



## **The Parochial Church Council of the Ecclesiastical Parish of Gleadless Valley**

(Known as “Holy Cross Gleadless Valley PCC”)

**Annual Report and Financial Statements  
For the year ended 31 December 2021**

Registered charity number: 1179675

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**Holy Cross Gleadless Valley PCC**  
**Administrative information**  
**For the year ended 31 December 2021**

Holy Cross Church is situated in Gleadless Valley overlooking the city of Sheffield. It is part of the Diocese of Sheffield within the Church of England.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF GLEADLESS VALLEY was registered with the Charity Commission on 28<sup>th</sup> August 2018 with Registered Charity Number 1179675.

During 2021 the Parochial Church Council has consisted of:

Rev'd David Middleton	Vicar, Chairperson	
Rev'd Stewart Deering	Assistant Curate	(until October 2021)
Nathan Fairhead	Church Warden,	(until November 2021)
	Deanery Synod Rep.	(until November 2021)
Gregory Jones	Church Warden	
Sue Lachlan	Deanery Synod Rep	(from October 2020)
Melanie Hobbs	PCC Secretary, Co-opted	(from November 2021)
Martin Bell	Treasurer,	
	Elected Member	(from 2019)
Emeka Okereke	Elected Member	(from 2019)
Francis Yeboah	Elected Member	(from 2019)
Pierre Kabaya	Elected Member	(from October 2020)
Janet Drabble	Elected Member	(from October 2020)
Jono Chamberlain	Elected Member	(from May 2021)
Abraham Aboagye	Elected Member	(from May 2021)
Matthew Hobbs	Elected Member	(until May 2021)

**Church address:**

Holy Cross Church, Spotswood Mount, Sheffield, S14 1LG

**Correspondence address:**

The Vicarage, 5 Blackstock Close, Sheffield, S14 1AE

The PCC's bankers are Yorkshire Bank and Shawbrook Bank

The Independent Examiner is:

Susan Cochrane, FCA

Employee of:

VAS Community Accountancy

The Circle, 33 Rockingham Lane, Sheffield. S1 4FW

# Holy Cross Gleadless Valley PCC

## Annual Report

### For the year ended 31 December 2021

#### MISSION STATEMENT AND AIMS

Holy Cross is a diverse evangelical Anglican Church in the Church of England. It is in the parish of Gleadless Valley, within Attercliffe Deanery and part of the Diocese of Sheffield.

Our mission statement is to Glorify God – Father, Son and Holy Spirit by:

- Knowing God through Jesus Christ,
- Exploring life together as a church,
- Reaching out to Gleadless Valley and beyond.

We aim to fulfil this mission by being disciples who help others be disciples and so:

1. Meet Jesus in the Scriptures and listen and respond obediently by:
  - allowing the Holy Spirit to transform us to be like Christ, applying God's Word to every area of our lives while being dependent on His grace;
  - turning to Him in Praise and Prayer - because of who He is, what He has done and is doing, and asking His help in all things.
2. Love one another practically by:
  - loving and caring for one another regardless of age, background or nation and being committed to meet with each other throughout the week;
  - helping one another, through the Holy Spirit, to be equipped to serve the Lord in all of life using spiritual gifts to serve others.
3. Proclaim Christ boldly by:
  - reaching out with the Good News of the Gospel through words and actions to our families, friends and community;
  - sending out missionaries and supporting worldwide mission through Mission Partners and Partner Churches.

The Church continued working out the following **6 Priorities** set for 2019-2022:



1. **Staff Team.** Ensure that we have the right Staff Team so that, under the Lord's Hand, we can fulfil His mission.



2. **Funding.** Ensure that we have the money needed for the staff posts.



3. **Building.** Make certain that we have a building that is fit for the growing work of the Lord's Kingdom in Gleadless Valley.



4. **Accessibility.** Enable variety with accessibility in how we reach people with God's Word – in both Sunday & midweek ministry.



5. **Serving.** Communicate the needs of a growing church and the areas of church life that require more people to serve – providing appropriate equipping for all.



6. **Personal Evangelism.** Commit to outreach in our community.

# **Holy Cross Gleadless Valley PCC**

## **Annual Report**

### **For the year ended 31 December 2021**

**Priorities 1-3 reflect the overall life of the church and Mission Statement, our context and current needs.**

#### **Priority 1: Staff Team**

##### *Vicar*

Holy Cross is led full-time by the Rev'd David Middleton. David took a sabbatical in early 2021. During this time, Rev'd Stewart Deering fulfilled many of the roles of the Vicar.

