



The Parochial Church Council of St John the
Baptist with the Epiphany, Corby

Diocese of Peterborough

**Reports and
Financial Statements
2020**

Charity Name	The Parochial Church Council of St John the Baptist with the Epiphany, Corby		
Charity Registration	1178205		
Principal Address	The ecclesiastical parish is situated in Corby, Northamptonshire and is in the Corby, Deanery, Oakham Archdeaconry of the Diocese of Peterborough within the Church of England. The parish consists of the Church of St John the Baptist and the Church of the Epiphany. The correspondence address is St John's Church Hall, Church Walk, Corby, Northamptonshire, NN17 1XF.		
The Governing Document	Parochial Church Council Powers Measures (1956) as amended and Church Representation Rules		
Objectives	The Parochial Church Council (PCC of St John the Baptist with the Epiphany, Corby, has the responsibility of working with the incumbent, the Reverend Paul Frost, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the Church of St John the Baptist and the Church of the Epiphany and their respective church halls.		
Members of the PCC	The members of the PCC who served during the year were:		
	Incumbent (Chair)	The Revd. Paul Frost	
	Assistant Curate	The Revd. Andrew Silley	
	Church Wardens	Mrs Lynn Hay Mrs Janet Hynes	
	Representative on the General Synod	Dr. Paul Buckingham	
	Representative on the Deanery Synod	Mrs Susan Norman	
	From April 2019 elections	Charlie Brittain Diane Brewster Catherine Mason Dr. Fiona Silley	Ian Dodd Edward Frost Claire Morris
	Other <i>ex-officio</i> members	Hilary Buckingham	Catherine Hill
	Co-opted	Dr. Louise Fairless	Louise Lawson

Key Management Personnel	Those in charge of directing, controlling, running and operating the Charity on a day to day basis are the members of the Standing Committee (Revd. Paul Frost; Mrs Lynn Hay; Mrs Janet Hynes; Dr Paul Buckingham; and Mrs Susan Norman) and assistant curate Revd. Andrew Silley. Mission at the Epiphany, Mr Christopher McGlone (Chapel Gym Manager)
Bankers	NatWest, 25 Corporation St, Corby, Northamptonshire, NN17 1NR
Independent Examiner	Mr John Hindle, 49 Kirby Road, Gretton, Northamptonshire, NN17 3DB

Covid-19 Restrictions 2020

2020 has been dominated by the Covid-19 Pandemic which has had an unprecedented impact on the activities of the Parish Church of St John the Baptist with the Epiphany, Corby. government and Church of England guidance has been followed throughout the year. Specifically, an annual meeting was not held in 2020 with the authorisation of the Bishop of Peterborough. However, at the request of the Charity Commission our annual report for 2019 was approved by the PCC and subsequently submitted.

1. Structure, Governance & Management

1.1 Trustees

The PCC is a corporate body established by the Church of England. The method of appointment of PCC members is set out in the Church Representation Rules. All church attendees are encouraged to register on the Electoral Roll and to stand for election to the PCC.

Members of the PCC are either ex officio or elected by the Annual Parish Meetings in accordance with the Church Representation Rules.

The two churches within the parish combine under one PCC. The financial statements at 31 December 2020 include income and expenditure for the year.

1.2 Electoral Roll

The Electoral Roll is maintained by Mrs Catherine Mason. As of December 2020, there were a total of 65 members on the electoral roll.

2. Activities and Strategies

The PCC is committed to enabling as many people as possible to become Christians and be part of our parish community. The PCC maintains an overview of our worship and activities throughout the parish. When planning our activities for the year, we have taken note of the Commission's guidance on public benefit and, in particular, the supplementary guidance on

charities for the advancement of religion. Specifically, we enable people to grow in and live out their faith as part of our community through:

- Worship, education, and prayer; learning to develop their knowledge and experience of Jesus.
- Provision of pastoral care for people living in the parish.
- Reaching out with the gospel of Jesus Christ, with words and action, throughout our parish with a special emphasis on the Exeter Estate and Chapel Gym.
- To enable this work to happen it is vital that we maintain the fabric of the Church of the St John the Baptist and the Church of the Epiphany and their respective halls.

