



**TRUSTEES REPORT
PAROCHIAL CHURCH COUNCIL OF
ST LAWRENCE, BIDBOROUGH AND ST PETER, SOUTHBOROUGH
For the period January to December 2020
Charity No. 1184753**

Aims and Purposes

The Parochial Church Council (PCC) of St Lawrence, Bidborough and St Peter, Southborough has the responsibility of co-operating with the incumbent, the Reverend Stephen Hills, 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 two church buildings and Ivy Cottage, Franks Hollow Road, Bidborough. In addition, with Christ Church, Southborough it is responsible for the house at 54 Holden Park Road, Southborough.

Objectives and Activities

The PCC is committed to enabling as many people as possible to worship at our churches and to become part of our parish community. 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 ordinary people to live out their faith as part of our parish community through:

- Worship and prayer; learning about the Gospel; 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 the church buildings.

Major Risks

Major risks to which the charity is exposed, as identified by the trustees, are regularly reviewed and systems or procedures have been established to manage these risks. During the Coronavirus pandemic government and Church of England guidelines have been followed and risk assessments made and reviewed.

Safeguarding and GDPR

The PCC is committed to implementing the House of Bishops' safeguarding policies and good practice guidance. The PCC has adopted the House of Bishops' "Promoting a Safer Church; safeguarding policy statement". Regulations on safeguarding and GDPR are followed under the guidance of our Parish Safeguarding Officer and administrators.

Achievements and Performance

Worship and Prayer

A range of services are offered in both churches during the week and over the course of the year. While St Lawrence Church remained closed for the Project 800 building project, Sunday morning services were held in Bidborough School hall and evening services in Deacon House until churches had to shut due to the Coronavirus pandemic. Covid-19 presented a challenge and a new way of offering services. The Rector quickly mastered new technology in order to produce online services on Sunday at 10.30 on YouTube, followed by "coffee" on Zoom, giving an opportunity for the church family to keep in contact with one another. Sunday evening services and weekday morning prayers were held on Zoom. When churches were allowed to open, the YouTube morning service continued and services were held at St Peter's and St Lawrence on alternate Sundays at 10.00, with numbers restricted in accordance with Covid regulations.

Forest Church, a monthly service for families on Sunday afternoons, adapted by inviting families to do an activity during the day and then join Zoom for time together in the afternoon. Zoom was also used to give secondary school age children the opportunity to meet together.

Children from around the parish were involved in making scenes for a lockdown Nativity film organized by Clare Masters and put together by Stephen Hills. The Nativity was shown as part of the Zoom service on Christmas Day and was viewed many times.

During the year Easter, Remembrance and Christmas trails in St Lawrence Churchyard presented an opportunity to the wider community to explore and reflect on aspects of our faith.

All are welcome to attend our regular services. At present there are 136 names on the Church Electoral Roll (93 St Lawrence and 43 St Peter). We were unable to take realistic attendance figures this year, given the reduced patterns of live worship – but throughout the pandemic there have been around 40-50 'devices' engaging concurrently with our 10.30am YouTube services, which typically builds to 100-125 by the end of Sunday. Zoom Evening Prayer has a regular attendance of around 15, and weekday morning prayers on Zoom are attended by around 20 people.

As well as our regular services, we enable our community to celebrate and thank God at the milestones of the journey through life. Through baptism we thank God for the gift of life, in marriage public vows are exchanged with God's blessing and through funeral services friends and family express their grief and give thanks for the life which is now complete in this world and to commend the person into God's keeping. Due to the pandemic we have not held any baptism services in church. There were two weddings in the parish in 2020, with several having to postpone until a later date. 6 funerals were held in our churches, 3 in the churchyard at St Lawrence (Bidborough Cemetery) and 3 associated with our parish at the crematorium.

Deanery Synod

The PCC has one Deanery Synod representative for St Lawrence, there is currently a vacancy for a representative from St Peter's. The Deanery Synod provides the PCC with an important link between the parish and the wider structures of the church.

Buildings

The Project 800 building project at St Lawrence Church was completed in August. A small church extension was added to the south side incorporating toilet facilities and an ante-room. At the same time some internal re-ordering and upgrade of heating and electrical systems was carried out as well as the installation of new flooring and kitchen facilities. These facilities offer better disabled access and more opportunities for the community to meet together and it has been disappointing not to have been able to benefit due to Covid-19 restrictions.

At St Peter's Church the front gates have been re-hung on new oak posts. Work on re-pointing to the SW corner of the tower and repairing the plinth on the southern side of the Church are planned for 2021. A Quinquennial inspection was carried out in October and a priority list of the most urgent repairs is being drawn up. Plans to refurbish the toilets are under discussion with the Diocese and the project will require special fund raising.