##### *Families' Worker/ Youth and Children's Minister*

This post has been vacant since July 2020. The PCC decided not to advertise the post and, in the interim, the ministry has been covered by the Staff Team and volunteers in the Youth and Children's Team.

##### *International Ministry Assistant*

This post is occupied in a full-time capacity by Pierre Kabaya. The importance of this post increased due to the impact of COVID-19 and the Vicar's Sabbatical.

##### *Women's Worker*

This post is voluntary and unpaid and has been occupied by Aly Middleton since January 2020. Aly is responsible for overseeing ministry among the women at Holy Cross and supporting the ministry of the Vicar and Staff Team – especially with respect to pastoral visiting and some youth and children's ministry.

##### *Assistant Curate*

This is a training post funded by the Church of England. Revd Stewart Deering successfully completed his second year in June 2020 and covered much of the vicar's role during his sabbatical in early 2021. Thereafter he went on placement and moved on towards the end of the year.

##### *Holy Cross Gap Year Ministry Experience Scheme*

Gentil Mugisha was appointed to the scheme and began in September 2020 for a period of 12 months. He received training in ministry along with practical experience – this was augmented by a loose attachment with the Oakes Christian Holiday Centre and attendance at Bible Training Yorkshire (funded by Holy Cross). Gentil's time on the GYMES ended in August 2021 and whilst he has moved on to university, he remains actively involved in church life.

Looking ahead, we hope to be in a position to employ a new Youth and Children's Minister in 2022, offer the International Ministry Assistant a further 3-year full-time contract and potentially take on someone in our Gap Year Ministry Experience Scheme or as a Ministry Trainee.

# **Holy Cross Gleadless Valley PCC**

## **Annual Report**

### **For the year ended 31 December 2021**

#### **Priority 2: Funding**

It has been difficult to attract funding for another 3-year period for both the Families' Worker post (now called Youth and Children's Minister) and the International Ministry Assistant post. Thankfully existing supporters have continued to support us and we are well on the way to securing full funding for another 3-year period of full-time employment in both posts.

In 2022, we will continue efforts to secure the remainder of the required funds so that each of our posts can continue for the next 3 years on a full-time basis.

#### **Priority 3: Building**

The building was closed from January 2021 until 18<sup>th</sup> April 2021 due to the COVID-19 pandemic, but has remained open for Sunday and mid-week ministry since then. The COVID-19 pandemic has caused us to put plans for an extension on hold. Work on the building has continued with essential maintenance, repairs and COVID-19 security as the main focus.

In 2022, we will once again take a look at our requirements for the building and reappraise whether what we have fits our needs.

#### **Activities and Achievements**

**Priorities 4-6 reflect the three main aims for church life and how we work out our Mission Statement in respect to our relationships with: God in Jesus, with each other in the church and with those in our community and further afield.**

During 2021 church life continued to be significantly impacted by the Coronavirus pandemic. As the situation eased (from April onwards), the PCC adopted a COVID-19 Recovery Plan that was based around 4 guidelines:

- Risk-aware (aware of local and national conditions and context);
- Balanced (providing ministry online and in-person);
- Shared (among the church family);
- Sustainable (anything we start we can keep doing alongside what we are doing already).

Very sadly, we saw seven of our church family pass away – making ten deaths in 18-months. Each was a significant loss for their families and friends and for Holy Cross as it has left us without a whole generation. While we mourn each of them, we give thanks for their lives and that they are now free from sickness and suffering and with the Lord Jesus for ever.

Since April, Church family began to return to in-person services and by the autumn we took the decision to stop our online services. Although some of our existing members are still to return, we have enjoyed welcoming several new individuals and families from a diversity of backgrounds.

## **Holy Cross Gleadless Valley PCC**

### **Annual Report**

### **For the year ended 31 December 2021**

During the latter part of the year we have undertaken a significant review of church leadership, practices and policies. Part of this has been the desire to embrace and grow a culture in which people are Safe, Happy, Effective and Free:

- **Safe** – Safe to say what they want without fear;
- **Happy** – Happy, or content, in church life and service;
- **Effective** – Empowered to serve effectively in church life by being given appropriate spiritual and practical support;
- **Free** – Given freedom in the use of their spiritual gifts to further the Holy Cross Mission Statement and Priorities.

In December we held a Community COVID-19 Memorial Service which was appreciated by both members of our church and local community. We hope to have a Community Memorial at a similar time in 2022.

The Christmas program was adapted in response to the rise of the Omicron variant of COVID-19.

#### **Priority 4: Accessibility**

Everything we do is based on our belief that the God who created the world and us, has made himself known in the person of his Son, Jesus Christ. He came into the world so that anyone who puts their trust in him can receive forgiveness, a restored relationship with God now, and life forever with him.

