



THE PARISH CHURCH OF  
**St PETER & St PAUL**  
BASSINGBOURN

*Lives transformed through knowing Jesus*

**Report and Accounts for the  
Parochial Church Council  
of  
St. Peter & St. Paul,  
Bassingbourn  
2020**

## **1. Aims and Purpose**

The Parochial Church Council (PCC) of St Peter & St Paul, Bassingbourn has the responsibility of cooperating with the Vicar, the Rev'd Dr Caroline Yandell (until March 2020), in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

In addition to having responsibility for the maintenance of the Church building, the PCC is also responsible for the maintenance of the Church Room, 23 North End, Bassingbourn.

The Rev'd Dr Caroline Yandell left the parish on 31.03.20 . Since that date the Parish is in an interregnum and the PCC has the responsibility together with the church wardens and the rural dean Rev Felicity Burgess to maintain services and to continue to promote the mission of the church in every respect.

## **2. Objectives and Activities**

The PCC is committed to enabling as many people as possible to become part of the worshipping community at the Parish Church. The PCC sets the strategic direction for the Church's mission and worship and maintains an overview of our activities, always seeking ways in which we can welcome our village community to worship. Our services and activities seek to bring faith into practice through prayer and scripture, music and sacrament.

When planning our activities for the year, we have considered the Charity Commission's guidance on public benefit and the supplementary guidance on charities for the advancement of religion. In particular, we try to enable ordinary people to live out their faith through:

- Worship and prayer; learning about the Gospel; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish.
- Missionary and outreach work.

To facilitate this work, it is important that we maintain the fabric of the Church and Church Room.

## **3. Vision and the Life of the Church**

Throughout 2020 we have sought to ensure that the life of the Church continues to be shaped by our Vision: '*Lives transformed through knowing Jesus*'. This vision was discerned during 2014 when the whole church, led by the PCC, was involved in the process. In particular, the Church has a strong desire to deepen discipleship, seeing our lives transformed and reaching out into the community to share the

transforming love of God with others. This has been a particular challenge and of extreme importance in 2020 when our lives and the life of the church were so disrupted by the Covid 19 pandemic.

Our Vision to see '*Lives transformed through knowing Jesus*' is being worked out in the three key areas of worship, discipleship and mission.

### **a) Worship**

***Our worship... expresses our whole-hearted response to God's extravagant love. We are committed to offering worship in a variety of styles, seeking to be open to the Holy Spirit and desiring to be transformed as we encounter God.***

The PCC is keen to offer a range of services that our community find both beneficial and spiritually fulfilling throughout the month and over the course of the year. Our varied pattern of services enables us to offer both contemporary and more traditional worship. We are greatly blessed to have a strong group of musicians and singers who lead our sung worship. We are especially grateful to Miriam Skuce for becoming worship leader partway through the year and encouraging and challenging the members of the music group and through that bless the congregation with music and song.

Due to the pandemic, the services could no longer be held in the church building from March 17<sup>th</sup> and we moved online, conducting services via zoom in conjunction with our neighbouring Parish, the Church of St Mary, Whaddon. We are very blessed with technically minded people like our church administrator Nick Jones and Jay Derrett, who managed to set us up online very quickly and efficiently.

Prior to March 20 our regular pattern of services was as follows:

1<sup>st</sup> Sunday: 11.00 am, Holy Communion

1<sup>st</sup> Thursday: 3.30pm, Messy Church

2<sup>nd</sup> Sunday: 9.00 am, Holy Communion (Said)  
11.00 am, Kids Service (All Age Service)

3<sup>rd</sup> Sunday: 11.00 am, Holy Communion  
6.30pm, Praise and Prayer

4<sup>th</sup> Sunday: 11.00am, Morning Praise

When there was a fifth Sunday in the month we met for joint worship with our neighbouring Parish, St Mary's, Whaddon.

In addition to our regular 11am pattern we also had a quieter, more reflective service of Holy Communion once a month. This 'said' service, which took place at

9am on the second Sunday of each month, became much appreciated since it was introduced in the Autumn of 2018, and was part of the regular pattern of services.