Pastoral Care

The pastoral care teams work very hard to ensure the holistic care of individuals in need including, when possible, hospital visits, home visits where people are ill, suffering or unable to leave their homes. In response to the Coronavirus pandemic Bidborough Call & Care was set up by St Lawrence Church in conjunction with the Parish Council, and St Peter's launched Viral Kindness; both groups offering phone and doorstep support to their neighbours. Leaflets about the offers of help were distributed to all houses in both parishes.

CAMEO "Come and Meet Each Other". It was only possible to hold one lunch in February and instead small gifts were distributed to those who would normally have attended the lunches to show they were not forgotten.

"Tots & Co" offered weekly meetings on Zoom when no longer able to meet in the village hall on Friday mornings and various outdoor activities for families were arranged such as a Bear Hunt and Festive window trail.

PALS – St Peter and St Lawrence Ladies – were able to enjoy a weekend of fellowship together at The Oasts in February. A coffee morning and Christmas evening were held on Zoom.

House groups, and other groups unable to meet in the usual way, continued their care and support for one another in various ways, including meeting virtually.

CAMEO teas for the elderly and those living alone, WLTD "Who Let the Dads Out?" for fathers and children, and MOBS Men of Bidborough and Southborough were suspended for much of 2020 due to the pandemic, although MOBS met on Zoom for a "Virtual pub chat".

Mission and Evangelism

In February leadership teams met to review ministry and mission across the parish and look to where God might be calling us in the years ahead using "Called to Grow" resources produced by the Diocese.

A new magazine, "Tower and Steeple", containing articles, news and information about the life of the churches of St Lawrence and St Peter, was launched in the Summer and distributed to all houses in the Parish. A new Tower and Steeple website was created, along with a Tower and Steeple Facebook group for the church family to keep in touch.

Over 100 people receive the Rector's weekday Rectory Reflections.

Helping those in need is a demonstration of our faith. The Diocese Poverty & Hope Appeal was supported, along with a number of organisations including Christian Aid, CPAS, Tearfund, Youth for Christ, Life and Soul, Tunbridge Wells Street Pastors, Crisis Recovery Day Centre. St Lawrence and the wider community in Bidborough have links with the Church of St Mathew's Kibaigwa in Tanzania.

The "Shoebox" Christmas appeal, "Operation Christmas Child", run by Samaritans Purse was supported by a number of volunteers at the South East processing centre in Tonbridge.

St Peter's "Prayer for the Streets" team were not able to visit door-to-door as previously due to Covid-19, but welcomed any requests for prayer

Ecumenical Relationships

The churches of St Lawrence, Bidborough and St Peter, Southborough are part of "The ACTS Group Ministry" (Anglican Churches Together in Southborough) which includes Christ Church, Southborough and St Thomas, Southborough.

Bidborough School

We have close links with Bidborough Church of England Primary school. Stephen Hills, Claire Rorke and Amanda Harris are Foundation Governors at the school, and Clare Masters and Stephen Hills lead weekly acts of collective worship throughout the school year. We are most grateful to Bidborough School for the use of their hall for Sunday morning services during Project 800.

Financial Review

Covid-19 impacted the income of both churches due to reduction in collections at services and the situation was exacerbated at St Lawrence by the closure of the church for Project 800. The losses were offset by some one-off generous donations and an increase in regular planned giving at St Peter's. At St Lawrence £23k was spent on quinquennial building repairs (£18436) and the purchase of chairs (£4800) to complement the Project 800 alterations, both items being funded from readily available PCC designated sources.

Volunteers

We would like to thank all our volunteers, too numerous to mention individually, who work so hard to make our church the lively and vibrant community it is. Thank you to those who continued to care for our buildings during this difficult time. In particular we would like to thank our churchwardens Ed Dix-Perkin, Bob Gibson, Roy Langman and Richard Stanbury, and the many people who contributed to online services.

Structure, governance and management

Members of the PCC are either ex officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules. All those who attend our services are encouraged to register on the Electoral Roll and stand for election to the PCC.

New PCC members are issued with the Church of England booklet giving guidance on responsibilities and duties as a charity trustee and all Trustees are kept up to date with any guidance from the Charity Commission. 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.

The full PCC met six times during the year (including the APCM) with an average level of attendance of 78%. Five of the meetings were held on Zoom. There have been three decisions made via email and Stephen Hills has kept all members up to date by email with the changing Covid situation and plans for services and the parish.