This Good News is found in the Bible and it is our conviction that when we hear the Bible read and taught, and when we study it for ourselves, we hear God speak to us. He calls us to trust him and live for him; and changes us so we can respond to what he is saying to us. This past year we have spent time in the following parts of the Bible: 1 Samuel; Ecclesiastes; Matthew; Acts, Ephesians and Luke.

In all of this we have endeavored to make the Bible accessible to anyone and everyone regardless of age or stage of life, culture or background. This has included translation for those with limited English. Each term we sent out a pack of information and resources to help people of all ages engage with the Bible teaching on Sundays.

Part of making ministry accessible has involved our use of online ministry – YouTube, Facebook and Zoom to reach those who for one reason or another were unable to join us in person. The PCC decided to stop using YouTube and Facebook in September this year (a decision that will be revisited in 2022). Instead, DVDs of the Sunday Service are made available to church family unable to attend, as well as to three local Care Homes. We have also maintained a program of visiting the housebound and those in Care/Nursing Homes when permitted. (Two of our local Care Homes are due to close in early 2022. We will be sad to say goodbye to local residents and staff with whom we have built good connections over the years.)

## **Holy Cross Gleadless Valley PCC**

### **Annual Report**

### **For the year ended 31 December 2021**

When restrictions and the weather allowed, we met in small groups in gardens to study the Bible and pray. People would also go for walks together, either in small groups or one-to-one depending on the restrictions.

By the end of 2021, Sunday services, staff meetings, PCC Meetings and mid-week groups (New YBS for Youth and Growth Groups) were meeting in person in the building.

In 2022, we aim to remain flexible in our approach to church life so that the Lord's work can be as accessible to as many as possible.

#### **Priority 5: Serving**

Our relationships with one another are at the heart of this commitment and we believe that these relationships should be shaped by the sacrificial love and service of Jesus Christ towards us. We also believe that everyone at Holy Cross is gifted in different ways and we believe there should be opportunities for everyone to serve in ways that help them and others to flourish.

Throughout the year, we were committed to exploring life together as a church and a key aspect of this towards the end of the year, was beginning to introduce the new Safe, Happy, Effective and Free culture. We hope that this will help us build deeper and stronger relationships with each other and through this encourage more people to embrace church life and service within it.

We have tried to help one another build and deepen relationships in spite of the pandemic and when weather has permitted we gathered in the open air to chat. We have also used email, Zoom, phone, letters and 1:1 contact – together with in-person midweek groups to help each other in this.

At the beginning of September, we sent out a questionnaire to all church family about the shape of church life and the aspects they would like to see return and/or serve in. Encouragingly, we have seen a significant number of church family sharing in ministries such as – Growth Group leading, leading services and music ministry. We hope that, as we emerge from the pandemic that more church family will share in ministry and that a sustainable pattern of church life and ministry is achieved.

#### *Review of Church Leadership and Serving*

As mentioned before, we have undertaken a review of patterns of leadership and serving in church life. This has led to the production of our Church Handbook, new policies for staff and volunteers and a new system of recruiting. In the new year we hope to formalise a new Ministry Support Group to listen to, and help, anyone in church family experiencing difficulties in relationships with others they are serving alongside - be they a member of the Staff Team, a person in authority, or Church family. We have taken care to ensure that all our policies and practices are in line with the Church of England's recommendations and have been seen or discussed with Diocesan officials.



# **Holy Cross Gleadless Valley PCC**

## **Annual Report**

### **For the year ended 31 December 2021**

#### *Partner Churches*

We remained committed to supporting our Partner Churches locally and nationally. We pray for them regularly and share news and encouragements. We are very grateful for our partnership with them and the different ways each of them supports us.

#### *Deanery*

We play an active role in Attercliffe Deanery. Our Vicar and Curate regularly attended Deanery Chapter and our Deanery Synod Representatives participated in Synod meetings. Our Vicar and one of our Church Wardens, who served on the Deanery Mission and Pastoral Committee, decided to step down mid-year.

#### *Diocese*

Holy Cross also remained committed to ministry in Sheffield Diocese. Our Vicar stepped down from Diocesan Synod and did not seek re-election as he wanted to focus on ministry at Holy Cross. He also stepped down from involvement with the Bishop of Sheffield's Mutual Flourishing Group.

We have been grateful for the prayerful support and regular, clear communication from Bishop Pete, Bishop Sophie and the Coronavirus Response Team as the pandemic continued and restrictions regularly changed. We are also thankful for Bishop Rod's guiding and pastoral hand.

