

Annual Finance Report for Church of Our Saviour for 2020

Overview

The headline figures are:

- Surplus on general Fund of £11,405 (2019 – deficit of £6,242) Over the last 2 years, there has been a surplus on General Fund of £5,163.
- Surplus on Building Fund of £18,774
- The total income for the year (see Statement of Financial Activities on page 4) amounted to £111,280 (2019 - £190,723), a reduction of £79,543. The decrease was due to:
 - Reductions (£38,586) in receipts from the insurers in respect of claims made for losses of income, to recover professional fees, and for goods damaged beyond economic repair. In 2020, including a release of provisions of £9,136 to the General Fund in respect of claims proceeds received not previously allocated, this amounted to £43,619 (2019 – £72,205).
 - Reduction in income from rents of Church Hall, Annex and Portabin, etc (2020 £7,577, 2019 - £25,054). This reduction amounted to £17,477.
 - Reduced giving by way of Planned Giving and other voluntary income. In 2020 this fell by £29,170 to £58,957 (2019 - £88,127). Part of this was a grant from URC to the improvements (£13,702) not repeated in 2020.

Happily, Expenditure also fell significantly to £81,101 (2019 - £127,728), as expenditure through the Building fund fell, now that work was completed and a reduction in Parish Share of £14,060.

Main points from the 2020 accounts

- Planning giving for the Church and Building Fund held up very well, for which, as a Treasurer, I'm very grateful. Thank you..
- Despite the insurers claiming they had settled in full at the end of 2019, we received further reimbursement of £34,483, were able to release to reserves unallocated income receipts of £9,136, and finally settled with the insurers for a further £12,000 in March 2021. £5,978 of this will be released as income in 2022.
- There was a sharp drop in rental income of (net) £16,153 as we were effectively closed for lettings for most of 2020.
- Parish Share was reduced by £14,060, as we had no Minister.
- On an ongoing basis, the reduction in Parish Share and reduction in rent roughly cancel out, and excluding the release of unallocated income, the General Fund had a modest surplus.
- Following the Fire and the building of the Annex, we now have a smart, updated and extended Church building, ready to serve the people of Chelmer Village and Chancellor Park.

Charitable giving (Page 12)

It is the policy of the Church Council to make donations to charitable organisations equal to 10% of the income for the year, excluding rental income. Accordingly provision has been made in the accounts for donations of £4,925 (2019 - £4,797). Details of charitable giving are set out in page 12.

Christian ministry (Church Activities, Page 9)

£54,105 (2019 - £77,550) was spent to provide Christian Ministry from Church of Our Saviour. That sum includes a reduced contribution of £21,894 (2019 - £35,954) to the Diocesan Quota (Parish Share). Our contribution to the URC Ministry and Mission fund is also included within the Diocesan Quota. The contribution goes largely towards providing for stipends, salaries, pensions and housing for the clergy.

Building Fund (Pages 8, 9)

The Church raised £13,185 for the Building Fund during 2019 (2019 - £47,208). £16,930 was spent on professional fees etc, and £21,416 on extending and improving the Church. The fund balance stood at £326,423 (2019 – £307,649) at end 2020.

Running costs of the church (page 13)

Expenditure for the shared running costs of the Church totalled £21,042 (2019 – £14,907), an increase of 25%. This was mainly increased utility bills, some of which were catch ups. Church rental income was down sharply, because of the inability to rent the main Church. The result was a deficit of £17,754 (2019 - £1,760) to be shared 60% / 40% with the Catholic Community.

Insurance Claims

After the year-end, the Church and insurer agreed a settlement of £12,000, covering claims for reimbursement for restoration work (£6,022) and future loss of income (£5,978). The latter will be included as income in 2021.

Jeffrey Mushens

Hon Treasurer

22nd March, 2021

**The Church Council of
Church of Our Saviour, East Springfield
Chelmer Village, Chelmsford, Essex.**

(Charity Registration No. 1169685)

This report on the Accounts of the Church Council for the year ended 31 December 2020, which are set out on pages 4 to 13 inclusive, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 and Section 145 of the Charities Act 2011.