Each Church has a committee to consider fabric and finance matters and there is also a Ministry Team. Matters from these committees are reported back to the PCC and discussed as necessary.

Administrative Information

St Lawrence Church is situated in the High Street, Bidborough, TN3 0UJ and St Peter's Church in Church Road, Southborough TN4 0RX. The churches are part of the Diocese of Rochester within the Church of England. The correspondence address is: The Rectory, Rectory Drive, Bidborough, Tunbridge Wells TN3 0UL. Email: towerandsteeple@gmail.com

The PCC is a corporate body constituted under Trust Deed dated 1st June 2019. The PCC operates under the PCC Powers Measure and is registered with the Charity Commission. Charity Number 1184753.

Bank: HSBC Bank Plc

Independent Examiner: David Stephens FCCA

Website: www.towerandsteeple.org

St Lawrence Church is supported by a vergers, David Hunter, who resides at Ivy Cottage.

Curate - The Rev Dave Bubb, Curate licensed to Christ Church Southborough and our parish, was welcomed in September following his ordination.

Licensed Lay Ministers – Allan Jonnes, Graham Wilkinson

Reader – Clare Masters. Reader PTO – Alan Richards, Michael Lee

Bishop's Licence – Sophie Kersey, Olly Gillett, Karen Gillett, Lin Hutchinson, Emma Lawrence, Pippa Hillen

Clergy PTO – Rev Ray Skinner

PCC members

Ex Officio members

Rector: Reverend Stephen Hills (Chair)

Curate: Rev Dave Bubb (From 28 September 2020)

Churchwardens: Bob Gibson – St Lawrence (Vice Chair)
Ed Dix-Perkin – St Lawrence
Roy Langman – St Peter
Richard Stanbury – St Peter

Diocesan Synod Rodney Hutchinson

Elected members:

Mary Cottle – Deanery Synod Representative – St Lawrence
Steven Boulton – St Lawrence
Stephen Bull (Treasurer – St Peter)
Peter Dillon (Treasurer)
Mike Fawcett – St Lawrence (Until APCM 2020)
Pippa Hillen (From APCM 2020)
Anne Hinds (Pastoral Co-ordinator)
Allan Jonnes - LLM St Peter
Jon Kersey - St Peter
Alison Lush (Secretary)
Clare Masters - LLM St Lawrence (Until APCM 2020)
Marion Short - St Peter
Vicki Trueman (Parish Safeguarding Officer)

Co-Opted Member:

Sarah Smith - St Lawrence (Project Manager, Project 800) (Until APCM 2020)

2020 provided many challenges and we thank Stephen Hills for his dedicated leadership and the quality of online services produced.

Approved by the PCC on 22 March 2021 and signed on their behalf by the

 22/3/21

Reverend Stephen Hills (PCC Chairman)

**The Parochial Church Council
of the Ecclesiastical Parish of
St Lawrence Bidborough and St Peter Southborough**

Charity no.1184753

Annual Report and Financial Statements

Year ended 31st December 2020

Parochial Church Council - St Lawrence & St Peter. Charity Number 1184753

BALANCE SHEET at 31 December 2020

		2019-Revised	
	Note	2020	2019
Fixed Assets	6	91,560	91,560
Designated Funds	4	15,013	176,080
Total fixed assets		106,573	267,640

		2020	2019
Investments		0	0
Total investments		0	0

		2020	2019
Current Assets	Note		
Debtors & Prepayments	1	6,720	19,466
Short term deposits		124,027	98,649
Repair funds	3	78,410	93,703
Cash at bank and in hand	5	40,265	93,329
Total current assets		249,422	305,147

Creditors/Liabilities:			
Falling due within one year	2	17,726	29,527

NET CURRENT ASSETS		231,696	275,620
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Total Assets - Net Curr Liabilities		338,269	543,260
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FUNDS OF THE CHARITY

Unrestricted	338,269	543,260
Restricted		
Endowment		
	338,269	543,260

Approved by the Parochial Church Council on ^{22/3/21} and signed on its behalf by:

SA Hills

Signed S A Hills (Rector)

Dated

16/03/2021

P Dillon

Signed P A Dillon (PCC Treasurer)