3. PCC and Subcommittee

3.1 PCC

The PCC has 7 elected members, 1 General Synod member, 1 Deanery Synod member and 2 churchwardens. The 2 clergy and 3 Readers are ex officio members. Louise Lawson, acting as PCC Secretary, is a co-opted member, as is Dr. Louise Fairless. Total PCC membership for 2020 is 17.

Due to Covid-19 the normal meeting pattern for the PCC was severely disrupted. The PCC met once in person (before any restrictions), twice on Zoom, and further business was conducted by email. There was good attendance at all meetings. The PCC followed national and Church of England guidance to ensure a balance was kept between fulfilling our duties properly as a PCC and not increasing infection rates. Minutes and attendance are recorded at each PCC meeting. Main issues in 2020 included:

- The strategic planning of continuing effective pastoral care and online worship throughout periods of lockdown.
- The safe restarting of worship after lockdowns in accordance with Church of England and government guidance.
- The adoption of St John's Church, Bransholme and Shammah Temple Church, Burundi, as our mission partners.

3.2 Standing Committee

The Standing Committee can meet when necessary to present to PCC various matters which need its attention. The Standing Committee comprises of the churchwardens Lynn Hay and Janet Hynes, Paul Buckingham (vice chair), Susan Norman (treasurer), and the Rector. The PCC Secretary takes minutes. During 2020 the Standing Committee had no reason to meet.

4. Parish Life and Ministry

The year started with aims to grow the partnership in mission and ministry with St James', Gretton. Other key targets were focused around the further development of the mission work of the Chapel Gym and a consolidation of mission and ministry on the Exeter Estate (in view of

2020 being Andrew Silley's final year of curacy). The Covid-19 pandemic reshaped the majority of 2020.

The closure of the church and church hall and our inability to meet in person throughout the first lockdown necessitated a very different way of operating. Creating a network of volunteers to support the pastoral work both within the church and parish community was important. Utilising online opportunities (specifically Zoom and YouTube) enabled the church to maintain worship and fellowship.

Sadly, the number of funerals conducted throughout 2020 was much higher than average although the church closure during the first lockdown meant they were either taken at the crematorium or graveside. Apart from one wedding pre-pandemic, all other weddings were cancelled during 2020.

The financial impact of the pandemic is considerable but we're incredibly grateful for the many people who have continued giving and in numerous cases increased their giving.

Work has continued on the fabric of the church to ensure that the priority issues raised by the last quinquennial inspection have been addressed. In particular the process for a faculty to replace the lead roof on the south aisle has begun. The vestry has been refurbished and redecorated and is now a useable space for small meetings. The wooden cladding in the bell tower showed signs of woodworm and this has now been removed and any remaining wood was treated. Improvements to the Garden of Remembrance have been carried out.

With 2020 dominated by lockdowns and virtual church there have been no safeguarding concerns raised. Safeguarding training is an ongoing activity as courses are refreshed every 3 years. Not all PCC members, group leaders and volunteers (where groups involving working with children or vulnerable adults) have attended or refreshed their safeguarding training. This is now a clear priority as groups prepare to restart as we must have due regard to the House of Bishops' Guidance in relation to safeguarding. DBS checks (and their renewals) are being carried out. A better response from some applicants is required as the necessary procedures are being held up. This needs to improve.

5. Deanery Synod

Due to the pandemic the only 'in-person' meeting was in January where there was a talk from the organisation running the new homeless house in Corby. There was also input from the diocesan Historic Church's Support Officer. The Ascension Day service was held on Zoom.

6. Structure, governance and management

The method of appointment of PCC members is set out in the Church Representative Rules. At St John's the membership of the PCC consists of the Rector, churchwardens, curate, licensed lay ministers, and those elected by those members who are on the electoral roll of the church. All those who are part of our congregation, and eligible, 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 to the parish including deciding on how the funds of the PCC are to be spent. New members receive initial guidance in the working of the PCC.

The full PCC met three times during the year.

