

**The Ecclesiastical Parish of Freshford  
with Limpley Stoke  
and Hinton Charterhouse**

**Registered Charity Number 1170099**

**Trustees' Annual Report for  
the year ended 31<sup>st</sup> December 2020**

**Prepared in accordance with the requirements of "PCC Accountability - The Charities Act 2011 and the PCC"**

**The Parish is part of the Diocese of Bath and Wells in the Church of England**

## General Information

Trustees	Revd Michael Taylor Steve Ashcroft (appointed Sep 2020) Mark Baines (resigned Sep 2020) John Banks Jane Butterworth (resigned Jan 2020) Malcolm Chatwin Karen Grattage Lesley MacKenzie (resigned May 2020) Rachel Moore Penny Murray Roger Paine Trevor Quartermaine David Sibley Pat Smith Pam Southam Kathy Tucker Liz Wordsworth
Honorary Secretary	John Banks
Honorary Treasurer	Malcolm Chatwin
Independent Examiner	John Ager
Parish Office	The Old Bakery High Street Freshford Bath BA2 7WF

## **Charitable Status**

The Parochial Church Council (PCC) of the Ecclesiastical Parish of Freshford, Limpley Stoke and Hinton Charterhouse became Registered Charity Number 1170099 in November 2016 as its annual income was likely to exceed £100,000. It was previously recognised by the Charity Commission as a Charity but since its gross annual income had not then exceeded £100,000 it was previously 'excepted' from registration.

All members of the PCC are Trustees of the 'Trust' - that is the PCC - and the whole has body corporate status.

## **Trustees**

In accordance with one of the governing documents, the Church Representation Rules, Trustees are nominated for election by Church Members and additionally in the case of Churchwardens by those having a residential qualification. They are elected at the Annual Parochial Church Meeting (APCM) and serve until the completion of the succeeding APCM. Legislation rules that the Minister of the Parish is Chairman of the PCC.

## **Strategic Vision**

Our vision is to find a model of rural ministry that makes disciples and grows the church in today's society.

## **Objects and Activities**

The chief objective of the PCC is the development and growth of the Christian faith in the villages of Freshford, Limpley Stoke and Hinton Charterhouse. This is achieved by services at our three Parish Churches and wider mission in the communities. The PCC also maintains and develops its three church buildings and The Old Bakery (church rooms) for the benefit of its church members and the wider community

The Revd Mike Taylor was licensed as Priest in Charge on 17<sup>th</sup> March 2016 and by the time of the APCM in May 2021 he will have been developing his ministry with us for five years.

## **Pandemic Covid-19**

The worldwide pandemic had a significant effect in limiting our charitable activities during the year. The national lockdown from late March until July prevented the normal pattern of services and other activities in the Parish and severe restrictions continued during the second half of the year. Fortunately infection levels were very low in our three villages and a number of initiatives were put in place to help those self-isolating and shielding in accordance with government legislation and guidance.

## **Achievements and Performance**

The Trustees who form the PCC normally review our aims, objectives and activities each year. However, in view of the pandemic meetings of the PCC were curtailed or delayed during the year.

The special Sunday morning service for families with young children at St John's Church, Hinton Charterhouse introduced in 2019 was well supported in the months before the national lockdown when our churches had to close. Throughout the periods of lockdown our Priest in Charge kept in touch with church members through a series of daily thoughts. When regulations allowed our churches were opened for services to limited numbers with reservation in advance. It has been a matter of doing what we can in very difficult and unusual circumstances.

The plans to reorder St Peter's Church Freshford and to provide disabled access were finalised early in the year and an application for a full faculty was submitted to the Diocese. It was very pleasing to receive approval and fund raising plans are in progress so that the work can begin in 2021.

## **Future Plans**

Our aim is to grow our Parish and to offer a range of worship to meet the needs of our village communities of all ages. The plans to achieve this aim under the leadership of our Priest in Charge have had to be put on hold during the pandemic but we look forward to a future where our activities can return to normal.

## **Organisational Structure**

The Trustees normally meet regularly and determine overall policy and approve applications for Faculties and major capital expenditure. However such meetings were curtailed in 2020 by the pandemic. The day to day operations of our three churches is delegated to the Churchwardens who have worked hard in very difficult circumstances to do what we can within government regulations and guidance from the Diocese. We have however taken care to ensure that key items such as finance, employment, risk management, health and safety and safeguarding of children and the vulnerable have been properly covered.

