



# St. Michael's, Breaston

## *Growing as followers of Jesus*



## Annual Report for 2020 of *The Parochial Church Council of the Ecclesiastical Parish of St. Michael, Breaston*

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## Administrative information

### Reference details

St. Michael's, Breaston is a registered charity, number 1165581, rejoicing in the full name of *The Parochial Church Council of the Ecclesiastical Parish of St. Michael, Breaston*. The address of the church office is St. Michael's Church Office, Main Street, Breaston, Derby, DE72 3DX, telephone (01332) 872094. The date of registration as a charity is 16 February 2016.

### Charity Trustees

The members of the PCC are classed as the trustees of the charity and their names are listed below (under *PCC Members*).

### Bankers

Our current and deposit accounts are held by Barclays Bank plc, Leicester, LE87 2BB. We also have a current account at Lloyds Bank plc, 8 Tamworth Rd, Long Eaton, Nottingham NG10 1JJ, Further deposit funds are also held with CCLA Investment Management Ltd., Senator House, 85 Queen Victoria Street, London, EC4V 4ET

### Examiner

At the 2020 APCM, the PCC recommended that we re-appoint Clayton & Brewill as Independent Examiners. This motion was approved. Clayton & Brewill have conducted an examination of these accounts and the underlying records and their report is found on page 3.

### Clergy Licensed to the Parish

Rev'd Chris Smedley (Rector)  
Rev'd Maria Przeslawski (Permission to Officiate)

### Day-to-Day Management

Day-to-day management of the charity is delegated to the Rector in conjunction with the Staff Team.

At 31 December 2020, the staff team comprised:

Rev'd Chris Smedley (Rector)  
Simon Bentley (Youth, Children's and Community Worker)  
Jodie Kirk (Young Church & Sunbeams Coordinator and CYM Trainee)

The Standing Committee comprises the Rector, the Churchwardens, the PCC Treasurer and the PCC Secretary and two members of the Parochial Church Council.

### PCC Members

The PCC members who formed the PCC after the APCM in September 2020 are:

#### Ex-officio members:

Rev'd Chris Smedley (Rector)  
  
Jan Wilkinson (Churchwarden)  
Stephe Bowley (Churchwarden)  
  
Phil Lees (Deanery Synod)  
Colin Lowe (Deanery Synod)  
Jeanne Wilson (Deanery Synod)

#### Elected members (until 2021 APCM)

Maureen Hayne  
Stephen Lacey

#### Elected members (until 2022 APCM)

Jonathan Lupton (PCC Secretary)  
Anne Long  
Matt Tovey

#### Elected members (until 2023 APCM)

Adam Collishaw  
Ben Gooding  
Paul Stuttle (PCC Treasurer)  
Sarah Warburton

#### Co-opted member

Claire Collishaw (Parish Safeguarding Link)

## Structure, Government and Management

### Governing Constitution

Parochial Church Council (Powers) Measure 1956 are applicable. The PCC is a body corporate and a registered charity.

### Risk Management Assessment

In common with all other organisations, the PCC is potentially at risk from a number of sources. The Secretary and the Treasurer are responsible, on behalf of the PCC, for ensuring that these risks are reviewed so as not to expose the PCC to undue risk and that the PCC is in a position to correctly deal with any situation that may arise. Risks have been assessed and mitigated. Examples of areas that are kept under review include:

- **Financial Strategy.** Ensuring that we have sufficient reserves to meet expenditure and that income levels are maintained. Regular management accounts are supplied to budget holders and PCC.
- **Data and Copyright Protection.** Ensuring that we comply with all current regulations. There is a Data Protection policy in place to comply with GDPR.
- **Employment Regulations.** Ensuring that all current legislation and regulations are complied with and 'best practice' in employment matters is observed.
- **Insurance.** Insurance levels are reviewed annually.
- **Property.** Buildings are professionally surveyed every 5 years and a maintenance plan developed.
- **Safeguarding.** A policy is in force for the protection of children and vulnerable adults in the care of the PCC and its volunteers. A Parish Safeguarding Officer is appointed by the PCC and is responsible for ensuring the policy is enforced.
- **Internal Financial Controls.** Expenditure and income are reported against budget and last year. Bank statements are reconciled monthly and two signatures are required for all payments, the majority of which are electronic payments. Cash is banked regularly.