7. Financial Review

7.1 Financial Activity and Financial Position

The PCC's main source of funding has traditionally been the offerings of church members. The adoption of the Parish Giving Scheme (launched within the diocese) has assisted us in promoting regular giving via direct debit. The growth of this method of giving is essential for our financial sustainability.

Note that the accounts for St John's and those for Epiphany (Chapel Gym) were separated in September 2019. The Statement of Financial Activities and Balance Sheet show that the total income for the year for is £67,619.38 with a total expenditure of £54,497.59.

8. Responsibilities of Trustees for the Financial Statements

The PCC is responsible for preparing the Annual report and financial statements in accordance with applicable law and United Kingdom Accepted Accounting Practice.

In preparing those financial statements, the PCC is required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- Prepare the accounts on the going concern basis unless it is inappropriate to presume that the church will continue to operate.
- The PCC is responsible for keeping adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enables them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the Church Accounting Regulations 2006. The PCC is also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other regularities.

9. Approval

The report of the PCC was approved by the PCC on 10 May 2021 and signed on its behalf by:



The Revd. Paul Frost

Chairman

Report of the Independent Examiner to the Parochial Church Council of St John the Baptist with the Epiphany, Corby.

I report on the accounts for the year ended 31 December 2020 as set out below.

Respective responsibilities of PCC and examiner

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

The examination included 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 seeking explanations concerning 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'.

The PCC prepares the accounts on a 'Receipts and Payments' form of accounting.

There are no material uncertainties about the charity's ability to continue as a going concern, and accordingly, the accounts have been drawn up on a going concern basis.

Following inspection, I identified there were no matters for concern. Mr John Hindle.

St John's Church, Corby. Annual accounts 1/1/2020 to 31/12/2020

<u>Income</u>	£	
Planned giving	28,499.52	
Loose collections	3,143.55	
All other giving and appeals	12,264.36	
Gift Aid recovered	6,535.07	
Interest	27.76	
Wedding/Funeral Fees	1,266.60	
Hall fees and Trading	1,334.50	
Scouts	1,694.00	
Miscellaneous income	2,306.13	
Loan repayment (from Chapel Gym)	10,587.89	
Total Income		67,619.38

<u>Expenditure</u>	£	
Mission giving and donations away	2,900.00	
Parish Share to diocese	30,000.00	
Clergy and staff expenses	1,411.19	
Salaries and Wages	3,140.68	
Mission and evangelism costs	584.59	
Church running expenses	2,008.15	
Church Insurance	2,221.17	
Church Utilities	1,822.63	
Hall Insurance	1,011.51	
Hall Utilities	1,051.65	
Major repairs and alterations (church)	846.02	
<i>Loans repaid (to Diocese)</i>	<i>7,500.00</i>	
Total Expenditure		54,497.59
Excess Income over Expenditure		<u>13,121.79</u>

Bank balances

	<u>1/1/2020</u>	<u>31/12/2020</u>
<i>C/A St Johns (86114344)</i>	16,254.31	20,144.75
<i>Reserve 1 (46756469)</i>	621.83	6,373.16
<i>Reserve 2 (46756477)</i>	20,618.82	24,040.16
<i>Reserve (46722432)</i>	9,809.83	9,868.51
<i>Lloyds A/C</i>	3,400.47	3,400.47
<i>Total</i>	50,705.26	63,827.05

Notes: 1. There were no material accruals for the year-ends 2019 and 2020

2. Loans outstanding: £ 5,000.00 to diocese

3. These accounts have been prepared by Susan Norman (Treasurer) and Paul Buckingham (Assistant Treasurer), and independently reviewed without audit by John Hindle.

Signed: Susan Norman

Paul Buckingham

John Hindle

April 2021



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Report to the trustees/
members of

Charity Name
St John the Baptist Church Corby

On accounts for the year
ended

31st December 2020

Charity no
(if any)

1178205

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2020 DD / MM / YYYY.

Responsibilities and
basis of report

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

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 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 which gives me cause to believe that in, any material respect:

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

Signed:

J. Hindle

Date:

16.4.21

Name:

JOHN HINDLE

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

Address:

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GRETTON, NORTHANTS
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