

Christ Church Southborough



2021 Report and Accounts for the Parochial Church Council of Christ Church, Southborough

2021 was another difficult year for the Parish and the community. The year started in total lock-down and although church services could legally be held in person, Rochester Diocese and local councils were advising not to do so and we therefore continued to provide on-line services only until March. From March onwards events started to be reintroduced but by the end of the year not all activities had fully re-started.

Aims and Purposes

Christ Church Parochial Church Council (PCC) has the responsibility for cooperating with the incumbent, Rector Nick Cornell, 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 Christ Church, the attached Church Hall and Annexe in addition to having a majority ownership of the curate's house at 54 Holden Park Road, Southborough. In addition in December 2021 we bought a property (32B London Road) using the very generous legacy left to us by Maggie Voller.

Objectives and Activities

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our Parish community at Christ Church. The PCC maintains an overview of worship throughout the Parish and makes suggestions on how

our services can involve the many groups that live within our Parish. Our services and worship put faith into practice through prayer and scripture, music and sacrament.

When planning our activities for the year, we have considered the Charity Commission's guidance on public benefit and in particular the supplementary guidance on charities for the advancement of religion. In particular, we try to enable local people to live out their faith as part of our Parish community through:

- Worship and prayer, learning about the Gospel and developing their knowledge and trust in Jesus
- Provision of pastoral care for people living in the Parish
- Missionary and outreach work

To facilitate this work it is important that we maintain the fabric of Christ Church.

Reporting Public Benefit

The "Our Vision" section of the Trustees Report provides a brief summary of the activities undertaken by Christ Church, Southborough to further its charitable purposes for the public benefit. This section of the report also provides confirmation that the Trustees have had regard to the Charity Commission guidance on public benefit and in particular on charities for the advancement of religion, when planning our activities.

The report specifically addresses the two key principles:

1. There must be an identifiable benefit – and the Trustees have explained the activities and benefits which flow from them to the Parish community.
2. The benefit must be to the public, or a section of the public – and the Trustees have explained their commitment to enable as many people as possible to worship and become part of the Parish community.

Reference and Administrative Information

Rector:
Curate:
Clergy - PTO:

Rev Nick Cornell
Rev Dave Bubb
Rev Jim Stevens

Licensed Lay Minister: Sheila Syms
Churchwardens: Rita Morland
Jonathan Taylor
Deanery Synod Representative: Barbara Bourne

From October 2020 we only had one member of the Deanery Synod and one of our two places remains unfilled. Representation on the Deanery Synod provides the PCC with an important link between the Parish and the wider structures of the Church. Deanery Synod Representatives are elected for a period of 3 years. Elections took place at the APCM in 2020 and therefore Representatives are eligible to serve until May 2023.

Bank: Lloyds Bank Plc, Tunbridge Wells
Branch

Independent Examiner: David Stephens FCCA, 13
Newlands Road, Tunbridge Wells,
Kent, TN4 9AS.

Charitable Status: The PCC is a corporate body (PCC Powers Measure 1956, Church Representation Rules 2006) and a charity registered with the Charity Commission. Registered Charity Number: 1184093

Web-site: www.christchurchsouthborough.com

Correspondence Addresses: Christ Church Office
Prospect Road
Southborough TN4 0EG

Patronage Board includes: Church Pastoral Aid Society and
The Mabledon Trust

Structure & Governance

PCC

Members of the PCC are either ex officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules.

The PCC consists of the clergy, the Churchwardens, the Deanery Synod Representatives and the following elected members:

Parish Treasurer:	Carla Pearce
PCC Secretary & Electoral Roll Officer:	Lesley Clare
Representatives:	Louise Frost (until May 2021)
	Len Morland
	Judy Stevens
	Tony Denyer (from May 2021)
	Sue Shrubbs (from May 2021)

In addition to her duties as Churchwarden, Rita Morland is also our Parish Safeguarding Officer.

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

Christ Church PCC met 9 times during 2021 (6 times via video link using zoom and 3 times in person) and also made a further decision via e-mail. Members of the PCC have personal and legal liability for the activities within the Parish. The average attendance at the full PCC meetings was 90%.

The PCC also had an Away-Day in November to discuss the impact of Covid on our church and how we should move forwards in 2022 and 3 priorities were identified for the next year – the Community Larder, how to become a more person centred church and our work with children and families.

A Standing Committee is required under Church Representation Rules and has the power to transact the business of the PCC between its meetings, subject to any directions given by the PCC. The Standing Committee consists of the Clergy, both Churchwardens, PCC Secretary, Treasurer and Len Morland until May 2021 when he was replaced by Sue Shrubbs. This Committee did not meet during 2021.

APCM – the Annual Parochial Church Meeting was held on 16th May 2021 after the Sunday service and was also live-streamed for those who couldn't attend.

