

**Annual Report and Financial Statements of  
the Parochial Church Council of The Holy  
Evangelists, Hanley  
Known as Hanley Team Ministry**

**For the year ended 31<sup>st</sup> December 2021**  
*Charity registration number: 1176032*

## **The Parochial Church Council of The Holy Evangelists, Hanley Trustees' Annual Report for the year ended 31<sup>st</sup> December 2021**

*Charity registration number: 1176032*

### **Objectives and Activities**

The Parochial Church Council (the PCC) of the Hanley Team Ministry, has the responsibility of cooperating with the incumbents of the five Churches which it serves, namely St. Mark's Church, Shelton with Etruria, St. Like's Wellington, St. Matthew's Birches Head, Holy Trinity Northwood and Christ Church Cobridge, in the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

The PCC meets four times during the year and is very well attended at all times. When planning our activities for the year, we have considered many things for the advancement of religion. In particular, 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.
  - 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.
  - Through our mission work we are able to support charities at home and abroad and this will continue to be an active part of our worship within all of our churches. We offer support to Friends of Lichfield, North Staffs Historic Churches Trust and Church Building Soc.
  - It is becoming increasingly difficult, in the present financial climate, to pay our Parish Share in full, but through prayer in our Lord's goodness and the generosity of our congregations, we hope to be able to achieve this.

### **Public Benefit**

The trustees of the PCC are aware of the Charity Commission's guidance on public benefit in The Advancement of Religion for the Public Benefit and have had regard to it in their administration of the Charity. The trustees believe that, by promoting the work of the Church of England in the Ecclesiastical Parish of The Holy Evangelists, Hanley it helps to promote the whole mission of the Church (pastoral, evangelistic, social and ecumenical) more effectively, within the Ecclesiastical Parish, and that in doing so it provides a benefit to the public by:

- Providing facilities for public worship, pastoral care and spiritual, moral and intellectual development, both for its members and for anyone who wishes to benefit from what the Church offers; and
- Promoting Christian values and service by members of the Church in and to their communities, to the benefit of individuals and society as a whole.

It has been another interesting year with various lockdowns and restrictions due to the ongoing worldwide pandemic. We continued to provide services online by Zoom to enable

people to still join in with weekly worship. Once the restrictions were eased, a Sunday service was provided at Holy Trinity for those who felt able to attend, and the online alternative remained for those who couldn't. Zoom continues to be an integral part of our worship as we live with restrictions.

## **Financial Review**

In 2021 we tried to fulfil our obligation to the Diocese with the Parish Share, but were £5,228 short of our target at 31.12.2021.

Total unrestricted income for the year was £63,375 (2020: £78,982) and the unrestricted expenditure after transfers was £68,141 (2020: £61,334), giving an unrestricted shortfall of £4,766 (2020: surplus £17,652). Due to the on-going Covid-19 worldwide pandemic, expenditure has continued to be lower than expected, as has income too. We received some legacies during the year which have helped to boost our income.

Within restricted funds we still hold ring-fenced funds for Youth Work, Secretarial Work for the Rector, a Bursary Fund which is administered at the Rector's discretion, and there is also the sum of money, held under the Staff Discretionary Fund. In the CBF account is a restricted sum of money which forms the Diocesan Admin/Secretary Fund. In the Internal Decorating Scheme there is £3,886 which is also held by the Diocese.

The St. John's Fund continues to support the work of Friends of Lichfield, North Staffs Historic Churches Trust and Inc Church Building Soc to the total of £100 per year. Funds held will enable us to continue this support of these charities for a further three years.

## **Reserves Policy**

It is PCC policy to try to maintain a balance on unrestricted free reserves (net current assets) which equates to at least three months unrestricted payments. This is equivalent to £16,973 before transfers. It is held to smooth out fluctuations in cash flow and to meet emergencies. The balance of the free reserves, including designated, at the year-end was £42,621 (2020 £46,658) which is substantially higher than this target. The PCC will be considering re-looking at their reserves policy in light of this.

## **Safeguarding**

The PCC believe they have fulfilled their 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).

## **Reporting Serious Incidents**

A Serious Incident is an adverse event, whether actual or alleged, which results in or risks significant harm to the charity's beneficiaries, employees, office holders, volunteers or to others who come into contact with the charity through its work, loss of the charity's money or assets, damage to the charity's property or harm to the charity's work or reputation.

The trustees are not aware of any Serious Incidents in the last year.

## **Fundraising**

The PCC takes its fundraising responsibilities seriously and is very grateful to all donors – whether regular or occasional – for their support of the church and church events. PCC supporters are never taken for granted. The PCC take full responsibility for fundraising and do not use commercial organisations or professional fundraisers. All money raised is either by donations, fundraising events, special appeals or legacies for which the PCC are most grateful.