### Health and Safety

The Health and Safety Coordinator is responsible for ensuring that all the Health and Safety policies are kept up to date and adhered to, and that regular safety checks are performed.

The Coronavirus pandemic required the Health and Safety Coordinator and PCC to closely follow Government and Diocesan advice on the closures and subsequent re-openings of the church and hall and ensure risk assessments were prepared, approved and implemented.

### Public benefit

The PCC has considered the guidance of the Charity Commission with regard to public benefit. In planning activities, the PCC consider Charity Commission guidance and how it relates to our objectives.

### Appointment of Trustees

Any person on the Electoral Roll of the parish may stand for election to the PCC. There are up to 9 'ordinary' elected members of the PCC, members who serve for a period of three years. Ex-officio members of the PCC are clergy licensed to the parish, churchwardens, lay readers and members of deanery, diocesan or general synods.

Churchwardens are elected annually at the Annual Meeting for the Election of Churchwardens; electors are members of the church Electoral Roll and those on the civil electoral roll for the parish of Breaston.

For other elected members, elections take place at the Annual Parochial Church Meeting (which immediately follows the Annual Meeting for the Election of Churchwardens); the electors are only those on the church Electoral Roll.

In both cases, all candidates must be proposed and seconded in writing by persons entitled to attend the respective meetings. There is no recruitment method for trustees, as all Roll members are eligible. Upon appointment, new trustees are provided with the Charity Commission Guidelines relating to their legal duties and the smooth running of the PCC.

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## Financial Year

The financial year runs from 1st January to 31st December.

The income of St Michael's in 2020 was £141,979 (£192,642 previous year) and expenditure totalled £132,499 (£236,536) of which the Common Fund was £60,413 (£57,767).

The net surplus for the year was £9,480 (2019 Deficit £43,894). This was arrived at after:

- the final costs of the church re-ordering project of £1,706 (2019 - £91,609)
- the net increase in the value of investments of £10,977 (£19,660)

Cash reserves and investments were £169,732 (£160,689) which is well within our reserve policy.

## Investment policy and objectives

It is our policy to invest surplus funds with CCLA Investment Management Ltd.

## Reserves policy

It is PCC policy to maintain sufficient reserves of cash to enable payment of three months' unrestricted expenditure and a suitable sum to cover emergency situations. Currently, the sum considered to cover these potential outgoings is £45,000 (£45,000).

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## Standing Committee

The Standing Committee is a committee of at least five people required by ecclesiastical law, which states that the minister and churchwardens are ex officio plus at least two other PCC members elected by the PCC. By convention, the PCC Secretary and Treasurer are elected, but this can be changed at any time by the PCC. The Standing Committee has the power to transact the business of the PCC between its meetings, subject to any directions given by the PCC. It meets (usually monthly) between meetings of the PCC.

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## Parochial Church Council (PCC)

The PCC normally meets bi-monthly; there were four normal meetings during the year, including the meeting to appoint officers immediately after the Annual Parochial Church Meeting (APCM). Note that this is fewer than usual because meetings were not held until the APCM which was delayed until September because of the Covid-19 pandemic. The November meeting was a virtual one, on Zoom.

The law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year. In so far as the Trustees are aware:

- there is no relevant information of which the charity's independent examiner is unaware, and
- the Trustees have taken all steps necessary to make themselves aware of any relevant information and to establish that the independent examiner is aware of that information.

## Objectives and Activities

The PCC has the responsibility for cooperating with the Rector, Chris Smedley, in promoting in the parish of St. Michael's, Breaston in the whole mission of the Church. Our vision is "To grow as disciples of Jesus". Our mission is the way that we work out the vision, by:

- Loving God, ourselves and others
- Experiencing the reality of God in everyday life
- Serving, support, sharing

The church provides worship and teaching services on Sundays in normal times –

- at 8:45 am in a traditional format,
- at 10:30 am in a more contemporary format,
- Evensong at 6:30 pm (alternating with the sister parish within the benefice).
- There is also a communion service on Thursdays at 9:30 am.
- Worship and teaching for children are available at the 10:30 am service.