As members of Church Council you are responsible for the preparation of the Accounts; you consider that the audit requirement of Regulation 3(3) of the Church Accounting Regulations 2006 and Section 144(2) of the Charities Act 2011 (the Act) does not apply. It is my responsibility to issue this report on those Accounts in accordance with the terms of the Church Accounting Regulations 2006 and the Charities (Accounts and Reports) Regulations 2008.

My examination was carried out in accordance with the General Directions given by the Charity Commission under Section 145(5)(b) of the Act and to be found in the guidance from the CBF. That examination includes a review of the accounting records kept by the PCC and a comparison of the Accounts with those records. It also includes considering any unusual items or disclosures in the Accounts and seeking explanations from you as Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the Accounts.

Independent Examiner's Statement

In accordance with my examination, no matter has come to my attention, which gives me reasonable cause to believe that, in any material respect, the requirements:

- to keep accounting records in accordance with Section 130 of the 2011 Act: and
- to prepare Accounts which accord with the accounting records and to comply with the requirements of the Act, as also contained in the Church Accounting Regulations 2006

have not been met, or to which, in my opinion, attention should be drawn in order to enable a proper understanding of the Accounts to be reached.

Riverside House
1-5 Como Street
ROMFORD
RM7 7DN

David Belbin
Independent Examiner
Clemence Hoar Cummings
Chartered Accountants

23rd March, 2021

**Church of Our Saviour, East Springfield
Chelmer Village, Chelmsford, Essex.**

(Charity Registration No. 1169685)

**STATEMENT OF FINANCIAL ACTIVITIES
for the year ended 31st December 2020**

		Unrestricted Funds	Restricted Funds	TOTAL FUNDS	
	notes			2020	2019
		£	£	£	£
INCOME AND ENDOWMENTS					
Voluntary Income	2a	45,774	13,185	88,127	93,532
Activities for Generating Funds	2b	7,577		25,054	22,636
Investment Income	2c	4	598	764	773
(Reduction)/Increase in Value of Fixed Asset Investments			(2,570)	(2,570)	2,111
Income from Church Activities	2d	3,019	75	3,064	2,462
Other Income	2e	9,136	34,483	43,619	72,205
TOTAL INCOME		<u>65,510</u>	<u>45,770</u>	<u>111,280</u>	<u>190,723</u>
EXPENDITURE					
Church Activities	3a	54,105	26,996	81,101	127,728
Church Extension/Annex Build Costs			21,416	21,416	102,780
Transfer to Fixed Assets			(21,416)	(21,416)	(102,780)
TOTAL EXPENDITURE		<u>54,105</u>	<u>26,996</u>	<u>81,101</u>	<u>127,728</u>
NET INCOME/ (EXPENDITURE)		11,405	18,774	30,179	29,197
Bought Forward		28,927	307,649	336,576	244,383
BALANCES AT 31 DECEMBER 2020		<u>40,332</u>	<u>326,423</u>	<u>366,755</u>	<u>273,580</u>

**Church of Our Saviour, East Springfield
Chelmer Village, Chelmsford, Essex.**

(Charity Registration No. 1169685)

**BALANCE SHEET
31ST DECEMBER 2020**

		Unrestricted Funds	Restricted Funds	TOTAL FUNDS	
	notes	£	£	2020 £	2019 £
FIXED ASSETS					
Tangible Assets	4	7,532	322,951	330,483	316,259
Investment Assets	5	506	12,243	12,749	15,319
CURRENT ASSETS					
Debtors	6	11,891	8,642	20,533	6,346
Cash at Bank and in hand		38,417	4,933	43,350	37,473
		<u>50,308</u>	<u>13,575</u>	<u>63,883</u>	<u>43,819</u>
CREDITORS					
falling due within one year	7	18,014	17,422	38,659	38,821
NET ASSETS / (LIABILITIES)		<u>40,332</u>	<u>307,649</u>	<u>336,577</u>	<u>336,576</u>
FUNDS					
Unrestricted	9	40,332		40,332	28,927
Restricted	8		326,423	326,423	307,649
TOTAL FUNDS		<u>40,332</u>	<u>326,423</u>	<u>366,755</u>	<u>336,576</u>

Approved by Church Council on 23rd March, 2021

..... Church Officer

..... Church Officer

..... Treasurer

CHURCH OF OUR SAVIOUR, CHELMER VILLAGE
(Charity Registration No. 1169685)

NOTES TO THE FINANCIAL STATEMENTS.

