

# Trustees' Annual Report and Accounts

## Parish of Pucklechurch and Abson

1 January – 31 December 2021

The PCC had an annual income of £48,248 in the year and is eligible for independent examination.

### **Aim and purpose**

The Parochial Church Council of the Ecclesiastical Parish of Pucklechurch and Abson (PCC) has the responsibility of cooperating with the incumbent, the Rev Stuart Young (retired September 2021) in promoting the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

The PCC is also especially responsible for the maintenance of the churches of St Thomas a Becket, Pucklechurch and St James, Abson. It has a special interest in Pucklechurch CE VC Primary School.

### **Objectives and activities**

The PCC is committed to enabling as many people as possible to worship at our churches and to become part of the parish community. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the groups that live within the parish. Our services and worship put faith into practice through prayer, scripture, music and sacrament.

When planning our activities for the year, the incumbent and PCC has considered the Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion. We try to enable ordinary people to live out their faith as part of our parish community 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 our two church buildings.

### **Achievements and Performance**

#### **Worship and Prayer**

The PCC has been keen to offer a range of services during the week and over the course of the year that our community find both beneficial and spiritually fulfilling. However, the work of the church has been severely impacted by COVID and has not been able to offer as much of its services as it would wish to do due to the restrictions placed upon it by government and Church policy including the closure of the church for periods of time. As a mitigation the incumbent introduced a programme of online readings and prayer.

The church also went through an interregnum following the retirement of the Reverend Stuart Young which also inhibited to a degree its ability to fulfil its work in the community in the latter part of the year, services were arranged with retired clergy during this period to enable some worship to take place.

At present there are 42 parishioners on the church electoral roll. In 2021 there were 3 baptisms, 2 weddings and 3 funeral services in the parish. Average Sunday attendance across both churches was 32, following re-opening post COVID restrictions.

### **Deanery and Diocesan Synod**

One member of the parish sits on both the Deanery and Diocesan Synods. The provides the PCC with an important link between the parish and the wider structures of the church. One member also represented the parish on the Uganda Link which connects the parish with churches in Uganda.

### **Pastoral care**

Subject to COVID restrictions the incumbent and volunteers carry out pastoral visits to support the community at home and when needed in hospitals. The incumbent and one volunteer are church governors at the village primary school. The church continues to let out the church room to the village playgroup to support this village need.

### **Mission and Outreach**

The church holds services to appeal to non-church members to enable mission and evangelism. Contributions are made to Bristol Diocese via Parish Share to support the diocese's mission in other parts of Bristol including university students. It is PCC's policy to make annual tithing to local and national charities which normally amounts to approximately £1200. Donations were made to Deanery Uganda Link, Haven Day Centre, Church Mission Society and The Church Army.

### **Financial review**

The PCC made the decision to contribute £23670 to support the work of the diocese through Parish Share, additionally a further sum of £8043 was made to the diocese to make up a shortfall on the previous years' contribution.

The PCC decided to invest funds (approximately £10,000) for the purchase of new audio-visual equipment including a large screen. Whilst benefitting the congregation as a whole there are incremental benefits for those who have visual and hearing impairments.

For the year, expenditure exceeded income at circa £19,000 with the biggest items of expenditure being the new equipment purchase and the Parish Share payments. Our ability to raise funds was impacted by COVID and the unfortunate loss of four parishioners. The shortfall was made good from

transfers from investment reserves. A detailed breakdown of our assets and liabilities is attached in the financial statement which has been independently examined.

### **Reserves policy**

It is our policy to invest our legacy funds balances with the CBF Church of England Deposit Fund. The PCC maintains a capital priorities register for St Thomas' building.

### **Volunteers**

We would like to thank our volunteers who are the lifeblood of the church community.

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

The method of appointment of PCC members is set out in the Church Representation Rules. In the parish, the membership of the PCC consists of the incumbent, churchwardens, lay reader, vergers, deanery synod representatives and members elected by those members of the congregation who are on the electoral role of the parish. All members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC.

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

The PCC met 6 times in 2021 with an average attendance of 9.