Looking ahead, we aim to continue embedding our new culture and leadership practices and protocols to build and deepen relationships and encourage more people to serve. We will continue to work in partnership with those we are already working with – be they in the Deanery, Diocese or wider afield.

#### **Priority 6: Personal Outreach/Evangelism**

Priority 6 is aimed at helping us all play our part as we seek to reach out to Gleadless Valley and beyond, so that others can come to know and experience the love and Good News of Jesus for themselves.

Due to the pandemic we have focused our efforts on using the internet alongside in-person ways to share the love and Good News of Jesus. As always this has been done carefully and respectfully with due regard to individual preferences concerning COVID-19.

We have continued to play our part locally along with other members of Gleadless Valley Partners to support one another and work together to provide holistic support for as many people as possible. Two key aspects of this has been supporting and hosting the "Healthy Holidays"/ "Healthy Activities and Food" initiatives and involvement in the Gleadless Valley Masterplan.

## **Holy Cross Gleadless Valley PCC**

### **Annual Report**

### **For the year ended 31 December 2021**

As part of our individual care for those most marginalised and in need, we distributed Christmas Hampers to several families who were in need of extra support and partnered the CO-OP in providing food and clothing.

Beyond Gleadless Valley, we continued to provide prayer and financial support for each of the following Mission Partners: the Oakes Christian Holiday Centre, the Potter family in Mozambique and St Thomas' Church in Heideveld, South Africa. We greatly enjoyed having the Potter family with us until June when they returned to Africa.

In 2022, we aim to continue working with our partners in Gleadless Valley, stay involved with Gleadless Valley Masterplan, help provide for those in need and continue to support our current Mission Partners.

### **Finance Review**

#### **Giving to Holy Cross**

Giving to God's work at Holy Cross relies on teaching from God's word and prayer. Due to personal circumstances, giving may go up, down or stay the same. By the end of 2021 there were 16 families / individuals who had made a commitment to regularly give by Standing Order or by Envelope. 12 tax-paying members have also signed Gift Aid forms enabling the church to reclaim tax from the government. This commitment to give regularly is so helpful to the Church Council as it enables it to plan for future ministry and associated expenditure.

In 2021, the giving by standing order, weekly envelope, cash in Sunday collections and other donations totalled just over £32,500. With reclaimed tax through the Gift Aid scheme, this increased to just over £39,300.

We are extremely grateful for the sacrificial giving by the church family and others who financially give to support work at Holy Cross. We have been hugely blessed by donations and grants towards staff employment costs from a few churches and a Christian Trust. Please continue to praise the Lord for his incredible generosity to the ministry at Holy Cross.

#### **Coronavirus and Holy Cross Finance**

The virus has had a significant effect on the church income and expenditure. Despite the reduction in regular users of the building, rental income has increased this year by £6,300 due to the Healthy Holidays and Healthy Activities and Food initiatives. Giving by standing order and Sunday collections has decreased by £2,300

Although we had the opportunity to furlough staff, the Standing Committee agreed that the additional pressures of ministry within the church family and in Gleadless Valley required a strong staff team. This was financially possible due to the continued restricted income into the employment funds. The PCC considers that there is sufficient in the General Fund should this change in finances continue for another two years

## **Holy Cross Gleadless Valley PCC**

### **Annual Report**

### **For the year ended 31 December 2021**

In order to help the monitoring of accounts, the PCC has created the following funds into which all income and expenditure is assigned:

- **Youth & Children Ministry Fund** – includes grants and donations specifically for the Youth & Children Minister employment costs. (Currently vacant)
- **International Ministry Fund** – includes grants and donations specifically for the International Ministry Assistant employment costs.
- **Employment Fund** – created to enable supporters to give towards the employment of staff to be determined by the PCC according to need.
- **Building Fund** – includes specific donations and related Gift Aid where appropriate
- **Vicar's Discretionary Fund** – includes specific donations to support individuals and families suffering hardship. This fund is used at the vicar's discretion.
- **Development Fund** – this was created to receive any legacies which can be used for new developments as agreed by the PCC.
- **General Fund** – includes all income and expenditure which is not assigned to the above funds. The PCC is also able to transfer funds from the General Fund to any of the above funds

We are an Anglican church within the Diocese of Sheffield and Doncaster. We contributed £8,400 towards their costs via the Common Fund. See note 4.