For the year ended 31 December 20

1. ACCOUNTING POLICIES.

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with United Kingdom Generally Accepted Accounting Practice (FRS 102), and the Charities Act 2011.

(a) Funds

- General Funds represent funds of the Church Council that are not subject to any restrictions regarding their use and are available for application on the general purposes of the Church. Funds designated by the Church Council for a particular purpose are also unrestricted.
- Restricted funds represent donations or fundraising income received for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund.
- The accounts include all transactions, assets and liabilities for which the Church Council is responsible in law. They do not include the accounts of Church Groups that owe their affiliation to another body nor those that are informal gatherings of Church members.

(b) Income and Endowments

All income and endowments are included in the statement of financial activities when the Church is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Collections are recognised when received on behalf of the Church Council.
- Planned giving receivable under pledge is recognised only when received.
- Income Tax recoverable on gift aided collections is brought to account on an accruals basis.
- Funds raised by fete, garden party and similar events are accounted for net.
- Grants and legacies to the Church Council are accounted for as soon as the Church Council is notified of its legal entitlement and the amount receivable.
- Rental income from the letting of church premises is recognised when the rental is due.
- Interest and dividends are recognised when received.

(c) Expenditure

- Expenses are charged against income in the period in which they are incurred.
- VAT incurred is included with the associated expenditure
- Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of running fundraising events.

CHURCH OF OUR SAVIOUR, CHELMER VILLAGE
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NOTES TO THE FINANCIAL STATEMENTS.

For the year ended 31 December 2020

- Church activities expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.
- The costs of governance, which include those costs associated with meeting the constitutional and statutory requirements of the charity and include the Independent Examination fees and costs linked to the strategic management of the charity are included as support costs for our charitable activities.
- Known future material liabilities are provided for at the balance sheet date.

(d) Fixed Assets

- Fixed assets are depreciated on a straight line basis at rates calculated to write the assets down to their residual value over the estimated useful life of the asset.
- Individual items with a purchase price of £350 or less are charged against income when the asset is acquired.
- Any proceeds on the disposal of the Portakabin are for the account of the Diocese and accordingly no value is included in the accounts for the Portakabin.

(e) Investments

- Investments whether by way of loan or transferable security are valued at market value at the balance sheet date.

**Notes to the Financial Statements
for the year ended 31st December 2020**

Note	UNRESTRICTED	RESTRICTED	TOTAL FUNDS	
	General Fund £	Building Fund £	2020 £	2019 £
INCOME AND ENDOWMENTS				
2a Voluntary Income				
Planned Giving	30,448	9,460	39,908	36,501
Open Plate Collections	1,447	863	2,310	17,392
Donations	4,618	242	4,860	6,443
Tax recoverable on above	9,261	2,620	11,881	14,089
Grants				13,702
	<u>45,774</u>	<u>13,185</u>	<u>58,959</u>	<u>88,127</u>
2b Activities for Generating Funds				
Fund Raising Events				1,322
Use of Church Hall	3,288		3,288	13,147
Use of Portacabin	4,289		4,289	7,246
Use of Annex				3,339
	<u>7,577</u>	<u></u>	<u>7,577</u>	<u>25,054</u>
2c Investment Income				
Interest/Distributions	4	598	602	764
(Decrease)/Increase in Market Value of Fixed Asset Investments		(2,570)	(2,570)	2,111
2d Income from Church Activities				
Fees	44		44	771
Miscellaneous Income	2,975	75	3,050	1,691
	<u>3,019</u>	<u>75</u>	<u>3,084</u>	<u>2,462</u>
2e Other Income				
Income from insurance	<u>9,136</u>	<u>34,483</u>	<u>43,619</u>	<u>72,205</u>
TOTAL INCOME	<u>65,510</u>	<u>45,770</u>	<u>111,280</u>	<u>190,723</u>
TOTAL EXPENDITURE	<u>54,105</u>	<u>26,996</u>	<u>81,101</u>	<u>127,728</u>
	<u>11,405</u>	<u>18,774</u>	<u>30,180</u>	<u>62,995</u>
Brought Forward	28,927	307,649	336,576	273,581
Carried Forward	<u><u>40,332</u></u>	<u><u>326,423</u></u>	<u><u>366,756</u></u>	<u><u>335,576</u></u>