Our regular pattern of services also includes our informal time of 'Praise and Prayer' which takes place on a monthly basis on Sunday evenings. 'Praise and Prayer' gives an opportunity for us to worship in a more informal way than is usually possible on Sunday mornings and provides a time when we can pray together for the life of the Church and the community.

In addition to regular worship on Sundays, we held a monthly Messy Church on the first Thursday of the month. The activities, teaching and worship of Messy Church were especially appreciated by young families. Messy Church initially continued online as well but later in the year its activities had to be suspended due to the pandemic .

A number of people participate in planning and contributing to our services. The Kids Service Team has continued to work hard to deliver attractive and creative services which appeal to a younger age group and we are very pleased to have a number of families who are fully involved in the life of the Church.

Members of the congregation take part in our services particularly in reading the Bible and leading intercessions. Many others act as welcomers, sides people and PA and projector operators. Our projector and screen were installed in 2015 and are regularly used in our services to enhance our worship. We have greatly appreciated the commitment of our team of servers and our sacristan, Lesley Stewart who took over the role at the beginning of the year. Hospitality, in the form of tea and coffee were served by a willing team of helpers despite the difficulties we currently face in not having adequate facilities. Our very capable churchwardens ensure that the practical arrangements for our services run smoothly and we are grateful to them for this and for their hard work in so many areas of Church life. Their role changed dramatically when our vicar left and they have taken this on with commendable energy and dedication. Despite moving services online, members of the congregation continue to take an active part in the services by reading the bible, leading prayers and even online worship.

We are extremely grateful to The Rev'd Amanda O'Neill, our Associate Minister, for all she does in teaching, encouraging and inspiring us and to our LLMs, Simon Morris, who joined the ministry team towards the end of 2019 and Erica Coomber, who has served the parish faithfully for a number of years. The ministers have taken part in preaching and leading worship on a regular basis and contributed to the life of the church in a number of ways throughout the year. It has been, of course, a particular challenging year with the pandemic and each of the ministers adjusted well to the new demands put on them and have continued to lead services and

preach the gospel despite the challenges. The ministry team was joined by Rev Claire Robertson in Oct 2020 to help support the team part time during the vacancy for which we were very grateful. Erica announced at the end of the year she will be taking a much deserved sabbatical in 2021 and we wish her much rest and time for reflection.

We were allowed back in church on September 6<sup>th</sup> 2020 albeit with a lot of rules with regards to hygiene, the wearing of facemasks, a ban on singing from the congregation and social distancing. The wardens especially put in a lot of work to facilitate our return to church for which we are very grateful. Services continued to be offered on zoom as well to allow those who had to shield or to stay at home for whatever reason to be able to join in. In November we had another lockdown to contend with and swiftly we moved back unto zoom for a month.

We normally have a number of special services throughout the year and these are well supported by local people from the village. Our Easter service, of course, had to be conducted online. On May 8<sup>th</sup> Simon led a short act of remembrance from the War Memorial which was streamed live. On Remembrance Sunday Simon led a short act of worship at the War Memorial which was then broadcast via Facebook and was well received and appreciated by the village. We were blessed by a visit from Bishop Stephen on our first service back in church after yet another lockdown on Dec 6<sup>th</sup>. We managed also to have both a midnight mass on Dec 24<sup>th</sup> and a Christmas Day service; both services were joined by visitors from the village and we were blessed by beautiful singing from both the Bassingbourn Music Group and members from St Mary's.

As, well as our regular services, we enable our community to celebrate and thank God at the milestones of the journey through life. Through baptism we thank God for the gift of life, in marriage public vows are exchanged with God's blessing and through funeral services friends and family express their grief and give thanks for the life which is now complete in this world and to commend the person into God's keeping. We held two funerals and one "Celebration of Life" service in our Church this year.

All are welcome to attend our services. In 2020 the Electoral Roll was not revised until September for the delayed APCM held in October with 61 on the roll.

