PAROCHIAL CHURCH COUNCIL IN 2020**

<b>NAME</b>	<b>POSITION</b>	<b>FIRST ELECTED</b>
Rev'd Tim Treanor	Rector & Chairperson	Licensed October 2013
Mrs Christine Winhall	Churchwarden & Deputy Chairperson	April 2017
Mrs Jenny Bache	PCC Member & PCC Treasurer	April 2018
Mrs Fiona Brown	PCC Member	April 2018
Ms Crystal Carson	PCC Member	October 2020 resigned
Mr John Massey	PCC Member	April 2018
Mr Kieven Yim	PCC Member	May 2018
Mr Ken Winhall	Deanery Synod Rep	October 2020
Mr William Brown	Deanery Synod Rep	October 2020
Rev'd Selina Garner	Ex Officio, Team Missioner	Licensed October 2016
Rev'd Richard Kelley	Ex Officio, Curate in Training	Appointed July 2020
Mrs Judith Dufour	Ex Officio, Pastoral Chaplain	April 2019
John Elder	Ex Officio, Reader	April 2019



# **The Minutes of the Annual Meeting of Parishioners for the Election of Churchwardens and the Minutes of the Annual Parochial Church Meeting of the Parish Church of St John the Baptist, Wellington held on Sunday, October 25<sup>th</sup> 2020 at 2:30 online**

## **Annual Meeting of Parishioners for the Election of Churchwardens**

*(This meeting was open to all residents in the parish and those on the Electoral Roll)*

*As this meeting was held online using Webex, the voting was done by "no dissent"*

- 1) **The Minutes** of the Annual Meeting of Parishioners of 2019 had been circulated electronically. There were no objections or people wishing to abstain, so the minutes were accepted a true record.
- 2) **Election of Churchwardens.** The Rector had received only one valid nomination for the posts of two Churchwarden, namely from Mrs Christine Winhall. So he was happy to declare Christine duly appointed.
- 3) **Rector's Remarks.** The Rector said how a lot of the work of churchwardens is invisible, and he gave his thanks to Grahame Woodward for the work that he has done behind the scenes. More visible was Grahame's concern for the fabric of the church, the churchyard and security. During Grahame's time as churchwarden there has been a lot of contact with the constabulary, including anti-social behaviour, vandalism, and theft. The Rector thanked him for his support with this.

He then said how important it was to seek two churchwardens when we next meet. David Dufour asked if there was an opportunity to appoint a second churchwarden before that time if one became available? The Rector's reply was that if someone did come forward we would consult with the Archdeacon on the process, but he expects the APCM will not be delayed next time.

*This concluded the Annual Meeting of Parishioners*

# **The Annual Parochial Church Meeting**

*(Only those present that are on the Electoral Roll are allowed to vote)*

*There were 16 people present online via Webex*

## **1) Apologies**

Apologies were received from John Young, John Elder, Giles and Barbara Godber, John and Angie Massey, David and Maralyn Norman, Shirley Rayson, Adrian and Jane Excel and Iris Ellis.

## **2) Minutes of the 2019 APCM**

The Minutes of the APCM of 2019 that had been circulated and were taken as read. They were approved by “no dissent” as a true record of the meeting

## **3) Matters arising from the Minutes**

There were no matters arising from the minutes.

## **4) Presentation of the Electoral Roll**

Julie Morton, ER Officer, had updated the Electoral Roll up to January 2020. Four members had died, - Margaret Davis, Joan Darch, Ray Allen and Jennifer Wevill and one new member had been added – Jean Kinch. The new total on the Roll was now **152**. Julie was thanked for her work.

## **5) Presentation of the Annual Report**

The Annual Report contains the Annual Accounts and reports on activities during 2019 including safeguarding, the fabric and inventory.

Jenny Bache was invited to add anything she wished to highlight. She said how the accounts had been quite convoluted, so a new bank account for Mission had been opened in 2019 which made these payments easier and saved a lot of transfers. The parish share had been paid in full for 2019. She had looked at ways of reducing expenditure, because overall we were spending more than we were getting in. We had a refund on VAT for building invoices, thanks to Grahame, of £1203 (in 2020 this was nearly £8000). We had applied for various grants, and Jenny gave her grateful thanks to everyone for their support and for their planned giving. At the end of the year we were just about in the black with a balance of £107

Jenny was thanked by The Rector who commented that keeping up the accounts is a non-trivial task with such a lot of transactions, as this church acts as a resource church for the benefice. Selina re-iterated her thanks to Jenny and Christine. She said how this PCC is really generous in its missional attitude and as well as thanks to Jenny, thanks to all of you.

The Annual Report has to be accepted in full and this was proposed by Grahame Woodward and Seconded by Pamela Adams, then passed by “no dissent”

## **6) Elections**

- a. Election of Electoral Roll Officer.** The Rector asked if Julie Morton would be willing to continue as ER Officer, and she was prepared to do so.
- b. Election of Deanery Synod Representatives.** St John's is allowed three members on Synod who will serve for three years. The Rector had received

two nominations, Ken Winhall and William Brown. As there were no other nominations to fill the vacancy the Rector declared them appointed.

Deanery Synod members are Ex Officio members of PCCs.

- c. Election to the Parochial Church Council (PCC). This year Julie Morton steps down from the PCC. The Rector thanked Julie for her kindness and generosity. There are quite a few places (7) but The Rector has received only one nomination – Crystal Carson, so she was duly appointed. The Rector said Welcome aboard.

## **7) Appointment of Independent Examiner**

David Law had kindly examined the Annual Accounts in the past. David was thanked for this. Jenny Bache explained that she had been unable to confirm that David Law would be prepared to continue to be our Examiner, but she was sure that he would be happy to continue, as he also does some of the other churches. **ACTION** Jenny Bache to approach David Law and let us know if there is a problem.

## **8) Any other business**

The Rector had received two questions from David Dufour:-

*I ask that the PCC consider asap the appointment of two Deputy Churchwardens in order to reduce the work load on the two newly elected/re-elected Churchwardens.*

*I ask that the position of a single formal PCC Secretary be filled and the Diocese informed.*

The Rector thanked him for his questions which will be taken to the PCC

Pamela Adams asked if there could be a weekly slot in the podcasts when anyone who is ill in our church can be mentioned, so that we can pray for them. The Rector explained some of the difficulties associated with this, but reassured the meeting that in Morning prayer they do pray for people by name.

Judith Dufour asked people to please let her know if there are any issues. She has phoned around a few prayer friends, (and could include Pamela if she wished) when the need for prayer has arisen, and she would like to re-instate the prayer chain.

Julie Morton said we can be in danger of losing contact with each other, and we missed the pew sheet and gossip.

The Rector replied that we have been inching ourselves forwards, one of the benefits of the lockdown has been giving out a benefice wide newsletter, but also we have done one or two St John's inserts and this is something we could do more of.

William Brown commented on how the whole Benefice is the church community.

## **9) Chairman's Remarks**

The Rector thanked people for attending this meeting, and thanked them for their prayers and support. He said that since March we have been learning a lot of new things, how to do church in a new way. Some things are better, some things are new and some less satisfying than they were. A lot of stuff is missed and we mourn for that, but sometimes it is important to lament. However we have not

been overwhelmed or paralysed. There has been a huge amount of learning in terms of IT, but there are people who are less connected now than they were before.

The Rector said he was hugely appreciative to Judith Dufour who has gone the extra mile and a bit more. We have been trying to achieve a balance between these digital advances and reaching people who can not embrace technology in the same way.

Massive thanks to Sharon Chorley, who has been working from home, and a vast word of thanks to Ken and Christine Winhall, for their knowledge of IT

All the investment we have made in the last few years in calling out, raising up and encouraging lay ministry and chaplains, has paid dividends during lockdown. Some people have just blossomed - Fiona is about to lead a quiet day online. It is wonderful to see people being released into a ministry they would never have imagined a year ago.

The Rector referred to the Learning Community Tree, with its fruits of the spirit, enabling structures and the roots of classic Christian practices, like prayer and reading the bible. He said how what individuals and households do, is the bedrock of our Christian Walk. It really is over to us as individuals to have those practices and disciplines, so as this is Bible Sunday, the Rector finished with the collect for the day after which the meeting closed.

Independent examiners certificate  
**Insert signed form**



signed statement of financial activities  
**Insert signed form**

Insert Accounts (10 pages)

# **Reports for 2020**

## **Annual Report on the proceedings of the parochial church council and the activities of the parish generally**

The year 2020 was dominated by the coronavirus pandemic, periods of lockdown and periods of relaxation of the rules. It has meant that the year has been extremely busy for some and extremely “locked down” for others.