The services are open to everyone (when we are permitted to have a congregation in the church building) regardless of personal background, gender or personal circumstances.

During the pandemic from March 2020 onwards, the PCC was (and continues to be) committed to providing services and means of worship and prayer in church or remotely to comply with whatever government regulations and diocesan guidelines are in force at each stage of the crisis. The PCC will be reviewing how the church emerges from the pandemic; many of the changes (for example live-streamed services) are likely to be an ongoing feature of our pattern of worship.

There were, at various points during 2020 from March onwards:

- Online pre-recorded services on Sundays at 10:30
- Online live services on Sundays at 10:30
- Live services on Sundays at 9:00
- The church open for private prayer on Wednesdays and Saturdays
- Communion on Wednesday mornings
- Online morning prayer on Facebook on Mondays to Fridays

## ***Achievements and performance***

2020 has been a year like no other in the life of the nation! This has been particularly challenging for all Anglican parishes and other denominations, and the PCC has worked tirelessly with many very talented volunteers to continue to provide worship either, live in church, or live streamed or pre-recorded online throughout a regular changing situation. Some of the initiatives that taken have been

- Online pre-recorded services on Sundays at 10:30
- Online live and attended services on Sundays at 9:00 and 10:30
- 'Zoom' coffee after services
- The church open for private prayer on Wednesdays and Saturdays
- Communion on Wednesdays
- Sunbeams online
- House and youth groups online
- Morning Prayer with the Rector

For more than half the year, physical services have not been possible so it was feared that the loss of plate and envelope giving would have had a significant impact on giving. In practice, we are pleased and grateful that this was not the case and regular giving was maintained via standing orders, BACS and cheques.

The hours of the Youth and Community worker were reduced by mutual consent to reduce overheads.

It is therefore pleasing to report a surplus of £9,480 of which £10,977 is the increase in our CCLA Investment Fund

## ***Independent Examiner's Report to the Trustees of The Parochial Church Council of the Ecclesiastical Parish of St. Michael, Breaston***

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31<sup>st</sup> December 2020 which are set out on pages 7 to 11.

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

As the charity's 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 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:



*name.*

1. accounting records were not kept in respect of the charity 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.

**Signed:** (by email copied below)

**Address:** Clayton & Brewill Chartered Accountants, Cawley House, 149-155 Canal Street, Nottingham, NG1 7HR.

**Subject:** RE: 2020 St Michael's Trustees' Annual Report  
**From:** Adam Rostance <[Adam@claytonandbrewill.com](mailto:Adam@claytonandbrewill.com)>  
**Sent:** Tuesday, 2 March 2021, 16:15  
**To:** Paul Stuttle <[paul.stuttle@gmail.com](mailto:paul.stuttle@gmail.com)>  
**CC:** Yvonne Jackson <[Yvonne@claytonandbrewill.com](mailto:Yvonne@claytonandbrewill.com)>

Hi Paul,

I hope you are well.

Apologies for the delay in getting back to you, I have been out of the office over the last couple of working days.

Please find attached the examined accounts.

I can confirm that no significant issues have been highlighted as a result of the examination.

All balance sheet items have been agreed to supporting documents and all larger/unexpected variances in the SoFA have been agreed to invoices/bank transactions.

During the review it has been identified that the 'Youth, Children and Community Fund' held as a designated fund is currently held as a negative balance. This is not a significant issue, due to designated funds still being deemed as an unrestricted fund in the grand scheme. I would however recommend that transfer is made from the unrestricted fund back against the 'Youth, Children and Community Fund' to bring the balance back to a positive.

A review of disclosures has been carried out and once again a very high level of detail is provided by the accounts. This is considered to be great for transparency for the user.

No changes are required to be made to the independent examination note due to no changes in regulations during the period.

I have also noted that simple mistakes such as the incorrect year on the notes to the financial statements and the note included in the header of the accounts have been corrected in the latest set of accounts sent over.

If you have any queries in regards to the accounts or the examination please do not hesitate to be in contact.

The file is password protected with the same password as in previous periods.

Kind Regards,  
Adam.