### **Administrative information**

The Parish of Pucklechurch and Abson is in South Gloucestershire and in the Diocese of Bristol. The correspondence address is The Vicarage, Westerleigh Road, Pucklechurch BS16 9RD.

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2006) and a registered charity since 31 August 2017 (Reg No: 1174449).

There are no significant incidents to report.

PCC Members who have served from 1 January – 31 December 2021 are:

Incumbent:	Rev Stuart Young
Diocesan Lay Minister:	Mrs Rosaline Truman
Warden (St Thomas):	Bill Skidmore
Hon Warden (St James):	George Alway (Resigned June 21)
Vergers:	Mrs Elizabeth Webb
Elected Members:	Mrs Joanne Fern (Minute Secretary)

Mr Alan Holder (Treasurer resigned June 21)

Mr Kevin Watkins (Treasurer from July 21)

Ms Gill Kavanagh

Ms Julie Young

Mr Mark Priest (from June 21)

Ms Julie Gibbs

Mrs L Silk

Mrs Barbara Russell

Approved by the PCC on xx xx xxxx and signed on their behalf by the Rev Matt Stone (PCC Chair from Jan 2022)

See Next Page For Formal Sign Off – From Hard Copy

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	Mrs Barbara Russell

Approved by the PCC on ~~xx xx xxxx~~ and signed on their behalf by the Rev Matt Stone (PCC Chair from Jan 2022).

*Matthew Stone*

10-10-2022.

curate-in-charge

**ST. THOMAS A BECKET CHURCH, PUCKLECHURCH**

**ST. JAMES THE GREAT, ABSON**

**ANNUAL REPORT**

**and**

**FINANCIAL STATEMENTS**

**of the**

**PAROCHIAL CHURCH COUNCIL**

**for the year ended**

**31 DECEMBER 2021**

**Incumbent:**

Rev. M. Stone  
The Vicarage  
Westerleigh Road  
Pucklechurch  
Bristol

**Bank:**

Lloyds TSB  
124 High Street  
Staple Hill  
Bristol

**Independent Examiner:**

Mr J Sexton  
44 Birch Drive  
Pucklechurch  
Bristol

**ST. THOMAS A BECKET CHURCH, PUCKLECHURCH ST. JAMES THE GREAT, ABSON**

**Independent Examiner's Report to the PCC**

This report of the accounts of the PCC of St. Thomas a Becket, Pucklechurch and St. James the Great, Abson for the year ended 31 December 2021 which are set out in the following pages, is in respect of an examination carried out under Regulation 3(3) of the Church Accounting Regulations, 1997 and Section 43 of the Charities Act 1993.

As members of the PCC you are responsible for the preparation of the accounts; you consider that the audit requirement of Regulation 3(3) of the Church Accounting Regulations 1997 and Section 43(2) of the Charities Act do not apply. It is my responsibility to issue this report on those accounts in accordance with the terms of Regulation 25 of the Church Accounting Regulations 1997 and Regulation 7 of the Charities (Accounts and Reports) Regulations 1995.

My examination was carried out in accordance with the general directions given by the Charity Commission under Section 43(7)(b) of the Act 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 I would require in an audit; consequently I do not express an audit opinion on the view given by the accounts.

In connection 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 41 of the 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 1997 have not been met.

However, to help give a fair and true representation of the financial position of the charity it would be prudent to consider capitalising assets. In the 2021 accounts the Audio Visual system costing £10,363 could be treated as a Fixed Asset and depreciated over a 5 year period. This would then give a truer representation of the charities 2021 performance. For future assets the charity can set their own level, (e.g. £5000 and above).