### Communication

One of the important developments has been in communication. The congregation have been kept in touch with a weekly newsletter for the whole benefice, either by email or post. This was supplemented mid year by a specific news-sheet prepared by David Dufour particularly for St John's folk called “The Covid Chat-box”.

### i-know church database

In order to make sure everyone was kept informed considerable work was done in building the Database i-know church. This is a secure and GDPR compliant database and it underpinned our communications, allowing us to send different communications to different groups of people.

### Website

The existing team website was initially developed a bit further to link in to the national web pages of A Church Near You, but it soon became apparent that the long awaited upgrade was needed, so behind the scenes a lot of work has gone on with this development, making sure that it reflects our benefice in all its variety, and emphasising the people throughout the benefice who do so much work in many ways. The new website is specifically designed to work well on mobile phones.

### Finance

Quite a lot of time was spent in 2020 working on our finances. We have been successful in securing several grants; one from Historic England for the roof alarms, one from All Churches Trust to help with the effects of covid which delayed essential building work, one from Wellington Town Council for the Angels of Hope and one from Hope Beyond, another source of money to help us recover after the pandemic. Financially it has been a challenging year, but the congregation have been wonderful in maintaining their support and contributions, so bills have been paid. We have unfortunately fallen behind with our payments to the Diocese – as have most churches.

### Safeguarding

We have had a focus on safeguarding during the year, and taken the opportunity to strengthen our procedures. With flow diagrams, spreadsheets, meetings and many phone calls and emails, all those people that need DBS clearance have now been approved and given instructions on the training.

All these back office activities have underpinned the work on maintaining our Christian presence during the pandemic. The full safeguarding report is below.

## Worship

A blended delivery has been developed for worship, including something for everyone, whether able to use the latest technology or not. This has included:-

- A daily podcast from Tim and John
- Printed booklets for morning and night prayer, which were distributed right at the beginning in March
- CDs containing audio files for those that found this medium accessible
- Videos on YouTube for the major festivals
- Reflections on the Stations of the Cross and Holy Week before Easter
- Live-streaming of services when we were able to have some limited in-person services last Autumn
- A telephone access line was set up for people to phone in and get the daily podcast
- Signposting to other provision such as 10 Radio
- Outdoor worship for Christmas

When we were able to meet in church, there were several actions needed to put in the necessary support. Preparation teams cleaned the church top to bottom, and the seating was re-ordered to comply with social distancing. A hand sanitiser station was purchased and equipped with bottles and spare face masks. We also had to make sure the track and trace procedures were in place, which was done by issuing tickets for the services, so that we could record attendance on our database.

Our wider church activities fall into the categories below, now familiar to our regular members.

## Going on Growing

The pastoral companions, led by our pastoral chaplain Judith Dufour, have kept in touch with the lonely and isolated in our community, through phone calls and doorstep conversations where possible. Over the summer a quiz was personally delivered by Kieven Yim to some of the more elderly folk who couldn't get out. Many of our congregation turned to their knitting skills to knit angels, in the Autumn, which were used in the Christmas project. This gave the opportunity for many people to join in.

Before Christmas Angel Bags of Hope were prepared for those in nursing homes, or home-care and these were very well received.

## Growing younger

Work carried on with the schools throughout the year. Much of it was in supporting the staff, but when the children were in school they were also supported by our families and children's chaplain Helena Power, who had a quiet room in St John's School where staff and pupils could come and talk to her.

## Creative Arts

The town was amazed to see the Angels of Hope lit up in the churchyard over the Christmas period. It featured in the local press and even on the evening Spotlight programme on the television. People came from far and wide to see them and they cheered us all up in the dark days of the winter.

### Whole life Discipleship

Another strand of the Angel of Hope project was to receive nominations for Angels of Hope awards. These were not just for our own wonderful people but across the town celebrating all those who had gone the extra mile in supporting people during the pandemic.

In summary 2020 was a busy year for your church leaders, and although most of it was spent with restrictions on social contact, we have still managed to keep in touch, and offer worship at home in the many formats described, giving some new opportunities for spiritual growth.

Thank you to everyone who has helped in so many ways over this difficult year.

*Christine Winhall*  
*Churchwarden*

### **Fabric Report** *Christine Winhall, Churchwarden*

#### **Buildings Report**

2020 was a momentous year with regard to the fabric of the church. In February the lead was stolen off the choir vestry roof and although temporary coverings were applied over the period before getting the roofing permanently replaced there was considerable water ingress. This was also partly due to the fact that the church was in lockdown for several months immediately after the theft, so unattended. The covid pandemic made the replacement more problematic as Diocesan staff were on furlough and builders unable to start until the autumn. The roofing was replaced with terne coated steel, as the lead has been stolen off this roof several times in the past, and terne coated steel is not attractive to thieves, as well as lasting a long time. As part of this work we fitted roof alarms and CCTV round the exterior of the church.

Over the summer however planned quinquennial work was carried out on the roof, rebedding and repointing merlon stones and other roofing stonework, and repairing lead bays. This work revealed some un-expected problems, such as one merlon toppling precariously over the glass passageway, which was rebuilt safely.

Some other quinquennial work was carried out namely deep cleaning the organ loft, in addition to the usual organ tuning.

In 2020 we almost completed the replacement programme of all the fluorescent tubes by LED s – we just forgot the one in the ringing chamber.

At the same time our electrician fitted some extra electrical sockets in the back of the church to make the electrical supply during concerts more accessible.

Finally the usual maintenance was carried out – fire extinguishers, lightening conductor, hedge and tree cutting.

In order to undertake the works above a couple of grants were obtained, one from Historic England and one from All Churches Trust. Also there were many generous donations from individuals and organisations, towards the replacement of the lead

roof, meaning that in the end it was fully paid for by this means and was not a drain on our resources. The stonemason's work on the roof was paid for out of a legacy from Bridget Baker.

## **Log Book and Inventory**

The log book has been kept up to date with entries for the works carried out. With regard to the furniture and fittings, during 2020 some furniture for the children's corner was purchased, and this area refreshed. Apart from that the inventory remains the same, is up to date, and can be examined if required.

## **Other Reports**

### **Safeguarding Report 2020** *Sharon Chorley*

### **Tone Deanery report 2020** *Ken Winhall*

Tone Deanery comprises six benefices, 31 parishes, with 35 churches. Rev Helene Stainer is Area Dean and Charles Doble the Lay Dean.

The deanery reps from Wellington as appointed in the last APCM held on October 25<sup>th</sup> 2020 are Ken Winhall and William Brown. There is one vacancy.

There was one meeting of the Tone Deanery Synod in 2020 on 20<sup>th</sup> February. It was held in St John's church hall. The minutes of that meeting are given below.

## **MINUTES OF THE MEETING OF THE TONE DEANERY SYNOD 20<sup>th</sup> February 2020 at St John's Church, Wellington.**

*prepared by Bob Setchell*

### **1. Present**

21 members were present. There were 12 apologies and 12 "no shows". There are 9 vacancies at this time.

### **2. Opening Worship.**

The opening service was conducted by Rev Tim Treanor. (Dwelling in The Word is in the form of Lectio Divina, where you listen to a passage from the bible and then ask others what they thought was the most telling word or phrase for them. This encourages listening, but also discovering how others hear the same passage, but may interpret it differently to you, which in turn promotes thought and understanding.)

### **3. Welcome**

Charles Doble, the Lay Dean welcomed everyone to the meeting.

There was one item of “any other business”.

#### **4. Good News from the Pews**

Rev Helene encouraged those present to tell the meeting of items of good news from their parishes – of which there were many. We need to get into the habit of sharing the good news and not just the problems we face.

#### **5. Let’s talk**

This was a discussion of how we as churches communicate with our wider communities and the various tools we can use. It began with “What welcome does our church notice board give?” Photographs, taken by Katherine on her prayer walks, of various church notice boards from across the deanery were shown, which led to a number of questions.

- Who are you trying to communicate with via this notice board? (Does it face the road, or is it in the church porch?)
- Not every church has the luxury of three boards, one for visitors/passers by, one for Parishioners and a third for official notices.
- Is the notice board cluttered, or up-to-date?

How many of you have updated your “A church near you” web page in the last 4 weeks? This web-site receives a surprising number of hits, for example, Thorne St Margaret received over 3,000 “hits” last year. The website itself has been recently upgraded. (Are times of services shown? Are they up-to-date?)

Rev Helene introduced a “Parish storytelling” questionnaire, a copy of which is attached to these minutes to be shared with other members of your church.

One parish had a PCC member visit each house in the parish to ask “What would you think if our church was to close?” (Which led to a significant increase in local support, if not in attendances.)