**Adam Rostance ACA**  
**Clayton & Brewill Chartered Accountants**  
[adam@claytonandbrewill.com](mailto:adam@claytonandbrewill.com)  
Office: +44 115 950 3044

## Statement of Financial Activities

|   | Unrestricted funds | Restricted funds | Endowment funds | Total funds    | Prior year total funds |
|---|--------------------|------------------|-----------------|----------------|------------------------|
| <b>Incoming resources</b>                                   |                    |                  |                 |                |                        |
| Incoming resources from generated funds                     |                    |                  |                 |                |                        |
| Voluntary income  | 93,790             | —                | —               | 93,790         | 122,223                |
| Activities for generating funds                             | 3,351              | —                | —               | 3,351          | 3,861                  |
| Investment income   | 17,777             | —                | —               | 17,777         | 25,513                 |
| Incoming resources from charitable activities               | 13,979             | —                | —               | 13,979         | 21,858                 |
| Other incoming resources                                    | 13,082             | —                | —               | 13,082         | 19,187                 |
| <b>Total income</b>   | <b>141,979</b>     | <b>—</b>         | <b>—</b>        | <b>141,979</b> | <b>192,642</b>         |
| <b>Resources used</b>                                       |                    |                  |                 |                |                        |
| Cost of generating funds                                    |                    |                  |                 |                |                        |
| Cost of generating voluntary income                         | —                  | —                | —               | —              | —                      |
| Charitable activities                                       | 131,881            | —                | —               | 131,881        | 235,936                |
| Governance costs  | 618                | —                | —               | 618            | 600                    |
| <b>Total expenditure</b>                                    | <b>132,499</b>     | <b>—</b>         | <b>—</b>        | <b>132,499</b> | <b>236,536</b>         |
| <b>Net income / (expenditure) resources before transfer</b> | <b>9,480</b>       | <b>—</b>         | <b>—</b>        | <b>9,480</b>   | <b>(43,894)</b>        |
| <b>Transfers</b>  |                    |                  |                 |                |                        |
| Gross transfers between funds - in                          | —                  | —                | —               | —              | 10,000                 |
| Gross transfers between funds - out                         | —                  | —                | —               | —              | (10,000)               |
| <b>Other recognised gains / losses</b>                      |                    |                  |                 |                |                        |
| Gains / losses on investment assets                         | —                  | —                | —               | —              | —                      |
| Gains on revaluation, fixed assets, charity's own use       | —                  | —                | —               | —              | —                      |
| <b>Net movement in funds</b>                                | <b>9,480</b>       | <b>—</b>         | <b>—</b>        | <b>9,480</b>   | <b>(43,894)</b>        |
| <b>Total funds brought forward</b>                          | <b>160,689</b>     | <b>—</b>         | <b>—</b>        | <b>160,689</b> | <b>204,583</b>         |
| <b>Total funds carried forward</b>                          | <b>170,168</b>     | <b>—</b>         | <b>—</b>        | <b>170,168</b> | <b>160,689</b>         |
| <b>Represented by</b>                                       |                    |                  |                 |                |                        |
| <b>Unrestricted</b>   |                    |                  |                 |                |                        |
| Designated  | 20,000             | —                | —               | 20,000         | 20,000                 |
| General fund  | 149,390            | —                | —               | 149,390        | 125,277                |
| <b>Designated</b>   |                    |                  |                 |                |                        |
| Church improvement & maintenance fund                       | 8,285              | —                | —               | 8,285          | 8,110                  |
| Youth, Children and Community Fund                          | (7,507)            | —                | —               | (7,507)        | 7,302                  |
| <b>Restricted</b>   |                    |                  |                 |                |                        |
| Agency collection   | —                  | (1,290)          | —               | (1,290)        | (1,290)                |
| Restricted  | —                  | 1,290            | —               | 1,290          | 1,290                  |