Committees – four committees had been set up in 2020 to make recommendations to the PCC on specific things and in 2021, further committees were also established to cover the main priorities of the church. This committee system has essentially replaced the former Ministry Leadership Team which was formally disbanded. The following committees are now in existence:

1. Standing Committee
2. Youth & Children's Work
3. Sundays - Worship/Prayer/Discipleship
4. Life Groups
5. Buildings
6. Lettings/Risk Assessments
7. Finance
8. Mission/tithe
9. Community/Outreach
10. Pastoral Care
11. Representation on ACTS Group

Safeguarding

Rita Morland has been appointed as our Parish Safeguarding Officer and she is the first point of call for all safeguarding issues and ensures that all DBS clearances and training are kept up to date. During 2021 there were 26 volunteers with DBS clearances available to do children/youth work. There were 3 new DBS clearances applied for in 2021 and 1 person renewed their DBS.

Every year, parents are asked to complete the parental consent forms for groups, activities, trips and photographs and all children and youth volunteers are issued with a written code of conduct and safeguarding policy. All children and youth workers however were sent a copy of the latest Diocesan Code of Practice for working with children in addition to the Church of England Code of Safer Working Practices. We had no Safeguarding incidents during 2021.

The PCC has agreed and are committed to comply with the duty under Section 5 of the Safeguarding & Clergy Discipline Measure 2016 which confirms that we will have regard to the House of Bishop's Safeguarding policies and good practice guidance.

Whether held by Zoom or meeting in person, Safeguarding is still always on the PCC Meeting Agenda and any Diocesan/National developments are discussed.

During 2021, 14 people undertook safeguarding training at either Basic Level or Level 1. In addition to Jim, Dave and Sheila who finished this training in 2020, Rita and Jonathan both completed their Safeguarding Leadership Course during 2021.

All PCC members have Enhanced DBS clearances.

Serious Incident Reporting

Charities are required to report to the Charity Commission any serious incidents, both safeguarding and non-safeguarding.

The PCC agreed to delegate authority to the Diocesan Secretary to submit safeguarding Serious Incident Reports to the Charity Commission and to the PCC Secretary to submit non-safeguarding Serious Incident Reports.

Employees

At the end of 2021, Christ Church employed three members of staff, Sue Shrubbs, Church Administrator, Clair Tighe, Cleaner and from 6th September 2021, Jamie Roddy as Families & Children's Pastor.

Sue is often the first point of contact and she ensures the smooth running of the Church, assists the clergy and co-ordinates all aspects of church administration, whilst Clair ensures the Annexe and the Hall are clean and tidy for our hirers and hoovers the church. Jamie's role is to oversee all activities relating to children & youth and to build relationships with the school and the families attending any of the events we put on.

Major Risks

The Trustees consider that major risks have been identified. Those which are not covered by insurance through EIG plc are namely Health & Safety and Child Protection. These topics are reviewed regularly by the PCC.

Our Vision

“Faith Building, Bridge Building, Life Building”

The above “strap line” summarises the vision statement adopted by Christ Church in 2011. These three features are intended to focus all that we do as a Church.

“Faith Building”

We believe that the Bible reveals God’s will by His Spirit and we seek to enable people to understand its true meaning and apply it to their lives as true disciples of Christ. We seek also to create a worship environment in which the reality of God is experienced.

As a CPAS patronage Parish our tradition is evangelical. We place a high value on biblical preaching, mission and worship. We stand firmly on the authority of the Bible as the revealed Word of God and believe that the Bible speaks to each new generation afresh and the Holy Spirit is at work in our world today.

Services

During 2020 we generally only had one service each week and this has continued into 2021. The morning services include a monthly All Age Service which sees children and adults remain together with something for everyone and the emphasis on sharing the gospel through fun. Other morning services include Holy Communion and Morning Prayer. There is an evening services once a month for Prayer and Praise. During 2020 and most of 2021, communion services were not possible but they were re-introduced in June with just wafers and later the wine was also re-introduced with the celebrant dipping the wafer into

the wine. We hope to resume full communion by sharing the communal cup during 2022.

The church re-opened on 21st March 2021 for services with full masking, no communal singing, pre-booking was required with pre-assigned seats socially distanced and the livestreaming continued. A large part of our congregation returned, however there were some members who felt safer watching from their own home. Singing (with masks) was allowed from 25th June when the pre-booking system also ceased and the congregation were allowed to sit where they wanted.

On average 50 adults attended each week and 12 children whilst the church was open. This figure is the average and attendances have been rising steadily throughout the year as people gradually started to return to church. During 2021, 18 adults started attending the church and 6 left, 14 children started attending while 2 left. There are 220 people attached to the church with the age break-down as follows:

Between 0 - 10 years	= 38
Between 11-17 years	= 31
Between 18 - 69 years	= 96
70+ years	= 55

About 30 included in these numbers are people who watch the services from home and no longer physically attend church. At the special Christmas services a total number of 399 people attended. 68 attended the Christmas Day & Christmas Eve services whilst 54 attended the Easter Day & Good Friday services.