Wellington Team use a spreadsheet to help them plan events, to clarify who will do what, when and where. If you would like a copy of this, please contact the Wellington team administrator.

Bob reminded those present that the various magazines / newsletters have “lead times” you need to meet, but also there is a balance between publicizing an event too soon (people forget) or too late and people have made other arrangements.

Rev Andrew Norris is back on 10 Radio, please use him to publicize events.

#### **6. Minutes of previous meeting**

The minutes of the meeting held on 29<sup>th</sup> Oct 2019 at Bishops Lydeard were proposed as correct and agreed. There were no matters arising.

#### **7. Diocesan Synod**

Charles Doble updated the meeting following the previous day’s meeting in Wells of the DAC [Diocesan Advisory Committee].

Unfortunately, several churches have had lead stolen in the last few weeks.

Although each case will be depend on its merits, the DAC will now consider the

use of alternative roof coverings if replacing stolen lead such as Terne coated steel.

The meeting was, incidentally, the last in the Old Deanery; the first to be held there was in 1946!

## **8. Finance Update**

Alison sent her apologies as she is currently hosting a number of Chinese students. All parishes have paid the 2019 levy, which will remain at £3 for 2020. We have £4,687 in our current account and the CCLA deposit A/c is some £2,478, which should be sufficient to cover the Deanery expenditure going forwards.

## **9. Announcements**

As this was the last meeting of the triennial, Bob thanked those present for all that they have done. (Deanery Reps remain in post until the end of May.) He asked that those who are standing down to please pass on to the new reps an understanding of what it is that we as a deanery are trying to achieve in being supportive of each other and finding new ways to spread the word.

As Bob is standing down from Synod, Charles thanked Bob for all that he has done as Secretary (and for a while as Treasurer). Bob will do the minutes of the July meeting – at which a new Secretary will be elected, with the hand-over following that.

We have planned a short welcoming service for all Deanery Reps, followed by Tea/coffee, at St Andrew's Wiveliscombe, on the 4<sup>th</sup> June 2020 at 7PM to allow people to meet and socialize.

On Thursday the 12<sup>th</sup> March there is an “Inspire Evening” for those working with children and young people at St James Church, St James St, Taunton. This is a free event and all are welcome.

## **10. Deanery Mission and Pastoral Group**

As Katherine Lyddon, our new Children and Families Rural Pioneer is now in post, the DMPG are now concentrating upon communication, both between ourselves and with the wider community – which has been the emphasis of this evening's discussions.

Do you use all of your copies of “Manna”? Could any of these be put into local surgery waiting rooms or similar?

## **11. There was one item of any other business**

Dilly Bradley promoted the book “God belongs” by David Walker, saying that we need to make it easier for people to engage with us.

**Closing Prayer** The meeting closed with the Grace.

The meeting ended at 9.20 pm.





# Independent Examiner's Certificate for the PCC Accounts

Report to the trustees of:

PCC OF ST JOHN THE BAPTIST  
WELLINGTON SOMERSET

Parochial Church Council

On accounts for the year ended:

DEC 31st 2020.

Charity Number (if applicable):

1159809.

Set out on pages

~~1-10~~. 1-11

(remember to include the page numbers of additional sheets)

Respective  
responsibilities of trustees and  
examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 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 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 matter has come to my attention ~~(other than that disclosed below)~~ <sup>other than</sup> which gives me reasonable 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.

\* Please delete the words in the brackets if they do not apply.

Signed:

M Roney

Date:

5/5/2021

Name:

MARK RONEY

Relevant professional  
qualification(s) or body (if  
any):

Address:

ASPEN WAITE DOYLE CHARTERED  
CERTIFIED ACCOUNTANTS OLD TOWN  
HALL WELLINGTON TA21 8LS

## Disclosure

Only complete if the examiner needs to highlight material problems.

Give here brief details of any items that the examiner wishes to disclose.

**PAROCHIAL CHURCH COUNCIL OF ST JOHN THE BAPTIST, WELLINGTON**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**YEAR ENDED 31st DECEMBER 2020**

The following accounts have been prepared on a 'Receipts and Payments' basis and produce the following totals:

Total Receipts	388,316.71
Total Payments	<u>427,589.22</u>
Deficit for the year	<u><b>-£39,272.51</b></u>

As detailed in the Receipts & Payments account.

**Church Asset List**

Library books & equipment  
Office equipment  
Churchyard equipment  
Kitchen/hall equipment

Approved by the Parochial Church Council on:  
And signed on its behalf by:-

\_\_\_\_\_

\_\_\_\_\_  
**Chairman**

\_\_\_\_\_  
**Treasurer**

The following pages comprise the accounts.

## CASH BOOK RECONCILIATION 2020

		A	B	C	D
	Total	Current	Restricted	Deposit A/C	Deposit A/C
	Funds	A/C	current A/C	unrestricted	Restricted
		NatWest	NatWest	CBF	CBF
Reconciled Bank at 1st Jan 2020	151,947.63	3,089.10	6,149.28	65,970.93	76,738.32
Bank as at 31st Dec 2020	112,675.12	4,206.90	5,551.55	22,036.32	80,880.35
<b>Nett movement of funds</b>	<b>-39,272.51</b>	<b>1,117.80</b>	<b>-597.73</b>	<b>-43,934.61</b>	<b>4,142.03</b>
<b>Adjustments to Bank:-</b>				<b>Note1</b>	<b>Note 1</b>
Cheque 003410 not cashed		-55.23			

<b>Adjusted Bank Figures</b>	<b>-39,327.74</b>	<b>1,062.57</b>	<b>-597.73</b>	<b>-43,934.61</b>	<b>4,142.03</b>
<b>Represented by:</b>					
Cash Book as at 1st Jan 2020	151,947.63	3,089.10	6,149.28	65,970.93	76,738.32
Cash Book as at 31st Dec 2020	112,619.89	4,151.67	5,551.55	22,036.32	80,880.35
<b>Nett entries recorded</b>	<b>-39,327.74</b>	<b>1,062.57</b>	<b>-597.73</b>	<b>-43,934.61</b>	<b>4,142.03</b>

### Note 1

Interest on CCLA Accounts included in final reconciliation

Plus Grants for Learning Community Mission Fund

Transfer Request £944.00 on CCLA Restricted Account Dec 19  
cleared in PCC Bank Account until 2nd Jan 2020

Outstanding Cheque issued December 20 Cashed January 2021

# Account Balances and Bank Reconciliation screen

## Bank Reconciliation

Account	Account Name/Description	Opening ACTUAL Balance	Transactions In	Transactions Out	ACTUAL Balance
A	Nat West Current Account (Cash)	£151,947.63	£388,316.71	(£427,644.45)	£112,619.89
B	CBF General Deposit Account (Cash)	£3,089.10	£226,569.62	(£225,507.05)	£4,151.67
C	CBF Restricted Account (Cash)	£65,970.93	£79,065.39	(£73,000.00)	£22,036.32
D	General Mission Account (Cash)	£76,738.32	£100,181.70	(£96,039.67)	£80,880.35
		£6,149.28	£32,500.00	(£33,097.73)	£5,551.55

Reconciliation of Transactions (please note: Reconciliations of Standing Orders/Direct Debits happens automatically. Transfers need to be reconciled on the Transfers page)

Date	Account	Details	Amount	Paying-in slip / Cheque number	B/N number
23/12/2020	A	Christian Aid Collection 23/12/19 Cheque issued 23/12/20	(£55.23)	CHQ003410	

Unreconciled Transactions = (£55.23)  
Unreconciled Transfers = £0.00

Opening STATEMENT Balance	Money In	Money Out	STATEMENT Balance	Date last Reconciled
£151,947.63	£388,316.71	(£427,569.22)	£112,675.12	16/01/2021
£3,089.10	£226,569.62	(£225,451.82)	£4,206.90	16/01/2021
£65,970.93	£79,065.39	(£73,000.00)	£22,036.32	16/01/2021
£76,738.32	£100,181.70	(£96,039.67)	£80,880.35	16/01/2021
£6,149.28	£32,500.00	(£33,097.73)	£5,551.55	16/01/2021

Before clicking the "Reconcile" button, please make sure that the Statement Balances above are correct. Note: Transfers need to be reconciled on the Transfers tab

## YEAR-END Balances Split

Closing Unrestricted	Closing Designated	Closing Restricted	
£26,605.64	(£42,753.83)	£126,708.08	Cash
£4,679.32	£839.53	(£1,317.18)	Cash
£22,036.32			Cash
	(£43,563.36)	£124,473.71	Cash
		£5,551.55	Cash