The costs include:

- Vicar's stipend, national insurance & pension
- Vicarage repairs & renewals
- Legal & Human Resource services, resettlement costs, Diocesan conference
- Parish Support eg training, advice, communications, safeguarding etc

### **Reserves policy**

It is the policy of the PCC that unrestricted funds, which have not been designated for a specific purpose, should at least be maintained at £20,000. The PCC considers that reserves at this level will ensure that, in the event of unforeseen costs, they will be able to immediately address the issue whilst demonstrating our dependence on God. Free reserves at 31<sup>st</sup> December 2021 were £44,414 (2020: £37,751)

The charity also holds Designated funds of £98,343 (2020: £102,275). See Note 9. Most of these funds are to help secure the future of the Youth and Children's Minister and the International Ministry assistant positions.

We should all give thanks to God for the considerable sacrificial giving by the church family and partner churches to enable this growing ministry within Gleadless Valley. Pray also that the PCC will make wise decisions to be good stewards of these resources.

**Holy Cross Gleadless Valley PCC**  
**Annual Report**  
**For the year ended 31 December 2021**

**Structure Governance and Management**

The method of appointment of PCC members is set out in the Church Representation Rules. At Holy Cross, Gleadless Valley, during 2021, membership consists of our vicar, as the chairperson, the curate (resigned October 2021), two churchwardens and 7 PCC members elected by the church family from those who are on the Electoral Roll. One of the churchwardens resigned in November 2021 and an elected member became a deputy churchwarden in January 2022. A secretary for the PCC was appointed in November 2021. Two members have served on the Deanery Synod which is a vital link to the wider church within the Sheffield Diocese.

All those in the church family are encouraged to be on the Electoral Roll, which at the time of the APCM in 2021 was 60.

The PCC has met seven times during the year. Each meeting begins with time in God's Word and a time of prayer. In each meeting we discuss church finances and the upkeep and best use of our building. We continue to give thanks to God for how He has generously provided for our growing church family.

We hear reports on various situations in church life, both locally and nationally, looking back on what has already happened and then looking ahead to what is coming up. This includes planning for and reflecting on outreach to the local community as well as church family events. At each meeting we consider the needs of our growing church family along with progress with our agreed priorities. The PCC has complied with the duty to have 'due regard' to the House of Bishops' Safeguarding Policy and Practice Guidance. There is always a report on Safeguarding and Health & Safety concerns together with consideration of any action to be taken.

In order to avoid any conflict of interest, PCC members are excluded from discussions and decisions in which they may be personally affected. For example, discussions regarding allowances and expenses.

The annual report and financial statements were approved by the PCC on 14<sup>th</sup> March 2022

Signed on their behalf by

A handwritten signature in dark ink, appearing to read 'David Middleton', with a long horizontal line extending to the right.

Rev'd David Middleton

## **Independent Examiner's report to the PCC Members of Holy Cross Gleadless Valley PCC**

I report to the PCC members on my examination of the accounts of Holy Cross Gleadless Valley PCC (the Charity) for the year ended 31 December 2021.

### **Responsibilities and basis of report**

As the charity PCC members of the Charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

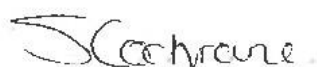
I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### **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 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; or
3. 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 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:

*Susan Cochrane, FCA*  
Employee of:  
VAS Community Accountancy  
The Circle  
33, Rockingham Lane  
Sheffield  
S1 4FW.

Date: 14 March 2022

## Holy Cross Gleadless Valley PCC

### Statement of financial activities (incorporating the income and expenditure account) For the year ended 31 December 2021

	Notes	Unrestricted funds £	Restricted funds £	Total 2021 £	Unrestricted funds £	Restricted funds £	Total 2020 £
<b>Income from:</b>							
Donations and grants	2	39,519	19,772	59,291	76,753	38,595	115,348
Charitable activities	3	12,121	-	12,121	5,001	-	5,001
Investment - bank interest		1,103	-	1,103	-	-	-
<b>Total income</b>		<b>52,743</b>	<b>19,772</b>	<b>72,515</b>	<b>81,754</b>	<b>38,595</b>	<b>120,349</b>
<b>Expenditure on:</b>							
Charitable activities	4	50,009	16,325	66,334	56,649	34,240	90,889
<b>Total expenditure</b>		<b>50,009</b>	<b>16,325</b>	<b>66,334</b>	<b>56,649</b>	<b>34,240</b>	<b>90,889</b>
<b>Net income/(expenditure)</b>		<b>2,734</b>	<b>3,447</b>	<b>6,181</b>	<b>25,105</b>	<b>4,355</b>	<b>29,460</b>
Transfers between funds	10	(3)	3	-	-	-	-
<b>Net movement in funds</b>		<b>2,731</b>	<b>3,450</b>	<b>6,181</b>	<b>25,105</b>	<b>4,355</b>	<b>29,460</b>
Total funds brought forward		140,026	43,600	183,626	114,921	39,245	154,166
<b>Total funds carried forward</b>		<b>142,757</b>	<b>47,050</b>	<b>189,807</b>	<b>140,026</b>	<b>43,600</b>	<b>183,626</b>