Special Services

During 2021, no Baptisms, weddings or services of Prayer & Dedication after a civil marriage took place. There was one funeral in church and 3 funerals were conducted at the Crematorium.

Seasonal Services

Christmas

Leaflets were distributed to the community detailing the Christmas services.

In addition to the standard weekly services, there were special Christmas services including a socially distanced Nativity Service and Messy Christingle Service. Carols by Candlelight made a welcome return although the church was not as full as in pre-pandemic years but this seemed to be the story in every church. There was a Christmas Eve Communion and an All-age Christmas Day communion service.

Easter

We were able to have Easter Services again in 2021 after being closed last year. There was a Good Friday All Age service and a service on Easter Day. For Maundy Thursday, a reflection of words and music was provided online.

Lent Reflections

During Lent there were daily reflections where different members of the congregation shared their thoughts on different Bible verses via a recorded video. Jim Stevens who had organised similar reflections during Advent again organised the readings and the people.

A Lent course held on zoom over 5 Tuesdays. Around 24 people participated in this with the emphasis being on a Spiritual Health Check.

Others

An all age Harvest Festival was held in church with most of the proceeds being donated to the Community Larder. This was also our Mission Gift Day and if people hadn't yet returned to church physically they were able to donate online.

Mothering Sunday was an on-line service so no posies of daffodils could be distributed for the second year running.

A Remembrance Sunday service was held in church but there were no lighting of candles.

A special service was held in April to mark the passing of His Royal Highness Prince Philip.

Clergy/Lay Ministers

Dave Bubb was priested in Rochester Cathedral in September and again as there were restricted numbers allowed in the Cathedral, members of the congregation were not able to attend to support Dave but the service was live-streamed by the Diocese.

Rev Jim Stevens (retired) is licensed as Clergy PTO for the Parish and continues to assist with services at Christ Church and during the year also assisted at St Mary's, Sundridge whilst the Minister there was unwell.

Sheila Syms is a Licensed Lay Minister and also regularly assists in services. Colin Clarkson, Michael Wightwick and Jim Walker are also Readers Emeritus at Christ Church.

Geoff Baker is an Evangelist attached to our Parish.

Mission

Christ Church has 5 main missions which it supports both financially and through prayer – Education for Life in Kenya, Sovereign World Trust, Mission Aviation Fellowship (MAF), Crossteach and Church Pastoral Aid Society (CPAS). A number of smaller charities are also supported throughout the year on an ad-hoc basis.

A Mission Gift day was held in October which raised £1,813 for our 5 mission partners – Education for Life £630, MAF £333, Sovereign World Trust £279, Crossteach £279 and CPAS £291.

Every Christmas we make a collection for Education for Life for a specific need at that particular time. In 2021 the money was raised to put towards a major renovation of the school kitchens which are used for the massive feeding programme. £300 was raised for this purpose.

We also participated in Operation Christmas Child, operated by Samaritan's Purse, whereby shoe-boxes filled with presents are sent to children worldwide. Many people donated online this year but we still had a large number of boxes to be picked up!

Gifts were also collected in Church to be given to Colebrook Road Hostel for their resident's Christmas Stockings. Colebrook

Road Hostel provides accommodation for single homeless people.

Community Larder

The Community Larder had been started in November 2020 and this continued throughout 2021 with the need in the community getting larger, not diminishing. More supermarkets were added to the list for collection of food. From June refreshments started to be provided free of charge to people using the Larder and this was very well received and gave our volunteers a chance to sit and talk to the people coming each week and get to know their needs.

The Community Larder received a rating of 5 (highest score) from the Tunbridge Wells Environmental Health Office.

Larder volunteers were invited to an afternoon tea in November to celebrate a year of the Larder and to say thank you.

The Larder was initially set up for a period of 6 weeks but during the year it became obvious that there is more need for this community service rather than less and it continues into 2022.

Life Groups

Prior to the Covid pandemic, there were 3 Life Groups in the Parish meeting together every fortnight during the day or in the evening to enable people to worship and pray together, explore their faith, ask questions to gain a greater understanding of both the Bible and Christianity and form a closer relationship with God and each other.

Life Groups were re-established towards the end of the year and a campaign to increase the numbers attending resulted in two new groups being formed, taking the total number of groups to 5.

Electoral Roll

At the end of the year there were 110 members on the Electoral Roll. The Electoral Roll Secretary (Lesley Clare) reports the number on the Roll at the time of the APCM and it is this number, given to the Diocese, which is used to calculate the

number of representatives we have on Deanery Synod. Electoral Roll additions, deletions and rolling totals are reported at each PCC meeting.