Page 2 continued



RECEIPTS & PAYMENTS ACCOUNT 2020					Restricted & General Deposit Accounts			
Receipts	Notes	2020	2019	2020	Restricted	General		
					2020	2020		
				Mission	B/F 2020	£65,970.93		
				£6,149.28	B/F			
Planned Giving								
Gift Aided		48,022.52	47,041.82					
Non Gift Aided		7,742.00	9,363.73					
Gift Aid Tax recovered	1	11,870.98	13,489.40					
Gift Aid Tax (Mission)*		0.00	1,250.00					Legacies
Collections - all services		2,447.33	6,754.08					
Collections - restricted	2	878.37	1,582.22					
Donations								
Restricted (Mission)*	3	2,520.39	5,000.00	£2,520.39				
Unrestricted PCC Account	3	678.25	1,393.74					
Special Appeals Mission	3a	1,715.00	651.58	1715.00	50.00		Direct transfer from Mission Acc to CCLA	
Special Appeals PCC Account	3a	8,160.21						
Grants to Mission in CCLA	4	9,999.96	9999.96**					
18 Transfers PCC to Mission				£18,189.61	£9,999.96		Paid Direct to CCLA Dep Acc	
Grants PCC Account	4a	4,250.00						
Grants (Mission Account)	4a	10,000.00	14,200.00	£10,000.00				
Legacies	5	21,501.00	72,837.09		70000.00	7337.09		See Note 6
Fund Raising	6	1,712.16	9,549.91		19778.60			
Church Hall Hire		535.00	1,510.00					
PCC Fees		1,759.00	3,196.00					
Magazine & Literature		65.18	273.77					
Bank & Deposit Interest	7	609.84	1,020.07		Interest	353.14	227.30	
Insurance Claim (Roof)		837.60						
Sundry Income	8	10,904.04	7,994.11					
Sundry Income Mission	8a	75.00	885.74	£75.00				
		146,283.83	197,993.26	£32,500.00	£176,920.02	£95,036.32		
Account Transfers		80,285.79	66,480.16		£80,285.79 = £123,366.19* - (Mission Inc £42499.96 + CCLA Int £580.44)			
Cashbook PCC		£226,569.62	£264,473.42					
Cashbook		£388,316.71			Cashbook = £226,569.62 + £100,181.70 + £29,065.39 + £32,500 Mission Inc )			
Payments	Notes	2020	2019					
Parish Share	9	-57,758.58	-70,182.84					
Clergy & Readers Expenses	10	-1,567.85	-2,255.40					
Worship Costs	11	-1,676.92	-2,422.67					
Salaries								
Organists (Excl Nest & Tax)	12	-3,902.45	-4,093.58					
Clergy		0.00	0.00					
Church Running Costs & Administration								
Electricity	13	-411.11	-406.91					
Gas	13	-1,982.20	-2,326.86					
Telephone		-788.39	-842.60					
Secretarial Incl Nest NI & Tax	12	-4,951.58	-9,805.21					
Mission Salaries	12	-13,296.86						
Church Cleaner	12	-216.00	-814.00					

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[illegible]



**Income 2020****1 Gift Aid**

PCC Account	£11,870.98
Mission Account	
<b>Total:</b>	<b><u>£11,870.98</u></b>

**2 Collections Restricted**

Collection December 2019	£383.89 Children's Society Christmas Collection
	<u>£439.25</u> Christian Aid Christmas Collection
<b>Totals</b>	<b><u>£823.14 Cleared 2020</u></b>
Balance due of Sum up Payts	<b>£ 55.23 Sum up Christian Aid</b>
<b>Actual Totals</b>	<b><u>£878.37</u></b>

**Final cheque for £55.23 to Christian Aid issued December 20 - Cashed January 2021**

**3 Donations – PCC Account**

Unrestricted	£678.25
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**3 Donations - Mission Account**

Donations	£150.00
Donation Covid-19	£100.00 Computer
Donations	£2,212.25 Covid-19
Donations	£ 58.14 Books
	<b><u>£2,520.39</u> Held in Mission Account</b>

**3a Special Appeals PCC Account**

Roofing Appeal	£7,831.08	Donations
Angels of Hope	£ 120.00	<b>Transferred to Mission Account</b>
Restricted	£ 110.00	John Morton (Donation)
Church Flowers Appeals	<u>£ 99.13</u>	
<b>Totals</b>	<b><u>£ 8,160.21</u></b>	

**3a Special Appeals – Mission Account**

Donation towards Roof Appeal (PCC)	£ 50.00	Transfer <b>Direct to CCLA Account</b>
Donations Angels of Hope	£1590.00	
Donations Covid-19 Expenses	<u>£ 75.00</u>	
<b>Totals held in Mission Account</b>	<b><u>£1,715.00</u></b>	

**4 Recurring Grants (Restricted for Sole Use of Mission Funding (Learning Committee))**

**Rural Ministries £9,999.96**

**These monthly grants are paid to the CCLA Restricted Deposit Account (Mission Allowance)**

**4a Grant (Non-Recurring)**

Historic England Grant (Part Payt.)	£ 3,750.00	Roof Appeal
All Churches Trust	£ 500.00	Roof Appeal
<b>Totals PCC</b>	<b><u>£ 4,250.00</u></b>	

**Grants that are restricted for sole use of Mission Funding (Learning Committee).**

**D B F (FCG Grant) £10,000.00 Held In Mission Account**

**This non-recurring grant was paid direct to the New Mission Bank Account**

5	<b>Legacies (Unrestricted)</b>	£20,000.00	R Cording
		£ 1,001.00	F Craggs
		£ 500.00	M Halls
		<b><u>£21,501.00</u></b>	

**All these Legacies have now been transferred to CCLA General Deposit Account.**

**6 Fund Raising**

Sunday Coffee	£269.01
Coffee Mornings	£1,204.15
Concerts (including deposits)	£160.00
Other Events	<u>£ 79.00</u>
<b>Totals:</b>	<b><u>£1,712.16</u></b>

**7 Bank Interest**

Bank interest	£29.40 PCC General Account for year 2020
Interest on CCLA accounts	£227.30 General Deposit Account & <u>£353.14</u> Restricted Deposit included in accounts
	<b><u>£609.84</u></b>

**8 Sundry Income**

Dec Transfer of Funds from CCLA	£944.00	in PCC Account 02/01/20
Sum Up Payments	£533.20	
Mission Sum Up Payments	£ 19.61	Transferred to Mission Account
Just Giving	£ 16.31	
VAT Refund	£7,985.82	
Refund from Visiting Organist	£ 50.00	Transferred to Mission Account
<b><u>Income from other Church Activities</u></b>		
Votives	£276.16	
<b><u>Reimbursement of Costs by Other Parishes</u></b>		
Team Contributions to use of Photocopier	£375.00	
Team Contributions to Cost of Rector's PA	£549.99	
Team Refunds Palm Crosses	<u>£153.95</u>	
<b>Total Sundry</b>	<b><u>£1,078.94</u></b>	

**Total £10904.94**

**PCC Overall Total: £10,904.04**

**8a Sundry Income paid into Mission Account**

**+ Reimbursement of Costs by Other Parishes Mission Account**

Refund from DMS	<u>£35.00</u>
Sum up Payment from PCC Fees	<u>£40.00</u>
	<b><u>£75.00</u></b>

**Expenditure**

9	Parish Share	<u>-£57,758.00.</u>	<b>£17,250.98 Arrears C/F to 2021 due to drop in Income 2020</b> Due to closure of all Church Activities during Covid-19
10	Clergy Expenses		
		-£1,417.85	Rectors Expenses
		<u>-£150.00</u>	PCC Gift Expenses
		<u><b>= -£1,567.85</b></u>	
11	Worship Costs		
		- £724.87	Cost of Candles, Wine, Baptism Cards, etc.
		<u>- £952.05</u>	Music Costs, Licence, Organ Repairs
		<u><b>- 1,676.92</b></u>	
12	Salaries PCC	<b>£3,902.45</b>	<b>Organist (Incl Visiting Organist)</b>
		<b>£ 216.00</b>	<b>Church Cleaner (See Note 16)</b>
		-£4360.97	Rector's PA Incl H M R C Payments PA Organist
		<u>-£ 590.61</u>	Nest Contributions PA +Organist
		<u><b>£9,070.03</b></u>	
12	<b><u>Mission Salaries (Incl Tax and Nest Pension Contributions (Paid through PCC Account)</u></b>		
	<b>Monthly Transfers Received to PCC from Mission Account See Note 18 Mission</b>		
		<u><b>-£13,296.86</b></u>	
	Total Payroll	<b>-£22,366.89</b>	
13	Gas & Electricity		
		- 411.11	Electricity
		<u>- 1,982.20</u>	Gas
		<u><b>-£2,393.11</b></u>	
13	Insurance	£2,140.29 - Reduction in Fee due to the Installation of Smartwater	