## **Risk Assessment**

The Trustees are conscious of their legal obligations to maintain the places of worship, buildings, churchyards, curtilages and other property for which they have responsibility and to conduct their operations and activities in such manner as satisfies current Health and Safety and other legislation. Specifically this extends to arranging that prescribed routine inspections of the fabric of the buildings, electrical installations, fire fighting appliances, gas fired appliances and accessibility audits are carried out by appropriately qualified

professional bodies. Also included is a review of our safeguarding procedures in relation to children and vulnerable persons. A programme of health and safety audits has been implemented to assure the Trustees that all material risks have been addressed and that all practical steps have been taken to minimise the effects of those risks. In particular during the pandemic each activity has been the subject of a risk assessment.

## **Safeguarding**

Our policies and practices remain in line with advice from the Diocese of Bath and Wells Safeguarding Adviser.

## **Impairment Review of Fixed Assets**

As Managing Trustees of the three parish churches and The Old Bakery, the PCC is confident that its operational potential would not suffer significant impairment were one of the three churches to become unavailable in the short term. Permanent loss of one church or temporary loss of more than one church together with temporary or permanent loss of The Old Bakery would require fundamental change of strategy and re-deployment of resources.

The Trustees are confident that adequate levels of insurance are carried for the parish churches, their contents and The Old Bakery.

## **Reserves**

The Trustees' policy is to ensure that as far as possible, income should at least cover day to day operating costs on an ongoing basis. It is recognised however that it may be necessary, in pursuit of our vision, objects and activities, to draw down reserves from time to time to enable us to maintain adequately and improve the facilities in our three church buildings and The Old Bakery, all of which are listed. The Trustees consider that reserves should be maintained in excess of 50% of annual expenditure so that emergency funding of essential building repairs can be carried out and all normal expenditure can be met. As at the 31<sup>st</sup> December 2020 unrestricted reserves amounted to £113,988 (£115,527 in 2019) which represented 137% of total annual expenditure.

## **Financial Review**

Given that the PCC's gross annual income is less than £250,000, it has chosen the option of maintaining and preparing its accounts on a Receipts and Payments basis. The accounting year is 1<sup>st</sup> January to 31<sup>st</sup> December. Total receipts amounted to £94,210 and payments £83,084 leading to an excess of receipts over payments of £11,126. However it should be noted that during the year restricted donations towards the costs of reordering of St Peter's Church of £17,270 were received and professional fees of some £7752 were incurred in the preparation of the associated plans and faculty application.

The investments held by the Parish and the Diocese for St Mary's Church increased in value during the year by £4,043.

## Trustees' Responsibilities

Charity Law requires the Trustees to prepare accounts for each financial year which give a view of the state of affairs of the Trust and of the profit or loss of the Trust for that period. In preparing those accounts the Trustees are required to:

1. select accounting policies and then apply them consistently
2. make judgements and estimates that are reasonable and prudent
3. follow applicable accounting standards
4. prepare the accounts in accordance with the statement of recommended practice (SORP), accounting by charities
5. prepare the accounts on the ongoing concern basis

The Trustees are responsible for ensuring that proper accounting records are kept which disclose with reasonable accuracy at any time the financial position of the Trust so as to enable them to ensure that the accounts comply with Charity law. They are also responsible for safeguarding the assets of the Trust and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

As the Trustees of the Trust - the Ecclesiastical Parish of Freshford with Limpley Stoke and Hinton Charterhouse - we confirm that:

1. so far as we are aware, there is no relevant audit information of which the Trust's Independent Examiner is unaware and
2. we have taken the steps that we ought to have taken in order to make ourselves aware of any relevant audit information and to establish that the Trust's Independent Examiner is aware of that information.