Ecumenical Life

We have strong links to the ecumenical aspect to church life within the borough of Tunbridge Wells. We are a member of Churches for Tunbridge Wells, support the Annual Week of Prayer for Tunbridge Wells and we are a member of the Evangelical Alliance.

Jim Stevens is a Street Pastor in the Tunbridge Wells Street Pastor Scheme run through Holy Trinity with Christ Church, Tunbridge Wells and Judy Stevens is part of the weekly Prayer Pastor team. Although the Street Pastors had to cease their activities at the beginning of the year, by the year end they had returned to their pastoral care of revellers on Friday and Saturday nights.

The Group Ministry within Southborough called ACTS (Anglican Churches Together in Southborough) comprising ourselves, St Thomas, St Lawrence & St Peter continued to be involved in community events. In September, the ACTS Group hosted a chill-out zone during the Southborough Festival to celebrate the opening of the Civic Centre. This involved giving people a space to have a few minutes relaxation and providing refreshments and cakes. At the Southborough Winter Festival in December the ACTS group held a carol service in the Town Square and afterwards sang carols.

We have 2 lay representatives on the Committee of this Group in addition to the clergy.

Messy Church/Family Church

This event used to take place monthly on a Sunday afternoon. In February there was an on-line interactive Family Service held via zoom and throughout the rest of the year there was a number of Family services which appeal not only to regular church families but also other families in the community who don't always attend the usual Sunday services.

“Bridge Building”

We seek to ensure that the church is a visible and valuable presence in the community by welcoming and serving as many people as we can.

Prayer

Prayer still remains a fundamental role in the ministry of the Parish. Regular monthly Women and Men's prayer were held either by Zoom or at the Church throughout the year.

In May, we supported the nationwide initiative "Thy Kingdom Come" and in 2021 this was done through pledging to prayer for 11 days. There was a designated page on the web-site for this.

The monthly prayer and praise evening service was continued either via Zoom or in church.

The small prayer groups continued to meet through the year.

During the live stream of the service, people watching were encouraged to email through any prayers to be read out during the service.

In August a full evening prayer meeting was held for the whole congregation.

Sue continued to produce the monthly prayer diaries.

School Governors

We continue to maintain good relations and a strong presence with our local school – Southborough CE Primary School. During 2021, we had 2 Foundation Governors – Helen Burns and Rebecca Large. In addition Rev Nick Cornell is an ex-officio Governor. Lin Hutchinson from St Peter's is also a Foundation Governor.

The clergy have been providing videos for regular assemblies at the school (collective worship).

Friday Lunch Club

Following the country's lock-down, Age UK were no longer able to provide the catering for the Friday Lunch Club. This activity is

aimed at the elderly in the Parish. The lunches exist for fellowship for the elderly but also to minister to those in their latter years as most attendees are not members of the Sunday congregation.

An afternoon tea for the elderly was held in July and the full Friday Lunch Club re-started in December with members of the congregation (Rita Morland & Judy Stevens) doing the catering in the church kitchen every two weeks and pre-cooked food being purchased for the other week.

Prior to meeting again in December every lunch club member was phoned on a weekly basis by Sue Shrubbs in the office and this has continued into 2022.

Tea and Toys

A term-time toddler group for parents and carers to bring their pre-school children to play in a friendly and safe environment. This provides fun activities with lots of toys and opportunities to sing songs and listen to stories.

This activity restarted in July for an initial 3 weeks with limited numbers prior to the summer holidays and fully re-started in September. These sessions have continued to be very popular with most of those attending not being part of the regular Sunday congregation.

Youth & Children

Children & Families Pastor

In February 2021, we advertised for a Children & Families Pastor and had a number of applicants. Interviews were held over zoom by a selected panel which included Cheryl Trice from the Diocese. Applicants were also given the opportunity to visit the church, meet a number of people and ask any questions they had. Subsequently Jamie Roddy was offered this full-time position and he started employment in September.

Youth Activities

The Acts 29 Youth Life Group run by Angie Wright and Pole Voisey continued to meet on a weekly basis in the evening

either via Zoom or in person when possible. They also met again in church on Sunday mornings from May (Pathfinders)

A Youth Pizza evening was held in July and in October, Jamie took a number of our youth to a Unite event run by Tunbridge Wells Youth for Christ.

A Family Light Service was held on 31st October.

Sunday School/JAM

JAM (Jesus and Me) re-started in May. All children of primary age meet together in the Annexe. JAM and Pathfinders meet on all Sundays with the exception of the first Sunday of the month which is an All-Age service.

During the August School holidays, children attending services were provided with “Sunday School in a Bag” which included activities to do during the service.

Family Worship Activities were emailed around the congregation for use at home each week until JAM re-opened.

“Life Building”

We believe that we are created to have a relationship with Jesus Christ by His Spirit. We seek therefore to give opportunities for people to discover for themselves the relevance of Jesus in their lives and to demonstrate this through our communal life and care for one another.