## **Volunteers**

The members of the PCC would like to thank all the volunteers who work so hard to make our Church a lively and vibrant community. Our especial thanks go to our Parish Wardens, and District (deputy) Wardens and Parish and District Treasurers.

## **Risk Management**

The Church Wardens carry out regular Health and Safety Reviews and regularly inspect premises for potential hazards. We have safeguarding policies in place for child protection and for work with vulnerable adults, including rigorous DBS checking of staff and volunteers. Our insurances are reviewed annually to ensure adequate cover. An informal review of any new risks which may impact the work of the Church in the Parish is ongoing.

## **Structure, Governance and Management**

The PCC is a Body Corporate established by the Church of England and is a Charity registered with the Charity Commission. The PCC is governed by the Parochial Church Council Powers Measure (1956) as amended that came into effect on 2<sup>nd</sup> January 1957, and the Church Representation Rules (contained in Schedule 3 to the Synodical Government Measure 1969 as amended).

The method of appointment of the PCC members is set out in the Church Representation Rules. The Council comprises the Team Rector, any team vicars and curates in post, the Parish Wardens, a representative of the Readers, those elected to the Deanery Synod, and other members who are elected at the Annual Parochial Church Meeting, by those on the Electoral Roll. The PCC members receive training from courses run by the Diocese. Members of the congregation are always urged to join the Electoral Roll, and to 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, and for all financial matters. The PCC met five times in the year. As the Parish is constituted as a team ministry the PCC delegates such activities as are allowed by its Rule 18 Scheme to district church councils, one for each of the five churches. There is a Standing committee which has power to transact the business of the PCC between meetings subject to the direction of the PCC,

## **Related Parties**

### **Donations from Related Parties**

Donations from related parties during the year totalled £ 7,256 (2020: £8,058). All these donations were received without conditions.

### **Remuneration paid to Trustees**

The Diocese provided the stipends and accommodation of the Team Rector, the Team Vicars, stipendiary curate and pastoral worker. None of the trustees have been paid any remuneration or received any other benefits from employment with the PCC.

### **Expenses paid to Trustees**

Three clergy trustees were reimbursed £1,221 (2020 £1,139) for travel, burglar alarm and subsistence during the year.

## **Reference and Administrative details**

The Hanley Team PCC is made up of representatives its five churches. There is also a Parish Hall, which is a subsidiary of Holy Trinity church, Northwood. Each church has a separate District Church Council (DCC). Details of the five churches and parish hall are as follows:

- St. Mathew's, Birches Head: Birches Head Rd, Birches Head, Stoke-on-Trent, ST1 6LH
- Christ Church, Cobridge: Emery St, Stoke-on-Trent, ST6 2J
- St. Luke's, Hanley: Wellington St, Stoke-on-Trent, ST1 3PX
- Holy Trinity, Northwood: Lower Mayer St, Stoke-on-Trent, ST1 2EA

- St. Mark's, Shelton: Broad Street, Shelton Stoke-on-Trent, ST1 4LR and
- Northwood Parish Hall: 88 Keelings Rd, Stoke-on-Trent, ST1 6PB

The Churches making up the Hanley Team Ministry are in the Deanery of Stoke on Trent, in the Diocese of Lichfield. The correspondence address is Rev Phillip Jones, Team Rector, 35 Harding Road, Stoke-on-Trent, ST1 3BQL, Tel: 01782 922540, Email: [revphillip.e.jones@outlook.com](mailto:revphillip.e.jones@outlook.com) Registered charity number 1176032. Our website address is: <https://www.hanleyteamministry.org/>

PCC members who have served from 1<sup>st</sup> January 2021 until the date this report was approved were:

#### **Ex Officio Members**

##### **The Incumbent**

The Reverend Phillip Jones (Chairman)

##### **Curate**

Rev Julie Birkin (from 20 June 2021)

##### **Pastoral Minister**

Mary Chanot (PCC Secretary)

##### **Parish Wardens**

Angus Paterson (PCC Treasurer)

Derek Durber

##### **Deanery Synod Reps**

John Bennion

Graham Foxley (Vice Chair)

Norman Tatton

June Tatton

Brenda Hughes

Derek Durber (from 23 May 2021)

Maggie Bradley (from 23 May 2021)

#### **Elected Members**

Les Davis

Peter Shore

Paul Sherratt

Des Cotton

Maureen Cotton

Jenny Wiggins

Lynne Ball

#### **Names and addresses of advisers**

##### **Bank**

NatWest

1 Upper Market Square

Hanley

Stoke-on-Trent

ST1 1NS

##### **Independent**

##### **Examiner**

Jonathan Hill

Lichfield Diocesan Board of Finance

St Marys House, The Close, Lichfield WS13 7LD

Approved by the PCC on ..... 2022 and signed on its behalf by:

.....  
Reverend Phillip Jones (Chairman)

.....  
Mary Chanot (Secretary)

# **Independent Examiner's report to the trustees/members of The PCC of Hanley The Holy Evangelist**

Registered charity number: 1176032

I report on the accounts for the year ended 31<sup>st</sup> December 2021 which are set out on the following pages.