Parochial Church Council - St Lawrence & St Peter. Charity Number 1184753

STATEMENT OF FINANCIAL ACTIVITIES

For the twelve months ended 31 December 2020

Adjusted to account for (£437) Carried forward -St Peters

Revised to Account for Holden Park Road

	Note	2020				2019			
		Unrestricted	Restricted	Endowment	TOTAL	Unrestricted	Restricted	Endowment	TOTAL
		Funds	Funds	Funds		Funds	Funds	Funds	
		£	£	£	£	£	£	£	£
INCOMING RESOURCES									
Voluntary income	1(a)	140,379	0	0	140,379	173,643	0	0	173,643
Activities for generating income	1(b)	1,084	0	0	1,084	757	0	0	757
Income from investments	1(c)	827	0	0	827	1,789	0	0	1,789
Income from church activities	1(d)	5,603	0	0	5,603	4,559	0	0	4,559
Total		147,893	0	0	147,893	180,748	0	0	180,748
RESOURCES EXPENDED									
Parish share	2(a)	68,442	0	0	68,442	70,000	0	0	70,000
Salaries, wages and honoraria	2(b)	0	0	0	0	0	0	0	0
Clergy & staff expenses	2(c)	0	0	0	0	0	0	0	0
Church running expenses	2(d)	46,388	0	0	46,388	22,117	0	0	22,117
Church activity expenses	2(e)	1,530	0	0	1,530	1,745	0	0	1,745
Mission giving and donations	2(f)	6,408	0	0	6,408	12,183	0	0	12,183
Rectory, Ivy Cottage & 54HPR	2(g)	6,518	0	0	6,518	2,884	0	0	2,884
Major repairs to church	2(h)	0	0	0	0	0	0	0	0
Major repairs to hall	2(i)	0	0	0	0	0	0	0	0
Major repairs to parsonage	2(j)	0	0	0	0	0	0	0	0
New building work	2(k)	229,233	0	0	229,233	147,746	0	0	147,746
Other	2(l)	0	0	0	0	0	0	0	0
Total		358,519	0	0	358,519	256,675	0	0	256,675
NET Incoming resources before other recognised		-210,626	0	0	-210,626	-75,927	0	0	-75,927
Gains on investment assets					0				
on disposal		0			0				
on revaluation					0	5962			5962
					0				
NET MOVEMENT IN FUNDS		-210,626	0	0	-210,626	-69,965	0	0	-69,965
Restatement introducing 54 Holden Park Rd	10					17,744			17,744
Adjustment CCLA funds from S'Boro Team	10	437			437				
TRANSFERS BETWEEN FUNDS	3	5,198			5,198	11,508			11,508
		-204,991	0	0	-204,991	-40,713	0	0	-40,713
BALANCES BROUGHT FORWARD AT 1 JANUARY		543,260	0	0	543,260	583,973	0	0	583,973
BALANCES CARRIED FORWARD AT 31 DECEMBER		338,269	0	0	338,269	543,260	0	0	543,260

Parochial Church Council - St Lawrence & St Peter. Charity Number 1184753

INCOME

	2020				2019			
	Unrestricted	Restricted	Endowment	TOTAL	Unrestricted	Restricted	Endowment	TOTAL
	Funds	Funds	Funds		Funds	Funds	Funds	
	£	£	£	£	£	£	£	£
1(a) Voluntary income								
Gift aided donations	66,878			66,878	89,232			89,232
Other donations **	46,088			46,088	50,010			50,010
Tax recoverable	14,926			14,926	22,369			22,369
Collections at services	2,065			2,065	11,039			11,039
Grants	422			422	993			993
Legacies	10,000			10,000				-
Other donations				-				-
TOTAL	140,379	-	-	140,379	173,643	-	-	173,643
1(b) Activities for generating income								
Fundraising	1,084			1,084	757			757
Other income				-				-
TOTAL	1,084	-	-	1,084	757	-	-	757
1(c) Income from investments								
Dividends and interest	827			827	1,789			1,789
TOTAL	827	-	-	827	1,789	-	-	1,789
1(d) Income from church activities								
Fees	2,931			2,931	4,559			4,559
30% share of 54HPR Rental Income	2,672			2,672				-
				-				-
				-				-
				-				-
				-				-
TOTAL	5,603	-	-	5,603	4,559	-	-	4,559
TOTAL	147,893	-	-	147,893	180,748	-	-	180,748