Community Events

Again in 2021, we were not able to run most of the community and fellowship events that we would normally do. Some of these events are focussed on outreach whilst others are to strengthen the community of the church.

The Annual Christmas Fair was cancelled for a second year. The monthly men’s curry nights ran when they could while the restaurants were open and the event was opened up to women for the Christmas outing. The brownie pack have now started to meet again on a weekly basis.

Coffee – we were able to return to having refreshments after church on Sundays in May although this was held outside until the cooler autumn weather forced us to return to the church hall! Until May we continued to have “virtual coffee” via zoom.

Coffee & Chat - a small group of predominately women meet every fortnight for a time to enjoy fellowship and chat. This was either held on zoom, in the church garden or in the Annexe.

MILD (Men In Lock Down) – this was a weekly group for men via zoom when we were not able to meet together. It was designed for men to chat together, keep in touch and to pray. However once restrictions meant we could meet in person the group came to a natural conclusion.

Other Events

Neither the Women’s Weekend Away nor the Annual Church Away-Day took place during 2021.

However a church walk and picnic was organised in August and a quiz was run over Zoom in February which worked very well.

There was a Ladies Advent Evening in November and August 15th was designated Ice Cream Sunday and after the church service ice creams were available for the whole congregation.

At Easter, goodie bags were delivered to all members of the congregation from the Ministry Team which included Easter Eggs, adult & children’s booklets about Easter, a Palm Cross, children’s activities and a bookmark.

Pastoral Care

Where people have not been able to attend church due to sickness, members of the clergy have visited them to celebrate communion or to pray with them. Many lifts have been provided by members of the congregation to hospital appointments and other medical appointments.

Bereavements

Unfortunately during 2021 we had to say goodbye to a long-term member of our congregation as well as members of our

wider community. Mary Wardrop died in November with her funeral held in church.

There were two members of the lunch club who we also lost during the year – Ethel Funnell and Sadie Kane.

Communications

The Christ Church Facebook page continues which now has 67 members. The Christ Church, Southborough YouTube Channel also has 119 subscribers.

We continue to have a weekly notice sheet in addition to notices given out during services and Sue Shrubbs regularly sends round by email anything of interest to the congregation. In addition all information is provided on the web-site.

In the summer Nick distributed a questionnaire to the whole congregation to obtain their views on how to move forward and whether any people not belonging to a life group wished to join one.

Buildings

Both the Hall and the Annexe are normally hired out for community use with the new Annexe proving to be particularly popular in the community. Lettings were severely restricted during 2021 and it was only in the latter part of the year that we started to re-hire the rooms. Obviously this made a dent in the church finances.

An offer was made and accepted on a 3 bed-roomed property at 32B London Road. The property completed at the end of the year and a tenant moved in during December. A further offer was made on a 2 bed-roomed flat in Tonbridge, 38 Azure Court and we expect to be able to complete on this property in January 2022.

The Lighting and AV projects were put on hold during 2021 although a meeting was held with the DAC Secretary and acting Archdeacon to start to move this forward.

The following upgrades were made or purchased:

- New wireless network was installed so that there is now wi-fi coverage across the whole church
- Contactless card payment system was introduced for donations
- The congregation were asked to contribute to the purchase of outside lights to make the church a focal point in the community over the Christmas period and to show that the Church is alive and loves Christmas
- A new laptop was purchased for Sue Shrubbs
- Jamie was provided with a laptop and phone
- The Hive system was installed
- The gas certificate for 54 HPR was completed
- A 55" TV screen was installed in the Annexe for use when showing videos or presentations
- The water in the church was tested for Legionnaires Disease as the system had been dormant for a while

In addition:

- A morning for leaf clearing and gutter clearance was arranged by the Churchwardens
- In May a church tidy-up day was held involving both the inside and outside of the church and a skip was filled with the results

Voluntary Helpers

The PCC wishes to extend their enormous thanks to all people who have helped in the smooth working of the church and although there are too many voluntary workers across the Parish to mention everyone, it is these people who are the backbone of Parish life. These include children and youth workers, flower arrangers, cleaners, our gardener, the music group, life group leaders, providers of tea/coffee, event organisers, sides people/welcomers, people who carry out any pastoral care, people on the prayer teams, those on the reading and prayer rota, plus many others.

It has been another difficult year for volunteers and also for the clergy and we are extremely grateful for everybody's time/skills/efforts during 2021.

Stewardship/Financial Review

A big thank you to the congregation for their generosity and faithful giving to the work of Christ Church over the last year particularly in light of the financial challenges we faced during 2021.

Your giving has allowed us to continue to support our Mission partners as well as our own outreach groups within Christ Church. We have also been able to continue the Community Larder which helps so many local families.