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Mr J Sexton  
44 Birch Drive  
Pucklechurch  
Bristol

**ST. THOMAS A BECKET CHURCH, PUCKLECHURCH ST. JAMES THE GREAT, ABSON**

**CONSOLIDATED FINANCIAL STATEMENTS: YEAR ENDED 31 DECEMBER 2021**

**GENERAL FUND RECEIPTS AND PAYMENTS ACCOUNT (UNRESTRICTED)**

<u>Receipts</u>	<u>Pucklechurch</u>	<u>Abson</u>	<u>Total 2021</u>	<u>Total 2020</u>
	£	£	£	£
<u>Incoming Resources from Donors</u>				
Standing Orders	9,673.10		9,673.10	8,758.00
Envelope Giving	30.00		30.00	4,283.00
HMRC Gift Aid	3,276.01	368.75	3,644.76	4,467.23
Collections	3,836.70	1,562.00	5,398.70	1,334.58
Gift Day for St Thomas				1,015.00
Collections for Charities	780.90		780.90	253.06
Open Church				47.06
Smartie Tubes				158.05
Table Sales				351.35
Snowdrop Sundays				181.00
	<u>17,596.71</u>	<u>1,930.75</u>	<u>19,527.46</u>	<u>20,848.33</u>
<u>Other Voluntary Incoming Sources</u>				
Donations/Wall Safe	1,688.45	811.50	2,499.95	3,299.35
Council Grants				1,000.00
	<u>1,688.45</u>	<u>811.50</u>	<u>2,499.95</u>	<u>4,299.35</u>
<u>Income from Charitable and Ancillary Trading</u>				
Room/Church Rent	3,743.00		3,743.00	2,577.00
Magazine				538.20
PCC Fees (gross)	2,258.00		2,258.00	759.00
	<u>6,001.00</u>	<u>0.00</u>	<u>6,001.00</u>	<u>3,874.20</u>
<u>Transfer from Restoration Fund</u>				
<u>Transfer from Barnett Legacy Fund</u>				
<u>Transfer from Knight Legacy Fund</u>	26,000.00		26,000.00	
<u>Transfer from CBF Investment Fund Shares</u>				
<u>Transfer from Organ Fund (Abson)</u>		370.43	370.43	
<b>Total Receipts</b>	<b>51,286.16</b>	<b>3,112.68</b>	<b>54,398.84</b>	<b>29,021.88</b>



<u>Payments</u>	<u>Pucklechurch</u>	<u>Abson</u>	<u>Total 2021</u>	<u>Total 2020</u>
	£	£	£	£
<u>Charitable Giving</u>				
Overseas, Home & Secular Charities	2,277.96		2,277.96	1,406.00
	<u>2,277.96</u>	<u>0.00</u>	<u>2,277.96</u>	<u>1,406.00</u>
<u>Activities Relating to the Work of the Church</u>				
Parish Share	31,713.87		31,713.87	8,956.30
Church Running Expenses	3,586.23	1,858.37	5,444.60	8,639.84
Diocesan Fees	1,210.00		1,210.00	549.00
Clergy Expenses	1,162.16		1,162.16	1,188.16
Maintenance	1,440.06	105.60	1,545.66	5,696.61
Service Expenses/Stationery	694.11		694.11	507.80
Churchyard	3,870.00	322.00	4,192.00	3,634.00
Honoraria/Organist	1,967.00		1,967.00	1,560.00
Miscellaneous	191.99	17.00	208.99	436.14
Bookkeeping Fees	1,000.00	74.00	1,074.00	1,049.50
Organ Tuning		450.68	450.68	0.00
	<u>46,835.42</u>	<u>2,827.65</u>	<u>49,663.07</u>	<u>32,217.35</u>
<b>Total Payments</b>	<b>49,113.38</b>	<b>2,827.65</b>	<b>51,941.03</b>	<b>33,623.35</b>
<b>Excess of Receipts over Payments</b>	<b>2,172.78</b>	<b>285.03</b>	<b>2,457.81</b>	<b>(4,601.47)</b>
<u>General Fund Balance</u>	<u>Pucklechurch</u>	<u>Abson</u>	<u>Total 2021</u>	<u>Total 2020</u>
1 January	618.37	4,135.37	4,753.74	9,355.21
31 December	2,791.15	4,420.40	7,211.55	4,753.74
Increase/(Decrease) in Fund	2,172.78	285.03	2,457.81	(4,601.47)

