

Annual Report 2020

The Parochial Church Council of the Ecclesiastical Parish of St Andrews Eastern Green, Coventry, operating within the Diocese of Coventry, is a registered charity number 1177952.

St. Andrew's Church has been serving God in the community of Eastern Green since 1875 and more recently Allesley Green and Bannerbrook Park.

Our purpose as a church is:

- To encounter the life changing God, Father, Son and Holy Spirit, through prayer, worship and bible study
- To make disciples of Jesus
- To serve those in need especially in our own local community as if they were Jesus

Achievements during lockdown

Building a support structure

- **Shopping** – we utilised skills of the church family with members of the community, to safely recruit volunteers to food shop for the vulnerable or those who had to isolate.
- **Support line** – we set up a support line for people to contact if they were in need or for family members living away to ask for help for a loved one who lived locally.
- **Phone volunteers** – we safely recruited a group of church members to keep in contact with the elderly or those feeling isolated.
- **Food bank** – The food bank in the neighbouring parish needed help managing it. St Andrew's took over the responsibility by appointing a new manager and arranging for the food bank to open again at a time of greatest need.
- **Supermarkets** – We negotiated with the local supermarkets to allow our shopping volunteers to undertake additional shopping for those who were vulnerable.

Church Services – People felt isolated from the church family and the opportunity to worship. In response, the Worship Team produced weekly recorded online services.

Zoom coffee mornings – These were introduced to maintain a feeling of fellowship after the Sunday service. They replicated the coffee and chat people were used to on a Sunday.

PPE – There was a need for PPE in our local care homes and wider within the city. Following an appeal, we received offers to meet the urgent need of those in the local area.

Structure, governance and management

The membership of the PCC consists of the incumbent, churchwardens, readers and members elected by those members of the congregation who are on the electoral roll of the church.

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

The PCC and Vicar are supported by:

- **The Leadership Team** meeting monthly to manage the day to day running of the church and considers strategic thinking and planning of the church. The team consists of the Lay Readers, Churchwardens, Treasurer, St Andy's Leader and Youth Worker.
- **Staff Team** – The church has two Lay Readers, a paid part-time administrator, a paid part-time Youth Worker and a Pastoral Care Coordinator.
- **Worship Committee** – Meets every six weeks to plan and review the worship offered By St Andrew's. The team consists of the Churchwardens, Lay Readers. St Andy's Representative and members of the IT team responsible for the online services.
- Finance Committee, Fabric Committee, Safeguarding Committee and Children's Council

Parochial Church Council

The members of the PCC who act as trustees to the charity were for 2020

Greg Smith	Vicar	Chair
Phil Richardson	Curate	
Rebecca Crowe	Church warden	
Nick Tooby	Churchwarden	
Lesley Lee	Licensed Reader	
Susan Masters	Licensed Reader	Deanery Synod Representative
Fran Smith	Deanery Synod Representative	
Charley Watts	Deanery Synod Representative	
Jill Pinks	Deanery Synod Representative	
Paul Crowe		
Trevor Hill		
Richard Marr		
Jeremy Thomas		
Rita Muir		
Hilary Wankling		
Linda Chyslinski		
John Ross-Barnard		
Julia McNaney		
Clive Murden	Treasurer	
Diane Wilson		

Volunteers

We would like to thank all the volunteers who work so hard to make our church the lively and vibrant community it is.

Safeguarding

The PCC regularly review safeguarding processes and status and satisfied that our children and vulnerable adults are protected. There are no serious incidents to report. Checks are carried out in all recruitment and checking in all ministries involving children and/or vulnerable adults.

Financial Review

Income

Income was seriously affected by Covid19.

Stewardship giving rose by £800 but plate collections fell by £9,000.

Income from weddings and funerals fell by £9,000.

Donations decreased by £2,600

Tax refund from gift-aided giving rose by £1,400.