# Holy Cross Gleadless Valley PCC

## Balance sheet

As at 31 December 2021

	Notes	2021 £	2020 £
<b>Current assets</b>			
Debtors	7	3,856	1,850
Cash at bank and in hand		187,639	183,301
<b>Total current assets</b>		<b>191,495</b>	<b>185,151</b>
Creditors: amounts falling due within one year	8	(1,688)	(1,525)
<b>Net current assets</b>		<b>189,807</b>	<b>183,626</b>
<b>Total assets less current liabilities</b>		<b>189,807</b>	<b>183,626</b>
Creditors: amounts falling due after more than one year		-	-
<b>Total net assets</b>		<b>189,807</b>	<b>183,626</b>
<b>Funds of the Charity</b>			
General funds		44,414	37,751
Designated funds	9	98,343	102,275
Total unrestricted funds		142,757	140,026
Restricted income funds	10	47,050	43,600
<b>Total funds</b>	11	<b>189,807</b>	<b>183,626</b>

Approved by the board on 14<sup>th</sup> March 22 and signed on their behalf by:

*M.F. Bell*

Print name: Martin Bell  
Trustee

# Holy Cross Gleadless Valley PCC

## Notes to the Accounts

For the year ended 31 December 2021

### 1 Accounting Policies

#### (a) Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 (as updated through Update Bulletin 1 published on 2 February 2016), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice. The financial statements have adopted Charities SORP (FRS102) Bulletin 1 and taken advantage of the exemption to prepare a Statement of Cash Flows.

The charity meets the definition of a public benefit entity as defined under FRS102. The financial statements are presented in sterling which is the functional currency of the charity and are rounded to the nearest £1.

#### (b) Income

Income is recognised in the SOFA when the charity has entitlement to the funds, any performance conditions attached to the monies have been met, the receipt of the income is probable and its amount can be reliably measured.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

#### (c) Expenditure and liabilities

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

#### (d) Tangible fixed assets

All items of capital expenditure below £500 are written off as incurred.

Depreciation has been calculated to write down the cost or valuation, less estimated residual value, of all tangible fixed assets over their expected useful lives on a straight line basis.

#### (e) Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

#### (f) Trade debtors

Trade debtors are amounts due from customers for services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the company will not be able to collect all amounts due according to the original terms of the receivables.

#### (g) Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

#### (h) Fund accounting

Unrestricted funds are donations and other income receivable or generated for the objects of the organisation without further specified purpose and are available as general funds.

Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific artistic projects being undertaken by the charity.



## Holy Cross Gleadless Valley PCC

### Notes to the Accounts - continued

For the year ended 31 December 2021

#### (i) Pensions

The organisation has a defined contributions pension scheme. Contributions are charged in the accounts as they become payable in accordance with the rules of the scheme.

#### (j) Operating lease rentals

Rentals under operating leases are charged to the Statement of Financial Activities on a straight line basis over the lease

#### (k) Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

## 2 Income from donations and grants

	Unrestricted funds £	Restricted funds £	Total 2021 £	Unrestricted funds £	Restricted funds £	Total 2020 £
Planned giving	29,233	-	29,233	30,401	-	30,401
Legacies	-	-	-	33,045	-	33,045
Giving via Collection plate	294	-	294	1,475	-	1,475
Other donations	2,911	4,772	7,683	4,134	25,970	30,104
Gift aid reclaimable	7,081	-	7,081	7,698	-	7,698
St Ebbe's UKMG - Families Worker	-	6,000	6,000	-	-	-
13:33 Trust - Families worker	-	6,000	6,000	-	6,000	6,000
St Luke's Wimbledon - International ministry	-	3,000	3,000	-	3,000	3,000
Emmanuel Wimbledon - Families Worker	-	-	-	-	3,625	3,625
	<b>39,519</b>	<b>19,772</b>	<b>59,291</b>	<b>76,753</b>	<b>38,595</b>	<b>115,348</b>

## Holy Cross Gleadless Valley PCC

### Notes to the Accounts - continued For the year ended 31 December 2021

#### 3 Income from charitable activities

	Unrestricted funds £	Restricted funds £	Total 2021 £	Unrestricted funds £	Restricted funds £	Total 2020 £
Bookstall sales	198	-	198	417	-	417
Fees	1,713	-	1,713	413	-	413
Rents received	9,518	-	9,518	3,193	-	3,193
Other income	692	-	692	978	-	978
	<b>12,121</b>	<b>-</b>	<b>12,121</b>	<b>5,001</b>	<b>-</b>	<b>5,001</b>

