

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. PETER'S, BROMYARD

England & Wales - Charity number 1168178

## Details

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**Other names** ST. PETER'S CHURCH, BROMYARD

**Status** Registered

**Legal form** Other

**Registered** 2016-07-12

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** 28 Church Lane  
Bromyard  
HR7 4DZ

**Phone** 01885488494

**Email** [bjs675@gmail.com](mailto:bjs675@gmail.com)

**Website** <http://www.stpetersbromyard.org.uk/>

## Activities

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**Objects:** PROMOTING IN THE PARISH THE WHOLE MISSION OF THE CHURCH

**Activities:** To function as a parish church within the Church of England in the parish of Bromyard, providing weekly worship, fellowship, service to the community, baptisms, weddings, funerals and missions.

## Classification

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- **How:** Makes Grants To Organisations, Provides Buildings/facilities/open Space, Provides Services
- **What:** Religious Activities
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies, The General Public/mankind

## Geography

- Herefordshire

## Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£51,390	£44,438	-	-
2023-12-31	£65,838	£65,795	-	-
2022-12-31	£68,962	£109,738	-	-
2021-12-31	£48,912	£100,452	-	-
2020-12-31	£104,823	£100,253	-	-

## Trustees

Name	Role	Appointed
Rev PHILIP HUGH OWEN MILLER	Chair	2023-03-08
BRENDA PAULINE ALLAN		2021-07-14
MARK FRANKLIN		2020-07-08
ROBERT HOLLIS		2020-09-01
Roger James Wilkins		2016-04-03

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# Accounts

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Charity registration number 1168178 (England and Wales)

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF ST. PETER'S, BROMYARD**

**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2024**

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. PETER'S, BROMYARD

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Trustees</b>	Brenda Allan Peter Cliff Michael Dukes Jennifer Franklin Mark Franklin Robert Hollis (Lay Co-Chair) Jane McCarthy Rev. Philip Miller (Chair) Roger Wilkins  Roger Wilkins and Mark Franklin are Church Wardens.
<b>Charity number</b>	1168178
<b>Charity address</b>	28 Church Lane Bromyard United Kingdom HR7 4DZ
<b>Independent examiner</b>	Kendall Wadley LLP Granta Lodge 71 Graham Road Malvern Worcestershire WR14 2JS
<b>Bankers</b>	NatWest Plc 1 The Cross Worcester WR1 3PR  CCLA One Angel Place London EC4R 3AB

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**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF ST. PETER'S, BROMYARD**

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# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. PETER'S, BROMYARD

## TRUSTEES' REPORT

### FOR THE YEAR ENDED 31 DECEMBER 2024

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The Trustees present their annual report and financial statements for the year ended 31 December 2024.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the Parochial Church Council (Powers) measure 1956 as amended and Church Representation Rules that came into force on 2 January 1957, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" as amended for accounting periods commencing from 1 January 2019)

#### Objectives and activities

The overriding aim of St. Peter's Church, Bromyard is to function as a parish church within the Church of England in the parish of Bromyard, promoting the mission of the Church and providing weekly worship, fellowship, service to our community, and occasional services such as baptisms, weddings and funerals.

The Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the P.C.C. should undertake.

#### Achievements and performance

The highlights of the year are set out below,:

We have continued to hold regular worship at St Peter's, offering a wide range of liturgies and styles of worship.

Changes to the service plan mean that we are now able to offer:

- 'Gather' – a monthly family orientated service
- Choral Evensong once a quarter
- 'Come to the River' – a quiet service of reflection and prayer
- BCP Holy Communion
- Contemporary Morning Worship
- Civic services for Armed Forces Day and Remembrance

In June we were joined by Revd David Hall and his family. Revd David will be serving his curacy in Bromyard and Stoke Lacy, and is a welcome addition to our ministry team.

Revd Phil and Revd David are continuing to find places of contact with the wider community, raising the profile of St Peter's and its involvement with local events and festivals.

Congregational numbers remain steady and we have seen some returnees and new faces at our services.

#### Challenges

The main challenges facing the Church are still to attract families, children and young people and to deepen and broaden our links to and involvement with the community. We continue to consider, and to consult with the community on, plans to re-order the nave to enable its use as a community venue. Helping our members to grow in their ministries is a significant priority. Finances remain a challenge, but with a renewed sense of security within the church family we are looking to see improvement in 2025.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. PETER'S, BROMYARD

## TRUSTEES' REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 DECEMBER 2024**

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### **Financial review**

The results for the year are set out in the financial statements commencing on page 5.

It is the policy of the PCC that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The Trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the PCC's current activities while consideration is given to ways in which additional funds may be raised. At 31 December 2024 free reserves (unrestricted funds less tangible fixed assets) were £19,621 (2023 - £20,432) within the range preferred.

The Trustees have assessed the major risks to which the PCC is exposed and are satisfied that systems are in place to mitigate exposure to the major risks.

### **Structure, governance and management**

The Parochial Church Council (PCC) is subject to the following Approved Governing Documents:

- the Parochial Church Councils (Powers) Measure 1956, as amended
- the Church Representation Rules (contained in Schedule 3 to the Synodical Government Measure 1969, as amended)

### **Safeguarding**

The Trustees confirm that, during the year, the PCC has complied with the requirements imposed by the Code of Practice under section 5A of the Safeguarding and Clergy Discipline Measure 2016, per Church Representation Rules M5(3).

The Trustees who served during the year are as described in the Legal and Administrative Information section of these financial statements plus:

Jennifer Franklin - resigned 10 June 2024

The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and may stand for election to the PCC.

Members of the Parochial Church Council are required to agree to their details being submitted to the Charity Commission for display on the Register. As part of this process, members are reminded of the fact that they are trustees of a charity, being the parish church, its work and its resources, and that they must act accordingly. Training is provided through trustee meetings and an understanding of guidance available from the Charity Commission.

The Trustees Report was approved by the Board of Trustees



Rev Phillip Miller  
Trustee  
20 March 2025

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. PETER'S, BROMYARD

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. PETER'S, BROMYARD

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I report to the Trustees on my examination of the financial statements of The Parochial Church Council Of The Ecclesiastical Parish of St. Peter's, Bromyard (the P.C.C.) for the year ended 31 December 2024.

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

As the Trustees of the P.C.C. you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011.

I report in respect of my examination of the P.C.C.'s financial statements carried out under section 145 of the Charities Act 2011. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the Charities Act 2011.

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

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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

- 1 accounting records were not kept in respect of the P.C.C. as required by section 130 of the Charities Act 2011.
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of financial statements set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the financial statements give a true and fair view, which is not a matter considered as part of an independent examination.

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 financial statements to be reached.



Elizabeth Needham ACA CTA (VAT)  
Kendall Wadley LLP

Granta Lodge  
71 Graham Road  
Malvern  
Worcestershire  
WR14 2JS

Dated: 20 March 2025

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF ST. PETER'S, BROMYARD**

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

**FOR THE YEAR ENDED 31 DECEMBER 2024**

	Notes	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
<b><u>Income and endowments from:</u></b>							
Donations and legacies	3	34,839	7,386	42,225	34,390	14,906	49,296
Charitable activities	4	6,312	-	6,312	14,098	50	14,148
Investments	5	1,416	1,437	2,853	923	1,073	1,996
Other income	6	-	-	-	398	-	398
<b>Total income</b>		<b>42,567</b>	<b>8,823</b>	<b>51,390</b>	<b>49,809</b>	<b>16,029</b>	<b>65,838</b>
<b><u>Expenditure on:</u></b>							
Charitable activities	7	43,230	1,208	44,438	57,903	7,892	65,795
<b>Net (outgoing)/incoming resources before transfers</b>		<b>(663)</b>	<b>7,615</b>	<b>6,952</b>	<b>(8,094)</b>	<b>8,137</b>	<b>43</b>
Gross transfers between funds	12	(148)	148	-	14,838	(14,838)	-
<b>Net (expenditure)/income for the year/</b>							
<b>Net movement in funds</b>		<b>(811)</b>	<b>7,763</b>	<b>6,952</b>	<b>6,744</b>	<b>(6,701)</b>	<b>43</b>
Fund balances at 1 January 2024		118,161	38,188	156,349	111,417	44,889	156,306
<b>Fund balances at 31 December 2024</b>		<b>117,350</b>	<b>45,951</b>	<b>163,301</b>	<b>118,161</b>	<b>38,188</b>	<b>156,349</b>

The statement of financial activities includes all gains and losses recognised in the year.

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

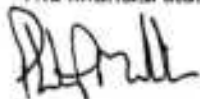
**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF ST. PETER'S, BROMYARD**

**BALANCE SHEET**

**AS AT 31 DECEMBER 2024**

	Notes	2024		2023	
		£	£	£	£
<b>Fixed assets</b>					
Tangible assets	13		97,729		97,729
<b>Current assets</b>					
Debtors	14	9,967		7,172	
Cash at bank and in hand		61,340		57,526	
		71,307		64,698	
<b>Creditors: amounts falling due within one year</b>	15	(5,735)		(6,078)	
Net current assets			65,572		58,620
<b>Total assets less current liabilities</b>			163,301		156,349
<b>Income funds</b>					
Restricted funds	17		45,951		38,188
Unrestricted funds - general			117,350		118,161
			163,301		156,349

The financial statements were approved by the Trustees on 20 March 2025



Rev Philip Miller  
Trustee

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. PETER'S, BROMYARD

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024

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### 1 Accounting policies

#### Charity information

The Parochial Church Council Of The Ecclesiastical Parish of St. Peter's, Bromyard is an unincorporated charity registered with the Charity Commission for England and Wales. The principal address is Church Lane, Bromyard HR7 4DZ

#### 1.1 Accounting convention

The financial statements have been prepared in accordance with the Church Of England Measures (the Parochial Church Councils (Powers) Measure 1956 as amended and the Church Representation Rules), the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2019). The P.C.C. is a Public Benefit Entity as defined by FRS 102.

The P.C.C. has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the P.C.C. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

#### 1.2 Going concern

At the time of approving the financial statements, the Trustees have a reasonable expectation that the P.C.C. has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

#### 1.4 Incoming resources

Income is recognised when the P.C.C. is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the P.C.C. has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the P.C.C. has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. PETER'S, BROMYARD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

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**1 Accounting policies** **(Continued)**

**1.5 Resources expended**

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

**1.6 Tangible fixed assets**

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Freehold land and buildings	Nil, given estimated residual value is believed to be in excess of cost
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**1.7 Cash and cash equivalents**

Cash and cash equivalents include cash in hand and deposits held at call with banks.