## **b) Discipleship**

***Our discipleship... deepens our faith, increases our knowledge and transforms us to be the people Jesus calls us to be as we follow him. We prioritise clear biblical teaching for every stage of faith and provide support and encouragement outside of Church services within small informal groups.***

We give priority to clear biblical preaching in all our services, which helps to ensure that we are both encouraged and challenged to deepen our commitment to live as disciples of Jesus. We are fortunate that we have the facility to record sermons and to make them widely available, through our regularly updated website, to any who are interested. This facilitates further reflection throughout the week for individuals and groups.

Our small groups also known as home groups meet during the week for Bible study, prayer and fellowship. We encourage all to participate in home groups and are pleased that the groups are well attended. Currently there are three midweek groups which normally meet in the homes of members of the congregation in addition to MUMA (which offers support and fellowship to young mums/carers and their children). Of course during the pandemic these groups were conducted online via zoom.

Some members of the congregation also come together on a regular basis in prayer trios, supporting each other in our journeys of faith and life.

Every Thursday evening for an hour, members of the congregation meet to pray for the life of the church and for each other. This meeting is open to all and has continued to meet on zoom throughout the year. We recognise how essential prayer is in all we undertake and how instrumental it is in our ongoing transformation and deepening of faith. We also have a monthly prayer diary and a prayer chain.

On Sunday mornings during term time and when the pandemic allows, Kids Club meets in the Church Room and Pitstop (our group for children aged 11-14) meets on alternate Sunday evenings. Pitstop managed to meet up a few times on zoom at the start of the pandemic.

### **c) Mission**

***Our mission... is to share the love of God in Jesus which we experience ourselves. We do this by prayer and practical support of God's mission within and beyond the Parish. We are committed to seeing lives transformed through building relationships, encouraging spiritual awareness and being Christ's ambassadors.***

Helping those in need is a demonstration of our faith and we seek to support a number of organisations at home and abroad. The PCC is committed to giving 10% of our general income to mission and other appropriate and needy causes.

The PCC approved how our giving would be distributed during 2018. In 2020 we supported the following:

- i. **Radstock/Seedtime**  
Paul Williams located in Mongolia, with a focus on micro-enterprise development, helping to bring transformation to communities through business and training with a moral and ethical ethos.
- ii. **Iris Ministries**  
Andrew Fanstone is based in Fortaleza, Brazil, working and living with his wife and children in one of the worst slums in the city, working amongst prostitutes, drug dealers, orphans and widows.
- iii. **Bible a Month (Bible Society)**  
The Bible a Month works to enable people worldwide to own a Bible. Its work includes translation and printing costs and the provision of audio bibles to people who have never had the chance to learn to read.
- iv. **Romsey Mill**  
Situated in Cambridge, Romsey Mill gives support to a wide range of people, young mums, school refusers, troubled teenagers and many others.
- v. **Prospects (Livability)**  
Prospects helps people with learning difficulties grow in their Christian faith.
- vi. **GenR8**  
GenR8 takes the Christian message into primary schools in a number of imaginative ways.

The Church also seeks to engage in Mission within the Parish. In late 2018 the PCC decided to introduce the well regarded, BRF supported, Messy Church into our regular pattern of services. Messy Church is an informal, family friendly model of church that has been adopted successfully in many places as a way of reaching out to those who might not otherwise come to church. During the first half of 2020 Messy Church continued on the first Thursday of each month. It has become a much appreciated (and growing) fixture in the church calendar, which has been very well received and enjoyed by adults and children alike. A large team of people, ably led by Erica Coomber and Claire Ives, worked hard to provide engaging activities based around the chosen theme for the month. Together with a time of worship and teaching, and with a simple but hearty meal, the children and their families learn about the Christian faith.

Our very successful craft group, C3, has gone from strength to strength, attracting members from the wider community, as well as regular worshippers, providing friendship and mutual support, in addition to the range of craft activities that have been enjoyed. For now C3 activities had to be suspended due to the pandemic but it has been replaced by “ Time for a cuppa?” every Tuesday morning for chat and a themed talk.

Our ministry to men has continued during 2020. In addition to social activities which reach out to men who are not yet fully committed to the church, the “ Band of Brothers” meet every Friday evening and fellowship, teaching and prayer feature prominently.