**Building Costs****14 Buildings & Maintenance – Routine Maintenance & Repairs + Graveyard**

Bristol Sound Systems	£81.00	Funded by Buildings Money
Boiler Service	£780.00	
H & S ISW Training	£235.00	Funded by Buildings Money
IT Project	£105.97	Funded by Buildings Money
Organ Repair& Tuning	£643.20	Architects Request Funded by Buildings Money
Fire Extinguisher Annual Cert.	<u>£ 86.10</u>	
	<u><b>-£1,931.27</b></u>	
	<u>- £ 694.00</u>	Expenses Churchyard Maintenance & Upkeep
	<u><b>-£2,625.27</b></u>	

**15 Buildings & Maintenance – Major Repairs**

Smartwater Roof	£642.00	
E Bound AVX Ltd (Roof)	£10,900.02	
Courtney Bowden (Roof)	£33,810.00	
Corbel Masonry	£14,427.28	
Hobbs Electrical	£1,369.02	
Digital Solutions	£1,450.00	
MBH (Boiler)	£ 594.00	
C & C Carpets	£ 215.00	
	<b><u>£63,407.32</u></b>	Roof and Building Repairs
	<b><u>£7,132.46</u></b>	Architects & Planning Fees (Roof and Structural Work)
	<b><u>£70,539.78</u></b>	

All Major Building works have been funded through Donations, Grants and Legacies held in Restricted CCLA Accounts by St John's. Additional Expense incurred this year through Theft of Lead and subsequent replacement and repairs. The installation of Smartwater and an Alarm System on Roof has resulted in a slight reduction in Insurance Costs. We have received Insurance Monies to help with the Roof Costs A balance of the claimed grants and Insurance is expected in 2021.

**Other Expenses**

<b>16</b>	<b>Subscriptions &amp; Fees</b>		
		- 100.00	Churches Together Subscription
		- 15.00	B/WDACR B.F Deanery Fee
		<u>- 25.00</u>	Friends of Somerset Churches Subscription
		<b><u>£140.00</u></b>	
<b>17</b>	<b>Flowers</b>	<b>-£56.05</b>	
<b>18</b>	<b>Fund Raising Costs</b>		
		-£16.78	Costs of Trading Tea & Coffee
		<u>-£ 67.54</u>	Gift Aid Envelopes)
	<b>Totals:</b>	<b><u>£ 84.32</u></b>	
<b>19</b>	<b>Miscellaneous</b>		
		- £294.00	Refund of Wedding Deposit due to Covid-19
		<u>- £313.30</u>	Bank Charges
		<b><u>£613.30</u></b>	
<b>20</b>	<b>Mission –PCC Account</b>		
		-£50.00	Replacement Phone Mwenda
		<u>-£ 4.81</u>	Adjustment to Cashbook
		<b><u>£54.81</u></b>	
<b>20</b>	<b>Mission - Mission Account</b>		
		-£19,573.73	Expenditure 2020 Learning Community, Courses, Expenses and Salaries + Covid -19
		-£50.00	Transfer Direct to CCLA from Mission Buildings Donation
		<b><u>£13,474.00</u></b>	Recharges to PCC Account for Payroll & Expenses.
	<b>Total Mission Expenditure</b>	<b><u>£33,097.73</u></b>	

Learning Community Expenditure is funded entirely by the Share of 2017 grants from outside agencies and the Diocese which are put straight into CCLA Restricted Deposit Account. PCC invoice monthly for

Expenses, payroll, etc. incurred by the Learning Community. During Covid-19. The Mission Fund has provided invaluable help to the Local Community and the Church in providing funds to enables St John's to continue the Church work

**21 Other Charitable Giving PCC Account**

-£383.89	Children's Society Christmas Collection 2019
<u>-£439.25</u>	Christian Aid Collection Christmas 2019
<u>-£823.14</u>	

**Cheque for balance owed Children's Society £55.23 issued December 20 – Not cashed until Feb 21**

<u>-£55.23</u>	Balance Christian Aid Collection Christmas 2019
<u>-£878.37</u>	<b>Sub Total</b>



**Bank Accounts movement 2020****PCC Current Account (A) used to pay for the day to day running costs of the church****£226,569.62 (Includes £944 transferred from CCLA Rest Acc 2019 – Cash in Bank January 2020)****Bank Balance C/F £3,089.10 + Turnover (£226,569.62 - £225,451.82) = £1117.80****Cash in Bank December 2020 £4,206.90****Restricted Current Account (B) used to pay for missional activities and building work****Bank Balance C/F 2019 £6,149.28 + Income during the year of £32,500.00 = £38649.28****Expenditure in 2020 £33,097.73****Cash in Bank December £5551.55****Un-restricted Deposit A/C (C) Used to keep two months reserves in****£65,970.83 B/F + £28,838.09 (legacies received in 2020) + Interest £277.30 Total = £95086.22****This account was re-arranged to hold our reserves so £73,000.00 was transferred to the restricted deposit account (D) which holds Legacies and Grants****Total carried forward £22086.22****Restricted Deposit A/C (D) Used to keep legacies and Grants****£76,738.32 B/F****Added during the year:-****£70,000.00 transferred from the Account (C).****£19,778.60 transfer from the PCC general current account (A)****To comply with anti-laundering legislation all money paid to the church must be paid into the current account and then transferred to a Deposit Account****£50.00 from the restricted current account (B)****£9999.96 Mission Grants Mission from Rural Ministries was paid in directly. This was set up prior to the anti-laundering requirements****Interest £353.14****Spent during the year:-****£70,702.58 (Buildings work)****£7337.09 transfer to Gen Acc****£18,000 (Mission to PCC for transfer)****Closing figure in this account £80880.35**

2020 Accounts on Cash Book 5.2 show all the above transactions.

Unallocated transfer of £944.00 requested from the CCLA General Deposit Account in December 19 Shown in PCC bank account 02/01/20..

Unallocated Cheque issued December 2020 for £55.23 carried forward to 2021 –Cheque cashed in February 2021

Expenditure for 2020 actual figure = £211,589.47

Actual Balance at end of December 2020 = £226,529.62 - £225,451.82 = £1,117.80

(See Reconciliation Sheets 1 & 2)

### Reserves policy

It is PCC policy to try to maintain a balance on unrestricted funds which equates to at least two months

Unrestricted payments. It is held to smooth out fluctuations in cash flow and to meet emergencies.

At end of December 2020 this monies totalled was still in deficit due to £8,000.00 being withdrawn to help PCC Expenditure up to 2020

Monies held in General Deposit Account total £22,036.32 - This includes further legacy money of £21,501.00.

Due to Covid-19 cash flow we are not able to hold any reserves apart from the money held in the General Deposit Account.

### Expenditure/Transfer 2019 not in our bank accounts until January 2020.

£944 transferred from our CCLA Restricted Deposit Account December 31<sup>st</sup> 2019 appeared in Restricted Deposit Account as leaving the Account in December 2019. Showing on Cashbook 2019 as leaving the Deposit Account, in 2019 Accounts, but not in bank accounts.

Showing on bank statement on 02/01/20 as a deposit to our Bank account.

### Outstanding Expenditure due December 20 but not cleared until January 2021

### PCC Cheque Number 003410 for £55.23 issued to Christian Aid in December 2020 Cashed in January 2021

Due to the effects of Covid-19 our income ended the year with a significant deficit on 2019. A stewardship drive and appeals will take place in 2021.