**1.8 Financial instruments**

The P.C.C. has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the P.C.C.'s balance sheet when the P.C.C. becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

**Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method. Financial assets classified as receivable within one year are not amortised.

**Basic financial liabilities**

Basic financial liabilities, including creditors are initially recognised at transaction price. Financial liabilities classified as payable within one year are not amortised.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. PETER'S, BROMYARD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

### 1 Accounting policies (Continued)

#### *Derecognition of financial liabilities*

Financial liabilities are derecognised when the P.C.C.'s contractual obligations expire or are discharged or cancelled.

### 1.9 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the P.C.C. is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

### 2 Critical accounting estimates and judgements

In the application of the P.C.C.'s accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

### 3 Donations and legacies

	Unrestricted funds general 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds general 2023 £	Restricted funds 2023 £	Total 2023 £
Donations and gifts	30,552	593	31,145	34,140	590	34,730
Legacies receivable	1,824	3,649	5,473	250	-	250
Grants receivable	2,463	3,144	5,607	-	14,316	14,316
	<u>34,839</u>	<u>7,386</u>	<u>42,225</u>	<u>34,390</u>	<u>14,906</u>	<u>49,296</u>

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF ST. PETER'S, BROMYARD**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 DECEMBER 2024**

**4 Charitable activities**

	Charitable objectives £	Flower Fund £	Total 2024 £	Total 2023 £
Income	-	-	-	50
Curacy House income	1,600	-	1,600	2,531
Use of rooms	150	-	150	450
Funerals and Weddings	4,562	-	4,562	11,117
	<u>6,312</u>	<u>-</u>	<u>6,312</u>	<u>14,148</u>
Analysis by fund				
Unrestricted funds - general	<u>6,312</u>	<u>-</u>	<u>6,312</u>	
<b>For the year ended 31 December 2023</b>				
Unrestricted funds - general	14,098	-		14,098
Restricted funds	-	50		50
	<u>14,098</u>	<u>50</u>		<u>14,148</u>

The above income relates to unrestricted activities

**5 Income from investments**

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
Interest receivable	<u>1,416</u>	<u>1,437</u>	<u>2,853</u>	<u>923</u>	<u>1,073</u>	<u>1,996</u>

**6 Other income**

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Sundry income	<u>-</u>	<u>398</u>

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF ST. PETER'S, BROMYARD**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 DECEMBER 2024**

**7 Charitable activities**

	Costs of ministry 2024 £	Other costs 2024 £	Total 2024 £	Costs of ministry 2023 £	Other costs 2023 £	Total 2023 £
Organist fees	1,060	-	1,060	1,800	-	1,800
Various projects	-	509	509	243	462	705
Church fees	1,500	-	1,500	1,200	-	1,200
Insurance	5,133	-	5,133	5,004	-	5,004
Heat and Light	8,507	-	8,507	11,278	-	11,278
Rates	195	-	195	(321)	-	(321)
Church Upkeep	11,834	-	11,834	23,783	-	23,783
Church office expenses	893	-	893	842	-	842
Church service expenses	2,709	-	2,709	5,089	-	5,089
Sundry expenses	443	-	443	1,905	-	1,905
Outreach and local mission	563	-	563	715	-	715
World Mission	1,500	-	1,500	1,955	-	1,955
Other charitable expenditure	4,232	-	4,232	6,107	-	6,107
	<u>38,569</u>	<u>509</u>	<u>39,078</u>	<u>59,600</u>	<u>462</u>	<u>60,062</u>
Share of support costs (see note 8)	3,900	-	3,900	4,593	-	4,593
Share of governance costs (see note 8)	1,460	-	1,460	1,140	-	1,140
	<u>43,929</u>	<u>509</u>	<u>44,438</u>	<u>65,333</u>	<u>462</u>	<u>65,795</u>
<b>Analysis by fund</b>						
Unrestricted funds - general	43,230	-	43,230	57,903	-	57,903
Restricted funds	699	509	1,208	7,430	462	7,892
	<u>43,929</u>	<u>509</u>	<u>44,438</u>	<u>65,333</u>	<u>462</u>	<u>65,795</u>

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. PETER'S, BROMYARD**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 DECEMBER 2024**

8 Support costs	Support costs	Governance costs	2024	2023	Basis of allocation
	£	£	£	£	
Staff costs	3,900	-	3,900	4,593	Activity
Independent examiners fees	-	1,100	1,100	1,140	Governance
Legal and professional	-	360	360	-	Governance
	<u>3,900</u>	<u>1,460</u>	<u>5,360</u>	<u>5,733</u>	
Analysed between Charitable activities	<u>3,900</u>	<u>1,460</u>	<u>5,360</u>	<u>5,733</u>	

Governance costs includes payments to the accountants of £1,100 (2023- £1,140, accountants fees) for independent examination fees.

**9 Trustees**

None of the Trustees (or any persons connected with them) received any remuneration or benefits from the P.C.C. during the year. No (2023 - No) trustees were in receipt of reimbursed expenses.

**10 Employees**

There was 1 employee during the year (2023 - 1).

Employment costs	2024	2023
	£	£
Wages and salaries	<u>3,900</u>	<u>4,593</u>

**11 Taxation**

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

**12 Transfers**

A transfer of, £148 (2023 - £382) to clear deficits arising on projects. In addition £2,000 has been transferred from the bell augmentation fund to the bell repair fund, and the Plunkett Foundation funding has been transferred to the re-ordering project, all these funds are restricted in nature.

In the previous year a thorough review of funds was undertaken resulting in a transfer being made from restricted funds of £23,376 to reimburse the general fund for expenditure incurred on the bell, organ and major building projects, and £8,156 being transferred from the general fund to restricted funds to reclassify funds received with restriction for the re-ordering project that were previously included in the general fund.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF ST. PETER'S, BROMYARD**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 DECEMBER 2024**

**13 Tangible fixed assets**

	Freehold land and buildings
	£
<b>Cost</b>	
At 1 January 2024	97,729
At 31 December 2024	97,729
<b>Carrying amount</b>	
At 31 December 2024	97,729
At 31 December 2023	97,729

**14 Debtors**

	2024	2023
	£	£
<b>Amounts falling due within one year:</b>		
Prepayments and accrued income	9,967	7,172

**15 Creditors: amounts falling due within one year**

	Notes	2024	2023
		£	£
Deferred income	16	-	3,144
Trade creditors		398	320
Accruals and deferred income		5,337	2,614
		5,735	6,078

**16 Deferred income**

	2024	2023
	£	£
Other deferred income	-	3,144

Deferred income is included in the financial statements as follows:

	2024	2023
	£	£
Deferred income is included within:		
Current liabilities	-	3,144
Movements in the year:		

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF ST. PETER'S, BROMYARD**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 DECEMBER 2024**

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16 Deferred income	(Continued)	
Deferred income at 1 January 2024	3,144	6,460
Released from previous periods	(3,144)	(3,316)
	<u>          </u>	<u>          </u>
Deferred income at 31 December 2024	-	3,144
	<u>          </u>	<u>          </u>

The deferred income related to an award from the Plunkett Foundation to assist with project development costs, any unspent amount was to be returned to the Foundation. With permission from the Foundation the income was released to the re-ordering project.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. PETER'S, BROMYARD**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 DECEMBER 2024**

**17 Restricted funds**

The restricted funds of the charity comprise the unexpended balances of donations and grants held on trust subject to specific conditions by donors as to how they may be used.

	Balance at 1 January 2023		Movement in funds		Balance at 1 January 2024		Movement in funds		Balance at 31 December 2024	
	£	£	Incoming resources	Resources expended	Transfers	£	Incoming resources	Resources expended	Transfers	£
Bell augmentation fund	283	-	124	-	-	407	2,296	-	(2,000)	703
Bell repair fund	9,297	(540)	560	(540)	(5,992)	3,325	199	-	2,000	5,524
Fabric fund	221	-	-	-	(221)	-	1,872	-	-	1,872
Flower fund	-	(462)	80	(462)	382	-	121	(269)	148	-
New organ fund	33,423	(909)	949	(909)	(7,384)	26,079	1,191	(699)	-	26,571
Hereford Diocese energy grant	1,665	(2,665)	1,000	(2,665)	-	-	-	-	-	-
Herefordshire Historic Churches Trust	-	-	10,000	-	(10,000)	-	-	-	-	-
Plunkett Foundation	-	(3,316)	3,316	(3,316)	-	-	3,144	-	(3,144)	-
Church Reordering Project	-	-	-	-	8,377	8,377	-	(240)	3,144	11,281
	<u>44,889</u>	<u>(7,892)</u>	<u>16,029</u>	<u>(7,892)</u>	<u>(14,838)</u>	<u>38,188</u>	<u>8,623</u>	<u>(1,208)</u>	<u>148</u>	<u>45,951</u>

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. PETER'S, BROMYARD**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 DECEMBER 2024**

**17 Restricted funds**

**(Continued)**

Bell Augmentation Fund - was set up for the project to increase the number of bells and has subsequently been used for repair and maintenance costs. It is to be merged with the Bell Repair Fund.

Bell Repair Fund -relates to keeping the bells and bell tower in good repair.

Fabric Fund - is restricted to repair of the fabric of St Peter's Church and associated structures.

New Organ Fund - relates to keeping the church organ and associated fabric in good repair as well as enhancing the music of St Peters Church as well as to related purposes.

Hereford Diocese - Grant from the Archbishops Council managed by the Diocese towards the increased costs of energy.

Herefordshire Historic Churches trust - Loan converted to a grant as a contribution to the costs of major works on the upkeep of the Church.

Plunkett Foundation - Funds received to assist with project development for reordering the church to enable greater community use.

