



Trust in the Lord with all your heart and lean not on your own understanding; in all your ways submit to him, and he will make your paths straight.

Proverbs 3:5-6

Annual Report and Financial Statements

for the parish of Kingsclere

For the year ended 31st December 2020



Introduction and statutory information

The parish of Kingsclere is one of two parishes which together make up the United Benefice of Kingsclere and Ashford Hill with Headley, within the Diocese of Winchester, within the Church of England. Rev Ben Read is the incumbent.

The parish church is St Mary's which is situated on Newbury Road, Kingsclere. The correspondence address is The Vicarage, Fox's Lane, Kingsclere, Newbury, RG20 5SL.

The Parochial Church Council (PCC) is a charity registered with the Charity Commission, number 1164911.

Objectives

The Parochial Church Council (PCC) has the responsibility of working with the incumbent in promoting the whole mission of the Church – pastoral, evangelistic, social and ecumenical – together with care of the church buildings and churchyard. Our benefice vision is defined as: "Follow Jesus, Love God's Family, Bless Others". Our Mission Action Plan was developed from this and the actions we plan to take over the next 3-5 years are all focused on how we can improve the way we Follow Jesus, Love God's family and Bless others.

The membership of the PCC during 2020 was follows:

Vicar (Chair)	Rev Ben Read
Churchwardens	Sarah Mussett (from April 2017) Andrew Kitch (from April 2018)
Deanery Synod Members	Janet Larkins (from April 2019)
PCC Members	Chris Williams (to April 2020) Janet Larkins (from April 2018) Tony Savin (from April 2018) John Price (from April 2019) Richard Parry (co-opted from April 2019, elected from Oct 2020) Jo Macmillan (co-opted from April 2019, elected from Oct 2020) Rachel Peacock (co-opted from April 2019 to Oct 2020) Rob Shotliff (from Oct 2020)
Secretary	Emma Rivers

PCC members are elected for a three-year term according to the Church Representation Rules. At its APCM in 2005, Kingsclere passed a resolution to set a limit of 3 years for continuous service (unless elected in another capacity) after which an individual would be required to step down for a minimum of 1 year. This has been in operation since April 2006. All regular worshippers are encouraged to register on the electoral roll and stand for election to the PCC.

Officers of the PCC

Chair: Rev Ben Read

Safeguarding Officer: Emma Rivers

Electoral Roll Officer: Les Wallace

Secretary: Emma Rivers (non-voting)

Treasurer: Chris Williams (to March 2020), Rachel Peacock (March – October 2020), Lesego Stapley (from November 2020)

Sub-Committees & Working Groups

The PCC fulfils its responsibilities by delegating to various smaller groups.

The Standing Committee is a statutory sub-Committee and made up of the Vicar and Churchwardens (ex-officio) and at least two representatives of the PCC. In 2020 the standing committee consisted of: Ben Read, Sarah Mussett, Andrew Kitch, The Treasurer and Emma Rivers. The other groups were:

- Tower Management Sub-Committee
- Building Project Team
- Pastoral Visitors Team

What has the PCC done during the year?

The PCC met 7 times during the year. One meeting was in person, the others via video-conferencing due to the covid-19 pandemic and the national regulations in place at the time. The average level of attendance was 88%.

During the year, the PCC:

- Reviewed service times and format in conjunction with Ashford Hill & Headley
- Approved the re-licencing of Bryony White as LLM
- Supported two candidates for the Bishops Commission for Mission - Kate Pink (Pastoral) & Janet Larkins (Worship)
- Proposed Steve Green and Emma Rivers as our representative on the wider benefice working group - looking at how plans for the future merging of local parishes would work, and supported the implementation of a benefice office as part of this.
- Risk-Assessed and managed the return to gathered worship following periods of lockdown (March and Nov 2020)
- Installed a broadband connection in the church and utilised technology to remain connected to our church family during the pandemic.
- Set up a food donation scheme in lockdown March 2020 to help local people in need.
- Approved a budget for the year, reviewed regularly against it, and held a gift day in July 2020 as a way of increasing funds for general use, as well as specific projects such as Children & Families and the drainage project.
- Supported the updating of our benefice website -to enable better communication

In addition reports were received from the Treasurer of the PCC accounts, the above mentioned groups, the Deanery representatives and others to ensure that the PCC were monitoring and supporting all the activities being undertaken in its name.

Risk

The Council identifies risk in relation to the investments and take appropriate actions to minimise the financial effect of that risk. The Council endeavours to identify the risks relating to their activities and take such action to avoid or minimise such risks.

Statement of trustees' responsibilities

Charity law requires the trustees to prepare financial statements for each financial year which show a true and fair view of the state of affairs of the charity and its financial activities for that year and of its financial position at the end of the year. In preparing those financial statements the trustees are required to:

- Set suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements; and

- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operational existence.

The Council is responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Safeguarding

Throughout the year the PCC have complied with their duty to have due regard to the House of Bishops' Safeguarding Policy and Practice Guidance.

The above report was adopted by PCC at its meeting on 22nd March 2020

A handwritten signature in dark ink, appearing to read 'B. Read'.