During the pandemic members of the church were involved closely with 2 community initiatives. Firstly, a group called “ Bassingbourn Assist” , coordinated by Claire Ives. This group comprises of 69 or so volunteers committed to helping members of the community with various needs including shopping, walking dogs, picking up prescriptions or just for chats. Secondly, “ Share ‘n Care” was set up in April together with the Parish Council, a foodbank/sharing scheme for the less fortunate in our community. Our church warden, Michelle Renwick, was very much involved with this and the foodbank was operated from our Church Room. It was a great success and it was used by many. Bags of food were also supplied to the local schools to be distributed to families in need.

To help us more effectively communicate and reach out to those beyond the Church community, as well as to aid our internal communication, the Church has a website which is regularly updated. The website regularly welcomes many hundreds of unique visitors each week.

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#### **4. Deanery Synod**

Jane Stevenson and Renate Marsh served as the Deanery Synod representatives until the APCM in October 2020. Michelle Renwick and Nick Jones were then elected as the new representatives.

The Deanery Synod met three times during 2020, in January, September and November.

January meeting: The main topic for discussion at this meeting was that some parishes were finding it difficult to pay their Parish Share and two in particular stated that they were definitely unable to pay. The Deanery agreed that the deficit would be met out of Deanery reserves. However, it was agreed at this situation was not sustainable in the long term. It was therefore proposed that a working party would be set up to look at financial and pastoral planning.

September meeting: The Diocesan Ambassador for the Church of England Children’s Society, Rob Needle, gave a talk about the work of the charity.

The Treasurer reported that following a meeting with the Diocesan Officers he had learned that Ely Diocese currently has a deficit of over £1 million. Strategies are apparently being put in place to reduce costs, including unfilled clergy vacancies. As parishes are being asked to use reserves to meet their Parish Share, the Deanery decided to use its reserves to ensure that parishes that had paid their Parish Shares in full would still receive the usual rebates.

The chairman asked all representatives to carefully consider how their parishes can best be represented from now on. She emphasised that there were many challenges ahead as to how the Deanery was structured in the future and that people with



vision and commitment were badly needed. A new pastoral plan will be needed imminently, taking account of what can be afforded.

**Renate Marsh and Jane Stevenson**

Our new Deanery Synod representatives joined their first meeting in November when the main item on the agenda was preparation for the review of the Deanery Plan which was last undertaken 20 years ago and will need to be developed in 2021.

## **5. The Church, Church Room and Church Office**

Since its refurbishment, the improved facilities of the Church Room have been used by a number of groups and villagers throughout the week. On Sunday mornings the Church Room has been used for Kids Club and has been open during all services (weddings, funerals and other Church services) for use of the toilet. Pandemic allowing, it hosts PCC meetings, the weekly craft group, C3, Band of Brothers and Pitstop. It has also been used for other church meetings and events throughout the year and has been hired by members of the wider community for appropriate events.

Our Administrator, Nick Jones works from the Church Office on three mornings per week (nine hours). The Office is equipped with telephone and internet, whilst the Church Room has wireless internet access and presentation facilities via a large LCD screen.

## **6. Church Building Improvement Plans**

Full approval for the internal re-ordering of the Church was given by the Chancellor in December 2018. 2019 was a year of consolidation and fundraising, with the highlight of the year a sponsored abseiling event in September 19 when 30 people, of all ages, abseiled down the church tower, raising almost £50,000 towards the Building Fund.

In 2020 our fundraising was very much affected by the pandemic. We could not organise fundraising events. In October 2020 the Faculty was due to expire. An extension was applied for and granted for a further 3 years.

## **7. Churchwardens' Report on the Fabric of the Church Buildings**

2020 what a year! It began in January with us coming to terms with the news that Caroline would be leaving us in March. We had been such a good working team and although this was a big blow, Caroline had planned and prepared us for all that was to come. Together with Nick we started to research and think about the parish profile to enable us to advertise for a new Vicar.

We also lost Sue and Steve Brooker as they stepped down to prepare to move away to Ely. Lesley Stewart kindly took on the role of Sacristan and Lesley Bond rallied the flower arrangers to fill that gap. Sue and Steve had been key members of the Church for over 30 years and will be greatly missed.