Our general operational income for 2021 was £93,954 and our expenses were £109,561 meaning that we made a loss of £15,607 which was covered by our reserves. We believe that this is quite a remarkable achievement for a second year running when there were minimal lettings and fundraising which affected our overall income levels. We were blessed by a number of large one-off donations during the year which was very generous.

Our reserves remain healthy and we have sufficient reserves for 3 to 6 months of expenses. Our reserves policy states that “it would be wise, in case of unforeseen expense or temporary reduction of income, to maintain reserves of unrestricted net current assets, insofar as these are within the PCC’s control, at a level of between three and six months “normal” expenditure, ie, excluding items of large special or project expenditure.”

In addition our Restricted Building Project Fund now stands at £43,966. (This is money which has been stipulated can only be used for building projects).

A copy of our independently reviewed accounts for 2021 is available on our website.

The Trustees Report and Financial Accounts adopted by the PCC on 19th April 2022 and approved at the APCM on 8th May 2022.

Signed on behalf of the PCC:

Rev Nick Cornell

Date

**The Parochial Church Council
of the Ecclesiastical Parish
of Christ Church, Southborough**

Charity no 1184093

Annual Report and Financial Statements

Year ended 31st December 2021

CHRIST CHURCH, SOUGHBOROUGH PAROCHIAL CHURCH COUNCIL

YEAR ENDED 31ST DECEMBER 2021

STATEMENT OF FINANCIAL ACTIVITIES

	Notes	Unrestricted Funds Year to 31.12.21 £	Restricted Funds Year to 31.12.21 £	Total Funds Year to 31.12.21 £	Unrestricted Funds Year to 31.12.20 £	Restricted Funds Year to 31.12.20 £	Total Funds Year to 31.12.20 £
INCOMING RESOURCES							
Donations and legacies	2(a)	89,269	2,220	91,489	889,772	12,220	901,992
Income from charitable activities	2(b)	4,442	6,659	11,101	8,104	6,271	14,375
Investment income	2(c)	243	77	320	829	125	954
TOTAL INCOMING RESOURCES		93,954	8,956	102,910	898,705	18,616	917,321
RESOURCES USED							
Charitable activities	3	109,561	2,057	111,618	98,935	8,319	107,254
TOTAL RESOURCES USED		109,561	2,057	111,618	98,935	8,319	107,254
NET INCOMING/(OUTGOING) RESOURCES		(15,607)	6,899	(8,708)	799,770	10,297	810,067
Transfers between funds			-	-		-	-
Net movement in funds		(15,607)	6,899	(8,708)	799,770	10,297	810,067
Balances at 1.1.20		903,852	49,442	953,294	104,082	39,145	143,227
Balances at 31.12.20	10	888,245	56,341	944,586	903,852	49,442	953,294

CHRIST CHURCH, SOUTHBOROUGH PAROCHIAL CHURCH COUNCIL

BALANCE SHEET AS AT 31ST DECEMBER 2021

		£	31.12.21 £	£	£	31.12.20 £	£
		Unrestricted Funds	Restricted Funds	Total Funds	Unrestricted Funds	Restricted Funds	Total Funds
FIXED ASSETS	Notes						
Tangible fixed assets	6	371,400	-	371,400	36,400	-	36,400
CURRENT ASSETS							
Debtors	7	35,575	7,672	43,247	4,632	7,659	12,291
Bank	8	499,240	53,074	552,314	884,390	44,203	928,593
		534,815	60,746	595,561	889,022	51,862	940,884
CREDITORS:							
Due within one year	9	17,970	4,405	22,375	21,570	2,420	23,990
NET CURRENT ASSETS		516,845	56,341	573,186	867,452	49,442	916,894
CREDITORS:							
Due after more than one year		-	-	-	-	-	-
NET ASSETS		888,245	56,341	944,586	903,852	49,442	953,294
Represented by:							
FUNDS							
General funds		888,245	56,341	944,586	903,852	49,442	953,294
Total	10	888,245	56,341	944,586	903,852	49,442	953,294

Approved by the Parochial Church Council on

and signed on its behalf by

Trustee

CHRIST CHURCH, SOUTHBOROUGH PAROCHIAL CHURCH COUNCIL

YEAR ENDED 31ST DECEMBER 2021

NOTES TO THE FINANCIAL STATEMENTS

1. ACCOUNTING POLICIES

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs together with applicable accounting standards and the Statement of Recommended Practice 2016 as the applicable standard to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (SORP(FRS102)).

ASSETS

Consecrated and benefice property

In so far as consecrated and benefice property of any kind (i.e. the church and vicarage) is excluded from the statutory definition of 'charity' by Section 10(2) (a) and (c) of the Charities Act 2011 such assets are not classified in the financial statements.

Moveable church furnishings

These are capitalised at cost and depreciated over their useful economic life other than where insufficient cost information is available. In this case the item is not capitalised, but all items are included within the Church inventory.