## **Respective responsibilities of the Trustees and Independent 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 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 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 material matters have come to my attention which gives me 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 with the accounting records
- the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have 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.

Signed: .....  
Jonathan Hill FCMA CGMA  
Lichfield Diocesan Board of Finance  
St Marys House, The Close, Lichfield. WS13 7LD

Date: .....

# **The Parochial Church Council of Hanley The Holy Evangelist Financial Statements for the Year Ended 31<sup>st</sup> December 2021**

## **Accounting Policies**

The PCC is a public benefit entity within the meaning of FRS 102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' "true and fair view" provisions. They have also been prepared in accordance with the Charities SORP (FRS 102).

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body nor those that are informal gatherings of Church members. There may be minor discrepancies in the totals as the pence are not being shown.

## **Cashflow Statement**

The Charity has taken advantage of the exemption in FRS102 from the requirement to produce a Cash flow statement on the grounds that the income does not exceed £500,000.

## **Going Concern**

There are no material uncertainties related to events or conditions that cast significant doubt on the charity's ability to continue as a going concern.

## **Accounting Estimates and Prior Year Errors**

No changes to accounting estimates have occurred in the reporting period.

No material prior year errors have been identified in the reporting period.

## **Description of Funds**

**Unrestricted funds** are income funds of the PCC that are available for spending on the general purposes of the PCC, including amounts designated by the PCC for fixed assets for its own use or for spending on a future project and which are therefore not included in its "free reserves" as disclosed in the trustees' annual report.

**Restricted funds** comprise of two elements:

a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest

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 usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

**Endowment funds** are restricted funds that must be retained as trust capital either permanently or subject to a discretionary power to spend capital as income, and where the use of any income or other benefit derived from the capital may be restricted or unrestricted. Full details of all their restrictions are shown in the notes to the accounts.

## **Income**

Planned giving, collections and donations are recognised when received or when the PCC becomes entitled to the resource and the monetary value can be measured with sufficient reliability. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and Legacies are accounted for when the PCC is legally entitled to the amounts due and the monetary value can be measured with sufficient reliability. Dividends are accounted for when receivable, interest is accrued. All other income is recognised when it is receivable. All incoming resources are accounted for gross.

**Expenditure**

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The diocesan parish share is accounted for when due. Amounts received specifically for mission are dealt with as restricted funds. All other expenditure is generally recognised when it is incurred and is accounted for gross.

**Governance and Support Costs**

Support costs should be allocated between governance costs and other support. Governance costs comprise all costs involving public accountability of the PCC and its compliance with regulation and good practice.

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources eg by allocating staff costs by time spent and other costs by their usage.

**Fixed Assets**

Consecrated and benefice property is not included in the accounts by s.10(2)(a)&(C) of the Charities Act 2011.

Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the Church's inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements.

**Investments**

Investments in quoted shares, traded bonds and similar investments are valued initially at cost and subsequently at market value at the year end. Investments held for re-sale are treated as current asset investments.

**Debtors**

Debtors are measured on initial recognition at settlement amount. Subsequently they are measured at cash expected to be received.

**Creditors and Accruals**

Creditors are measured at settlement amounts less any trade discounts. Accruals are measured on best estimate of the amount required to settle the obligation at the reporting date.

# The Parochial Church Council of Hanley The Holy Evangelist Financial Statements for the Year Ended 31<sup>st</sup> December 2021