#### 4 Expenditure on charitable activities

	Note	Unrestricted funds £	Restricted funds £	Total 2021 £	Unrestricted funds £	Restricted funds £	Total 2020 £
<u>People</u>							
Vicarage Expenses		3,019	-	3,019	3,096	-	3,096
Clergy Expenses		651	-	651	805	-	805
Staff salaries	5	14,381	14,150	28,531	-	26,411	26,411
Staff expenses		-	-	-	515	3,250	3,765
<u>Buildings</u>							
Properties & Facilities		5,379	-	5,379	6,347	-	6,347
Major Repairs		-	-	-	6,315	-	6,315
Utilities		1,481	-	1,481	1,533	-	1,533
Insurance		712	-	712	709	-	709
Professional Fees		-	-	-	3,702	666	4,368
<u>Ministry</u>							
Diocese - Common Fund		8,400	-	8,400	8,200	-	8,200
Diocese - Fees		1,198	-	1,198	338	-	338
Bookstall		171	-	171	272	-	272
Catering		81	-	81	425	-	425
Youth & Children		577	-	577	399	-	399
Women's ministry		-	-	-	384	-	384
Ministry Expenses		1,780	910	2,690	6,571	-	6,571
Parish Administration		4,951	-	4,951	6,768	-	6,768
Vicar's Discretionary Fund		551	1,265	1,816	961	3,913	4,874
Outreach work		526	-	526	1,971	-	1,971
Printing and Publicity		613	-	613	471	-	471
Website development		-	-	-	1,182	-	1,182
Training and Conferences		823	-	823	385	-	385
Independent examination fee	6	540	-	540	660	-	660
<u>Mission Partners</u>							
Mission Partners		4,175	-	4,175	4,640	-	4,640
		<b>50,009</b>	<b>16,325</b>	<b>66,334</b>	<b>56,649</b>	<b>34,240</b>	<b>90,889</b>

# Holy Cross Gleadless Valley PCC

## Notes to the Accounts - continued For the year ended 31 December 2021

### 5 Staff Costs, Trustees' remuneration and expenses, and the cost of key management personnel

	2021 £	2020 £
Salaries	26,418	24,245
Employer's National Insurance contributions	2,428	1,540
Employer's allowance	(2,428)	(1,540)
Pension costs	2,113	2,166
	<b>28,531</b>	<b>26,411</b>

No employee received emoluments of more than £60,000. The average number of employees during the period was 1 (2020: 2).

The following employees were employed by the Charity whilst being Trustees during the year:

Employee	Position	Salary £	Expenses £	Pension Contribution £
P Kabaya	International Ministry Assistant	26,418	-	2,113

Trustees were not paid and did not receive any other benefits in their capacity as trustees in the year (2020:£nil) neither were they reimbursed out of pocket expenses.

The Key management personnel of the charity comprise the Trustees, which include the Minister. Minister costs are shown below:

	2021 £	2020 £
Common Fund contribution	8,400	8,200
Housing costs	3,019	3,096

### 6 Fees to independent examiner's organisation

	2021 £	2020 £
Fee for independent examination	540	660
Other fees paid to Independent examiner's organisation for payroll administration	103	174

### 7 Debtors

	2021 £	2020 £
Gift aid recoverable	851	622
Prepayments and accrued income	3,005	1,228
	<b>3,856</b>	<b>1,850</b>

### 8 Creditors: amounts falling due within one year

	2021 £	2020 £
Trade creditors	-	74
Accruals	1,289	1,155
Other taxes and social security	399	296
	<b>1,688</b>	<b>1,525</b>

## Holy Cross Gleadless Valley PCC

### Notes to the Accounts - continued For the year ended 31 December 2021

#### 9 Designated funds

	Balance at 01-Jan-21 £	Income £	Expenditure £	Transfers £	Balance at 31-Dec-21 £
Youth and Children Ministry Fund	44,185	-	-	5,000	49,185
International Ministry Assistant fund	16,600	-	(14,381)	5,000	7,219
Vicar's Discretionary Fund	1,329	-	(551)	1,000	1,778
Building fund	8,298	-	-	-	8,298
Development fund	31,863	-	-	-	31,863
	<b>102,275</b>	<b>-</b>	<b>(14,932)</b>	<b>11,000</b>	<b>98,343</b>

The transfers into the designated funds are transfers from the general fund for the following purposes.