Signed on behalf of the Trustees by Michael Taylor, Chairman and Priest-in-Charge



8<sup>th</sup> March 2021

**The Ecclesiastical Parish of Freshford with Limpley Stoke and Hinton Charterhouse**

Registered Charity Number 1170099

Financial Statements for the year ended 31st December 2020

**A Receipts and Payments**

**Receipts**

	2020			2019
	Unrestricted	Restricted	TOTAL	TOTAL
	Funds	Funds		
	£	£	£	£
<i>Donations</i>				
Planned giving	39502	2625	42127	45431
Collections donations and other giving	9182	23872	33054	24964
Income tax recovered	10337	1049	11386	12802
<i>Trading activities</i>				
Magazine sales and Hall Lettings	2811	0	2811	6371
Annual Fete and events	75	410	485	1801
<i>Receipts from Investments</i>				
Interest and dividends	1338	108	1446	1588
<i>Receipts from Charitable activities</i>				
Parochial Fees	2326	0	2326	4765
<i>Other receipts</i>				
Other	575	0	575	44
<b>Total Receipts</b>	<b>66146</b>	<b>28064</b>	<b>94210</b>	<b>97766</b>

## Payments

	2020		2019	
	Unrestricted	Restricted	TOTAL	TOTAL
	Funds	Funds		
	£	£	£	£
<i>Charitable activities</i>				
Donations to charities	1317	0	1317	1530
Mission and Evangelism	3941	0	3941	9275
Parish Share	33959	0	33959	35194
Clergy expenses	1577	0	1577	2430
Church running expenses	12184	5864	18048	16058
Churchyard maintenance	2482	1500	3982	3292
Cost of raising funds	0	30	30	220
Support costs	99	0	99	0
Administration costs	7113	0	7113	7513
Governance costs				
Other	496	0	496	1318
<i>Major expenditure</i>				
Repairs to church buildings	7752	4770	12522	10019
Repairs to other property	0	0	0	5840
<b>Total payments</b>	<b>70920</b>	<b>12164</b>	<b>83084</b>	<b>92689</b>
<b>Excess of Receipts over Payments</b>	<b>-4774</b>	<b>15900</b>	<b>11126</b>	<b>5077</b>



## B Assets and Liabilities

<b>Assets</b>	<i>As at 31st December</i>		
	2020	2019	Change in year
	£	£	£
<i>Cash Funds</i>			
Cash non restricted	63424	68198	
Cash Restricted	51344	35443	
<i>Total Cash Funds</i>	<u>114768</u>	<u>103641</u>	11127
 <i>Investments</i>			
Non restricted	50564	47329	
Restricted	12513	11705	
<i>Total Investments</i>	<u>63077</u>	<u>59034</u>	4043
 <b>Total Monetary Assets</b>	<u>177845</u>	<u>162675</u>	15170
 <b>Liabilities</b> (5.44 - 5.46)			
<b>Total Monetary Liabilities</b>	0	0	
 <b>Net value of accounts (for illustrative purposes only)</b>	<u>177845</u>	<u>162675</u>	15170

## NOTES

1. The Old Bakery, High Street, Freshford is retained by the PCC as Managing Trustees for Parochial Purposes. Purchase Price in 1992 - £45000
2. Limpley Stoke Village Hall is retained by the PCC as Managing Trustees for parochial purposes.
3. The Friends of St Peter's Church is a connected charity Number 1097233. Its funds are available to assist in the care, preservation and maintenance of St Peter's Church building. The balance as at 31st December 2020 was £2279.



# Independent Examiner's Certificate for the PCC Accounts

Report to the trustees of:

Freshford with Limpley Stoke and Hinton Charterhouse

**Parochial Church Council**

On accounts for the year ended:

31<sup>st</sup> December 2020

Charity Number (if applicable):

1170099

Set out on  
pages

1 to 6 of the Trustees' Annual Report and Pages 1 to 3 of the Financial Statements

**Respective responsibilities of  
trustees and 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 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

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

**Basis of independent  
examiner's statement**

My examination was carried out in accordance with 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 the 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**

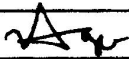
In connection with my examination, no matter has come to my attention (other than that disclosed below \*) which gives me reasonable cause to believe that in, any material respect,

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records

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

*\* Please delete the words in the brackets if they do not apply.*

Signed:



Date:

2/3/21

Name:

JOHN AGER

Relevant professional  
qualification(s) or body (if  
any):



Address:

WOODLEIGH, SHARPSTONE, FRESHFORD  
BATU BA 2 7UA