Other income including fundraising and grants for our youth work and administration decreased by £3,000.

Overall, our total income fell by £21,000 to £105,554.

We are incredibly grateful to you for your generous donations and regular giving during a very difficult year.

Expenditure

We made use of the Government's furlough scheme during the year and salaries fell by £2,600.

Staff expenses dropped by 47% to £3,500.

Premises costs fell by £8,000. In 2019 there was a major refurbishment of the kitchen area costing £7,600.

Parish share commitment was £13,000 less in 2020 for two reasons. In 2019 there was a remainder from 2018 of £3,000 and the Diocese introduced a parish share waiver scheme last year to aid parishes struggling to meet their targets. We applied for and were granted a waiver of £9,000.

Other costs fell by £10,000 due mainly to the reduction in funeral and wedding expenses and discipleship.

Overall, our expenditure fell by £37,000 to £91,955 which means that we ended the year with a surplus of £13,599.

Total funds at 31st December 2020 were £18,094 of which £10,688 was restricted or designated.

**THE PAROCHIAL CHURCH COUNCIL OF THE
ECCLESIASTICAL PARISH OF ST ANDREWS EASTERN GREEN
ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2020**

CHARITY NUMBER: 1177952

Harrison Beale & Owen Limited
Chartered Accountants and Statutory Auditors
Seven Stars House
1 Wheler Road
Coventry
CV3 4LB

**THE PAROCHIAL CHURCH COUNCIL OF THE
ECCLESIASTICAL PARISH OF ST ANDREWS EASTERN GREEN**

ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2020

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**THE PAROCHIAL CHURCH COUNCIL OF THE
ECCLESIASTICAL PARISH OF ST ANDREWS EASTERN GREEN**

**RECEIPTS AND PAYMENTS SUMMARY
for the year ended 31 December 2020**

	Note	Unrestricted funds £	Restricted funds £	Total funds 2020 £	2019 £
RECEIPTS					
CHURCH COLLECTIONS					
Envelopes and Stewardship		39,371	-	39,371	38,528
Plate		2,471	-	2,471	8,274
Gift aid envelopes		412	-	412	2,643
StAPH		210	-	210	1,238
		<u>42,464</u>	<u>-</u>	<u>42,464</u>	<u>50,683</u>
WEDDINGS AND FUNERALS					
Funeral fees		8,193	-	8,193	15,409
Wedding fees and banns		2,785	-	2,785	3,692
Wedding and funeral expenses recharged		467	-	467	1,290
		<u>11,445</u>	<u>-</u>	<u>11,445</u>	<u>20,391</u>
DONATIONS					
Restricted		-	1,279	1,279	7,181
General		8,085	-	8,085	4,761
		<u>8,085</u>	<u>1,279</u>	<u>9,364</u>	<u>11,942</u>
FUNDRAISING AND OTHER					
Gift aid		14,780	-	14,780	13,407
Fundraising	2	1,697	2,951	4,648	7,465
Lease on St. Andrews school house		5,200	-	5,200	5,200
Discipleship		95	-	95	3,012
Diocesan contribution towards Children's worker		-	5,500	5,500	3,000
Area Dean admin support		2,000	-	2,000	2,750
Room hire		720	-	720	1,755
Holiday Club		-	-	-	289
Grants		2,065	4,000	6,065	-
Sundry		1,173	-	1,173	100
Baptism		15	-	15	75
		<u>27,745</u>	<u>12,451</u>	<u>40,196</u>	<u>37,053</u>
YOUTH ACCOUNT					
Grants - Churches Together		-	-	-	5,000
Martha Flint and Emma Osmond education		-	1,650	1,650	1,650
Sundry		-	425	425	170
Interest - Central Board of Finance		10	-	10	21
		<u>10</u>	<u>2,075</u>	<u>2,085</u>	<u>6,841</u>
TOTAL RECEIPTS FOR THE YEAR		<u>89,749</u>	<u>15,805</u>	<u>105,554</u>	<u>126,910</u>