## Statement of Financial Activities

	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total funds	Prior year total
<b>funds</b>						
<b>Income and endowments from:</b>						
Donations and legacies	44,648	—	129,509	—	174,160	181,126
Income from charitable activities	12,555	—	—	—	12,555	11,007
Other trading activities	6,088	—	—	—	6,088	6,754
Investments	63	5	683	0	751	224
Other income	—	—	—	—	—	451
<b>Total income</b>	<b>63,354</b>	<b>5</b>	<b>130,192</b>	<b>0</b>	<b>193,554</b>	<b>199,562</b>
<b>Expenditure on:</b>						
Raising funds	—	—	—	—	—	105,682
Expenditure on charitable activities	67,891	—	147,130	—	215,021	72,657
<b>Total expenditure</b>	<b>67,891</b>	<b>—</b>	<b>147,130</b>	<b>—</b>	<b>215,021</b>	<b>178,339</b>
<b>Net income / (expenditure) resources before transfer</b>	<b>(4,537)</b>	<b>5</b>	<b>(16,938)</b>	<b>0</b>	<b>(21,467)</b>	<b>21,223</b>
<b>Transfers</b>						
Gross transfers between funds - in	—	—	250	—	250	—
Gross transfers between funds - out	(250)	—	—	—	(250)	—
<b>Other recognised gains / losses</b>						
<b>Net movement in funds</b>	<b>(4,787)</b>	<b>5</b>	<b>(16,688)</b>	<b>0</b>	<b>(21,467)</b>	<b>21,223</b>
<b>Total funds brought forward</b>	<b>47,408</b>	<b>5,280</b>	<b>39,296</b>	<b>12,666</b>	<b>104,648</b>	<b>83,425</b>
<b>Total funds carried forward</b>	<b>42,621</b>	<b>5,284</b>	<b>22,608</b>	<b>12,666</b>	<b>83,181</b>	<b>104,648</b>
<b>Represented by</b>						
<b>Unrestricted</b>						
General Fund	42,621	—	—	—	42,621	47,408
<b>Designated</b>						
St Luke - Insurance	—	1,600	—	—	1,600	1,600
St Matthew Fabric Designated Fund	—	3,684	—	—	3,684	3,680
<b>Restricted</b>						
Holy Trinity - Hall Heaters	—	—	(420)	—	(420)	—
St Luke - Education Trust	—	—	515	—	515	—
St Luke - Kitchen Fund	—	—	1,104	—	1,104	1,104
St Luke - Restoration Fund	—	—	1,850	—	1,850	1,850
St Mark - Building Restricted	—	—	3	—	3	3
St Mark - Choir Restricted	—	—	166	—	166	166
St Mark - Creche Restricted	—	—	34	—	34	34
St Mark - Mission Restricted	—	—	364	—	364	364
St Mark - Mortimer Power Restricted	—	—	146	—	146	146
St Mark - Vigars Charity Restricted	—	—	212	—	212	212
St Marks Regeneration Project	—	—	8,394	—	8,394	24,495
St Matthew CIF Grant Restricted Fund	—	—	506	—	506	506
Team - Bursary Fund	—	—	214	—	214	214
Team - Interior Decorating Scheme	—	—	3,886	—	3,886	4,568
Team - Secretarial Fund	—	—	5,327	—	5,327	5,327
Team - Staff Fund	—	—	144	—	144	144
Team - Youth Work	—	—	164	—	164	164
<b>Endowment</b>						
St Mark - Arthur Little Legacy	—	—	—	10,000	10,000	10,000
<b>Endowment</b>						
St Mark - Mortimer Power Endowment	—	—	—	370	370	370
St Mark - Paterson Endowment	—	—	—	1,000	1,000	1,000
St Mark - Vigars Charity Endowment	—	—	—	297	297	297
St Matthew Legacy Endowment Fund	—	—	—	1,000	1,000	1,000



# The Parochial Church Council of Hanley The Holy Evangelist Financial Statements for the Year Ended 31<sup>st</sup> December 2021

## Balance sheet

	Total funds	Prior year funds
<b>Current assets</b>		
Cash at bank and in hand	110,970	130,287
	<b>110,970</b>	<b>130,287</b>
<b>Liabilities</b>		
Creditors: Amounts falling due in one year	27,789	25,639
	<b>27,789</b>	<b>25,639</b>
<b>Net current assets less current liabilities</b>	<b>83,181</b>	<b>104,648</b>
<b>Total assets less current liabilities</b>	<b>83,181</b>	<b>104,648</b>
<b>Total net assets less liabilities</b>	<b>83,181</b>	<b>104,648</b>
<b>Represented by</b>		
<b>Unrestricted</b>		
General Fund	42,621	47,408
<b>Designated</b>		
St Luke - Insurance	1,600	1,600
St Matthew Fabric Designated Fund	3,684	3,680
<b>Restricted</b>		
St Matthew CIF Grant Restricted Fund	506	506
St Mark - Mortimer Power Restricted	146	146
St Mark - Vigars Charity Restricted	212	212
St Marks Regeneration Project	8,394	24,495
Team - Bursary Fund	214	214
Team - Interior Decorating Scheme	3,886	4,568
Team - Secretarial Fund	5,327	5,327
Team - Staff Fund	144	144
Team - Youth Work	164	164
Holy Trinity - Hall Heaters	(420)	—
St Luke - Education Trust	515	—
St Luke - Kitchen Fund	1,104	1,104
St Luke - Restoration Fund	1,850	1,850
St Mark - Building Restricted	3	3
St Mark - Choir Restricted	166	166
St Mark - Creche Restricted	34	34
St Mark - Mission Restricted	364	364
<b>Endowment</b>		
St Mark - Arthur Little Legacy Endowment	10,000	10,000
St Mark - Mortimer Power Endowment	370	370
St Mark - Paterson Endowment	1,000	1,000
St Mark - Vigars Charity Endowment	297	297
St Matthew Legacy Endowment Fund	1,000	1,000
<b>Funds of the church</b>	<b>83,181</b>	<b>104,648</b>

Approved by the Parochial Church Council on ..... 2022 and signed on its behalf by:

Signature: .....

Name: .....