### Reconciliations 2020

#### PCC

Unrestricted Bank Balance at December 2020 Statement =	£ 4,206.90
Restricted Mission bank Account at December 2020	£5,551.55
General Deposit account Balance at December 20	£22,036.32
Restricted Fund Balance at December 2020	£80,880.35
Total Cash Assets at December 2020 Statements =	<u>£112,675.12</u>

<b>Transfers from PCC</b>	-£18189.61 to Mission (See also transfers to PCC from CCLA)
	-£19,778.60 to CCLA Restricted Account – Buildings
	-£ 50.00 to CCLA Restricted Account from Mission Account – Buildings
	-£21,501.00 to CCLA General Account – Legacies.
	<b><u>-£59,519.21</u></b>

#### **Transfers from CCLA Restricted Account or between accounts**

£70,702.58 for Building works -Transfer to PCC (+ £944 received by PCC Bank Account Jan 20 from CCLA transfer Dec 19.)  
£18,000.00 for Transfer to Mission Account via PCC Account see below  
£7,337.09 Transferred from Restricted Account to General CCLA Account  
**£96,039.67**

#### **Monies to CCLA Restricted Account or between accounts**

**£70,000 transferred from General CCLA to Restricted CCLA Account**  
£9,999.96 Rural Ministries Mission Payments – transferred direct to Restricted CCLA Account  
£7,985.82 VAT Refund from PCC  
£11,792.78 Building Donations from PCC (Roof Appeal, etc)  
£50, 00 Direct Transfer from Mission Account  
£353.14 Annual Interest paid direct to Account  
**£100,181.70**

#### **Monies to CCLA General Account or between Accounts**

£21,501.00	Legacies from Cording, Craggs, & Halls
<b><u>£7,337.09</u></b>	<b>Balance of Legacy from W Cole transferred from Rest Account to General Account</b>
£28,838.09	
<u>£227.30</u>	Annual Interest paid direct to Account
<b><u>£28,838.09</u></b>	

#### **Monies from CCLA General Account**

£70,000.00	Transfer to CCLA Restricted
<u>£3,000.00</u>	to Boost PCC Church Account.
<b><u>£73,000.00</u></b>	

Mission Income £18,000.00 from Deposit Account via Deposit Account  
£ 189.61 Transfer from PCC to Mission Account  
£10,000.00 FCG Grant  
£4,310.39 Donations & Appeals  
**£32,500.00**

Mission Expenditure  
-£19,623.73  
-£13,474.00 Transfer to PCC Account (Payroll)  
**-£33,097.73**



# Independent Examiner's Certificate for the PCC Accounts

Report to the trustees of:

PCC OF ST JOHN THE BAPTIST  
WELLINGTON SOMERSET

Parochial Church Council

On accounts for the year ended:

DEC 31st 2020.

Charity Number (if applicable):

1159809.

Set out on pages

~~1-10~~. 1-11

(remember to include the page numbers of additional sheets)

Respective  
responsibilities of trustees and  
examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 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 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 matter has come to my attention ~~(other than that disclosed below)~~ <sup>other than</sup> which gives me reasonable 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.

\* Please delete the words in the brackets if they do not apply.

Signed:

M Roney

Date:

5/5/2021

Name:

MARK RONEY

Relevant professional  
qualification(s) or body (if  
any):

Address:

ASPEN WAITE DOYLE CHARTERED  
CERTIFIED ACCOUNTANTS OLD TOWN  
HALL WELLINGTON TA21 8LS

## Disclosure

Only complete if the examiner needs to highlight material problems.

Give here brief details of any items that the examiner wishes to disclose.

**PAROCHIAL CHURCH COUNCIL OF ST JOHN THE BAPTIST, WELLINGTON**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**YEAR ENDED 31st DECEMBER 2020**

The following accounts have been prepared on a 'Receipts and Payments' basis and produce the following totals:

Total Receipts	388,316.71
Total Payments	<u>427,589.22</u>
Deficit for the year	<u><b>-£39,272.51</b></u>

As detailed in the Receipts & Payments account.

**Church Asset List**

Library books & equipment  
Office equipment  
Churchyard equipment  
Kitchen/hall equipment

Approved by the Parochial Church Council on:  
And signed on its behalf by:-

\_\_\_\_\_

\_\_\_\_\_  
**Chairman**

\_\_\_\_\_  
**Treasurer**

The following pages comprise the accounts.

## CASH BOOK RECONCILIATION 2020

		A	B	C	D
	Total	Current	Restricted	Deposit A/C	Deposit A/C
	Funds	A/C	current A/C	unrestricted	Restricted
		NatWest	NatWest	CBF	CBF
Reconciled Bank at 1st Jan 2020	151,947.63	3,089.10	6,149.28	65,970.93	76,738.32
Bank as at 31st Dec 2020	112,675.12	4,206.90	5,551.55	22,036.32	80,880.35
<b>Nett movement of funds</b>	<b>-39,272.51</b>	<b>1,117.80</b>	<b>-597.73</b>	<b>-43,934.61</b>	<b>4,142.03</b>
<b>Adjustments to Bank:-</b>				<b>Note1</b>	<b>Note 1</b>
Cheque 003410 not cashed		-55.23			

<b>Adjusted Bank Figures</b>	<b>-39,327.74</b>	<b>1,062.57</b>	<b>-597.73</b>	<b>-43,934.61</b>	<b>4,142.03</b>
<b>Represented by:</b>					
Cash Book as at 1st Jan 2020	151,947.63	3,089.10	6,149.28	65,970.93	76,738.32
Cash Book as at 31st Dec 2020	112,619.89	4,151.67	5,551.55	22,036.32	80,880.35
<b>Nett entries recorded</b>	<b>-39,327.74</b>	<b>1,062.57</b>	<b>-597.73</b>	<b>-43,934.61</b>	<b>4,142.03</b>

### **Note 1**

**Interest on CCLA Accounts included in final reconciliation**

**Plus Grants for Learning Community Mission Fund**

**Transfer Request £944.00 on CCLA Restricted Account Dec 19  
cleared in PCC Bank Account until 2nd Jan 2020**

**Outstanding Cheque issued December 20 Cashed January 2021**

# Account Balances and Bank Reconciliation screen

## Bank Reconciliation

Account	Account Name/Description	Opening ACTUAL Balance	Transactions In	Transactions Out	ACTUAL Balance
A	Nat West Current Account (Cash)	£151,947.63	£388,316.71	(£427,644.45)	£112,619.89
B	CBF General Deposit Account (Cash)	£3,089.10	£226,569.62	(£225,507.05)	£4,151.67
C	CBF Restricted Account (Cash)	£65,970.93	£79,065.39	(£73,000.00)	£22,036.32
D	General Mission Account (Cash)	£76,738.32	£100,181.70	(£96,039.67)	£80,880.35
		£6,149.28	£32,500.00	(£33,097.73)	£5,551.55

Reconciliation of Transactions (please note: Reconciliations of Standing Orders/Direct Debits happens automatically. Transfers need to be reconciled on the Transfers page)

Date	Account	Details	Amount	Paying in slip / Cheque number	B/N number
23/12/2020	A	Christian Aid Collection 23/12/19 Cheque issued 23/12/20	(£55.23)	CHQ003410	

Unreconciled Transactions = (£55.23)  
Unreconciled Transfers = £0.00

Opening STATEMENT Balance	Money In	Money Out	STATEMENT Balance	Date last Reconciled
£151,947.63	£388,316.71	(£427,569.22)	£112,675.12	16/01/2021
£3,089.10	£226,569.62	(£225,451.82)	£4,206.90	16/01/2021
£65,970.93	£79,065.39	(£73,000.00)	£22,036.32	16/01/2021
£76,738.32	£100,181.70	(£96,039.67)	£80,880.35	16/01/2021
£6,149.28	£32,500.00	(£33,097.73)	£5,551.55	16/01/2021

Before clicking the "Reconcile" button, please make sure that the Statement Balances above are correct. Note: Transfers need to be reconciled on the Transfers tab

## YEAR-END Balances Split

Closing Unrestricted	Closing Designated	Closing Restricted	
£26,605.64	(£42,753.83)	£126,708.08	Cash
£4,679.32	£839.53	(£1,317.18)	Cash
£22,036.32			Cash
	(£43,563.36)	£124,473.71	Cash
		£5,551.55	Cash