# PUCKLECHURCH & ABSON STATEMENT OF FUNDS, ASSETS & LIABILITIES

## Bank Statements at 31/12/21

### Pucklechurch

	£
Lloyds TSB Current a/c	11,275.99
Lloyds TSB Deposit a/c (2 year fixed)	0.00
CBF Deposit a/c	125,837.81
CBF Organ a/c	5,523.76
CBF Share Account	124,509.66
Cash in Hand	50.00
	<u>267,197.22</u>
Uncleared Cheques	4,056.00
Cash not yet paid in	3,022.12
<b>Pucklechurch Total</b>	<b><u>266,163.34</u></b>

## Fund Totals at 31/12/21

	£
General	2,791.15
Restoration	10,232.51
Organ	5,523.76
Barnett Legacy	106,605.17
Knight Legacy	136,021.02
Knight Endowment	4,989.73
	<u>266,163.34</u>

### Abson

	£
Santander Current a/c	4,420.40
Cash in Hand	0.00
	<u>4,420.40</u>
Uncleared Cheques	0.00
Cash not yet paid in	0.00
<b>Abson Total</b>	<b><u>4,420.40</u></b>

	£
Unrestricted	4,420.40
	<u>4,420.40</u>

<b>Grand Total</b>	<b><u>270,583.74</u></b>
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<b>Grand Total</b>	<b><u>270,583.74</u></b>
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Fund Totals at 31/12/20 (for comparison)

290,009.64

**ST. THOMAS A BECKET CHURCH, PUCKLECHURCH ST. JAMES THE GREAT, ABSON**

**CONSOLIDATED ACCOUNTS**

Notes to the Consolidated Accounts:

1. The Central Board of Finance of the Church of England has issued regulations and guidance following the introduction of the 1993 Charity Act which says (para 1.3) that from 1 January 1997 the Act will be implemented for all PCCs. The two most significant consequences for Pucklechurch and Abson are that:-

- a) we are required to present consolidated accounts for the two parishes and
- b) that accounts must be separated out into restricted (where money is given for a specific purpose and cannot be used for any other purpose) and unrestricted (where funds can be used for any purpose).

2. Although there is a requirement to present consolidated accounts for Pucklechurch and Abson in fact they are financially independent and maintain their own bank accounts and practices. It is anticipated that this will continue.

3. The Joyce Barnett Legacy Fund represents a bequest to the St. Thomas a Becket Church. It is a restricted fund designated "for such objects connected with the fabric fund for the building of the church or other services provided by the church".

**RESTORATION FUND (DESIGNATED FUND) PUCKLECHURCH**

<b><u>Receipts</u></b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Jumble Sale		452.96
Christmas Tree Festival & Fair	221.00	
Christmas Day		48.00
Memorials	821.10	
Transfer from Barnett Legacy Fund	14,000.00	70,000.00
<b>Total Income</b>	<b>15,042.10</b>	<b>70,500.96</b>

<b><u>Payments</u></b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Advent Lighting	540.00	540.00
Scarecrow Flyers		119.00
Tower Repairs		64,584.00
Audio Visual works	10,363.20	
Other Maintenance	3,747.40	3,052.00
Piano/Organ Expenses	711.98	240.00

Transfer to General Fund

<b>Total Expenditure</b>	<b>15,362.58</b>	<b>68,535.00</b>
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<b>Excess of Receipts over Payments</b>	<b>(320.48)</b>	<b>1,965.96</b>
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<b><u>Restoration Fund Balance</u></b>	<b>2021</b>	<b>2020</b>
1 January	10,552.99	8,587.03
31 December	10,232.51	10,552.99
Increase/(Decrease) in Fund	(320.48)	1,965.96

**ORGAN FUND (DESIGNATED FUND) PUCKLECHURCH**

<b><u>Receipts</u></b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Bank Interest	2.87	23.34

<b>Total Income</b>	<b>2.87</b>	<b>23.34</b>
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<b><u>Payments</u></b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>