CHURCH OF OUR SAVIOUR, CHELMER VILLAGE
(Charity Registration No. 1169685)

Notes to the Financial Statements for the year ended 31st December 2020

Note		UNRESTRICTED	RESTRICTED	TOTAL FUNDS	
		General Fund	Building Fund	2020	2019
		£	£	£	£
3	EXPENDITURE				
3a	Church Activities				
	Missionary & Charitable Giving (note 11)	6,953		6,953	6,108
	Ministry: - Parish Share	21,894		21,894	35,954
	Team Vicar Expenses	3,445		3,445	3,213
	Church Upkeep (note 13)	13,238		13,238	12,472
	Upkeep of services	3,433		3,433	6,715
	Bible Study & Teaching (inc Youth Ministry)	3,900		3,900	3,900
	Building Fund Professional Fees etc.		16,930	16,930	44,823
	Independent Examination	540		540	480
	Depreciation	702	10,066	10,768	7,085
	Write off fixed assets due to fire			0	6,978
		<u>54,105</u>	<u>26,996</u>	<u>81,101</u>	<u>127,728</u>
	Church Vestibule and Fire Extras		21,416	21,416	102,780
	<i>Transfer to fixed assets</i>		(21,416)	(21,416)	(102,780)
		<u>54,105</u>	<u>26,996</u>	<u>81,101</u>	<u>127,728</u>
	TOTAL EXPENDITURE	<u>54,105</u>	<u>26,996</u>	<u>81,101</u>	<u>127,728</u>

CHURCH OF OUR SAVIOUR, CHELMER VILLAGE
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Notes to the Financial Statements for the year ended 31st December 2020

4 TANGIBLE FIXED ASSETS	Church	Building Fund	Total
	£	£	£
Gross Book Value at 1 Jan 2020	10,691	316,955	327,647
Additions	3,575	21,416	24,991
Disposals			
At 31 December 2020	14,266	338,371	352,637
Depreciation			
At 1 Jan 2020	6,033	5,354	11,387
Charge for year	702	10,066	10,768
Disposals			
At 31 December 2020	12,171	15,421	22,155
Net Book Value 1 Jan 2020	4,658	311,601	316,259
Net Book Value 31 Dec 2020	7,732	322,951	330,482

5 INVESTMENT ASSETS

		£
Unlisted Investments - at Cost Traid Craft Building Fund		506
Listed Investments - at Market Value		
M&G Charifund Shares	I January 2020	14,813
	Reduction in Value	(2,570)
	31 December 2020	12,243

CHURCH OF OUR SAVIOUR, CHELMER VILLAGE
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Notes to the Financial Statements
for the year ended 31st December 2020