Church Reordering Project - Funds received to assist with reordering the church to enable greater community use.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF ST. PETER'S, BROMYARD**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 DECEMBER 2024**

**18 Analysis of net assets between funds**

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
Fund balances at 31 December 2024 are represented by:						
Tangible assets	97,729	-	97,729	97,729	-	97,729
Current assets/(liabilities)	19,621	45,951	65,572	20,432	38,188	58,620
	<u>117,350</u>	<u>45,951</u>	<u>163,301</u>	<u>118,161</u>	<u>38,188</u>	<u>156,349</u>

**19 Related party transactions**

There were no disclosable related party transactions during the year (2023 - none).

**20 Events after the reporting date**

On 12 March 2025, the PCC sold its 50% share in the Curacy House to Hereford diocese. As from this date the PCC holds no freehold property. The net proceeds of the sale, approximately £189,000, will be allocated to the Church Reordering Project.

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# Accounts

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Charity registration number 1168178

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF ST. PETER'S, BROMYARD**

**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2022**

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. PETER'S, BROMYARD

## LEGAL AND ADMINISTRATIVE INFORMATION

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**Trustees**

Brenda Allan  
Carole Freegard  
Jennifer Franklin  
Mark Franklin  
Peter Cliff  
Robert Hollis  
Roger Wilkins  
Ursula Huxtable  
Robin Lowe (Appointed 11 September 2022)  
Jane McCarthy (Appointed 15 May 2022)  
Michael Dukes (Appointed 15 May 2022)  
Rev Philip Miller (Appointed 9 March 2023)  
Ben Stapley (Appointed 24 July 2022)

Roger Wilkins and Mark Franklin are Church Wardens.

**Charity number** 1168178

**Charity address**  
28 Church Lane  
Bromyard  
United Kingdom  
HR7 4DZ

**Independent examiner**  
Kendall Wadley LLP  
Granta Lodge  
71 Graham Road  
Malvern  
Worcestershire  
WR14 2JS

**Bankers**  
NatWest Plc  
1 The Cross  
Worcester  
WR1 3PR

CCLA  
One Angel Place  
London  
EC4R 3AB

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# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. PETER'S, BROMYARD

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Balance sheet	6
Notes to the financial statements	7 - 17

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# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. PETER'S, BROMYARD

## TRUSTEES' REPORT

### *FOR THE YEAR ENDED 31 DECEMBER 2022*

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The Trustees present their annual report and financial statements for the year ended 31 December 2022.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the Parochial Church Council (Powers) measure 1956 as amended and Church Representation Rules that came into force on 2 January 1957, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" as amended for accounting periods commencing from 1 January 2019)

#### **Objectives and activities**

The overriding aim of St. Peter's Church, Bromyard is to function as a parish church within the Church of England in the parish of Bromyard, promoting the mission of the Church and providing weekly worship, fellowship, service to our community, and occasional services such as baptisms, weddings and funerals.

The Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the P.C.C. should undertake.

#### **Achievements and performance**

The highlights of the year are set out below,:

- Beginning the year with our Vicar suspended, and in vacancy from April 2022, we have nonetheless maintained regular Sunday worship, including Holy Communion, across the Benefice throughout the year. In this we have been greatly assisted by retired ministers Reverends Wallace Brown, Christine Waudby and David Gifford to whom we are extremely grateful.
- Beginning under David's leadership, and building on the less formal prayer group previously overseen by Jill Simmons, we have instituted a regular Wednesday morning worship service.
- We continued to contribute to the ongoing development of Reverend Kina Robertshaw as Curate and Associate Minister. We are immensely grateful to Kina, who chose to remain with us, beyond the end of her Curacy, in order to support us through the difficult period of our Vicar's suspension and the subsequent vacancy.
- We received a new Lay Reader, Michael Wild, who we were delighted to welcome and who was licensed to us in September 2022.
- With the PCC of Stoke Lacy, we prepared a Benefice Profile to facilitate the recruitment of a new Incumbent and elected Parish Representatives to take part in the interview process. This resulted in the appointment of our new Incumbent, Reverend Philip Miller, whom we are thrilled to welcome.
- The training as Local Worship Leaders of 10 people from across the Deanery, including 4 from St. Peter's Church. The training was initiated by Chris Evans, Lay Reader at Whitbourne and then brought into the Diocesan training programme led by Reverend Dr. Elizabeth Wild, Local Ministry Lead for the Diocese, who together with Chris, conducted the training in Bromyard. (The Local Worship Leaders were commissioned by the Bishop of Hereford on March 12, 2023.) We are very grateful to Elizabeth and Chris.
- We have continued to support the Bromyard Food Bank and Money Advice Centre, which though now an independent charity began under the auspices of St. Peter's Church.
- We have largely completed major repairs to the ceiling of the nave. Only the final snagging remains to be done.

Attendance and membership have remained approximately steady.

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# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. PETER'S, BROMYARD

## TRUSTEES' REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 DECEMBER 2022**

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### Challenges

The main challenges facing the Church are:

- to attract families, children and young people
- to deepen and broaden our links to and involvement with the community. We have recently begun a major consultation exercise in the community to obtain their views on, and potentially involvement in, the possible re-ordering of the nave to enable its use as a community venue. In the course of this exercise, we aim to deepen our understanding of the needs of the community and their understanding of what we offer.
- to rebuild our work with local schools, which was interrupted by the suspension of our Vicar and the Covid-19 pandemic.
- to help our members to grow in their ministries. Having led the training of Local Worship Leaders, Reverend Dr. Elizabeth Wild and Chris Evans are now providing training in pastoral care and may offer a further course on local mission.
- Like many churches, finance is a challenge. This has been sharpened by the necessary, but expensive, ceiling repairs completed in 2022 and the recent rise in energy prices. The Curacy House is currently vacant and will be let on short term rental. This is expected, after maintenance costs, to provide some additional income.

### Financial review

The results for the year are set out in the financial statements commencing on page 5.

It is the policy of the PCC that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The Trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the PCC's current activities while consideration is given to ways in which additional funds may be raised. Free reserves (unrestricted funds less tangible fixed assets) after undertaking a significant repair project costing in the region of £53,000, are £13,688 (2021 - £55,441) just under the lower end of the range preferred.

The Trustees have assessed the major risks to which the PCC is exposed and are satisfied that systems are in place to mitigate exposure to the major risks.

It is the policy of the P.C.C. that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The Trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the P.C.C.'s current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

The Trustees have assessed the major risks to which the P.C.C. is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

### Structure, governance and management

The Parochial Church Council (PCC) is subject to the following Approved Governing Documents:

- the Parochial Church Councils (Powers) Measure 1956, as amended
- the Church Representation Rules (contained in Schedule 3 to the Synodical Government Measure 1969, as amended)

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. PETER'S, BROMYARD

## TRUSTEES' REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 DECEMBER 2022**

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The Trustees who served during the year are as described in the Legal and Administrative Information section of these financial statements plus:

Rev. Wallace Brown (resigned May 15, 2022)

Rev. Clive Evans (removed 22 August 2022)

Rev. Kina Robertshaw (resigned February 19, 2023)

The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and may stand for election to the PCC.

Members of the Parochial Church Council are required to agree to their details being submitted to the Charity Commission for display on the Register. As part of this process, members are reminded of the fact that they are trustees of a charity, being the parish church, its work and its resources, and that they must act accordingly. Training is provided through trustee meetings and an understanding of guidance available from the Charity Commission.

The Trustees' report was approved by the Board of Trustees.



**Roger Wilkins**

Trustee

Dated: 12 May 2023

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. PETER'S, BROMYARD

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. PETER'S, BROMYARD

---

I report to the Trustees on my examination of the financial statements of The Parochial Church Council Of The Ecclesiastical Parish of St. Peter's, Bromyard (the P.C.C.) for the year ended 31 December 2022.

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

As the Trustees of the P.C.C. you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the P.C.C.'s financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

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

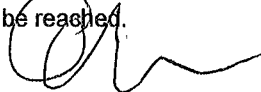
Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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

- 1 accounting records were not kept in respect of the P.C.C. as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have 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 financial statements to be reached.



Elizabeth Needham ACA CTA (VAT)  
Kendall Wadley LLP

Granta Lodge  
71 Graham Road  
Malvern  
Worcestershire  
WR14 2JS

Dated: 12 May 2023

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. PETER'S, BROMYARD

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2022

		Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	Notes	2022	2022	2022	2021	2021	2021
		£	£	£	£	£	£
<b>Income and endowments from:</b>							
Donations and legacies	3	46,228	14,557	60,785	38,031	3,616	41,647
Charitable activities	4	7,490	105	7,595	7,078	-	7,078
Investments	5	35	306	341	25	17	42
Other income	6	241	-	241	145	-	145
<b>Total income</b>		<b>53,994</b>	<b>14,968</b>	<b>68,962</b>	<b>45,279</b>	<b>3,633</b>	<b>48,912</b>
<b>Expenditure on:</b>							
Charitable activities	7	95,653	14,085	109,738	70,031	30,421	100,452
<b>Net (outgoing)/incoming resources before transfers</b>		<b>(41,659)</b>	<b>883</b>	<b>(40,776)</b>	<b>(24,752)</b>	<b>(26,788)</b>	<b>(51,540)</b>
Gross transfers between funds	11	(94)	94	-	(100)	100	-
<b>Net (expenditure)/income for the year/ Net movement in funds</b>		<b>(41,753)</b>	<b>977</b>	<b>(40,776)</b>	<b>(24,852)</b>	<b>(26,688)</b>	<b>(51,540)</b>
Fund balances at 1 January 2022		153,170	43,912	197,082	178,022	70,600	248,622
<b>Fund balances at 31 December 2022</b>		<b>111,417</b>	<b>44,889</b>	<b>156,306</b>	<b>153,170</b>	<b>43,912</b>	<b>197,082</b>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.