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RECEIPTS & PAYMENTS ACCOUNT 2020					Restricted & General Deposit Accounts			
Receipts	Notes	2020	2019	2020	Restricted	General		
					2020	2020		
				Mission	B/F 2020	£65,970.93		
				£6,149.28	B/F			
Planned Giving								
Gift Aided		48,022.52	47,041.82					
Non Gift Aided		7,742.00	9,363.73					
Gift Aid Tax recovered	1	11,870.98	13,489.40					
Gift Aid Tax (Mission)*		0.00	1,250.00					Legacies
Collections - all services		2,447.33	6,754.08					
Collections - restricted	2	878.37	1,582.22					
Donations								
Restricted (Mission)*	3	2,520.39	5,000.00	£2,520.39				
Unrestricted PCC Account	3	678.25	1,393.74					
Special Appeals Mission	3a	1,715.00	651.58	1715.00	50.00		Direct transfer from Mission Acc to CCLA	
Special Appeals PCC Account	3a	8,160.21						
Grants to Mission in CCLA	4	9,999.96	9999.96**					
18 Transfers PCC to Mission				£18,189.61	£9,999.96		Paid Direct to CCLA Dep Acc	
Grants PCC Account	4a	4,250.00						
Grants (Mission Account)	4a	10,000.00	14,200.00	£10,000.00				
Legacies	5	21,501.00	72,837.09		70000.00	7337.09		See Note 6
Fund Raising	6	1,712.16	9,549.91		19778.60			
Church Hall Hire		535.00	1,510.00					
PCC Fees		1,759.00	3,196.00					
Magazine & Literature		65.18	273.77					
Bank & Deposit Interest	7	609.84	1,020.07		Interest	353.14	227.30	
Insurance Claim (Roof)		837.60						
Sundry Income	8	10,904.04	7,994.11					
Sundry Income Mission	8a	75.00	885.74	£75.00				
		146,283.83	197,993.26	£32,500.00	£176,920.02	£95,036.32		
Account Transfers		80,285.79	66,480.16		£80,285.79 = £123,366.19* - (Mission Inc £42499.96 + CCLA Int £580.44)			
Cashbook PCC		£226,569.62	£264,473.42					
Cashbook		£388,316.71			Cashbook = £226,569.62 + £100,181.70 + £29,065.39 + £32,500 Mission Inc )			
Payments	Notes	2020	2019					
Parish Share	9	-57,758.58	-70,182.84					
Clergy & Readers Expenses	10	-1,567.85	-2,255.40					
Worship Costs	11	-1,676.92	-2,422.67					
Salaries								
Organists (Excl Nest & Tax)	12	-3,902.45	-4,093.58					
Clergy		0.00	0.00					
Church Running Costs & Administration								
Electricity	13	-411.11	-406.91					
Gas	13	-1,982.20	-2,326.86					
Telephone		-788.39	-842.60					
Secretarial Incl Nest NI & Tax	12	-4,951.58	-9,805.21					
Mission Salaries	12	-13,296.86						
Church Cleaner	12	-216.00	-814.00					

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[illegible]



**Income 2020****1 Gift Aid**

PCC Account	£11,870.98
Mission Account	
<b>Total:</b>	<b><u>£11,870.98</u></b>

**2 Collections Restricted**

Collection December 2019	£383.89 Children's Society Christmas Collection
	<u>£439.25</u> Christian Aid Christmas Collection
<b>Totals</b>	<b><u>£823.14 Cleared 2020</u></b>
Balance due of Sum up Payts	<b>£ 55.23 Sum up Christian Aid</b>
<b>Actual Totals</b>	<b><u>£878.37</u></b>

**Final cheque for £55.23 to Christian Aid issued December 20 - Cashed January 2021**

**3 Donations – PCC Account**

Unrestricted	£678.25
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**3 Donations - Mission Account**

Donations	£150.00
Donation Covid-19	£100.00 Computer
Donations	£2,212.25 Covid-19
Donations	£ 58.14 Books
	<b><u>£2,520.39</u> Held in Mission Account</b>

**3a Special Appeals PCC Account**

Roofing Appeal	£7,831.08	Donations
Angels of Hope	£ 120.00	<b>Transferred to Mission Account</b>
Restricted	£ 110.00	John Morton (Donation)
Church Flowers Appeals	<u>£ 99.13</u>	
<b>Totals</b>	<b><u>£ 8,160.21</u></b>	

**3a Special Appeals – Mission Account**

Donation towards Roof Appeal (PCC)	£ 50.00	Transfer <b>Direct to CCLA Account</b>
Donations Angels of Hope	£1590.00	
Donations Covid-19 Expenses	<u>£ 75.00</u>	
<b>Totals held in Mission Account</b>	<b><u>£1,715.00</u></b>	

**4 Recurring Grants (Restricted for Sole Use of Mission Funding (Learning Committee))**

**Rural Ministries £9,999.96**

**These monthly grants are paid to the CCLA Restricted Deposit Account (Mission Allowance)**

**4a Grant (Non-Recurring)**

Historic England Grant (Part Payt.)	£ 3,750.00	Roof Appeal
All Churches Trust	£ 500.00	Roof Appeal
<b>Totals PCC</b>	<b><u>£ 4,250.00</u></b>	

**Grants that are restricted for sole use of Mission Funding (Learning Committee).**

**D B F (FCG Grant) £10,000.00 Held In Mission Account**

**This non-recurring grant was paid direct to the New Mission Bank Account**



5	<b>Legacies (Unrestricted)</b>	£20,000.00	R Cording
		£ 1,001.00	F Craggs
		£ 500.00	M Halls
		<b><u>£21,501.00</u></b>	

**All these Legacies have now been transferred to CCLA General Deposit Account.**

**6 Fund Raising**

Sunday Coffee	£269.01
Coffee Mornings	£1,204.15
Concerts (including deposits)	£160.00
Other Events	<u>£ 79.00</u>
<b>Totals:</b>	<b><u>£1,712.16</u></b>

**7 Bank Interest**

Bank interest	£29.40 PCC General Account for year 2020
Interest on CCLA accounts	£227.30 General Deposit Account & <u>£353.14</u> Restricted Deposit included in accounts
	<b><u>£609.84</u></b>

**8 Sundry Income**

Dec Transfer of Funds from CCLA	£944.00	in PCC Account 02/01/20
Sum Up Payments	£533.20	
Mission Sum Up Payments	£ 19.61	Transferred to Mission Account
Just Giving	£ 16.31	
VAT Refund	£7,985.82	
Refund from Visiting Organist	£ 50.00	Transferred to Mission Account
<b><u>Income from other Church Activities</u></b>		
Votives	£276.16	
<b><u>Reimbursement of Costs by Other Parishes</u></b>		
Team Contributions to use of Photocopier	£375.00	
Team Contributions to Cost of Rector's PA	£549.99	
Team Refunds Palm Crosses	<u>£153.95</u>	
<b>Total Sundry</b>	<b><u>£1,078.94</u></b>	

**Total £10904.94**

**PCC Overall Total: £10,904.04**

**8a Sundry Income paid into Mission Account**

**+ Reimbursement of Costs by Other Parishes Mission Account**

Refund from DMS	<u>£35.00</u>
Sum up Payment from PCC Fees	<u>£40.00</u>
	<b><u>£75.00</u></b>

**Expenditure**

9	Parish Share	<u>-£57,758.00.</u>	<b>£17,250.98 Arrears C/F to 2021 due to drop in Income 2020</b> Due to closure of all Church Activities during Covid-19
10	Clergy Expenses		
		-£1,417.85	Rectors Expenses
		<u>-£150.00</u>	PCC Gift Expenses
		<u><b>= -£1,567.85</b></u>	
11	Worship Costs		
		- £724.87	Cost of Candles, Wine, Baptism Cards, etc.
		<u>- £952.05</u>	Music Costs, Licence, Organ Repairs
		<u><b>- 1,676.92</b></u>	
12	Salaries PCC	£3,902.45	Organist (Incl Visiting Organist)
		£ 216.00	Church Cleaner (See Note 16)
		-£4360.97	Rector's PA Incl H M R C Payments PA Organist
		<u>-£ 590.61</u>	Nest Contributions PA +Organist
		<u><b>£9,070.03</b></u>	
12	<b><u>Mission Salaries (Incl Tax and Nest Pension Contributions (Paid through PCC Account)</u></b>		
	<b>Monthly Transfers Received to PCC from Mission Account See Note 18 Mission</b>		
		<u><b>-£13,296.86</b></u>	
	Total Payroll	<b>-£22,366.89</b>	
13	Gas & Electricity		
		- 411.11	Electricity
		<u>- 1,982.20</u>	Gas
		<u><b>-£2,393.11</b></u>	
13	Insurance	£2,140.29 - Reduction in Fee due to the Installation of Smartwater	

**Building Costs****14 Buildings & Maintenance – Routine Maintenance & Repairs + Graveyard**

Bristol Sound Systems	£81.00	Funded by Buildings Money
Boiler Service	£780.00	
H & S ISW Training	£235.00	Funded by Buildings Money
IT Project	£105.97	Funded by Buildings Money
Organ Repair & Tuning	£643.20	Architects Request Funded by Buildings Money
Fire Extinguisher Annual Cert.	<u>£ 86.10</u>	
	<u><b>-£1,931.27</b></u>	
	<u>- £ 694.00</u>	Expenses Churchyard Maintenance & Upkeep
	<u><b>-£2,625.27</b></u>	

**15 Buildings & Maintenance – Major Repairs**

Smartwater Roof	£642.00	
E Bound AVX Ltd (Roof)	£10,900.02	
Courtney Bowden (Roof)	£33,810.00	
Corbel Masonry	£14,427.28	
Hobbs Electrical	£1,369.02	
Digital Solutions	£1,450.00	
MBH (Boiler)	£ 594.00	
C & C Carpets	£ 215.00	
	<b><u>£63,407.32</u></b>	Roof and Building Repairs
	<b><u>£7,132.46</u></b>	Architects & Planning Fees (Roof and Structural Work)
	<b><u>£70,539.78</u></b>	

All Major Building works have been funded through Donations, Grants and Legacies held in Restricted CCLA Accounts by St John's. Additional Expense incurred this year through Theft of Lead and subsequent replacement and repairs. The installation of Smartwater and an Alarm System on Roof has resulted in a slight reduction in Insurance Costs. We have received Insurance Monies to help with the Roof Costs A balance of the claimed grants and Insurance is expected in 2021.