Tangible fixed assets for use by the charity (functional fixed assets)

Larger items are capitalised and written off over their useful lives. Smaller items are written off as incurred.

Any expenditure on maintenance or improvements on fixed assets is written off as incurred.

Short term deposits

These are the cash held on deposit with the Diocese.

FUNDS

Unrestricted Funds

These represent the income funds of the PCC that are available for spending on the general purposes of the PCC.

Restricted Funds

These are income funds that must be spent on restricted purposes and details of the funds held and restrictions provided are shown in the notes to the accounts.

Endowment Funds

These 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 income or other benefit derived from the capital may be restricted or unrestricted.

INCOMING RESOURCES

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.

Voluntary income and capital sources

Collections are recognised when received by or on behalf of the PCC.

Planned giving under covenants or gift aid donations is recognised when received.

Income tax recoverable on gift aid donations is recognised when the related income is recognised.

Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its entitlement and the likely amount due.

Funds raised by church events and activities are accounted for gross, i.e. before any associated expenses.

Other ordinary income

Rental from the letting of church premises is recognised when the rental is due.

Parochial fees due to the PCC for weddings, funerals etc. are accounted for when the event occurs.

Income from investments

Interest is accounted for when received.

RESOURCES USED

Grants

Grants and donations are accounted for when paid, or when awarded, if that award creates a binding obligation on the PCC.

Activities directly related to the work of the Church

The Diocesan Parish Offer in respect of clergy and diocesan costs are accounted for when paid.

Any additional amounts agreed by the PCC but not paid across as at 31st December are shown as creditors in the balance sheet.

DEBTORS

Amounts owing to the PCC at 31st December in respect of income tax fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectable.

Diocesan Church Repair Fund - Quinquennial Funds

The Diocesan Church Repair Fund consists of funds designated by the PCC for future repairs.

A contribution rate into the fund is agreed to pay for these repairs. The repairs specified in the survey report are funded by the Diocesan Church Repair Fund. Where insufficient funds are available, a loan (currently interest free) may be obtained from the diocese which is repayable over five years.

Pensions

PCC contributes to a pension scheme for its lay staff. Contributions are accounted for as they are paid. Contributions paid in the year were £ 217 (2020: £ nil).

CHRIST CHURCH, SOUTHBOROUGH PAROCHIAL CHURCH COUNCIL

YEAR ENDED 31ST DECEMBER 2021

NOTES TO THE FINANCIAL STATEMENTS

2. INCOMING RESOURCES

	Unrestricted Funds Year to 31.12.21 £	Restricted Funds Year to 31.12.21 £	Total Funds Year to 31.12.21 £	Unrestricted Funds Year to 31.12.20 £	Restricted Funds Year to 31.12.20 £	Total Funds Year to 31.12.20 £
2(a) Donations and legacies						
Donations	71,208	2,220	73,428	99,446	12,220	111,666
Income tax recoverable	18,061	-	18,061	16,194 -		16,194
Legacies	0	-	0	774,132 -		774,132
	89,269	2,220	91,489	889,772	12,220	901,992
2(b) Income from charitable activities						
Church activities	4,442	6,659	11,101 0	8,104	6,271	14,375 0
	4,442	6,659	11,101	8,104	6,271	14,375
2(c) Investment income						
Interest	243	77	320	829	125	954
TOTAL INCOMING RESOURCES	93,954	8,956	102,910	898,705	18,616	917,321

CHRIST CHURCH, SOUTHBOROUGH PAROCHIAL CHURCH COUNCIL

YEAR ENDED 31ST DECEMBER 2021

NOTES TO THE FINANCIAL STATEMENTS

3. RESOURCES USED

	Unrestricted Funds 31.12.21 £	Restricted Funds 31.12.21 £	Total Funds 31.12.21 £	Unrestricted Funds 31.12.20 £	Restricted Funds 31.12.20 £	Total Funds 31.12.20 £
Charitable activities						
Staff costs	16,882		16,882	9,221		9,221
Utilities	6,998		6,998	7,203		7,203
Insurance	2,394		2,394	3,141		3,141
Parish share	62,468		62,468	62,468		62,468
Repairs & renewals	3,094	2,028	5,122	1,861	8,126	9,987
Church costs	8,544		8,544	9,990		9,990
Church activities	2,584	29	2,613	4,561	193	4,754
Property costs	6,092		6,092	0		0
Independent examination	505		505	490		490
TOTAL RESOURCES USED	109,561	2,057	111,618	98,935	8,319	107,254

4. GRANTS - Missionary and charitable giving

	2021 Unrestricted £	2021 Restricted £	2021 Total £
Paid to organisations	6,825		6,825
	6,825	-	6,825
Acting as Agent			1,811

5. STAFF COSTS AND PAYMENTS TO MEMBERS OF THE PAROCHIAL CHURCH COUNCIL AND RELATED PARTIES

Staff costs (excluding clergy)

	2021	2020
Wages and salaries	13,999	9,221
Employers NI	0	0
Employers pension contributions	217	0
	<u>14,216</u>	<u>9,221</u>

No employees earn more than £60,000.