**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF ST. PETER'S, BROMYARD**

**BALANCE SHEET**

**AS AT 31 DECEMBER 2022**

	Notes	2022		2021	
		£	£	£	£
<b>Fixed assets</b>					
Tangible assets	12		97,729		97,729
<b>Current assets</b>					
Debtors	13	5,955		4,262	
Cash at bank and in hand		76,250		96,037	
		82,205		100,299	
<b>Creditors: amounts falling due within one year</b>	14	(16,128)		(946)	
Net current assets			66,077		99,353
<b>Total assets less current liabilities</b>			163,806		197,082
<b>Creditors: amounts falling due after more than one year</b>	15		(7,500)		-
<b>Net assets</b>			156,306		197,082
<b>Income funds</b>					
Restricted funds	17		44,889		43,912
Unrestricted funds - general			111,417		153,170
			156,306		197,082

The financial statements were approved by the Trustees on 12 May 2023

  
Roger Wilkins  
Trustee

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. PETER'S, BROMYARD

## NOTES TO THE FINANCIAL STATEMENTS

**FOR THE YEAR ENDED 31 DECEMBER 2022**

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### 1 Accounting policies

#### Charity information

The Parochial Church Council Of The Ecclesiastical Parish of St. Peter's, Bromyard is an unincorporated charity registered with the Charity Commission for England and Wales. The principal address is Church Lane, Bromyard HR7 4DZ

#### 1.1 Accounting convention

The financial statements have been prepared in accordance with the Church Of England Measures (the Parochial Church Councils (Powers) Measure 1956 as amended and the Church Representation Rules), the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2019). The P.C.C. is a Public Benefit Entity as defined by FRS 102.

The P.C.C. has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the P.C.C. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

#### 1.2 Going concern

At the time of approving the financial statements, the Trustees have a reasonable expectation that the P.C.C. has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

#### 1.4 Incoming resources

Income is recognised when the P.C.C. is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the P.C.C. has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the P.C.C. has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. PETER'S, BROMYARD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

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### 1 Accounting policies

(Continued)

#### 1.5 Resources expended

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

#### 1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Freehold land and buildings	Nil, given estimated residual value is believed to be in excess of cost
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#### 1.7 Cash and cash equivalents

Cash and cash equivalents include cash in hand and deposits held at call with banks.

#### 1.8 Financial instruments

The P.C.C. has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the P.C.C.'s balance sheet when the P.C.C. becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

##### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method. Financial assets classified as receivable within one year are not amortised.

##### **Basic financial liabilities**

Basic financial liabilities, including creditors are initially recognised at transaction price. Financial liabilities classified as payable within one year are not amortised.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. PETER'S, BROMYARD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

### 1 Accounting policies

(Continued)

#### *Derecognition of financial liabilities*

Financial liabilities are derecognised when the P.C.C.'s contractual obligations expire or are discharged or cancelled.

#### 1.9 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the P.C.C. is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

### 2 Critical accounting estimates and judgements

In the application of the P.C.C.'s accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

### 3 Donations and legacies

	Unrestricted funds general 2022 £	Restricted funds 2022 £	Total 2022 £	Unrestricted funds general 2021 £	Restricted funds 2021 £	Total 2021 £
Donations and gifts	44,728	481	45,209	37,031	3,616	40,647
Legacies receivable	1,500	-	1,500	1,000	-	1,000
Grants receivable	-	14,076	14,076	-	-	-
	<u>46,228</u>	<u>14,557</u>	<u>60,785</u>	<u>38,031</u>	<u>3,616</u>	<u>41,647</u>

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. PETER'S, BROMYARD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

### 4 Charitable activities

	Charitable objectives £	Flower Fund £	Total 2022 £	Total 2021 £
Income	-	105	105	-
Christmas Tree Festival	200	-	200	-
Use of rooms	250	-	250	20
Funerals and Weddings	7,040	-	7,040	7,058
	<u>7,490</u>	<u>105</u>	<u>7,595</u>	<u>7,078</u>
Analysis by fund				
Unrestricted funds - general	7,490	-	7,490	
Restricted funds	-	105	105	
	<u>7,490</u>	<u>105</u>	<u>7,595</u>	
<b>For the year ended 31 December 2021</b>				
Unrestricted funds - general	<u>7,078</u>	<u>-</u>		<u>7,078</u>

The above income relates to unrestricted activities

### 5 Investments

	Unrestricted funds general 2022 £	Restricted funds 2022 £	Total 2022 £	Unrestricted funds general 2021 £	Restricted funds 2021 £	Total 2021 £
Interest receivable	<u>35</u>	<u>306</u>	<u>341</u>	<u>25</u>	<u>17</u>	<u>42</u>

### 6 Other income

	Unrestricted funds general 2022 £	Unrestricted funds general 2021 £
Sundry Income	<u>241</u>	<u>145</u>

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. PETER'S, BROMYARD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

### 7 Charitable activities

	Costs of Flower fund ministry		Total 2022 £	Costs of ministry 2021 £
	2022 £	2022 £		
Staff costs	960	-	960	-
Various projects	1,715	215	1,930	30,422
Church fees	2,114	-	2,114	26,134
Insurance	4,691	-	4,691	4,428
Heat and Light	9,383	-	9,383	4,140
Rates	268	-	268	247
Church Upkeep	70,254	-	70,254	6,971
Church office expenses	865	-	865	478
Church service expenses	2,730	-	2,730	3,112
Sundry expenses	1,073	-	1,073	1,205
Outreach and local mission	1,204	-	1,204	8,620
World Mission	2,415	-	2,415	4,220
Other charitable expenditure	4,834	-	4,834	3,335
	<u>102,506</u>	<u>215</u>	<u>102,721</u>	<u>93,312</u>
Share of support costs (see note 8)	5,907	-	5,907	6,240
Share of governance costs (see note 8)	1,110	-	1,110	900
	<u>109,523</u>	<u>215</u>	<u>109,738</u>	<u>100,452</u>
<b>Analysis by fund</b>				
Unrestricted funds - general	95,637	16	95,653	70,031
Restricted funds	13,886	199	14,085	30,421
	<u>109,523</u>	<u>215</u>	<u>109,738</u>	<u>100,452</u>

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. PETER'S, BROMYARD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

8 Support costs	Support costs	Governance costs	2022	2021	Basis of allocation
	£	£	£	£	
Staff costs	5,907	-	5,907	6,240	Activity
Independent examiners fees	-	1,110	1,110	900	Governance
	<u>5,907</u>	<u>1,110</u>	<u>7,017</u>	<u>7,140</u>	
Analysed between Charitable activities	<u>5,907</u>	<u>1,110</u>	<u>7,017</u>	<u>7,140</u>	

Governance costs includes payments to the accountants of £1,110 (2021- £900, accountants fees) for independent examination fees.

### 9 Trustees

None of the Trustees (or any persons connected with them) received any remuneration or benefits from the P.C.C. during the year. No trustees (2021 - no) were re-imbursed expenses.

### 10 Employees

There was 1 employee during the year (2020-1.)

Employment costs	2022	2021
	£	£
Wages and salaries	<u>6,867</u>	<u>6,240</u>

### 11 Transfers

Transfers have been made between unrestricted and restricted funds of £94 (2021 - £100) to clear deficits arising on projects.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. PETER'S, BROMYARD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

<b>12 Tangible fixed assets</b>		<b>Freehold land and buildings</b>	
		<b>£</b>	
<b>Cost</b>			
At 1 January 2022			97,729
			<u>          </u>
At 31 December 2022			97,729
			<u>          </u>
<b>Carrying amount</b>			
At 31 December 2022			97,729
			<u>          </u>
At 31 December 2021			97,729
			<u>          </u>
<b>13 Debtors</b>		<b>2022</b>	<b>2021</b>
		<b>£</b>	<b>£</b>
<b>Amounts falling due within one year:</b>			
Prepayments and accrued income		5,955	4,262
		<u>          </u>	<u>          </u>
<b>14 Creditors: amounts falling due within one year</b>		<b>2022</b>	<b>2021</b>
	<b>Notes</b>	<b>£</b>	<b>£</b>
Borrowings	<b>note 15</b>	2,500	-
Deferred income	<b>16</b>	6,460	-
Trade creditors		3,643	-
Accruals and deferred income		3,525	946
		<u>          </u>	<u>          </u>
		16,128	946
		<u>          </u>	<u>          </u>
<b>15 Creditors: amounts falling due after more than one year</b>		<b>2022</b>	<b>2021</b>
		<b>£</b>	<b>£</b>
Other creditors		7,500	-
		<u>          </u>	<u>          </u>

A loan has been received from Herefordshire Historic Churches Trust. The loan is for £10,000, interest free, unsecured and is repayable in four equal annual instalments.

An application was made to the Trust to convert all or part of the amount advanced into a grant. Subsequent to the year end the PCC have received notification that this will be commuted to a grant, subject to the issuance of a certification of completion by the architect.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. PETER'S, BROMYARD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2022

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### 16 Deferred income

	<b>2022</b>	<b>2021</b>
	£	£
Other deferred income	6,460	-
	<u>6,460</u>	<u>-</u>

Deferred income is included in the financial statements as follows:

	<b>2022</b>	<b>2021</b>
	£	£
Deferred income is included within:		
Current liabilities	6,460	-
	<u>6,460</u>	<u>-</u>
Movements in the year:		
Deferred income at 1 January 2022	-	-
Resources deferred in the year	6,460	-
	<u>6,460</u>	<u>-</u>
Deferred income at 31 December 2022	<u>6,460</u>	<u>-</u>

The deferred income relates to an award from the Plunkett Foundation to assist with project development costs, any unspent amount is to be returned to the Foundation. Expenditure is likely to occur in 2023.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. PETER'S, BROMYARD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

### 17 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds				Movement in funds				
	Balance at 1 January 2021	Incoming resources	Resources expended	Transfers	Balance at 1 January 2022	Incoming resources	Resources expended	Transfers	Balance at 31 December 2022
	£	£	£	£	£	£	£	£	£
Bell augmentation fund	-	603	(320)	-	283	-	-	-	283
Bell repair fund	8,778	2	-	-	8,780	517	-	-	9,297
Fabric fund	217	4	-	-	221	-	-	-	221
Flower fund	-	-	-	-	-	105	(199)	94	-
Helping Hands	26,081	3,013	(29,194)	100	-	-	-	-	-
New organ fund	35,524	11	(907)	-	34,628	270	(1,475)	-	33,423
LPW church upkeep	-	-	-	-	-	10,506	(10,506)	-	-
Hereford Diocese energy grant	-	-	-	-	-	3,330	(1,665)	-	1,665
Capital development	-	-	-	-	-	240	(240)	-	-
	<u>70,600</u>	<u>3,633</u>	<u>(30,421)</u>	<u>100</u>	<u>43,912</u>	<u>14,968</u>	<u>(14,085)</u>	<u>94</u>	<u>44,889</u>

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. PETER'S, BROMYARD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE YEAR ENDED 31 DECEMBER 2022**

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### 17 Restricted funds

**(Continued)**

Bell Augmentation Fund - relates to keeping the bells and bell tower in good repair. It is to be closed and unspent funds added to the fund next listed.