In March the talk of a serious virus was disrupting plans for farewell parties for both Caroline and the Brookers. Caroline led her last service on 15<sup>th</sup> March, followed by a bring and share lunch party. We had no idea this was to be the last service in Church for months! On 17<sup>th</sup> March we were told that services could no longer be held in Church, this was quickly followed by the full national lockdown with everything closed and cancelled.

Although the parish profile was completed and agreed by the PCC, we were soon disappointed to find out that the vacancy would not be advertised for some time due to the Diocese funding shortfall.

Despite the Church being locked services continued each week, shared with Whaddon, using the new technology available on Zoom. Our administrator, Nick, has proved a real blessing being able to support the Ministers in running online services to so many of the congregations.

The year continued with strange times for us all. Caroline was delayed in moving out from the vicarage. The vicarage was rented out, we learnt that this would be for a minimum of a year, new homes were found for many folders and files and the wait began.

By the summer there was talk of services resuming in Church and we were very keen for this to be able to start in time for Harvest Festival. September 5<sup>th</sup> saw 20 members of the congregation come to clean up and prepare the Church to safely reopen on the 6<sup>th</sup> with all Covid restrictions and precautions in place. All donations to the Harvest service on 13<sup>th</sup> September were donated to Jimmys Night Shelter in Cambridge. Services continued in Church but were also live on Zoom to those still at home. It was a very positive time and uplifting to many members to worship in Church until 5<sup>th</sup> November when another 4 weeks of lockdown put everything back onto Zoom.

Lockdown lifted in time for Bishop Stephen's planned visit on 6<sup>th</sup> December and we were very pleased to be able to greet him in person joined on Zoom by those at home.

The following week 15 people came to decorate the Church in time for the Kids Service. We felt very blessed to celebrate our Christmas Eve and Christmas Day services before we had to close the Church for services yet again.

Despite all these challenges many things still happened in 2020.

A storm in February toppled a stone cross from the Chancel roof. Repairs have been difficult to organise and we are still working through the process.

In April we were approached by Alex Hirtzl from the Parish Council to set up a foodbank / sharing scheme for the community. There were some hoops to jump

through but the Church room soon became the base for Bassingbourn Share'n'Care. We were very pleased to be able to work with the Parish Council on this and it became and continues to be a big support and outreach service to many.

The Parish Council also approached us about the possibility of removing the hedge along North End which many of us feel has grown to the point of becoming a barrier to approaching the Church. It has become too high and is in a poor condition. The PCC agreed to a joint plan to remove the hedge, renovate the railings, remove the ivy and extend the grass. The Faculty application process required a notice period up to 31<sup>st</sup> December for possible objections. As none were received it is hoped to start work in 2021.

In September we were delighted to find out that Archdeacon, Alex Hughes was able to offer us some assistance from the Reverend Claire Robertson who was seeking a post in the Ely Diocese. Claire quickly became actively involved giving keen support wherever possible.

In December Erica Coomber announced her decision to take a sabbatical from her Ministry and Claire was successful in finding a permanent post starting in February. This will make 2021 very challenging, with Amanda and Simon supporting both Churches and the interregnum continuing for the foreseeable future.

During the year Tim (our PCC vice-chair) and Margaret who had been leading the worship group, decided to move to a Church nearer their home. Thankfully Miriam stepped in to help with worship.

We are very grateful for everyone's efforts to be open and willing to try new things, do things differently and give support where they can.

We would like to give special thanks to the Ministers for keeping services going each week by whatever means possible; for Nick in the office accepting new challenges including the weekly emails keeping us informed and to Lesley Bond for opening and closing the churchyard and providing fresh flowers each week to welcome those taking time for private prayer.

The Lord has us in this journey of challenges; we look forward to what is to come as we all pull together and grow stronger in faith.

**Michelle Renwick and Vic Skuce (Churchwardens)**

## 8. Financial Review

The positive summary is that 2020 made a substantial operating surplus in both the unrestricted account and the endowment funds, with only the restricted accounts running at a deficit; more specifically the building account.