	2021	2020
Administrator	1.00	1.00
Youth worker	1.00	0.00
Children's worker	-	0.00
Total	<u>2.00</u>	<u>1.00</u>

Payments to members of the Parochial Church Council and related parties

There was no trustee remuneration in the year and no trustee expenses paid relating to trustee services.

6. FIXED ASSETS

	Land and Buildings £	Total £
Cost		
Brought forward	36,400	36,400
Additions	335,000	335,000
Carried forward	<u>371,400</u>	<u>371,400</u>
Depreciation		
Brought forward	-	0
In year	-	0
Carried forward	<u>0</u>	<u>0</u>
Net Book Value	<u>371,400</u>	<u>371,400</u>

Property cost £36,400 (70% ownership) was donated by the previous charity at cost. No depreciation is provided as the current value is greater than cost.

CHRIST CHURCH, SOUTHBOROUGH PAROCHIAL CHURCH COUNCIL

YEAR ENDED 31ST DECEMBER 2021

NOTES TO THE FINANCIAL STATEMENTS

7. DEBTORS	Unrestricted Funds	Restricted Funds	Endowment Funds	2021 £	2020 £
Prepayments		-	-	0	0
Other debtors	35,575	7,672	-	43,247	12,291
	<u>35,575</u>	<u>7,672</u>	<u>-</u>	<u>43,247</u>	<u>12,291</u>

8. CASH AT BANK AND IN HAND

Bank accounts

	2021 £	2020 £
DBF Building Fund	27,390	27,327
DBF Church Repair Fund	17,594	15,465
DBF General Account	7,674	7,656
DBF Tithing Account	13,687	13,655
Lloyds	282,848	11,643
Lloyds Savings Account	78,053	78,046
Affirmative Deposit Account	<u>125,068</u>	<u>774,801</u>
	<u>552,314</u>	<u>928,593</u>

Of the total, £499,240 is for unrestricted purposes, and £ 53,074 for restricted purposes

9. CREDITORS DUE WITHIN ONE YEAR

	2021 £	2020 £
Creditors and accruals	9,572	10,842
Tithe	7,943	7,922
Other creditors	4,860	5,226
	<u>22,375</u>	<u>23,990</u>

Of the total, £17,970 is for unrestricted purposes, and £4,405 for restricted purposes.

10. ANALYSIS OF NET ASSETS BY FUND

	Unrestricted Funds £	Restricted Funds £	Total Funds £
Fixed assets	371,400	-	371,400
Current assets	534,815	60,746	595,561
Current liabilities	(17,970)	(4,405)	(22,375)
Fund Balance	<u>888,245</u>	<u>56,341</u>	<u>944,586</u>

11. RESTRICTED FUNDS

	Balance 1.1.21 £	Movement in Funds Incoming £	Outgoing £	Balance 31.12.21 £
Friday lunch club	282	300	(29)	553
Screens	1,530	-	-	1,530
Building Project Fund	41,983	1,984	-	43,967
54 HPR	5,647	6,672	(2,028)	10,291
TOTAL RESTRICTED FUNDS	<u>49,442</u>	<u>8,956</u>	<u>(2,057)</u>	<u>56,341</u>

The restricted funds comprise gifts given for specific purposes and the fund names describe that purpose.

**REPORT OF THE INDEPENDENT EXAMINER TO THE TRUSTEES OF
CHRIST CHURCH, SOUTHBOROUGH PAROCHIAL CHURCH COUNCIL**

I report to the trustees on my examination of the accounts of
Parochial Church Council for the year ended 31st December 2021.

Responsibilities and basis of report

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

It is my responsibility to:

- Examine the accounts under section 145 of the 2011 Act;
- To follow the procedures laid down in the General Directions given by the Charity
Commissioners (under section 145 (5)(b) of the 2011 Act; and
- To state whether particular matters have come to my attention.

Basis of Independent Examiner's report

I report in respect of my examination of the Foundation'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.
The charity's gross income exceeded £250,000 and I am qualified to undertake the
examination by being a qualified member of the Chartered Association of Certified
Accountants.

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.

David Stephens FCCA
Chartered Certified Accountant
13 Newlands Road
Tunbridge Wells
Kent
TN9 4AS

**REPORT OF THE INDEPENDENT EXAMINER TO THE TRUSTEES OF
CHRIST CHURCH, SOUTHBOROUGH PAROCHIAL CHURCH COUNCIL**

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- To state whether particular matters have come to my attention.

Basis of Independent Examiner's report

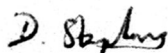
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19 April 2022