Bell Repair Fund -relates to keeping the bells and bell tower in good repair.

Fabric Fund - is restricted to repair of the fabric of St Peter's Church and associated structures.

Helping Hands - is administered by the PCC on behalf of the Helping Hands, Bromyard, a local 'food bank' and it is restricted solely to the purposes of the food bank.

New Organ Fund - relates to keeping the church organ and associated fabric in good repair as well as enhancing the music of St Peters Church as well as to related purposes.

LPW Scheme - Government funding available under the Listed Places of Worship Grant Scheme to cover VAT charged on repairs in excess of £1,000.

Hereford Diocese - Grant from the Archbishops Council managed by the Diocese towards the increased costs of energy.

Capital Development - Grant funding received towards the costs of a potential capital project.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF ST. PETER'S, BROMYARD**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 DECEMBER 2022**

**18 Analysis of net assets between funds**

	<b>Unrestricted funds 2022 £</b>	<b>Restricted funds 2022 £</b>	<b>Total 2022 £</b>	<b>Unrestricted funds 2021 £</b>	<b>Restricted funds 2021 £</b>	<b>Total 2021 £</b>
Fund balances at 31 December 2022 are represented by:						
Tangible assets	97,729	-	97,729	97,729	-	97,729
Current assets/(liabilities)	21,188	44,889	66,077	55,441	43,912	99,353
Long term liabilities	(7,500)	-	(7,500)	-	-	-
	<u>111,417</u>	<u>44,889</u>	<u>156,306</u>	<u>153,170</u>	<u>43,912</u>	<u>197,082</u>

**19 Related party transactions**

There were no disclosable related party transactions during the year (2021 - none).

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# Accounts

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Charity registration number 1168178

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL  
PARISH OF ST. PETER'S, BROMYARD**

**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2021**

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL  
PARISH OF ST. PETER'S, BROMYARD**

**LEGAL AND ADMINISTRATIVE INFORMATION**

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**Trustees** Brenda Allan (Appointed 14 July 2021)  
Carole Freegard  
Jennifer Franklin  
Rev. Kina Robertshaw  
Mark Franklin  
Peter Cliff  
Robert Hollis  
Roger Wilkins  
Ursula Huxtable (Appointed 14 July 2021)  
Rev. Wallace Brown

Roger Wilkins and Mark Franklin are Church Wardens.

**Charity number** 1168178

**Charity address** 28 Church Lane  
Bromyard  
United Kingdom  
HR7 4DZ

**Independent examiner** Kendali Watley LLP  
Granta Lodge  
71 Graham Road  
Malvern  
Worcestershire  
WR14 2JS

**Bankers** NatWest Plc  
1 The Cross  
Worcester  
WR1 3PR

CCLA  
Senator House  
85 Queen Victoria Street  
London  
EC4V 4ET

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**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL  
PARISH OF ST. PETER'S, BROMYARD**

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Statement of financial activities	5
Balance sheet	6
Notes to the financial statements	7 - 18

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# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. PETER'S, BROMYARD

## TRUSTEES' REPORT

### FOR THE YEAR ENDED 31 DECEMBER 2021

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The Trustees present their annual report and financial statements for the year ended 31 December 2021.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the P.C.C.'s Parochial Church Council Powers measure (1956) as amended and Church Representation Rules that came into force on 02 Jan 1957, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2019)

#### Objectives and activities

The overriding aim of St. Peter's Church, Bromyard is to function as a parish church within the Church of England in the parish of Bromyard, typically providing weekly worship, fellowship, service to our community, occasional services such as baptisms, weddings and funerals, and mission.

The Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the P.C.C. should undertake.

#### Achievements and performance

The main and significant areas of achievement of the Church are set out below:

- Ongoing development of Rev'd Kina Robertshaw as Assistant Curate/Associate minister.
- Work with out Parish Schools has been difficult in 2021 partly due to the Covid Epidemic and partly due to the suspension of our Vicar.
- Christians Against Poverty has been amalgamated with St Peter's Food Bank. These have both grown enormously in strength. In 2021 we have created a new charity called 'Bromyard FoodBank and Money Advice Centre'. It has worked exceptionally well during the Epidemic.
- Ancillary to the above:
  - We have completed and fully paid for major repairs to the fabric and heating system.
  - Attendance and membership have remained steady, neither growing nor reducing.

#### Challenges

The main challenges facing the Church are:

- We continue to need to attract children and young people but wonder if our focus should be less about attracting to us and more about connecting with these groups in other places and at other times
- Our congregation is, overall, ageing and we constantly need to work at replenishing it at its younger end.
- We continue to be without a Vicar and are now in Vacancy.

#### Legal

We have received a Letter Before Action in respect of a claim arising from the conduct of Rev. Clive Evans and the PCC's oversight of his activities. We have referred the matter to our insurers and do not expect any financial liability to the PCC to arise.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. PETER'S, BROMYARD

## TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

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### **Covid - 19 :**

2021 has been difficult year. Our Vicar, Revd Clive Evans remained suspended throughout the year. The church family and the parish have had no clear understanding of the issues involved. At the same time Covid 19 has had a dramatic effect on all parts of church life, not least financially.

However, our Associate Minister Revd Kina Robertshaw has stepped up to lead St Peter's with love and care. She has organised on-line 'worship' and ensured continuing care for those profoundly affected by the Virus and its effects. It has been difficult, if not impossible, to continue with our work at schools and care homes. All of our house-groups have had to close down for the interim period. With government restriction it was necessary to close the church building for certain periods during 2021.

We are pleased to report that during the year, St Peter's Food Bank and 'Christians against Poverty' [CAP] have been assimilated into one charity organised by church and community. This has worked well.

We have put together a new Vision Statement, which has been shared with the Diocese, our local Mayor and community leaders. We believe this will have great effect in the life of our market town and its parish church into 2022 and beyond.

St Peter's had to operate for part of 2021 without Church Wardens, however this has now been remedied and, in addition, the PCC has grown by two new members. All in all, we see ourselves beginning to be truly revitalised for the future.

2021 has seen the employment of a part time Parish Administrator. We are pleased that the paperwork burden has been lifted from our Associate Minister.

Major repairs to the inside church roof have been scheduled to start in February 2022, which when completed, will leave the building in an excellent state of repair. These have been included in the budget for 2022, but will leave our resources profoundly stretched.

### **Plans for the future**

Our future plans are principally as follows for 2022.

- Overall, to continue to seek to become a community in mission, realised by each member of the church having a part to play.
- To think about and put into effect some practical possibilities for serving our community such as:
  - a) Holding a forum for all in our community concerned with tackling the problem of loneliness.
  - b) Planning a Sunday teaching series looking at a number of social needs.
- Major repairs to the inside of the church starting February 2022.

### **Financial review**

The results for the year are set out in the financial statements commencing on page 5. The financial statements show net outgoing resources of £51,540 (2020 - incoming of £4,570) the variance is down to less donations received as well as fewer charitable activities due to the Covid-19 pandemic and the suspension of the Vicar.

The level of free reserves has remained within the policy set throughout the year and trustees consider the results for the year and the financial position at the balance sheet date to be satisfactory.

The church has total reserves of £197,082 (2020 - £248,622) which are accounted for under two headings: restricted, and unrestricted. Restricted reserves of £43,912 (2020 - 70,600) consist of funds ring-fenced to finance particular projects and cannot be used for any other purpose. Unrestricted funds of £153,170 (2020 - £178,022). After making allowances for tangible fixed assets the charity held £55,441 (2020 - £80,293) in free reserves as at the year end.

It is the policy of the P.C.C. that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The Trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the P.C.C.'s current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

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# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. PETER'S, BROMYARD

## TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

---

The Trustees have assessed the major risks to which the P.C.C. is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

### Structure, governance and management

The Parochial Church Council (PCC) has two Approved Governing Documents:

- The Parochial Church Councils (Powers) Measure 1956, as amended
- The Church Representation Rules (contained in Schedule 3 to the Synodical Government Measure 1969, as amended)

The Trustees who served during the year are as described in the legal and administrative information section of these financial statements.

Brenda Allan	(Appointed 14 July 2021)
Carole Freegard	
Jean Jakeman	(Resigned 2 February 2021)
Jennifer Franklin	
Judith Harris	(Resigned 5 January 2022)
Rev. Kina Robertshaw	
Mark Franklin	
Peter Cliff	
Robert Hollis	
Roger Wilkins	
Ruby Evans	(Resigned 14 July 2021)
Sheenagh Davis	(Resigned 9 February 2021)
Ursula Huxtable	(Appointed 14 July 2021)
Rev. Wallace Brown	

Roger Wilkins and Mark Franklin are Church Wardens.

The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and may stand for election to the PCC.

Members of the Parochial Church Council are required to agree to their details being submitted to the Charity Commission for display on the Register. As part of this process, members are reminded of the fact that they are trustees of a charity, being the parish church, its work and its resources, and that they must act accordingly. Training is provided through trustee meetings and an understanding of guidance available from the Charity Commission.

The Trustees' report was approved by the Board of Trustees.



Rev. Kina Robertshaw

Trustee

Dated: 3 May 2022

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. PETER'S, BROMYARD

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. PETER'S, BROMYARD

---

I report to the Trustees on my examination of the financial statements of The Parochial Church Council Of The Ecclesiastical Parish of St. Peter's, Bromyard (the P.C.C.) for the year ended 31 December 2021.

#### Responsibilities and basis of report

As the Trustees of the P.C.C. you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the P.C.C.'s financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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

- 1 accounting records were not kept in respect of the P.C.C. as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have 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 financial statements to be reached.