**THE PAROCHIAL CHURCH COUNCIL OF THE
ECCLESIASTICAL PARISH OF ST ANDREWS EASTERN GREEN**

**RECEIPTS AND PAYMENTS SUMMARY (continued)
for the year ended 31 December 2020**

	Note	Unrestricted funds £	Restricted funds £	Total funds 2020 £	2019 £
PAYMENTS					
SALARIES		7,198	9,000	16,198	18,790
EXPENSES					
Vicar's expenses		1,952	-	1,952	2,827
Curate's expenses		807	-	807	2,423
Other staff costs and expenses		740	-	740	1,358
		<u>3,499</u>	<u>-</u>	<u>3,499</u>	<u>6,608</u>
PREMISES COSTS					
Repairs, maintenance and cleaning materials	3	1,580	-	1,580	9,263
Insurance		2,159	-	2,159	2,131
Heating and lighting		994	-	994	1,640
Churchyard repairs etc		1,674	-	1,674	1,604
		<u>6,407</u>	<u>-</u>	<u>6,407</u>	<u>14,638</u>
CHURCH ACTIVITIES AND OTHER					
Share of diocesan budget		53,302	-	53,302	66,704
Assigned Fees		3,546	-	3,546	6,039
Wedding and funeral expenses		1,336	-	1,336	4,590
Discipleship		70	-	70	3,558
StAPH		370	-	370	1,725
Donations	4	2,291	-	2,291	1,650
Fundraising		1,947	-	1,947	1,232
Printing, stationery and administration	5	337	-	337	1,051
Professional fees	6	1,554	-	1,554	954
CCLI Licence fee		540	-	540	508
Holiday Club		-	-	-	192
		<u>65,293</u>	<u>-</u>	<u>65,293</u>	<u>88,203</u>
YOUTH ACCOUNT					
Room hire (Rock Solid/ Drama group)		60	-	60	184
Administration - Churches Together		107	-	107	497
Junior Church - Literature and equipment		117	-	117	84
Children's party - Refreshments		-	-	-	-
Sundry		201	73	274	-
		<u>485</u>	<u>73</u>	<u>558</u>	<u>765</u>
TOTAL PAYMENTS FOR THE YEAR		82,882	9,073	91,955	129,004
TRANSFERS BETWEEN FUNDS					
		-	-	-	-
PROFIT /(DEFICIT) FOR THE YEAR		6,867	6,732	13,599	(2,094)

**THE PAROCHIAL CHURCH COUNCIL OF THE
ECCLESIASTICAL PARISH OF ST ANDREWS EASTERN GREEN**

BALANCE SHEET AS AT 31 DECEMBER 2020

	Note	Unrestricted funds £	Restricted funds £	Total funds	
				2020 £	2019 £
CURRENT ASSETS AND LIABILITIES					
Cash at bank;					
General Fund		7,279	4,542	11,821	1,494
Youth Account Fund		1,833	2,190	4,023	2,560
Central Board of Finance;					
General Fund		127	-	127	127
Youth Account Fund		2,123	-	2,123	2,114
Sundry creditors		-	-	-	(1,800)
		<u>11,362</u>	<u>6,732</u>	<u>18,094</u>	<u>4,495</u>
FUNDS					
Unrestricted				11,362	4,495
Restricted	1			6,732	-
				<u>18,094</u>	<u>4,495</u>

Approved by the Parochial Church Council on 17 May 2021 and signed on its behalf by:

N Tooby

R Crowe

**THE PAROCHIAL CHURCH COUNCIL OF THE
ECCLESIASTICAL PARISH OF ST ANDREWS EASTERN GREEN**

**NOTES TO THE ACCOUNTS
for the year ended 31 December 2020**

1. Restricted funds	Balance as at 01/01/2020 £	Receipts £	Payments £	Transfers £	Balance as at 31/12/2020 £
Kitchen	-	318	-	-	318
Children's worker	-	9,000	(9,000)	-	-
Gift	-	98	-	-	98
Live streaming	-	3,699	-	-	3,699
St Oswalds	-	500	(73)	-	427
Allesley General Charities	-	425	-	-	425
Drama Club	-	115	-	-	115
Martha Flint	-	1,650	-	-	1,650
	-	15,805	(9,073)	-	6,732

Restricted income has been received for the above named items of expenditure. Where there is a permanent underspend of restricted funds, original donors are approached for permission to transfer the excess to the general fund.

Where expenditure has exceeded income on a project, the deficit is covered by a transfer from the general fund.

The charity has no endowment funds.

	Unrestricted funds £	Restricted funds £	Total funds	
			2020 £	2019 £
Sponsored walk	-	2,951	2,951	1,618
Tribute Nights	1,377	-	1,377	1,520
Gift Day	-	-	-	1,005
Fayre proceeds	-	-	-	660
Quiz	-	-	-	600
Johnathan Viera	-	-	-	554
Raffle	-	-	-	434
Prom Night	-	-	-	336
Nativity	-	-	-	297
Plant Sale	-	-	-	158
Beetle Drive	-	-	-	125
Tea with Santa	-	-	-	84
Easter Egg Hunt	-	-	-	74
Parish Away weekend	320	-	320	-
	1,697	2,951	4,648	7,465

**THE PAROCHIAL CHURCH COUNCIL OF THE
ECCLESIASTICAL PARISH OF ST ANDREWS EASTERN GREEN**

**NOTES TO THE ACCOUNTS (continued)
for the year ended 31 December 2020**

	Unrestricted funds £	Restricted funds £	Total funds 2020 £	2019 £
3. Repairs, maintenance and cleaning materials				
Kitchen repairs	-	-	-	7,638
General repairs and renewals	1,069	-	1,069	564
Heating repairs	-	-	-	220
Organ tuning	-	-	-	217
Boiler repairs	-	-	-	150
Gutters	-	-	-	140
Cleaning materials	112	-	112	118
Vicarage repairs	399	-	399	108
Electrical repairs	-	-	-	108
	<u>1,580</u>	<u>-</u>	<u>1,580</u>	<u>9,263</u>
4. Donations				
Half of Sponsored walk to Kidz Klub	-	-	-	750
Youth for Christ (Tithe)	600	-	600	600
St Oswalds (Tithe)	500	-	500	300
Foodbank	35	-	35	-
C of E Childrens Society	1,156	-	1,156	-
	<u>2,291</u>	<u>-</u>	<u>2,291</u>	<u>1,650</u>
5. Printing, stationery and administration				
Bread, wine, candles etc	18	-	18	565
Stationery, printing etc	319	-	319	461
Sundry	-	-	-	25
	<u>337</u>	<u>-</u>	<u>337</u>	<u>1,051</u>
6. Professional fees				
Independent examination fee	954	-	954	954
Furlough administration	150	-	150	-
Quinquennial report	450	-	450	-
	<u>1,554</u>	<u>-</u>	<u>1,554</u>	<u>954</u>

**INDEPENDENT EXAMINER'S REPORT TO
THE PAROCHIAL CHURCH COUNCIL OF THE
ECCLESIASTICAL PARISH OF ST ANDREWS EASTERN GREEN**

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2020 which are set out on pages 1 to 5.

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the Church Accounting Regulations 2006 ("the Regulations") and the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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

Philip Ewing FCA
Harrison Beale & Owen Limited
Chartered Accountants and Statutory Auditors
Seven Stars House
1 Wheler Road
Coventry
CV3 4LB

17 May 2021

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THE PAROCHIAL CHURCH COUNCIL OF THE
ECCLESIASTICAL PARISH OF ST ANDREWS EASTERN GREEN**

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