The summary of account balances and activity during 2020 was thus:

	31-Dec-2020	31-Dec-2019	Change	
Unrestricted Funds	50,899	46,792	4,107	9%
Restricted Funds	70,880	86,119	(15,239)	-18%
Endowment Funds	165,373	154,733	10,641	7%
	<b>287,152</b>	<b>287,644</b>	<b>(492)</b>	<b>0%</b>

Taking each type of asset in turn, the key factors in the movements in assets are as follows:

### *Unrestricted Funds*

These are the monies which are raised and used in the everyday operation of the church.

The regular giving declined during late 2020 due mainly to a very large donor leaving the Parish but also from lower collections from services due to the Covid lockdown. The spending was also greatly under budget, also due to Covid. This activity resulted in a net surplus of £4,107 on unrestricted funds.

### *Restricted Funds*

The restricted funds are monies that are designated to specific expenditure only. In 2020, the four areas of restricted expenditure activity were on the building project, servicing the clock automation, the upgrading of the roof alarm and the usual recurring maintenance costs.

Although there was a tiny net deficit on the church's funds restricted to normal maintenance, the building fund spent much more than it raised, due to ongoing project development work; all expected, sustainable and progressive expenditure.

### *Endowment Funds*

The movement in endowment funds is simply the year-on-year change in the value of our capital investments; this year has seen the value of these equity backed investments increase by £11k, or 7.3%, primarily due to the stronger than expected stock market performance over 2020.

Please note that historically the endowment funds did not represent money that the church could spend freely; it was invested as "perpetual capital" needing specific permission from the trustees and the Charities Commission

to spend the endowed money. Such permission was obtained in 2020, so these endowment funds can now be drawn down from by the PCC, as required.

Our investments are managed partly by the CCLA, and partly by the Diocese of Ely. In addition to the changes in capital value, our endowments continue to generate interest and dividend income for the Church's activities.

For more detailed information on the church's finances, please refer to the financial statements which follow this report.

### **Funds held as custodian trustees on behalf of others**

There are two "Incumbent and Churchwarden" funds for the alleviation of poverty in the Parish of Bassingbourn. While the Vicar and Churchwardens are the trustees of these funds, the funds are not part of the Church's assets. Please contact the Churchwardens for more details of these funds.

### **Reserves policy**

The PCC aims to have a reserve to cover at least three months of normal expenditure. At present, our unrestricted reserve is well in excess of this. The 2021 budget has already been set to provide ministry growth whilst maintaining this minimum reserve.

Apart from some legacies endowed as restricted funds, and monies raised by fundraising events, the bulk of church finances are provided from voluntary giving by church members

### **Bankers**

Barclays Bank, High Street, Royston, Herts.

Central Board of Finance, administered by CCLA on behalf of the Church of England.

### **Independent Examiner**

The 2020 financial statements were examined by David Burr of Delbridge, Shingay-cum-Wendy, Royston, Herts. Mr. Burr is a professional accountant and the Chief Financial Officer of a food production company. Mr. Burr has indicated that he will be willing to continue in this role for future years.

## 9. Structure, Governance and Management

The Parish Church of St. Peter & St Paul, Bassingbourn is part of the Deanery of Shingay in the Diocese of Ely within the Church of England.

The Incumbent and Vicar was the Rev'd Dr Caroline Yandell who held the benefice in plurality with the benefice of Whaddon, being Vicar also of St Mary's Whaddon until 31<sup>st</sup> March 2020. The position was half-time.

The Parochial Church Council is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2017) and is a registered charity, registration number 1169787. The PCC is also registered with HMRC as a charity for tax purposes.

The method of appointment of members of the Parochial Church Council is set out in the Church Representation Rules (2017). At St Peter & St Paul, Bassingbourn the membership of the PCC consists of the incumbent, churchwardens, the readers and members elected by those members of the congregation who are on the Electoral Roll of the Church. All members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC.

The PCC is responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are to be spent.

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults). The Parish Safeguarding Officer was Renate Marsh until October when Albane Dawson took over this responsibility.

The PCC employs a part-time administrator for three mornings a week.

The correspondence address is:

The Church Office,  
23 North End,  
Bassingbourn, SG8 5NZ.

The full PCC met twelve times in the year with an average level of attendance of 92%.