The notes on the following pages form part of these accounts

## Statement of assets and liabilities - 2021

year	General	Designated	Restricted	Endowment	This year	Last
<b>Current assets - Cash at bank and in hand</b>						
Bank current account -	52,792	5	857	—	53,653	56,268
Shelton NatWest current -	—	—	567	—	567	401
St Luke - Bank current account -	—	1,600	3,469	—	5,069	4,554
Team - NatWest Current -	—	—	11,214	—	11,214	27,333
Cobridge Bank deposit account -	7,281	—	—	—	7,281	7,241
Northwood Hall account -	—	—	(420)	—	(420)	—
Shelton Building Soc - Vigars -	—	—	212	297	509	509
Team - CBF Deposit -	—	—	3,029	—	3,029	3,029
CCLA (CBF) deposit account -	—	3,680	—	1,000	4,680	4,680
Northwood CCLA (CBF) deposit account	4,140	—	—	—	4,140	4,236
200 -						
Shelton Building Soc - M Power -	—	—	146	370	516	515
Northwood CCLA (CBF) deposit account	5,516	—	—	—	5,516	5,511
200 -						
Shelton Building Soc - Choir -	—	—	—	—	—	166
Team - Interior Decorating Scheme -	—	—	3,886	—	3,886	4,568
Shelton CBF Deposit -	308	—	—	11,000	11,308	11,255
Cash in hand -	22	—	—	—	22	22
<b>Totals</b>	<b>70,059</b>	<b>5,284</b>	<b>22,959</b>	<b>12,667</b>	<b>110,970</b>	<b>130,287</b>
<b>Liabilities - Agency accounts</b>						
Agency collections -	—	—	351	—	351	—
<b>Totals</b>	<b>—</b>	<b>—</b>	<b>351</b>	<b>—</b>	<b>351</b>	<b>—</b>
<b>Liabilities - Creditors: Amounts falling due in one year</b>						
Team - Parish Share Arrears -	27,438	—	—	—	27,438	25,367
Accounts Payable -	—	—	—	—	—	272
<b>Totals</b>	<b>27,438</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>27,438</b>	<b>25,639</b>
<b>Grand total</b>	<b>42,621</b>	<b>5,284</b>	<b>22,608</b>	<b>12,667</b>	<b>83,181</b>	<b>104,648</b>

## Summary of Assets by Fund - 2020

	Unrestrict ed Funds £	Designate d Funds £	Restricted Funds £	Endowme nt Funds £	Total £
Fixed Assets	-	-	-	-	-
Investment Assets	-	-	-	-	-
Current Assets	73,047	5,280	39,296	12,666	130,287
Current Liabilities	(25,639)	-	-	-	(25,639)
	<b>47,408</b>	<b>5,280</b>	<b>39,296</b>	<b>12,666</b>	<b>104,648</b>