		2020	2019
		£	£
6 STAFF COSTS			
Wages and Salaries		3,900	3,900
Social Security Costs			
		<u>3,900</u>	<u>3,900</u>
The Church employed a part time Youth Worker.			
7 DEBTORS			
Income Tax Recoverable		3,452	4,054
Insurance Claim		12,000	
URC share of expenses		4,692	1,362
Other Debtors		409	
		<u>20,533</u>	<u>5,416</u>
8 Cash at Bank and in Hand			
Cash Held	General Fund	206	831
Cash held at Bank	General Fund	38,212	42,795
Cash held at Bank	Building Fund	4,934	(5,329)
		<u>43,352</u>	<u>38,297</u>
9 CREDITORS			
Missionary Giving	General Fund	4,925	4,797
Amount due to Catholic Community	General Fund	3,857	7,958
Accrued Expenses	General Fund	3,254	752
Prepaid Income re			
Insurance	General Fund	5,978	7,892
Accrued Expenses	Building Fund	1,188	4,892
Building Contract			
Outstanding	Building Fund	21,158	12,530
		<u>40,360</u>	<u>38,821</u>

10 RESTRICTED FUNDS

The Building Fund was set up with the intention of extending the Church.
Repairs, improvements and refurbishments to the church following the fire in 2018 have been funded through the Restricted Fund, net of associated insurance claim monies during 2019 and 2020.

CHURCH OF OUR SAVIOUR, CHELMER VILLAGE
(Charity Registration No. 1169685)

Notes to the Financial Statements for the year ended 31st December 2020

11 MISSIONARY and other GRANTS

The amount set aside in this year's accounts and included in creditors is £4,925 (2019 - £4,797)

Payments in the year (net of direct contributions from members) comprised the following:-

	Overseas Mission £	Overseas Relief £	Home Societies £	Total £
Monies Set Aside from 2019				
Bethany Childrens Trust		300		300
Christians Against Poverty			579	579
Mission Aviation Fellowship	581			581
Prison Fellowship			158	158
Open Doors UK			400	400
Romans 1-11 Trust			400	400
CADEF			360	360
Chelmsford Foodbank			400	400
CHES			479	479
Christian Aid			400	400
Fellowship Afloat	200			200
SYM			200	200
The Children's Society			584	584
Society of St Vincent de Paul			400	400
	<u>781</u>	<u>300</u>	<u>4,360</u>	<u>5,441</u>
Additional Giving in Year				
Meadgate			10	10
Little Pantry/Picnic			1,374	1,374
Bags/Christmas Bags				
	<u>781</u>	<u>300</u>	<u>5,744</u>	<u>6,825</u>

The amount shown in the accounts is £6,953. This comprises the amounts shown above less the amount provided in 2019 (£4,797) plus the provision of £4,925 in this year's accounts.

12 PAYMENTS TO TRUSTEES and RELATED PARTIES

Rev. Mandy Hewson and Maria Lee (URC CRCW) received reimbursement of expenses (see note 3a). During the year £3,900 was paid to Claire Musselwhite for services as our youth worker. (2019 - £3,900). Claire was in post when the parish became an independent charity.

CHURCH OF OUR SAVIOUR, CHELMER VILLAGE
(Charity Registration No. 1169685)

Notes to the Financial Statements
for the year ended 31st December 2020

13 RUNNING COSTS OF CHURCH BUILDING SHARED WITH THE CATHOLIC COMMUNITY

	2020	2019
Church Rents Received (included in income)	3,288	13,147
Less		
Heat and Light	5,806	2,325
Cleaning	5,324	5,408
Water	3,137	1,189
Upkeep and Repairs	4,461	2,345
Letting Management	256	576
Insurance	1,355	1,333
Running Costs of Church	<u>20,339</u>	<u>13,176</u>
Shared Depreciation (included in charge for year)	<u>702</u>	<u>1,731</u>
	<u>21,042</u>	<u>14,907</u>
(Deficit)/Surplus of Income over Expenditure	(17,754)	(1,760)
Amount due to/(from) Catholic Community	(7,101)	(704)
(Deficit)/Surplus to Anglican and Free Church Community	(10,652)	(1,056)
Running Costs per accounts		
Total Running Costs	20,340	13,176
(Deficit)/Surplus payable (from)/to Catholic Community	<u>(7,101)</u>	<u>(704)</u>
	<u><u>13,238</u></u>	<u><u>12,472</u></u>