Rev Ben Read (Chair)

St Mary's Church, Kingsclere
Financial Report – Year ending 31st December 2019

Independent examiner's report to the trustees of Parochial Church Council of St Mary's Church, Kingsclere

I report to the trustees on my examination of the accounts of the Parochial Church Council of St Mary's Church, Kingsclere for the year ended 31st December 2020.

Responsibilities and basis of report

As the charity trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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



Mark Ellis (ACMA)
21 Coppice Road
Kingsclere
Newbury

4th May 2021

Financial Statements for the Year Ended 31 December 2020

Receipts and Payments Accounts

	Note	Unrestricted funds £	Restricted funds £	Total 2020 £	Total 2019 £
RECEIPTS					
Voluntary receipts:					
Planned giving		40,267	-	40,267	35,774
Collections		3,681	-	3,681	9,630
All other giving/voluntary receipts	4a	23,248	15,808	39,056	37,807
Tax and Gift Aid recovered		12,175	-	12,175	20,518
		79,370	15,808	95,178	103,729
Activities for generating funds	4b	11,495	-	11,495	18,886
Investment income		8,642	-	8,642	15,726
Church activities	4c	8,566	-	8,566	8,752
Total receipts		108,074	15,808	123,882	147,093
PAYMENTS					
Church activities:					
Diocesan parish contribution		50,596	-	50,596	46,361
Clergy and staffing costs		19,958	-	19,958	22,479
Church running expenses	4d	36,060	632	36,692	69,316
		106,614	632	107,246	138,156
Cost of generating funds		10,108	-	10,108	9,645
Total payments		116,722	632	117,354	147,801
Surplus/(deficit) of receipts over payments		(8,648)	15,176	6,528	(708)
Transfers between funds		-	-	-	-
		(8,648)	15,176	6,528	(708)
Cash at bank and in hand at 1 January including liabilities as at 2019 year end		135,006	2,867	137,873	137,205
Cash at bank and in hand at 31 December		126,359	18,042	144,401	136,497

Financial Statements for the Year Ended 31 December 2020

Statement of Assets and Liabilities

	Note	Unrestricted funds £	Restricted funds £	Total 2020 £	Total 2019 £
Cash funds					
Bank current account		31,907	18,042	49,949	52,363
Petty Cash		300	-	300	-
		32,207	18,042	50,249	52,363
Investment assets					
Investment funds held at market value	2	94,152	-	94,152	85,510
Cash at bank and in hand at 31 December		126,359	18,042	144,401	137,873
Liabilities at year end		-	(743)	(743)	(1,376)
Assets retained for church use after liabilities		126,359	17,299	143,658	136,497

Notes

1. The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payments basis.

2. Funds are held in the CCLA CBF Church of England Investment Fund. Returns are used for ordinary church purposes.

3. The movements in restricted funds and liabilities at 2019 year end during the year were:

	b/fwd	Transfers	Receipts	Payments	c/fwd
Breakfast fund	-	-	-	-	-
Flower fund	-	-	100	-	100
Keystone fund	-	-	-	-	-
Kyankowe fund	-	-	-	-	-
Mission fund	1,491	-	-	-	1,491
Nave Chair fund (closed)	-	-	-	-	-
Children & Family Fund	-	-	6,708	-	6,708
Drainage Project Fund	-	-	9,000	-	9,000
	-				
Liabilities at 2019 year end	1,376	-	-	632	743
	-				
	<u>2,867</u>				<u>18,042</u>
	-				

The Breakfast fund represents monies to pay for meals before services within the Parish.

The Flower fund represents donations to be spent on flowers at the Church.

The Keystone fund is designed to develop and improve the present Church building.

The Kyankowe fund represents funds raised to be donated to Mityana Projects Trust.

The Mission fund represents monies restricted to only be spent on evangelism.

The Children & Family Fund can only be spent on children and family activities.

The Drainage Project Fund can only be spent on the project repairing the church's drainage.

Financial Statements for the Year Ended 31 December 2020

4. Further Analysis of Receipts and Payments Accounts

	<i>Note</i>	Unrestricted funds £	Restricted funds £	Total 2020 £	Total 2019 £
RECEIPTS					
a) All other giving/voluntary receipts					
Donations		9431.26	15,808	25,239	7,477
Grants		4,178	-	4,178	20,695
Contribution from AHwH		9,639	-	9,639	9,635
		<u>23,248</u>	<u>15,808</u>	<u>39,056</u>	<u>37,807</u>
b) Activities for generating funds					
Fete		-	-	-	5,522
Parish magazine		10,645	-	10,645	10,980
Lights, Coffee Mornings and other		850	-	850	2,384
		<u>11,495</u>	<u>-</u>	<u>11,495</u>	<u>18,886</u>
c) Church activities					
Fees for weddings and funerals		8,566	-	8,566	7,895
Room hire		-	-	-	857
		<u>8,566</u>	<u>-</u>	<u>8,566</u>	<u>8,752</u>
PAYMENTS					
d) Church running expenses					
Donations		1,020	-	1,020	7,669
Utilities		2,488	-	2,488	2,951
School Bibles and Youth Mission		-	632	632	-
Cost of services		6,781		6,781	10,207
Repairs and maintenance		20,698		20,698	43,574
AV and music upgrade		290	-	290	374
Insurance		4,783	-	4,783	4,541
		<u>36,060</u>	<u>632</u>	<u>36,692</u>	<u>69,316</u>