## Fund movement by type - 2021

	Opening	Incoming	Outgoing	Transfers	Gains/losses	Closing
<b>CIF Grant - St Matthew</b>						
Restricted	506	—	—	—	—	506
<b>Sub-total for CIF Grant</b>	<b>506</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>506</b>
<b>General - General Fund</b>						
Unrestricted	47,408	63,354	67,891	(250)	—	42,621
<b>Sub-total for General</b>	<b>47,408</b>	<b>63,354</b>	<b>67,891</b>	<b>(250)</b>	<b>—</b>	<b>42,621</b>
<b>Holy Trini - Holy Trinity</b>						
Hall Heathers Restricted	—	5,130	5,550	—	—	(420)
<b>Summary of Fund Movements for Holy Trini</b>	<b>—</b>	<b>5,130</b>	<b>5,550</b>	<b>—</b>	<b>—</b>	<b>(420)</b>
<b>St Luke - St Luke</b>						
Insurance Designated	Reserves at 1st Jan £	Incoming Resources £	Resources Expended £	Investment Gains/Losses £	Transfers £	Reserves at 31st Dec £
Education Trust Restricted	1,600	1,600	682	168	—	1,600
Kitchen Fund Restricted	1,104	1,104	—	—	—	1,104
Restoration Fund Restricted	1,850	1,850	—	—	—	1,850
<b>Unrestricted Fund Sub-total for St Luke</b>	<b>59,754</b>	<b>78,934</b>	<b>(60,588)</b>	<b>-168</b>	<b>(747)</b>	<b>47,408</b>
<b>St Mark - - St Mark</b>						
<b>Designated Funds</b>						
Building Restricted	—	3	—	—	—	3
Choir Restricted	—	166	0	—	—	166
St Luke - Insurance	1,600	—	—	—	—	1,600
Mission Restricted	—	364	—	—	—	364
St Matthew - Fabric	3,680	—	—	—	—	3,680
Mortimer Power Restricted	—	146	—	—	—	146
Vigars Charity Restricted	5,280	—	—	—	—	5,280
Arthur Little Legacy Endowment	—	10,000	—	—	—	10,000
<b>Restricted Funds</b>						
St Mark - Endowment	—	370	—	—	—	370
St Mark - Paterson Endowment	—	1,000	—	—	—	1,000
St Luke - Endowment	—	297	—	—	—	297
St Luke - Kitchen	9,904	—	—	—	—	9,904
<b>Sub-total for St Mark</b>	<b>12,591</b>	<b>(8,700)</b>	<b>1</b>	<b>—</b>	<b>—</b>	<b>1,104</b>
<b>St Luke - Restoration</b>	<b>1,850</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>1,850</b>
<b>St Mark Re - St Marks Regeneration</b>						
Holy Trinity - Hall	—	24,495	124,379	140,480	—	8,394
<b>Sub-total for St Mark Re</b>	<b>24,495</b>	<b>124,379</b>	<b>140,480</b>	<b>—</b>	<b>—</b>	<b>8,394</b>
<b>St Matthew - St Matthew</b>						
St Marks - Vigars Charity	210	—	—	—	—	210
Fabric Designated	—	3,680	5	—	—	3,684
Legacy Endowment	166	1,000	—	—	—	1,000
<b>Sub-total for St Matthew</b>	<b>4,680</b>	<b>5</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>4,684</b>
<b>Team - Bursary Fund</b>						
St Marks - Bursary	364	—	—	—	—	364
Restricted	—	214	—	—	—	214
St Marks - Creche	34	—	—	—	—	34
<b>Sub-total for Team - Bur</b>	<b>214</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>214</b>
<b>Team - IDS - Team - Interior Deco</b>						
St Marks - Other	3	—	—	—	—	3
St Matthews - Sound System	—	4,568	—	932	250	3,886
<b>Sub-total for Team - IDS</b>	<b>4,568</b>	<b>(2,747)</b>	<b>932</b>	<b>250</b>	<b>—</b>	<b>3,886</b>
<b>Team - Sec - Team - Secretarial F -</b>						
Restricted	1,256	(750)	—	—	506	5,327
Interior Decorating Scheme	4,443	5,327	—	—	—	4,568
<b>Sub-total for Team - Sec</b>	<b>5,315</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>5,315</b>
<b>Team - Sta - Team - Staff Fund</b>						
Team - Youth Work	164	—	—	—	—	164
Restricted	—	144	—	—	—	144
<b>Sub-total for Team - Sta</b>	<b>214</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>214</b>
<b>Team - Youth Work - Team - Youth Work</b>						
Restricted	2,870	117,198	(105,556)	—	—	24,511
Team - Staff Fund	144	—	—	—	—	144
<b>Sub-total for Team - You</b>	<b>164</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>164</b>
<b>Team - Restricted Fund</b>						
—	—	—	—	—	—	—
<b>Grand total</b>	<b>104,648</b>	<b>193,554</b>	<b>215,021</b>	<b>—</b>	<b>—</b>	<b>83,181</b>
<b>Endowment Funds</b>						
St Matthew - Legacy Fund	1,000	—	—	—	—	1,000
St Mark - Arthur Little Legacy	10,000	—	—	—	—	10,000
St Mark - Paterson Endow	1,000	—	—	—	—	1,000
St Marks - Vigars Charity	296	—	—	—	—	296
St Marks - Mortimer Power	370	—	—	—	—	370
St Mark - Endowment	—	—	13	—	—	—
<b>Sub-total for Endowment Funds</b>	<b>12,666</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>12,666</b>
<b>Total Funds</b>	<b>83,424</b>	<b>199,561</b>	<b>(178,337)</b>	<b>—</b>	<b>—</b>	<b>104,648</b>

## Analysis of income and expenditure for the year ended 31 December 2021

	<u>Unrestricted</u>		<u>Designated</u>		<u>Total</u>	
	<u>Endowment</u>		<u>This year</u>	<u>Last year</u>	<u>Restricted</u>	
<b>INCOME AND ENDOWMENTS</b>						
<b>Donations and legacies</b>						
Gift Aid - Bank	8,956	—	—	—	8,956	—
Gift Aid - Envelopes	7,522	—	—	—	7,522	19,201
Other planned giving	5,258	—	—	—	5,258	5,148
Loose plate collections	6,033	—	—	—	6,033	5,821
Donations appeals etc	9,124	—	—	—	9,124	8,287
Votive candles	56	—	—	—	56	—
Church boxes	5	—	—	—	5	—
Tax recoverable on Gift Aid	5,545	—	—	—	5,545	7,997
Legacies	1,100	—	—	—	1,100	8,979
HLF St Mark's	—	—	124,379	—	124,379	117,198
Non-recurring one-off grants	200	—	5,130	—	5,330	8,256
Other funds generated	849	—	—	—	849	240
Total	44,648	—	129,509	—	174,160	181,126
<b>Income from charitable activities</b>						
Fees for weddings and funerals	4,176	—	—	—	4,176	3,238
Church/Church Room Hire - Sanctus	—	—	—	—	—	6,000
Coffee mornings	238	—	—	—	238	101
Church/Church Room Hire - Other	8,142	—	—	—	8,142	1,668
Total	12,555	—	—	—	12,555	11,007
<b>Other trading activities</b>						
Fund raising	909	—	—	—	909	2,598
Church hall lettings - fund raising	5,179	—	—	—	5,179	4,156
Total	6,088	—	—	—	6,088	6,754
<b>Investments</b>						
Dividends	—	—	682	—	682	—
Bank and building society interest	63	5	0	0	68	224
Total	63	5	683	0	751	224
<b>Other income</b>						
Other Income	—	—	—	—	—	451
Total	—	—	—	—	—	451
<b>INCOME TOTAL</b>	<b>63,354</b>	<b>5</b>	<b>130,192</b>	<b>0</b>	<b>193,554</b>	<b>199,562</b>