<b>Total Expenditure</b>	<b>0.00</b>	<b>0.00</b>
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<b>Excess of Receipts over Payments</b>	<b>2.87</b>	<b>23.34</b>
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<b><u>Organ Fund Balance</u></b>	<b>2021</b>	<b>2020</b>
1 January	5,520.89	5,497.55
31 December	5,523.76	5,520.89
Increase/(Decrease) in Fund	2.87	23.34

**BARNETT LEGACY FUND**

<b><u>Receipts</u></b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Interest	31.14	445.41
Revaluation of Investment	18,722.02	9,818.53

<b>Total Income</b>	<b>18,753.16</b>	<b>10,263.94</b>
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<b><u>Payments</u></b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Transfer to Restoration Fund	14,000.00	70,000.00
<b>Total Expenditure</b>	<b>14,000.00</b>	<b>70,000.00</b>

<b>Excess of Receipts over Payments</b>	<b>4,753.16</b>	<b>(59,736.06)</b>
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<b><u>Barnett Legacy Fund Balance</u></b>	<b>2021</b>	<b>2020</b>
1 January	101,852.01	161,588.07
31 December	106,605.17	101,852.01
Increase/(Decrease) in Fund	4,753.16	(59,736.06)

**KNIGHT LEGACY FUND**

<b><u>Receipts</u></b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Interest	49.51	445.24

<b>Total Income</b>	<b>49.51</b>	<b>445.24</b>
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<b><u>Payments</u></b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
To General Fund for Parish Share	26,000.00	

<b>Total Expenditure</b>	<b>26,000.00</b>	<b>0.00</b>
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<b>Excess of Receipts over Payments</b>	<b>(25,950.49)</b>	<b>445.24</b>
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<b><u>Knight Legacy Fund Balance</u></b>	<b>2021</b>	<b>2020</b>
1 January	161,971.51	161,526.27
31 December	136,021.02	161,971.51
Increase/(Decrease) in Fund	(25,950.49)	445.24

**KNIGHT ENDOWMENT FUND**

<b><u>Receipts</u></b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Interest	1.52	13.71

<b>Total Income</b>	<b>1.52</b>	<b>13.71</b>
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<b><u>Payments</u></b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>

<b>Total Expenditure</b>	<b>0.00</b>	<b>0.00</b>
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<b>Excess of Receipts over Payments</b>	<b>1.52</b>	<b>13.71</b>
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<b><u>Knight Endowment Fund Balance</u></b>	<b>2021</b>	<b>2020</b>
1 January	4,988.21	4,974.50
31 December	4,989.73	4,988.21
Increase/(Decrease) in Fund	1.52	13.71



**ORGAN FUND (RESTRICTED FUND) ABSON**

<b><u>Receipts</u></b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Interest	0.14	1.57

<b>Total Income</b>	<b>0.14</b>	<b>1.57</b>
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<b><u>Payments</u></b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Transfer to General Fund	<b>370.43</b>	

<b>Total Expenditure</b>	<b>370.43</b>	<b>0.00</b>
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<b>Excess of Receipts over Payments</b>	<b>(370.29)</b>	<b>1.57</b>
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<b><u>Organ Fund Balance</u></b>	<b>2021</b>	<b>2020</b>
1 January	370.29	368.72
31 December	0.00	370.29
Increase/(Decrease) in Fund	(370.29)	1.57

**ST. THOMAS A BECKET CHURCH, PUCKLECHURCH ST. JAMES THE GREAT, ABSON**

**Independent Examiner's Report to the PCC**

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However, to help give a fair and true representation of the financial position of the charity it would be prudent to consider capitalising assets. In the 2021 accounts the Audio Visual system costing £10,363 could be treated as a Fixed Asset and depreciated over a 5 year period. This would then give a truer representation of the charities 2021 performance. For future assets the charity can set their own level, (e.g. £5000 and above).

*John Sexton A.C.M.A.*  
*18 March 2022*

Mr J Sexton  
44 Birch Drive  
Pucklechurch  
Bristol

*Malcolm*  
*28-03-2022*