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**Balance sheet**

| Class and code        | Description                              | This year      | Last year      |
|-----------------------|--|----------------|----------------|
| <b>Fixed assets</b>   |  |                |                |
|                       | Computer Equipment                       | —              | —              |
|                       | Office Furniture                         | —              | —              |
|                       | <b>Total Fixed assets</b>                | <b>—</b>       | <b>—</b>       |
| <b>Current assets</b> |  |                |                |
|                       | Barclays current account                 | 7,674          | 7,745          |
|                       | Barclays deposit account                 | 101            | 15,148         |
|                       | Lloyds Bank Current Account              | 675            | —              |
|                       | CBF deposit account No 1                 | 43,008         | 27,202         |
|                       | CBF Deposit No 2 Church Improvement Fund | —              | 451            |
|                       | CBF Deposit No 3 Legacy Fund             | —              | 2,847          |
|                       | CBF - Investment Fund CBF/612191003D     | 118,274        | 107,297        |
|                       | Accounts Receivable                      | —              | —              |
|                       | <b>Total Current assets</b>              | <b>169,732</b> | <b>160,689</b> |
| <b>Liabilities</b>    |  |                |                |
|                       | Agency collections                       | (525)          | —              |
|                       | Accounts Payable                         | —              | —              |
|                       | <b>Total Liabilities</b>                 | <b>(525)</b>   | <b>—</b>       |
|                       | <b>Net Asset surplus(deficit)</b>        | <b>170,257</b> | <b>160,689</b> |
| <b>Reserves</b>       |  |                |                |
|                       | Excess / (deficit) to date               | 9,569          | (43,894)       |
|                       | Starting balances                        | 160,689        | 204,583        |
|                       | <b>Total Reserves</b>                    | <b>170,257</b> | <b>160,689</b> |
|                       | <b>Represented by funds</b>              |                |                |
|                       | Unrestricted                             | 169,390        | 145,277        |
|                       | Designated                               | 778            | 15,412         |
|                       | Restricted                               | —              | —              |
|                       | Endowment                                | —              | —              |
|                       | <b>Total</b>                             | <b>170,168</b> | <b>160,689</b> |

**Statement of assets and liabilities**

|   | General        | Designated      | Restricted     | Endowment | This year      | Last year      |
|---|----------------|-----------------|----------------|-----------|----------------|----------------|
| <b>Current assets - Cash at bank and in hand</b>                |                |                 |                |           |                |                |
| Barclays current account -                                      | 29,177         | (18,773)        | (2,819)        | —         | 7,585          | 7,745          |
| Barclays deposit account -                                      | (9,924)        | 10,025          | —              | —         | 101            | 15,148         |
| Lloyds Bank Current Account -                                   | (737)          | 637             | 776            | —         | 675            | —              |
| CBF deposit account No 1 -                                      | 43,008         | —               | —              | —         | 43,008         | 27,202         |
| CBF Deposit No 2 Church Improvement Fund -                      | 9,820          | (9,820)         | —              | —         | —              | 451            |
| CBF Deposit No 3 Legacy Fund -                                  | (26)           | 26              | —              | —         | —              | 2,847          |
| <b>Totals</b>   | <b>71,317</b>  | <b>(17,905)</b> | <b>(2,043)</b> | <b>—</b>  | <b>51,368</b>  | <b>53,392</b>  |
| <b>Current assets - Investments</b>                             |                |                 |                |           |                |                |
| CBF - Investment Fund CBF/612191003D -                          | 105,091        | 13,183          | —              | —         | 118,274        | 107,297        |
| <b>Totals</b>   | <b>105,091</b> | <b>13,183</b>   | <b>—</b>       | <b>—</b>  | <b>118,274</b> | <b>107,297</b> |
| <b>Liabilities - Agency accounts</b>                            |                |                 |                |           |                |                |
| Agency collections -  | —              | —               | (525)          | —         | (525)          | —              |
| <b>Totals</b>   | <b>—</b>       | <b>—</b>        | <b>(525)</b>   | <b>—</b>  | <b>(525)</b>   | <b>—</b>       |
| <b>Liabilities - Creditors: Amounts falling due in one year</b> |                |                 |                |           |                |                |
| Accounts Payable -  | 1,518          | —               | (1,518)        | —         | —              | —              |
| <b>Totals</b>   | <b>1,518</b>   | <b>—</b>        | <b>(1,518)</b> | <b>—</b>  | <b>—</b>       | <b>—</b>       |
| <b>Grand total</b>  | <b>174,890</b> | <b>(4,722)</b>  | <b>—</b>       | <b>—</b>  | <b>170,168</b> | <b>160,689</b> |