Elizabeth Needham ACA CTA (VAT)  
Kendall Wadley LLP

Granta Lodge  
71 Graham Road  
Malvern  
Worcestershire  
WR14 2JS



Dated: 3 May 2022

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL  
PARISH OF ST. PETER'S, BROMYARD**

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

**FOR THE YEAR ENDED 31 DECEMBER 2021**

		Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	Notes	2021	2021	2021	2020	2020	2020
		£	£	£	£	£	£
<b><u>Income and endowments from:</u></b>							
Donations and legacies	3	38,031	3,616	41,647	70,061	30,398	100,459
Charitable activities	4	7,078	-	7,078	3,882	-	3,882
Investments	5	25	17	42	341	37	378
Other income	6	145	-	145	104	-	104
<b>Total income</b>		<b>45,279</b>	<b>3,633</b>	<b>48,912</b>	<b>74,388</b>	<b>30,435</b>	<b>104,823</b>
<b><u>Expenditure on:</u></b>							
Charitable activities	7	70,031	30,421	100,452	89,436	10,817	100,253
<b>Net (outgoing)/ incoming resources before transfers</b>		<b>(24,752)</b>	<b>(26,788)</b>	<b>(51,540)</b>	<b>(15,048)</b>	<b>19,618</b>	<b>4,570</b>
Gross transfers between funds	11	(100)	100	-	(2,500)	2,500	-
<b>Net (expenditure)/income for the year/ Net movement in funds</b>		<b>(24,852)</b>	<b>(26,688)</b>	<b>(51,540)</b>	<b>(17,548)</b>	<b>22,118</b>	<b>4,570</b>
Fund balances at 1 January 2021		178,022	70,600	248,622	195,570	48,482	244,052
<b>Fund balances at 31 December 2021</b>		<b>153,170</b>	<b>43,912</b>	<b>197,082</b>	<b>178,022</b>	<b>70,600</b>	<b>248,622</b>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.



# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. PETER'S, BROMYARD

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

---

### 1 Accounting policies

#### Charity information

The Parochial Church Council Of The Ecclesiastical Parish of St. Peter's, Bromyard is an unincorporated charity registered with the Charity Commission for England and Wales. The principal address is Church Lane, Bromyard HR7 4DZ

#### 1.1 Accounting convention

The financial statements have been prepared in accordance with the Church Of England Measures (the Parochial Church Councils (Powers) Measure 1956 as amended and the Church Representation Rules), the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2019). The P.C.C. is a Public Benefit Entity as defined by FRS 102.

The P.C.C. has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the P.C.C. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

#### 1.2 Going concern

At the time of approving the financial statements, the Trustees have a reasonable expectation that the P.C.C. has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

#### 1.4 Incoming resources

Income is recognised when the P.C.C. is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the P.C.C. has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. PETER'S, BROMYARD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

### 1 Accounting policies

(Continued)

Legacies are recognised on receipt or otherwise if the P.C.C. has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

### 1.5 Resources expended

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

### 1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Freehold land and buildings	Nil, given estimated residual value is believed to be in excess of cost
-----------------------------	---

### 1.7 Cash and cash equivalents

Cash and cash equivalents include cash in hand and deposits held at call with banks.

### 1.8 Financial instruments

The P.C.C. has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the P.C.C.'s balance sheet when the P.C.C. becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

#### *Basic financial assets*

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method. Financial assets classified as receivable within one year are not amortised.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL  
PARISH OF ST. PETER'S, BROMYARD**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 DECEMBER 2021**

**1 Accounting policies**

**(Continued)**

***Basic financial liabilities***

Basic financial liabilities, including creditors are initially recognised at transaction price. Financial liabilities classified as payable within one year are not amortised.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

***Derecognition of financial liabilities***

Financial liabilities are derecognised when the P.C.C.'s contractual obligations expire or are discharged or cancelled.

**1.9 Employee benefits**

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the P.C.C. is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

**2 Critical accounting estimates and judgements**

In the application of the P.C.C.'s accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

**3 Donations and legacies**

	Unrestricted funds general 2021 £	Restricted funds 2021 £	Total 2021 £	Unrestricted funds general 2020 £	Restricted funds 2020 £	Total 2020 £
Donations and gifts	37,031	3,616	40,647	70,061	30,398	100,459
Legacies receivable	1,000	-	1,000	-	-	-
	<u>38,031</u>	<u>3,616</u>	<u>41,647</u>	<u>70,061</u>	<u>30,398</u>	<u>100,459</u>

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL  
PARISH OF ST. PETER'S, BROMYARD**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 DECEMBER 2021**

**4 Charitable activities**

	2021 £	2020 £
Christmas Tree Festival	-	25
Use of rooms	20	150
Funerals and Weddings	7,058	3,707
	<u>7,078</u>	<u>3,882</u>

The above income relates to unrestricted activities (2019 - unrestricted activities).

**5 Investments**

	Unrestricted funds general 2021 £	Restricted funds 2021 £	Total 2021 £	Unrestricted funds general 2020 £	Restricted funds 2020 £	Total 2020 £
Interest receivable	<u>25</u>	<u>17</u>	<u>42</u>	<u>341</u>	<u>37</u>	<u>378</u>

**6 Other income**

	Unrestricted funds general 2021 £	Unrestricted funds general 2020 £
Sundry Income	145	<u>104</u>

All income relates to unrestricted activities (2020 - unrestricted activities).

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL  
PARISH OF ST. PETER'S, BROMYARD**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 DECEMBER 2021**

**7 Charitable activities**

	Costs of ministry 2021 £	Charitable Objectives 2021 £	Total 2021 £	Costs of ministry 2020 £	Charitable Objectives 2020 £	Total 2020 £
Various projects	30,422	-	30,422	10,817	-	10,817
Church fees	26,134	-	26,134	52,760	-	52,760
Insurance	4,428	478	4,906	4,948	104	5,052
Heat and Light	4,140	-	4,140	3,768	-	3,768
Rates	247	-	247	194	-	194
Church Upkeep	6,971	-	6,971	10,676	-	10,676
Church service expenses	3,112	-	3,112	1,607	-	1,607
Sundry expenses	1,205	-	1,205	313	-	313
Outreach and local mission	8,620	-	8,620	6,064	-	6,064
World Mission	4,220	-	4,220	4,245	-	4,245
Other charitable expenditure	3,335	-	3,335	2,817	-	2,817
	<u>92,834</u>	<u>478</u>	<u>93,312</u>	<u>98,209</u>	<u>104</u>	<u>98,313</u>
Share of support costs (see note 8)	6,240	-	6,240	1,040	-	1,040
Share of governance costs (see note 8)	900	-	900	900	-	900
	<u>99,974</u>	<u>478</u>	<u>100,452</u>	<u>100,149</u>	<u>104</u>	<u>100,253</u>
<b>Analysis by fund</b>						
Unrestricted funds - general	69,553	478	70,031	89,332	104	89,436
Restricted funds	30,421	-	30,421	10,817	-	10,817
	<u>99,974</u>	<u>478</u>	<u>100,452</u>	<u>100,149</u>	<u>104</u>	<u>100,253</u>

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL  
PARISH OF ST. PETER'S, BROMYARD**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 DECEMBER 2021**

8 Support costs	Support costs	Governance costs	2021	2020	Basis of allocation
	£	£	£	£	
Staff costs	6,240	-	6,240	1,040	
Independent examiners fees	-	900	900	900	Governance
	<u>6,240</u>	<u>900</u>	<u>7,140</u>	<u>1,940</u>	
Analysed between					
Charitable activities	<u>6,240</u>	<u>900</u>	<u>7,140</u>	<u>1,940</u>	

Governance costs includes payments to the accountants of £900 (2020- £900, accountants fees) for independent examination fees.

**9 Trustees**

None of the Trustees (or any persons connected with them) received any remuneration or benefits from the P.C.C. during the year. No trustees (2020 - no) were re-imbursed expenses.

**10 Employees**

There was 1 employee during the year (2020-1.)

Employment costs	2021	2020
	£	£
Wages and salaries	<u>6,240</u>	<u>1,040</u>

**11 Transfers**

Transfers have been made between unrestricted and restricted funds are £100 (2020 - £2,500) to clear deficits arising on projects.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL  
PARISH OF ST. PETER'S, BROMYARD**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 DECEMBER 2021**

<b>12 Tangible fixed assets</b>	<b>Freehold land and buildings</b>	
	<b>£</b>	
<b>Cost</b>		
At 1 January 2021		97,729
		<u>          </u>
At 31 December 2021		97,729
		<u>          </u>
<b>Carrying amount</b>		
At 31 December 2021		97,729
		<u>          </u>
At 31 December 2020		<u>97,729</u>
		<u>          </u>
 <b>13 Debtors</b>		
	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
<b>Amounts falling due within one year:</b>		
Prepayments and accrued income	4,262	6,679
	<u>          </u>	<u>          </u>
 <b>14 Creditors: amounts falling due within one year</b>		
	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Accruals and deferred income	946	946
	<u>          </u>	<u>          </u>

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. PETER'S, BROMYARD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

15 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Balance at 1 January 2020		Movement in funds		Transfers		Balance at 1 January 2021		Movement in funds		Transfers		Balance at 31 December 2021	
	£	£	Incoming resources	Resources expended	£	£	£	£	Incoming resources	Resources expended	£	£	£	£
Bell augmentation fund	-	-	329	(2,829)	2,500	-	8,778	-	603	(320)	-	-	-	283
Bell repair fund	6,752	-	27	-	-	-	217	-	2	-	-	-	-	8,780
Fabric fund	206	-	11	-	-	-	26,081	-	4	-	-	-	-	220
Helping Hands	1,305	-	30,070	(5,294)	-	-	35,524	-	3,013	(29,194)	100	-	-	-
New organ fund	38,219	-	-	(2,695)	-	-	70,600	-	11	(908)	-	-	-	34,628
	<u>48,482</u>	<u>30,436</u>	<u>30,436</u>	<u>(10,818)</u>	<u>2,500</u>	<u>70,600</u>	<u>3,633</u>	<u>(30,421)</u>	<u>100</u>	<u>43,912</u>				

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. PETER'S, BROMYARD**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 DECEMBER 2021**

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<b>15</b>	<b>Restricted funds</b>	<b>(Continued)</b>
	Bell Augmentation Fund - relates to keeping the bells and bell tower in good repair. It is to be closed and unspent funds added to the fund next listed.	
	Bell Repair Fund -relates to keeping the bells and bell tower in good repair.	
	Fabric Fund - is restricted to repair of the fabric of St Peter's Church and associated structures.	
	Helping Hands - is administered by the PCC on behalf of the Helping Hands, Bromyard, a local 'food bank' and it is restricted solely to the purposes of the food bank.	
	New Organ Fund - relates to keeping the church organ and associated fabric in good repair as well as enhancing the music of St Peters Church as well as to related purposes.	