## EXPENDITURE

### Raising funds

HLF St Mark's	—	—	—	—	—	105,556
Costs of fetes & other events	—	—	—	—	—	126
Total	—	—	—	—	—	105,682

## Expenditure on charitable activities

Giving to missionary societies	327	—	—	—	327	408
Ministry parish share etc	36,750	—	—	—	36,750	37,766
Parish share written off	—	—	—	—	—	(11,107)
Parish Share Support	(3,062)	—	—	—	(3,062)	(4,593)
Assistant staff costs	60	—	—	—	60	—
Salary of parish administrator	—	—	—	—	—	650
Cleaner	470	—	—	—	470	32
Working expenses of incumbent	1,221	—	—	—	1,221	1,139
Parsonage house expenses	—	—	932	—	932	—
Parish training and mission	144	—	—	—	144	351
Church running - insurance	12,553	—	—	—	12,553	13,331
Church maintenance	3,333	—	—	—	3,333	—
Upkeep of services	2,045	—	—	—	2,045	572
Upkeep of churchyard	52	—	—	—	52	—
Administration	1,950	—	168	—	2,118	6,806
St Marks Regeneration Project - HLF	—	—	132,853	—	132,853	—
St Marks Regeneration Project - after HL	—	—	7,627	—	7,627	—
Church running - electric	2,209	—	—	—	2,209	—
Church running - gas	3,753	—	—	—	3,753	—
Church running - water	114	—	—	—	114	—
Church running - heating and lighting	1,234	—	—	—	1,234	7,048
Hall running - electricity	307	—	—	—	307	—
Hall running - gas	154	—	—	—	154	—
Hall running - insurance	1,075	—	—	—	1,075	—
Hall running - maintenance	2,480	—	5,550	—	8,030	—
Hall running - water	63	—	—	—	63	—
Hall running - heating and lighting	—	—	—	—	—	5,084
Governance costs	660	—	—	—	660	260
examination/audit fee	—	—	—	—	—	6,209
Church major repairs - structure	—	—	—	—	—	8,700
Hall + major repairs - structure	—	—	—	—	—	—
Total	67,891	—	147,130	—	215,021	72,657
<b>EXPENDITURE TOTAL</b>	<b>67,891</b>	<b>—</b>	<b>147,130</b>	<b>—</b>	<b>215,021</b>	<b>178,339</b>
<b>GRAND TOTAL</b>	<b>(4,516)</b>	<b>5</b>	<b>(16,956)</b>	<b>0</b>	<b>(21,467)</b>	<b>21,223</b>

## Allocation of Support Costs

Support costs comprise Trustee Training and Governance Costs etc. Due to the nature of the financial activities of the PCC, these would be allocated across Charitable Expenditure which comprises the majority of its expenditure and as such are automatically charged there.

## Staff Costs

	2021	2020
Wages & Salaries	£ 470	£ 292
Average number of employees	3	3

During the year the PCC employed 2 organists and a caretaker (all part-time) and no payments were large enough to attract social security costs.

There were no employee benefits to key management personnel in the previous or current year.

## Trustees' Remuneration & Expenses

3 Trustees have been reimbursed £1,221 (2020: £1,139) for travel and phone expenses incurred during the year.

## Related Parties

No other expenses were paid to any other PCC member, persons closely connected to them or related parties.

Donations from related parties (PCC members) totalled £7,256 (2020: £8,058).