##### Youth and Children Ministry Fund

We cannot rely on external funding for the Youth and Children's Worker and we are therefore steadily building up the fund from the General Fund to ensure there is sufficient to commit to a 3 year contract.

##### International Ministry Assistant Fund

The current contract for the International Ministry Assistant ends on 30 June 2022. As we cannot rely on external funding we are steadily building up the fund by transferring from the General Fund to ensure there is sufficient to fulfil the contract.

##### Vicar's Discretionary Fund

The PCC transfers into this fund to ensure there is always sufficient for the year.

##### Building Fund

An extension to the church is planned and in order to do this a substantial sum is needed to be raised. The PCC want, where possible, to transfer money into this fund.

##### Development Fund

This fund can be used for any developments approved by the PCC.

<i>Analysis of movement in designated funds - previous year</i>	Balance at 01-Jan-20 £	Income £	Expenditure £	Transfers £	Balance at 31-Dec-20 £
Youth and Children Ministry Fund	40,700	-	(515)	4,000	44,185
International Ministry Assistant fund	14,600	-	-	2,000	16,600
Vicar's Discretionary Fund	1,290	-	(961)	1,000	1,329
Building fund	11,000	-	(3,702)	1,000	8,298
Development fund	-	33,045	(1,182)	-	31,863
	<b>67,590</b>	<b>33,045</b>	<b>(6,360)</b>	<b>8,000</b>	<b>102,275</b>

#### 10 Restricted funds

	Balance at 01-Jan-21 £	Income £	Expenditure £	Transfers £	Balance at 31-Dec-21 £
Youth and Children Ministry Fund	-	12,000	-	-	12,000
International Ministry Assistant Fund	11,150	3,000	(14,150)	-	-
Employment Fund	32,450	2,600	-	-	35,050
Vicar's Discretionary Fund	-	1,265	(1,265)	-	-
Earmarked Collection Fund	-	907	(910)	3	-
	<b>43,600</b>	<b>19,772</b>	<b>(16,325)</b>	<b>3</b>	<b>47,050</b>

##### Description, nature and purposes of the fund

##### Youth and Children Ministry Fund

Includes grants from the St Ebbe's UKMG and the 13:33 Trust. All Youth and Children's Worker employment costs are currently met by this fund.

##### International Ministry Assistant Fund

Includes grants from the Church Burgesses Trusts, St Luke's Church Wimbledon and a specific legacy in 2016. All International Ministry Assistant employment costs are currently met by this fund.

##### Employment Fund

This was created this year to enable supporters to give towards the employment of staff to be determined by the PCC according to need.

## Holy Cross Gleadless Valley PCC

### Notes to the Accounts - continued For the year ended 31 December 2021

#### 10 Restricted funds (continued)

##### Vicar's Discretionary Fund

Includes specific donations and related Gift Aid where appropriate. This fund is used by the vicar to support individuals and families suffering hardship.

##### Earmarked Collection Fund

Includes donations to the church to be passed on for a specific purpose.

#### Analysis of movements in restricted funds - previous year

	<b>Balance at 01-Jan-20</b>	<b>Income</b>	<b>Expenditure</b>	<b>Transfers</b>	<b>Balance at 31-Dec-20</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Youth and Children Ministry Fund	5,312	10,410	(15,722)	-	-
International Ministry Assistant Fund	22,089	3,000	(13,939)	-	11,150
Employment Fund	9,850	22,600	-	-	32,450
Vicar's Discretionary Fund	1,328	2,585	(3,913)	-	-
Building Fund	666	-	(666)	-	-
	<b>39,245</b>	<b>38,595</b>	<b>(34,240)</b>	<b>-</b>	<b>43,600</b>

#### 11 Net assets by fund

	<b>General funds</b>	<b>Designated funds</b>	<b>Restricted funds</b>	<b>Total 2021</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Net current assets	44,414	98,343	47,050	189,807
	<b>44,414</b>	<b>98,343</b>	<b>47,050</b>	<b>189,807</b>
<i>Prior year comparative</i>				
	<i>General funds</i>	<i>Designated funds</i>	<i>Restricted funds</i>	<i>Total 2020</i>
	<i>£</i>	<i>£</i>	<i>£</i>	<i>£</i>
Net current assets	37,751	102,275	43,600	183,626
	<b>37,751</b>	<b>102,275</b>	<b>43,600</b>	<b>183,626</b>

#### 12 Related party transactions

In addition to the disclosure in note 5 regarding trustee remuneration and expenses there were the following transactions with organisations connected to Trustees:

13:33 Trust, of which M Bell and D Middleton are Trustees, made a donation of £6,000 (2020: £6,000) to Holy Cross which was restricted to the Youth & Children Ministry Fund.