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**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL  
PARISH OF ST. PETER'S, BROMYARD**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 DECEMBER 2021**

**16 Designated funds**

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	Movement in funds			Movement in funds		
	Incoming resources	Resources expended	Transfers	Balance at 1 January 2021	Incoming resources	Balance at 31 December 2021
	£	£	£	£	£	£
Intergenerational Missioner	12	(840)	828	-	-	-
	<u>12</u>	<u>(840)</u>	<u>828</u>	<u>-</u>	<u>-</u>	<u>-</u>
	<u><u>12</u></u>	<u><u>(840)</u></u>	<u><u>828</u></u>	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>-</u></u>

The above fund is a fund designated by the PCC for the support and work of the Intergenerational Missioner.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. PETER'S, BROMYARD**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 DECEMBER 2021**

17 Analysis of net assets between funds	Unrestricted funds		Designated funds		Restricted funds		Total	
	2021	£	2021	£	2021	£	2020	£
Fund balances at 31 December 2021 are represented by:								
Tangible assets	97,729	-	-	-	97,729	97,729	-	97,729
Current assets/ (liabilities)	55,441	-	-	43,912	99,353	60,250	70,600	150,893
	<u>153,170</u>	-	-	<u>43,912</u>	<u>197,082</u>	<u>178,022</u>	<u>70,600</u>	<u>248,622</u>

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL  
PARISH OF ST. PETER'S, BROMYARD**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

***FOR THE YEAR ENDED 31 DECEMBER 2021***

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**18 Related party transactions**

There were no disclosable related party transactions during the year (2020 - none).

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# Accounts

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**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL  
PARISH OF ST. PETER'S, BROMYARD**

**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2020**

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. PETER'S, BROMYARD

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# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. PETER'S, BROMYARD

## TRUSTEES' REPORT

*FOR THE YEAR ENDED 31 DECEMBER 2020*

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The Trustees present their report and financial statements for the year ended 31 December 2020.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the P.C.C.'s Parochial Church Council Powers measure (1956) as amended and Church Representation Rules that came into force on 02 Jan 1957, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2019)

### **Objectives and activities**

The overriding aim of St. Peter's Church, Bromyard is to function as a parish church within the Church of England in the parish of Bromyard, typically providing weekly worship, fellowship, service to our community, occasional services such as baptisms, weddings and funerals, and mission.

The Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the P.C.C. should undertake.

### **Achievements and performance**

The main and significant areas of achievement of the Church are set out below:

- Ongoing development of Rev'd Kina Robertshaw as Assistant Curate/Associate minister.
- After school group running effectively in our local primary school, along with regular assemblies in three local schools (school involvement in 2020 has been profoundly affected by Covid-19.)
- Christians Against Poverty has been amalgamated with St Peter's Food Bank. These have both grown enormously in strength. In 2021 we are looking to create a new charity called 'Bromyard FoodBank and Money Advice Centre'.
- Ancillary to the above:
  - We have continued to maintain a healthy flow of income and active expenditure.
  - We have completed and fully paid for major repairs to the fabric and heating system.
  - We have maintained our work across all sectors of our activity.
  - Attendance and membership have remained steady, neither growing nor reducing.

### **Challenges**

The main challenges facing the Church are:

- We continue to need to attract children and young people but wonder if our focus should be less about attracting to us and more about connecting with these groups in other places and at other times
- Our congregation is, overall, ageing and we constantly need to work at replenishing it at its younger end.
- Currently we do not have a Vicar, as he has been suspended.

### **Covid - 19 :**

During 2020 St Peter's Church was dramatically affected by the Covid 19 virus. Thankfully none of our church members died as a direct result but quite a few were affected either in themselves or via their family members.

The church was closed during the spring lockdown and the winter lockdown but all services were maintained on-line and church business maintained via Zoom, Email and direct phone conversations.

The finances were dramatically affected as we had few funerals [mostly they went direct to the Crematorium in Hereford]. In addition, the ongoing Sunday collections were minimalised. Thankfully most of our church income is given through direct bank giving.

Covid 19 lays a profound challenge before St Peter's as we seek, in 2021 to carry out our fundamental mission as a Church.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. PETER'S, BROMYARD

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2020

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#### Plans for the future

Our future plans are principally as follows for 2021:

- Overall, to continue to seek to become a community in mission, realised by each member of the church having a part to play.
- To think about and put into effect some practical possibilities for serving our community by:
- Holding a forum for all in our community concerned with tackling the problem of loneliness.
- Planning a Sunday teaching series looking at a number of social needs.
- We are looking to employ a Christian Children's Charity in 2021 for outreach to care for our local children, inside and outside of school.
- We are employing a part time Parish Administrator, to relieve the burden on the clergy.

#### Financial review

The results for the year are set out in the financial statements commencing on page 5. The financial statements show net incoming resources of £4,570 (2019 - £8,363) the variance is down to less donations received as well as fewer charitable activities due to Covid-19.

The level of free reserves has remained within the policy set throughout the year and trustees consider the results for the year and the financial position at the balance sheet date to be satisfactory.

The church has total reserves of £248,622 (2019 - £244,052) which are accounted for under two headings: restricted, and unrestricted. Restricted reserves of £70,600 (2019 - 48,482) consist of funds ring-fenced to finance particular projects and cannot be used for any other purpose. Unrestricted funds of £178,022 (2019 - £195,570). After making allowances for tangible fixed assets the charity held £80,293 (2019 - £97,841) in free reserves as at the year end.

It is the policy of the P.C.C. that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The Trustees considers that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the P.C.C.'s current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

The Trustees has assessed the major risks to which the P.C.C. is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

#### Structure, governance and management

The Parochial Church Council (PCC) has two Approved Governing Documents:

- The Parochial Church Councils (Powers) Measure 1956, as amended
- The Church Representation Rules (contained in Schedule 3 to the Synodical Government Measure 1969, as amended)

The Trustees who served during the year are as described in the legal and administrative information section of these financial statements.

Joy Cliff	(Resigned 1 September 2020)
Christine Walters	(Resigned 1 September 2020)
Geoffrey Simmons	(Resigned 1 September 2020)
Judith Harris	
Ruby Evans	
Roger Wilkins	
Jean Jakeman	
Peter Cliff	
Kina Robertshaw	
Mrs C Freegard	
Ms S Davies	(Appointed 20 January 2020)

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL  
PARISH OF ST. PETER'S, BROMYARD**

**TRUSTEES' REPORT (CONTINUED)**

**FOR THE YEAR ENDED 31 DECEMBER 2020**

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Mrs J Franklin  
Mr R Hollis

(Appointed 8 July 2020)  
(Appointed 1 September 2020)

In addition Wallace Brown has acted in an ex-officio capacity.

The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and may stand for election to the PCC.

Members of the Parochial Church Council are required to agree to their details being submitted to the Charity Commission for display on the Register. As part of this process, members are reminded of the fact that they are trustees of a charity, being the parish church, its work and its resources, and that they must act accordingly. Training is provided through trustee meetings and an understanding of guidance available from the Charity Commission.

The Trustees' report was approved by the Board of Trustees.

.....  
**Kims Robertshaw**

Trustee

Dated: .....  
17/3/21

*Wallace Brown*

\_\_\_\_\_  
Revd Canon Wallace Brown

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. PETER'S, BROMYARD

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. PETER'S, BROMYARD

---

I report to the Trustees on my examination of the financial statements of The Parochial Church Council Of The Ecclesiastical Parish of St. Peter's, Bromyard (the P.C.C.) for the year ended 31 December 2020.

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

As the Trustees of the P.C.C. you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the P.C.C.'s financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

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

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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

- 1 accounting records were not kept in respect of the P.C.C. as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have 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 financial statements to be reached.



Elizabeth Needham ACA CTA (VAT)  
Kendall Wadley LLP

Granta Lodge  
71 Graham Road  
Malvern  
Worcestershire  
WR14 2JS

Dated: 16 March 2021

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL  
PARISH OF ST. PETER'S, BROMYARD**

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

**FOR THE YEAR ENDED 31 DECEMBER 2020**

		Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £	Unrestricted funds 2019 £	Restricted funds 2019 £	Total 2019 £
	<b>Notes</b>						
<b><u>Income and endowments from:</u></b>							
Donations and legacies	<b>3</b>	70,061	30,398	100,459	110,476	1,595	112,071
Charitable activities	<b>4</b>	3,882	-	3,882	17,169	-	17,169
Investments	<b>5</b>	341	37	378	441	114	555
Other income	<b>6</b>	104	-	104	104	-	104
<b>Total income</b>		<b>74,388</b>	<b>30,435</b>	<b>104,823</b>	<b>128,190</b>	<b>1,709</b>	<b>129,899</b>
<b><u>Expenditure on:</u></b>							
Charitable activities	<b>7</b>	89,436	10,817	100,253	119,084	2,452	121,536
<b>Net (outgoing)/ incoming resources before transfers</b>		<b>(15,048)</b>	<b>19,618</b>	<b>4,570</b>	<b>9,106</b>	<b>(743)</b>	<b>8,363</b>
Gross transfers between funds	<b>11</b>	(2,500)	2,500	-	(1,026)	1,026	-
<b>Net (expenditure)/income for the year/ Net movement in funds</b>		<b>(17,548)</b>	<b>22,118</b>	<b>4,570</b>	<b>8,080</b>	<b>283</b>	<b>8,363</b>
Fund balances at 1 January 2020		195,570	48,482	244,052	187,490	48,199	235,689
<b>Fund balances at 31 December 2020</b>		<b>178,022</b>	<b>70,600</b>	<b>248,622</b>	<b>195,570</b>	<b>48,482</b>	<b>244,052</b>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL  
PARISH OF ST. PETER'S, BROMYARD**

**BALANCE SHEET**

**AS AT 31 DECEMBER 2020**

	Notes	2020 £	£	2019 £	£
<b>Fixed assets</b>					
Tangible assets	12		97,729		97,729
<b>Current assets</b>					
Debtors	13	6,679		13,594	
Cash at bank and in hand		145,160		133,690	
		<u>151,839</u>		<u>147,284</u>	
<b>Creditors: amounts falling due within one year</b>	14	<u>(946)</u>		<u>(961)</u>	
Net current assets			<u>150,893</u>		<u>146,323</u>
<b>Total assets less current liabilities</b>			<u>248,622</u>		<u>244,052</u>
<b>Income funds</b>					
Restricted funds	15		70,600		48,482
<u>Unrestricted funds - general</u>					
Designated funds	16	-		-	
General unrestricted funds		<u>178,022</u>		<u>195,570</u>	
			<u>178,022</u>		<u>195,570</u>
			<u>248,622</u>		<u>244,052</u>

The financial statements were approved by the Trustees on 16 March 2021

Kina Robertshaw  
Trustee

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. PETER'S, BROMYARD

## NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2020

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### 1 Accounting policies

#### Charity information

The Parochial Church Council Of The Ecclesiastical Parish of St. Peter's, Bromyard is an unincorporated charity registered with the Charity Commission for England and Wales. The principal address is Church Lane, Bromyard HR7 4DZ

#### 1.1 Accounting convention

The financial statements have been prepared in accordance with the Church Of England Measures (the Parochial Church Councils (Powers) Measure 1956 as amended and the Church Representation Rules), the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2019). The P.C.C. is a Public Benefit Entity as defined by FRS 102.