## Analysis of income and expenditure

|  |                     |                   |                   |                  | <b>Total</b>     |                  |
|--|---------------------|-------------------|-------------------|------------------|------------------|------------------|
|  | <b>Unrestricted</b> | <b>Designated</b> | <b>Restricted</b> | <b>Endowment</b> | <b>This year</b> | <b>Last year</b> |
| <b>INCOME AND ENDOWMENTS</b>   |                     |                   |                   |                  |                  |                  |
| <b>Incoming resources from generated funds - Voluntary income</b>                |                     |                   |                   |                  |                  |                  |
| Gift Aid - Bank  | 61,098              | 720               | —                 | —                | 61,818           | 51,152           |
| Gift Aid Collection  | 1,354               | —                 | —                 | —                | 1,354            | 5,313            |
| Other planned giving   | 1,710               | —                 | —                 | —                | 1,710            | 2,585            |
| Loose plate collections  | 2,786               | —                 | —                 | —                | 2,786            | 8,210            |
| Regular gift days  | —                   | —                 | —                 | —                | —                | —                |
| Church Re-Ordering Project   | —                   | 2,070             | —                 | —                | 2,070            | 25,689           |
| Flower Festival & Easter Journey   | —                   | —                 | —                 | —                | —                | —                |
| Income   |                     |                   |                   |                  |                  |                  |
| Gift Aid   | —                   | —                 | —                 | —                | —                | —                |
| Gifts of quoted securities   | —                   | —                 | —                 | —                | —                | —                |
| Young Church & Sunbeams  | —                   | 2,732             | —                 | —                | 2,732            | 2,688            |
| Mission projects - income  | —                   | —                 | —                 | —                | —                | —                |
| Casual Gift Aid  | —                   | —                 | —                 | —                | —                | 30               |
| Tax recoverable on Gift Aid  | 17,974              | —                 | —                 | —                | 17,974           | 23,078           |
| Legacies   | 1,025               | —                 | —                 | —                | 1,025            | —                |
| Recurring grants   | —                   | —                 | —                 | —                | —                | —                |
| Non-recurring one-off grants   | —                   | —                 | —                 | —                | —                | —                |
| Other funds generated  | 2,141               | 180               | —                 | —                | 2,321            | 3,478            |
| Total  | 88,088              | 5,702             | —                 | —                | 93,790           | 122,223          |
| <b>Incoming resources from generated funds - Activities for generating funds</b> |                     |                   |                   |                  |                  |                  |
| Bookstall sales - fund raising   | —                   | —                 | —                 | —                | —                | —                |
| Church hall lettings - fund raising  | —                   | —                 | —                 | —                | —                | —                |
| Magazine income - advertising  | 1,210               | —                 | —                 | —                | 1,210            | 1,562            |
| Parish magazine sales  | 2,141               | —                 | —                 | —                | 2,141            | 2,299            |
| Rummage sales etc  | —                   | —                 | —                 | —                | —                | —                |
| Total  | 3,351               | —                 | —                 | —                | 3,351            | 3,861            |
| <b>Incoming resources from generated funds - Investment income</b>               |                     |                   |                   |                  |                  |                  |
| Increase in Investments  | 10,977              | —                 | —                 | —                | 10,977           | 19,660           |
| Bank and building society interest   | 189                 | —                 | —                 | —                | 189              | 310              |
| Rent from lands or buildings   | 6,610               | —                 | —                 | —                | 6,610            | 5,542            |
| Total  | 17,777              | —                 | —                 | —                | 17,777           | 25,513           |
| <b>Incoming resources from charitable activities</b>                             |                     |                   |                   |                  |                  |                  |
| Fees for weddings and funerals   | 1,698               | —                 | —                 | —                | 1,698            | 4,898            |
| Bookstall sales to promote objectives  | —                   | —                 | —                 | —                | —                | —                |
| Church hall lettings - objectives  | 12,281              | —                 | —                 | —                | 12,281           | 16,960           |
| Total  | 13,979              | —                 | —                 | —                | 13,979           | 21,858           |
| <b>Other incoming resources</b>  |                     |                   |                   |                  |                  |                  |
| Youth Worker   | —                   | 13,082            | —                 | —                | 13,082           | 19,187           |
| Insurance claims   | —                   | —                 | —                 | —                | —                | —                |
| Surplus - sales of fixed assets  | —                   | —                 | —                 | —                | —                | —                |
| Total  | —                   | 13,082            | —                 | —                | 13,082           | 19,187           |
| <b>INCOME TOTAL</b>  | <b>123,195</b>      | <b>18,784</b>     | <b>—</b>          | <b>—</b>         | <b>141,979</b>   | <b>192,642</b>   |