PCC members who have served at any time from 1<sup>st</sup> January 2020 until the date this report was approved are:

**Ex Officio members:**

- Vicar: The Reverend Dr Caroline Yandell until 31<sup>st</sup> March 2020
- Associate Minister: The Reverend Amanda O'Neill
- Licensed Lay Minister: Ms Erica Coomber until December 2020
- Licensed Lay Minister Simon Morris (from March 2020)
- Churchwarden: Mrs Michelle Renwick (also Deanery Synod representative from October 2020)
- Churchwarden Mr Vic Skuce

**Elected members:**

- Mrs Jane Stevenson, elected 2017 (representative on Deanery Synod until 4<sup>th</sup> October 2020)
- Dr Renate Marsh, re-elected 2020 (representative on Deanery Synod until October 2020) Lay Chair of PCC from May 2020
- Mr Jay Derrett, re-elected 2020 (Honorary Treasurer)
- Mr Tim Higginson, elected 2017 (Vice Chair) resigned 30<sup>th</sup> April 2020
- Mrs Sarah Morris, elected 2017 (until October 2020)
- Mr Vic Nickson, elected 2018
- Mr Nick Jones, re-elected 2019
- Mrs Maggie White, re-elected 2019
- Mr Mike Hallett, re-elected 2019
- Mr Steve Renwick, elected 2019

The PCC Secretary is Hilary Wallis (appointed April 2014)

**Vicar:**

The Rev'd Dr. Caroline Yandell, The Vicarage, 21 North End, Bassingbourn, Royston, Herts, SG8 5NZ. Post vacant from April 2020.

Statement Of Financial Activities - year ended 31 December 2020								
		Unrestricted Funds		Restricted Funds	Endowment Funds		Total 2020	Total 2019
		£		£	£		£	£
INCOMING RESOURCES								
Voluntary income	2	50,326	3	2,658	0		52,984	108,829
Activities for generating funds	4	215	4	0	0		215	1,026
Income from investments		2,664		2,095	0		4,759	5,376
Church activities	5	513		0	0		513	1,740
Other incoming resources		0		0	0		0	0
TOTAL INCOMING RESOURCES		53,718		4,752	0		58,470	116,972
RESOURCES EXPENDED								
Charitable donations		5,102		0	0		5,102	5,650
Capital contraction of investments		0		0	0		0	0
Church activities	6	44,509	7	19,992	0		64,501	57,284
Governance costs		0		0	0		0	0
TOTAL RESOURCES EXPENDED		49,611		19,992	0		69,603	62,934
MOVEMENT IN FUNDS								
Capital growth of investments		0		0	8 10,641		10,641	24,382
Change in balances of PCC accounts		4,107		(15,239)	0		(11,132)	54,037
NET MOVEMENT IN FUNDS		4,107		(15,239)	10,641		(492)	77,012
BALANCES B/FWD 1 JANUARY	11	46,792		86,119	154,733		287,644	11 209,225
BALANCES C/FWD 31 DECEMBER		50,899		70,880	165,373		287,152	11 287,644
Balance Sheet as at 31 December 2020								
		2020		2019	Change		Change %	
		£		£				
FIXED ASSETS								
Investments/Endowments	8	165,373		154,733				
		165,373		154,733				
CURRENT ASSETS								
Cash in hand and on deposit	9	121,779		132,911				
		121,779		133,433				
TOTAL NET ASSETS		287,152		288,166				
RETAINED PARISH FUNDS								
Unrestricted		50,899		46,792	4,107		9%	
Restricted	10	70,880		86,119	(15,239)		-18%	
Endowments	8	165,373		154,733	10,641		7%	
		287,152		287,644	(492)		0%	
TO BE APPROVED								
Notes 1 - 11 form part of these accounts								