**Other Expenses**

<b>16</b>	<b>Subscriptions &amp; Fees</b>		
		- 100.00	Churches Together Subscription
		- 15.00	B/WDACR B.F Deanery Fee
		<u>- 25.00</u>	Friends of Somerset Churches Subscription
		<b><u>£140.00</u></b>	
<b>17</b>	<b>Flowers</b>	<b>-£56.05</b>	
<b>18</b>	<b>Fund Raising Costs</b>		
		-£16.78	Costs of Trading Tea & Coffee
		<u>-£ 67.54</u>	Gift Aid Envelopes)
	<b>Totals:</b>	<b><u>£ 84.32</u></b>	
<b>19</b>	<b>Miscellaneous</b>		
		- £294.00	Refund of Wedding Deposit due to Covid-19
		<u>- £313.30</u>	Bank Charges
		<b><u>£613.30</u></b>	
<b>20</b>	<b>Mission –PCC Account</b>		
		-£50.00	Replacement Phone Mwenda
		<u>-£ 4.81</u>	Adjustment to Cashbook
		<b><u>£54.81</u></b>	
<b>20</b>	<b>Mission - Mission Account</b>		
		-£19,573.73	Expenditure 2020 Learning Community, Courses, Expenses and Salaries + Covid -19
		-£50.00	Transfer Direct to CCLA from Mission Buildings Donation
		<b><u>£13,474.00</u></b>	Recharges to PCC Account for Payroll & Expenses.
	<b>Total Mission Expenditure</b>	<b><u>£33,097.73</u></b>	

Learning Community Expenditure is funded entirely by the Share of 2017 grants from outside agencies and the Diocese which are put straight into CCLA Restricted Deposit Account. PCC invoice monthly for

Expenses, payroll, etc. incurred by the Learning Community. During Covid-19. The Mission Fund has provided invaluable help to the Local Community and the Church in providing funds to enables St John's to continue the Church work

**21 Other Charitable Giving PCC Account**

-£383.89	Children's Society Christmas Collection 2019
<u>-£439.25</u>	Christian Aid Collection Christmas 2019
<u>-£823.14</u>	

**Cheque for balance owed Children's Society £55.23 issued December 20 – Not cashed until Feb 21**

<u>-£55.23</u>	Balance Christian Aid Collection Christmas 2019
<u>-£878.37</u>	<b>Sub Total</b>

**Bank Accounts movement 2020****PCC Current Account (A) used to pay for the day to day running costs of the church****£226,569.62 (Includes £944 transferred from CCLA Rest Acc 2019 – Cash in Bank January 2020)****Bank Balance C/F £3,089.10 + Turnover (£226,569.62 - £225,451.82) = £1117.80****Cash in Bank December 2020 £4,206.90****Restricted Current Account (B) used to pay for missional activities and building work****Bank Balance C/F 2019 £6,149.28 + Income during the year of £32,500.00 = £38649.28****Expenditure in 2020 £33,097.73****Cash in Bank December £5551.55****Un-restricted Deposit A/C (C) Used to keep two months reserves in****£65,970.83 B/F + £28,838.09 (legacies received in 2020) + Interest £277.30 Total = £95086.22****This account was re-arranged to hold our reserves so £73,000.00 was transferred to the restricted deposit account (D) which holds Legacies and Grants****Total carried forward £22086.22****Restricted Deposit A/C (D) Used to keep legacies and Grants****£76,738.32 B/F****Added during the year:-****£70,000.00 transferred from the Account (C).****£19,778.60 transfer from the PCC general current account (A)****To comply with anti-laundering legislation all money paid to the church must be paid into the current account and then transferred to a Deposit Account****£50.00 from the restricted current account (B)****£9999.96 Mission Grants Mission from Rural Ministries was paid in directly. This was set up prior to the anti-laundering requirements****Interest £353.14****Spent during the year:-****£70,702.58 (Buildings work)****£7337.09 transfer to Gen Acc****£18,000 (Mission to PCC for transfer)****Closing figure in this account £80880.35**



2020 Accounts on Cash Book 5.2 show all the above transactions.

Unallocated transfer of £944.00 requested from the CCLA General Deposit Account in December 19 Shown in PCC bank account 02/01/20..

Unallocated Cheque issued December 2020 for £55.23 carried forward to 2021 –Cheque cashed in February 2021

Expenditure for 2020 actual figure = £211,589.47

Actual Balance at end of December 2020 = £226,529.62 - £225,451.82 = £1,117.80

(See Reconciliation Sheets 1 & 2)

### Reserves policy

It is PCC policy to try to maintain a balance on unrestricted funds which equates to at least two months

Unrestricted payments. It is held to smooth out fluctuations in cash flow and to meet emergencies.

At end of December 2020 this monies totalled was still in deficit due to £8,000.00 being withdrawn to help PCC Expenditure up to 2020

Monies held in General Deposit Account total £22,036.32 - This includes further legacy money of £21,501.00.

Due to Covid-19 cash flow we are not able to hold any reserves apart from the money held in the General Deposit Account.

### Expenditure/Transfer 2019 not in our bank accounts until January 2020.

£944 transferred from our CCLA Restricted Deposit Account December 31<sup>st</sup> 2019 appeared in Restricted Deposit Account as leaving the Account in December 2019. Showing on Cashbook 2019 as leaving the Deposit Account, in 2019 Accounts, but not in bank accounts.

Showing on bank statement on 02/01/20 as a deposit to our Bank account.

### Outstanding Expenditure due December 20 but not cleared until January 2021

### PCC Cheque Number 003410 for £55.23 issued to Christian Aid in December 2020 Cashed in January 2021

Due to the effects of Covid-19 our income ended the year with a significant deficit on 2019. A stewardship drive and appeals will take place in 2021.

### Reconciliations 2020

#### PCC

Unrestricted Bank Balance at December 2020 Statement =	£ 4,206.90
Restricted Mission bank Account at December 2020	£5,551.55
General Deposit account Balance at December 20	£22,036.32
Restricted Fund Balance at December 2020	£80,880.35
Total Cash Assets at December 2020 Statements =	<b><u>£112,675.12</u></b>

<b>Transfers from PCC</b>	-£18189.61 to Mission (See also transfers to PCC from CCLA)
	-£19,778.60 to CCLA Restricted Account – Buildings
	-£ 50.00 to CCLA Restricted Account from Mission Account – Buildings
	-£21,501.00 to CCLA General Account – Legacies.
	<b><u>-£59,519.21</u></b>

#### **Transfers from CCLA Restricted Account or between accounts**

£70,702.58 for Building works -Transfer to PCC (+ £944 received by PCC Bank Account Jan 20 from CCLA transfer Dec 19.)  
£18,000.00 for Transfer to Mission Account via PCC Account see below  
£7,337.09 Transferred from Restricted Account to General CCLA Account  
**£96,039.67**

#### **Monies to CCLA Restricted Account or between accounts**

##### **£70,000 transferred from General CCLA to Restricted CCLA Account**

£9,999.96 Rural Ministries Mission Payments – transferred direct to Restricted CCLA Account  
£7,985.82 VAT Refund from PCC  
£11,792.78 Building Donations from PCC (Roof Appeal, etc)  
£50, 00 Direct Transfer from Mission Account  
£353.14 Annual Interest paid direct to Account  
**£100,181.70**

#### **Monies to CCLA General Account or between Accounts**

£21,501.00	Legacies from Cording, Craggs, & Halls
<b><u>£7,337.09</u></b>	<b>Balance of Legacy from W Cole transferred from Rest Account to General Account</b>
£28,838.09	
<u>£227.30</u>	Annual Interest paid direct to Account
<b><u>£28,838.09</u></b>	

#### **Monies from CCLA General Account**

£70,000.00	Transfer to CCLA Restricted
<u>£3,000.00</u>	to Boost PCC Church Account.
<b><u>£73,000.00</u></b>	

Mission Income £18,000.00 from Deposit Account via Deposit Account  
£ 189.61 Transfer from PCC to Mission Account  
£10,000.00 FCG Grant  
£4,310.39 Donations & Appeals  
**£32,500.00**

Mission Expenditure  
-£19,623.73  
-£13,474.00 Transfer to PCC Account (Payroll)  
**-£33,097.73**