## EXPENDITURE

### Cost of generating funds - Cost of generating voluntary income

|                                      |   |   |   |   |   |   |
|--------------------------------------|---|---|---|---|---|---|
| Costs of applying for grants         | — | — | — | — | — | — |
| Other Restricted (eg Father Georges) | — | — | — | — | — | — |
| Costs of fetes other Fund Raising    | — | — | — | — | — | — |
| Investment management costs          | — | — | — | — | — | — |
| Total                                | — | — | — | — | — | — |

### Charitable activities

|  |       |   |   |   |       |       |
|--|-------|---|---|---|-------|-------|
| Flowers for Church                       | —     | — | — | — | —     | 493   |
| Giving to missionary societies           | 4,380 | — | — | — | 4,380 | 4,370 |
| Giving - relief and development agencies | 500   | — | — | — | 500   | 3,000 |

**name.**

|  |               |               |          |          |                |                |
|--|---------------|---------------|----------|----------|----------------|----------------|
| Hardship Fund                            | —             | —             | —        | —        | —              | —              |
| Home mission                             | 3,000         | —             | —        | —        | 3,000          | 3,399          |
| Gala Day & Easter Journey                | —             | —             | —        | —        | —              | —              |
| Secular charities                        | —             | —             | —        | —        | —              | —              |
| Youth Worker                             | —             | —             | —        | —        | —              | 1,848          |
| Mission projects - expenditure           | 45            | —             | —        | —        | 45             | —              |
| Common Fund to Derby Diocese             | 60,413        | —             | —        | —        | 60,413         | 57,767         |
| Assistant staff costs                    | 36            | —             | —        | —        | 36             | —              |
| Salary of parish administrator           | 2,818         | —             | —        | —        | 2,818          | 3,071          |
| Working expenses of incumbent            | —             | —             | —        | —        | —              | 291            |
| Funeral, wedding and other related costs | 771           | —             | —        | —        | 771            | 3,210          |
| Visiting speakers / locums               | —             | —             | —        | —        | —              | —              |
| Council tax                              | —             | —             | —        | —        | —              | —              |
| Parsonage house expenses                 | —             | —             | —        | —        | —              | —              |
| Water rates - vicarage                   | 514           | —             | —        | —        | 514            | 502            |
| Youth Worker and costs                   | —             | 28,040        | —        | —        | 28,040         | 38,388         |
| Young Church & Sunbeams                  | —             | 3,243         | —        | —        | 3,243          | 1,501          |
| Young Church - do not use in 2017        | —             | —             | —        | —        | —              | —              |
| Church running - insurance               | 2,690         | —             | —        | —        | 2,690          | 2,082          |
| Church office - telephone                | 427           | —             | —        | —        | 427            | 526            |
| Organ / piano tuning                     | —             | —             | —        | —        | —              | —              |
| Church maintenance                       | 1,110         | —             | —        | —        | 1,110          | 3,654          |
| Cleaning                                 | 2,651         | —             | —        | —        | 2,651          | 2,440          |
| Upkeep of services                       | 1,105         | —             | —        | —        | 1,105          | 2,434          |
| Upkeep of churchyard                     | 1,140         | —             | —        | —        | 1,140          | 66             |
| Administration                           | 1,179         | —             | —        | —        | 1,179          | 1,401          |
| Computer Hardware & Software             | 798           | —             | —        | —        | 798            | 558            |
| Church running - electric                | 6,495         | —             | —        | —        | 6,495          | 5,302          |
| Church running - gas                     | —             | —             | —        | —        | —              | —              |
| Church running - water                   | 100           | —             | —        | —        | 100            | 64             |
| Magazine expenses                        | 2,955         | —             | —        | —        | 2,955          | 2,160          |
| Hall running - electricity               | 764           | —             | —        | —        | 764            | 1,063          |
| Hall running - gas                       | 928           | —             | —        | —        | 928            | 1,072          |
| Hall running - insurance                 | 1,102         | —             | —        | —        | 1,102          | 1,113          |
| Hall running - maintenance               | 1,722         | —             | —        | —        | 1,722          | 1,877          |
| Hall running - telephone                 | —             | —             | —        | —        | —              | —              |
| Hall running - water                     | 100           | —             | —        | —        | 100            | 64             |
| Hall + major repairs - structure         | —             | 429           | —        | —        | 429            | —              |
| Library & Office upkeep                  | 723           | —             | —        | —        | 723            | 610            |
| Re-ordering Project - Church             | —             | 1,706         | —        | —        | 1,706          | 91,609         |
| <b>Total</b>                             | <b>98,463</b> | <b>33,418</b> | <b>—</b> | <b>—</b> | <b>131,881</b> | <b>235,936</b> |