Notes 1 - 11 form part of these accounts



<b>Notes to the Accounts</b>									
<b>Note 1 - Accounting Policies</b>									
The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the SORP 2005.									
The financial statements contain all transactions assets and liabilities for which the PCC is responsible in law. They do not include the accounts of any other church groups or any informal gatherings of church members.									
<b>Funds</b>									
<i>Endowment Funds</i> are funds the capital of which must be maintained; only income arising from investment of the endowment may be used either as restricted or unrestricted funds depending upon the purpose for which the endowment was established.									
<i>Restricted Funds</i> represent (a) income from trust or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and (b) donations or grants received for a specific object or invited by the PCC 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 PCC does not normally invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds.									
<i>Unrestricted Funds</i> are general funds which can be used by the PCC for general purposes.									
<b>Incoming Resources</b>									
Planned giving, collections and donations are recognised when received, along with any and applicable Gift Aid rebates thereon. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. Dividends and interest are accounted for when receivable. All other income is recognised when it is receivable. All incoming resources are accounted for gross.									
<b>Gains and losses from investments</b>									
Unrealised gains and losses on the capital growth of the PCC's investments are accounted for on revaluation each year at 31 December									
<b>Fixed Assets</b>									
The PCC has not recognised any Fixed Assets in these accounts as the historic cost basis would need to be used, and there is insufficient information for any of the assets owned in order to make an assessment of value. Furthermore the PCC is not required to present accounts including Fixed Assets.									
<b>Note 2 - Unrestricted Voluntary Income</b>									
	<b>2020</b>	<b>2019</b>							
Regular income	38,881	40,134							
Collections and other donations	2,840	6,386							
Gift Aid recovered	8,605	9,976							
	<b>50,326</b>	<b>56,496</b>							
<b>Note 3 - Restricted Voluntary Income</b>									
	<b>2020</b>	<b>2019</b>							
Donations from individuals	2,658	52,333							
Contribution from unrestricted funds	0	688							
	<b>2,658</b>	<b>53,021</b>							
<b>Note 4 - Fundraising events</b>									
<b>Net Income</b>	<b>2020</b>	<b>2019</b>							
Cycle Ride	0	0							
Craft Club	215	771							
Mayhem refreshments	0	255							
	<b>215</b>	<b>1,026</b>							



**Note 9 - Cash at Year End**

	2020	2019
Barclays bank accounts	96,445	110,121
CCLA deposit accounts	24,771	24,938
Unpresented cheques	(3,805)	(6,520)
Cash & cheques in hand	1,382	1,386
Gift Aid not yet received	2,986	2,986
	<u>121,779</u>	<u>132,911</u>

Note that in 2018 the PCC decided to introduce the four existing Imprest accounts into the PCC accounts. As these are Imprest accounts, only the transfers from them into these accounts and their year-end closing balances are shown here; their income and expenditure are not detailed within these accounts.

<i>Imprest account - C3</i>	0	0
<i>Imprest account - Bell Ringers</i>	101	101
<i>Imprest account - MUMA</i>	42	42
<i>Imprest account - Refreshments</i>	248	378
	<u>392</u>	<u>522</u>

**Note 10 - Statement of restricted funds**

	Russell	Pyne	Appeal	Building	Total
B/fwd (1 Jan 2020)	382	1,740	339	83,658	86,119
Transfer of funds	0	0	0	0	0
Interest and dividend income	1,579	514	2	0	2,095
Other income	0	0	0	2,658	2,658
Expense	(1,128)	(2,037)	0	(16,826)	(19,992)
C/fwd (31 Dec 2020)	<u>833</u>	<u>217</u>	<u>341</u>	<u>69,489</u>	<u>70,880</u>

**Note 11 - Imprest Balances**

The 2019 closing balances do not include the Imprest balances as they are now being accounted for outside these accounts (see Note 9 above).

Approved by the PCC on 20<sup>th</sup> April  
and signed on their behalf



R Marsh.

# **Independent Examiner's Report to the Parochial Church Council of St Peter and St Paul's Church, Bassingbourn**

I report on the accounts of the PCC for the year ended 31 December 2020

## **Respective responsibilities of the PCC and the examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

## **Basis of this report**

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from 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 no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

## **Independent examiner's statement**

In connection with my examination, no matter has come to my attention

- (1) 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 comply with the accounting requirements of the 2011 Act

have not been met; or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Mr. David Burr  
Delbridge, Wendy High Street, Shingay-cum-Wendy  
March 2021