## Fees for the examination of the accounts

	2021 £	2020 £
Independent Examiner's fees	£650	£650
Other fees (eg accountancy services) paid to the Independent Examiner	-	-

## Analysis of Transfer between Funds - 2021

Reference	Date	Account description	Debit £	Credit £	Description	Fund
LDBF IDS	28/01/21	Team - NatWest Current	-	250	2021 IDS Contribution	General
LDBF IDS	28/01/21	Team - Interior Decorating Scheme	250	-	2021 IDS contribution	IDS Restricted
<b>Total</b>			<b>250</b>	<b>250</b>		

## Analysis of Transfer between Funds - 2020

	Unrestricted £	Designated £	Restricted £	Endowment £	Total £
St Matthews - sound system (to finish project)	(747)		747		-
	-		-		-
	<b>(747)</b>	<b>-</b>	<b>747</b>	<b>-</b>	<b>-</b>

## Fund Description

**Designated  
Funds**

St Luke - Insurance	Funds set aside to meet the annual insurance bill
St Matthew - Fabric	For the maintenance and upkeep of the fabric of the church
<b>Restricted Funds</b>	
Holy Trinity - Hall Heaters	For the installation of new heaters in the hall
St Luke - Kitchen Fund	A grant received in 2018 for work to the Kitchen
St Luke - Restoration Fund	For the upkeep and maintenance of the church
St Marks - Regeneration Project	For the major re-ordering and regeneration of the church. The Edward Cadbury Grant received has been transferred to the Hanley Team bank account so the funding is managed centrally.
St Marks - Vigars Charity	For the Poor & Needy of the parish
St Marks - Choir	For the church choir.
St Marks - Mortimer Power	For the Poor & Needy of the parish
St Marks - Mission	For the Mission of the Church and includes a 2019 £10k legacy
St Marks - Creche	For the Church Creche
St Marks - Building	For the Church Building
St Matthew CIF Grant	A Community Investment Fund grant A savings account held by the Diocese for the internal redecoration of the vicarage at Widecombe Road (Revd Philip Jones). The other three vicarages in the parish, Harding Road (Revd Sally Smith), Christ Church (Revd Philip Swan) and Cromer Road (let externally) are currently not the PCCs responsibility.
Team - Interior Decorating Scheme	An historic (approx 20 years) grant from the Diocese for Secretarial Support. It is used to support the Benefice Administrator.
Team - Secretarial Fund	An historic fund for Youth Work
Team - Youth Work	An historic fund to assist curates with study books and other material.
Team - Bursary Fund	An historic fund for staff meals etc
Team - Staff Fund	
<b>Endowment Funds</b>	
St Matthew - Legacy Fund	A legacy left to the church many years ago and the income it generates can be spent on general church purposes. It is held in the CBF deposit account and the interest is transferred to the NatWest Current account.
St Mark - Arthur Little Legacy	The income can be used for general church purposes.
St Mark - Paterson Endowment	The income can be used for general church purposes
St Matthew - Fabric	For the maintenance and upkeep of the fabric of the church.
Vigars Charity	An endowment to provide for the Poor & Needy of the parish.
Mortimer Power	An endowment to provide for the Poor & Needy of the parish.

## Liabilities

Amounts falling due in one year

	2021 £	2020 £
Parish share - 2017	8,362	8,362
Parish share - 2018	13,848	13,848
Parish share - 2020	-	3,157
Parish share - 2021	5,228	-
<b>Total</b>	<b>27,438</b>	<b>25,367</b>

Following a reduction in deployment from 3 to 1.5 in 2019, the Share formula was reduced, and a Special Assessment was put in place, and continues to be so. If the parish pay this assessment in full each year, they will receive a write-off of Parish Share arrears. The 2021 share hasn't been paid in full and therefore no write off will take place in 2021. Due to the pandemic the write off agreement has been extended and is in place for 2022 and subsequent years.

## Statement of Financial Activities - 2020

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2020 £
<b>Incoming Resources</b>					
<b>Income and Endowments from:</b>					
Donations and Legacies	60,540	-	120,454	-	180,994
Activities for Generating Funds	2,598	-	-	-	2,598
Income from Investments	99	-	125	-	224
Church Activities	14,945	-	-	-	14,945
Other	800	-	-	-	800
<b>Total</b>	<b>78,982</b>	<b>-</b>	<b>120,579</b>	<b>-</b>	<b>199,561</b>
<b>Resources Expended</b>					
<b>Expenditure on:</b>					
Raising Funds	126	-	-	-	126
Church Activities	60,458	-	12,197	-	72,655
Other	-	-	105,556	-	105,556
<b>Total</b>	<b>60,584</b>	<b>-</b>	<b>117,753</b>	<b>-</b>	<b>178,337</b>
<b>Net Income/ (Expenditure) before investment gains/ (losses)</b>	18,398	-	2,826	-	21,224
Net gain/(losses) on investments	-	-	-	-	-
<b>Net Income/ (Expenditure)</b>	18,398	-	2,826	-	21,224
Transfer between Funds	(747)	-	747	-	-
<b>Net Movement in Funds</b>	17,652	-	3,573	-	21,224
<b>Total Funds brought forward</b>	29,756	5,280	35,723	12,666	83,424
<b>Total Funds carried forward</b>	<b>47,408</b>	<b>5,280</b>	<b>39,296</b>	<b>12,666</b>	<b>104,648</b>