**Governance costs**

|  |               |                 |          |          |                |                 |
|--|---------------|-----------------|----------|----------|----------------|-----------------|
| Governance costs examination/audit fee | 618           | —               | —        | —        | 618            | 600             |
| <b>Total</b>                           | <b>618</b>    | <b>—</b>        | <b>—</b> | <b>—</b> | <b>618</b>     | <b>600</b>      |
| <b>EXPENDITURE TOTAL</b>               | <b>99,081</b> | <b>33,418</b>   | <b>—</b> | <b>—</b> | <b>132,499</b> | <b>236,536</b>  |
| <b>GRAND TOTAL</b>                     | <b>24,113</b> | <b>(14,634)</b> | <b>—</b> | <b>—</b> | <b>9,480</b>   | <b>(43,894)</b> |

**Notes to the financial statements for the year ended 31 December 2020****ACCOUNTING POLICIES****1. Basis of preparing the financial statements**

The financial statements of the charity have been prepared under the Church Accounting Regulations 2006 in accordance with applicable accounting standards and the current Statement of Recommended Practice, Accounting and Reporting by Charities and applicable accounting standard FRS102.

The financial statements have been prepared under the historical cost convention except for investment assets, which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law.

**2. Consecrated land and buildings and movable church furnishings:**

Consecrated and beneficed property is excluded from the financial statements by section 96(2) (a) of the Charities Act 1993.

### 3. *Tangible Fixed Assets for use in the charity*

These are capitalised if they can be used for more than one year and cost at least £1,000. There were no such assets at 31st December 2020.

No value is placed on movable church furnishings held by the churchwardens on special trust for the Parochial Church Council and which require a faculty for disposal since the Parochial Church councillorship consider this to be an inalienable property. All expenditure incurred during the year on consecrated or beneficed buildings and movable church furnishings, whether maintenance or improvement, is written off as expenditure in the Statement of Financial Activities and separately disclosed.

### 4. *VAT*

The charity is not registered for VAT and all irrecoverable VAT is charged against the expenditure heading for which it was incurred.

### 5. *Taxation*

The charity is exempt from tax on its charitable activities.

### 6. *Fund accounting*

The Parochial Church Council has both unrestricted and restricted funds.

**Unrestricted funds** represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application to the general purposes of the PCC.

**Restricted funds** relate to donations and grants which are specified for a particular purpose. Income is included in incoming resources of restricted funds when received. The relevant expenditure is then matched as restricted expenditure.

**Designated Funds** are general funds set aside by the PCC for use in the future. Designated funds remain unrestricted and the PCC will if appropriate move any surpluses not ear-marked for current purposes to other General Funds. As at 31st December 2016 there 2 such funds designated:

- Buildings and Maintenance fund – for the repair and improvement of the church and church hall
- Youth, Children and Community fund – to support the work Youth, Children and Community activities and employees in Breaston.

## **Approval**

Approved by the Parochial Church Council for the Ecclesiastical Parish of St. Michael, Breaston on 8th March 2021 and signed on its behalf by Rev'd Chris Smedley, Rector and PCC Chairman.

8 March 2021