The P.C.C. has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the P.C.C. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

#### 1.2 Going concern

At the time of approving the financial statements, the Trustees have a reasonable expectation that the P.C.C. has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

#### 1.4 Incoming resources

Income is recognised when the P.C.C. is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the P.C.C. has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. PETER'S, BROMYARD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

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### 1 Accounting policies

(Continued)

Legacies are recognised on receipt or otherwise if the P.C.C. has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

#### 1.5 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Freehold land and buildings	Nil, given estimated residual value is believed to be in excess of cost
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#### 1.6 Cash and cash equivalents

Cash and cash equivalents include cash in hand and deposits held at call with banks.

#### 1.7 Financial instruments

The P.C.C. has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the P.C.C.'s balance sheet when the P.C.C. becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

##### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method. Financial assets classified as receivable within one year are not amortised.

##### **Basic financial liabilities**

Basic financial liabilities, including creditors are initially recognised at transaction price. Financial liabilities classified as payable within one year are not amortised.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

##### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the P.C.C.'s contractual obligations expire or are discharged or cancelled.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. PETER'S, BROMYARD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

### 1 Accounting policies (Continued)

#### 1.8 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the P.C.C. is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

### 2 Critical accounting estimates and judgements

In the application of the P.C.C.'s accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

### 3 Donations and legacies

	Unrestricted funds general 2020 £	Restricted funds 2020 £	Total 2020 £	Unrestricted funds general 2019 £	Restricted funds 2019 £	Total 2019 £
Donations and gifts	70,061	30,398	100,459	110,476	1,595	112,071

### 4 Charitable activities

	2020 £	2019 £
Christmas Tree Festival	25	1,786
Use of rooms	150	360
Funerals and Weddings	3,707	15,023
	<u>3,882</u>	<u>17,169</u>

The above income relates to unrestricted activities (2019 - unrestricted activities).

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL  
PARISH OF ST. PETER'S, BROMYARD**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 DECEMBER 2020**

**5 Investments**

	Unrestricted funds general 2020 £	Restricted funds 2020 £	Total 2020 £	Unrestricted funds general 2019 £	Restricted funds 2019 £	Total 2019 £
Interest receivable	341	37	378	441	114	555
	<u>341</u>	<u>37</u>	<u>378</u>	<u>441</u>	<u>114</u>	<u>555</u>

**6 Other income**

	Unrestricted funds general 2020 £	Unrestricted funds general 2019 £
Sundry Income	104	104
	<u>104</u>	<u>104</u>

All income relates to unrestricted activities (2019 - unrestricted activities).

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL  
PARISH OF ST. PETER'S, BROMYARD**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 DECEMBER 2020**

**7 Charitable activities**

	Costs of ministry 2020 £	Charitable Objectives 2020 £	Total 2020 £	Costs of ministry 2019 £
Various projects	10,817	-	10,817	2,452
Church fee's	52,760	-	52,760	50,730
Insurance	4,948	104	5,052	5,135
Heat and Light	3,768	-	3,768	5,202
Rates	194	-	194	243
Church Upkeep	10,676	-	10,676	12,934
Church service expenses	1,607	-	1,607	9,313
Sundry expenses	313	-	313	1,432
Outreach and local mission	6,064	-	6,064	10,126
World Mission	4,245	-	4,245	6,405
Other charitable expenditure	2,817	-	2,817	16,664
	<u>98,209</u>	<u>104</u>	<u>98,313</u>	<u>120,636</u>
Share of support costs (see note 8)	1,040	-	1,040	-
Share of governance costs (see note 8)	900	-	900	900
	<u>100,149</u>	<u>104</u>	<u>100,253</u>	<u>121,536</u>
<b>Analysis by fund</b>				
Unrestricted funds - general	89,332	104	89,436	119,084
Restricted funds	10,817	-	10,817	2,452
	<u>100,149</u>	<u>104</u>	<u>100,253</u>	<u>121,536</u>

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL  
PARISH OF ST. PETER'S, BROMYARD**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 DECEMBER 2020**

**8 Support costs**

	Support costs	Governance costs	2020	2019	Basis of allocation
	£	£	£	£	
Staff costs	1,040	-	1,040	-	
Independent examiners fees	-	900	900	900	Governance
	<u>1,040</u>	<u>900</u>	<u>1,940</u>	<u>900</u>	
Analysed between Charitable activities	<u>1,040</u>	<u>900</u>	<u>1,940</u>	<u>900</u>	

Governance costs includes payments to the accountants of £900 (2019- £900, accountants fees) for independent examination fees.

**9 Trustees**

None of the Trustees (or any persons connected with them) received any remuneration or benefits from the P.C.C. during the year. No trustees (2019 - no) were re-imbursed expenses.

**10 Employees**

There was 1 employee during the year (2019-0, however, Geri Miller continued her role as Intergenerational Missioner.)

Employment costs	2020	2019
	£	£
Wages and salaries	<u>1,040</u>	<u>-</u>

**11 Transfers**

Transfers have been made between unrestricted and restricted funds are £2,500 (2019 - £1,026) to clear deficits arising on projects.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL  
PARISH OF ST. PETER'S, BROMYARD**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 DECEMBER 2020**

<b>12 Tangible fixed assets</b>	<b>Freehold land and buildings</b>	
	<b>£</b>	
<b>Cost</b>		
At 1 January 2020		97,729
		<u>97,729</u>
At 31 December 2020		97,729
		<u>97,729</u>
<b>Carrying amount</b>		
At 31 December 2020		97,729
		<u>97,729</u>
At 31 December 2019		<u>97,729</u>
		<u>97,729</u>
 <b>13 Debtors</b>		
	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
<b>Amounts falling due within one year:</b>		
Prepayments and accrued income	6,679	13,594
	<u>6,679</u>	<u>13,594</u>
 <b>14 Creditors: amounts falling due within one year</b>		
	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Accruals and deferred income	946	961
	<u>946</u>	<u>961</u>

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. PETER'S, BROMYARD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2020

#### 15 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Balance at 1 January 2019		Movement in funds			Balance at 1 January 2020			Movement in funds			Balance at 31 December 2020	
	£	£	Incoming resources	Resources expended	Transfers	£	£	£	Incoming resources	Resources expended	Transfers	£	£
Bell augmentation fund	-		501	(1,527)	1,026	-		329	(2,829)	2,500		-	
Bell repair fund	8,680		72	-	-	8,752		27	-	-		8,779	
Fabric fund	164		42	-	-	206		11	-	-		217	
Helping Hands	1,136		1,094	(925)	-	1,305		30,070	(5,294)	-		26,081	
New organ fund	38,219		-	-	-	38,219		-	(2,695)	-		35,524	
	<u>48,199</u>		<u>1,709</u>	<u>(2,452)</u>	<u>1,026</u>	<u>48,482</u>		<u>30,436</u>	<u>(10,818)</u>	<u>2,500</u>		<u>70,600</u>	

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. PETER'S, BROMYARD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2020

#### 15 Restricted funds

(Continued)

Bell Augmentation Fund - relates to keeping the bells and bell tower in good repair. It is to be closed and unspent funds added to the fund next listed.

Bell Repair Fund -relates to keeping the bells and bell tower in good repair.

Fabric Fund - is restricted to repair of the fabric of St Peter's Church and associated structures.

Flower Fund - is treated as a restricted fund because it contains funds given specifically for the purpose of providing flowers in church.

Helping Hands - is administered by the PCC on behalf of the Helping Hands, Bromyard, a local 'food bank' and it is restricted solely to the purposes of the food bank.

New Organ Fund - relates to keeping the church organ and associated fabric in good repair as well as enhancing the music of St Peters Church as well as to related purposes.

Roof repair fund - a fund established to assist the costs of repairing the roof, this work is now complete.

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. PETER'S, BROMYARD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

### 16 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Balance at 1 January 2019		Movement in funds			Movement in funds			Balance at 31 December 2020		
	£	£	Incoming resources	Resources expended	Transfers	Balance at 1 January 2020	Incoming resources	Resources expended	Transfers	£	£
Intergenerational Missioner	4,832	850	850	(10,982)	5,300	-	12	(840)	828	-	-
	4,832	850	850	(10,982)	5,300	-	12	(840)	828	-	-

The above fund is a fund designated by the PCC for the support and work of the Intergenerational Missioner.

### 17 Analysis of net assets between funds

	Unrestricted funds		Designated funds		Restricted funds		Total		Total 2019
	2020	£	2020	£	2020	£	2020	£	
Fund balances at 31 December 2020 are represented by:									
Tangible assets	97,729	-	-	-	97,729	-	-	-	97,729
Current assets/ (liabilities)	80,293	-	70,600	150,893	97,841	-	48,482	146,323	
	178,022	-	70,600	248,622	195,570	-	48,482	244,052	

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL  
PARISH OF ST. PETER'S, BROMYARD**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

***FOR THE YEAR ENDED 31 DECEMBER 2020***

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**18 Related party transactions**

There were no disclosable related party transactions during the year (2019 - none).