**Includes £35205 donations to Project 800

Parochial Church Council - St Lawrence & St Peter. Charity Number 1184753

EXPENSES

Note	2020				2019			
	Unrestricted	Restricted	Endowment	TOTAL	Unrestricted	Restricted	Endowment	TOTAL
	Funds	Funds	Funds		Funds	Funds	Funds	
	£	£	£	£	£	£	£	£
Church activities								
2(a) Parish share	68442			68,442	70,000			70,000
2(b) Salaries, wages and honoraria	0			0				0
2(c) Clergy & staff expenses								
Rector				0				0
Training				0				0
Mobiles				0				0
Other Vicar expenses				0				0
				0				0
2(d) Church running expenses								
Operations	1,725			1,725	1,642			1,642
Fabric	27,121			27,121	2,846			2,846
Worship/services				0	0			0
Allocated Central Costs	0			0	1,300			1,300
Insurance	6,750			6,750	6,888			6,888
Other	3,073			3,073	1,731			1,731
Church utility bills	2,521			2,521	3,112			3,112
Church Repair Fund	5,198			5,198	4,598			4,598
Mission and evangelism				0				0
	46,388			46,388	22,117			22,117
2(e) Church activity expenses								
Children & Youth	1,236			1,236	1,137			1,137
Pastoral events				0	0			0
Choir/Licences/Music	294			294	608			608
Community Lunch/breakfast				0				0
	1,530			1,530	1,745			1,745
2(f) Mission giving and donations	6,408			6,408	12,183			12,183
2(g) Rectory, Ivy Cottage & 54HPR	6,518			6,518	2,884			2,884
2(h) Major repairs to church				0				0
2(i) Major repairs to hall				0				0
2(j) Major repairs to parsonage				0				0
2(k) New building work	229,233			229,233	147,746			147,746
2(l)				0				0
TOTAL	358,519	0	0	358,519	256,675	0	0	256,675

Parochial Church Council - St Lawrence & St Peter. Charity Number 1184753

Notes to the BALANCE SHEET

For the twelve months ended 31 December 2020

	St Lawrence	St Lawrence	St Peter	St Peter	Parish Total	Parish Total
	2020	2019	2020	2019	2020	2019
	£	£	£	£	£	£
Note						
1 Debtors and Prepayments						
Income tax recoverable - gift aid	2,474	10,214	1,335	5,261	3,809	15,475
Advertising	-	126	-	-	-	126
Annual insurance prepaid for Ivy Cottage	480	460	-	-	480	460
Prepaid Utilities	-	-	11	12	11	12
Accrued Rental Income from Property	-	-	-	1,348	-	1,348
Amount due from Christ Church re. 54HPR	-	-	2,420	2,045	2,420	2,045
	<u>2,954</u>	<u>10,800</u>	<u>3,766</u>	<u>8,666</u>	<u>6,720</u>	<u>19,466</u>
2 Creditors and accruals						
Deferred Grant Income for Repairs in 2021	-	-	5,000	-	5,000	-
Rectory repairs	3,415	3,415	-	-	3,415	3,415
PCC Central Costs awaiting payment Q1	1,300	1,300	-	-	1,300	1,300
Ivy Cottage repairs	1,016	2,070	-	-	1,016	2,070
Tithing accrual for Prior Years	2,530	100	-	1,457	2,530	1,557
Tithing accrual for Current Year	1,412	6,900	-	4,404	1,412	11,304
Youth Fund	1,000	1,000	-	-	1,000	1,000
Utility and Sundry accruals	955	400	397	421	1,352	821
Tots	500	483	-	-	500	483
Magazine Costs	-	-	-	-	-	-
Adventurers	70	70	-	-	70	70
Legacy designated to Organ Repair/Replacement	-	5,000	-	-	-	5,000
WLTD fund	49	49	-	-	49	49
Ray Skinner Generation Trust Grant	82	82	-	-	82	82
Prepaid Fees due to Provider	-	-	-	2,375	-	2,375
	<u>12,329</u>	<u>20,869</u>	<u>5,397</u>	<u>8,658</u>	<u>17,726</u>	<u>29,526</u>
3 Repairs Funds						
St L - CBF Deposit fund - church repairs	-	20,718	-	-	-	20,718
St L - Dallimore Fund	-	-	-	-	-	-
Diocesan church repair fund	31,502	30,010	40,579	37,462	72,081	67,472
St L - Diocesan Ivy Cottage repair fund	6,329	5,513	-	-	6,329	5,513
	<u>37,831</u>	<u>56,241</u>	<u>40,579</u>	<u>37,462</u>	<u>78,410</u>	<u>93,703</u>
4 Designated Funds						
HSBC - deposit a/c Organ Fund	5,012	5,008	-	-	5,012	5,008
HSBC - deposit a/c Sundry Designated Items	1,165	-	-	-	1,165	-
HSBC - Project 800 a/c	8,836	171,072	-	-	8,836	171,072
	<u>15,013</u>	<u>176,080</u>	<u>-</u>	<u>-</u>	<u>15,013</u>	<u>176,080</u>
5 Cash at bank and in hand						
St L - HSBC - current a/c	1,833	8,788	-	-	1,833	8,788
St L - Lloyds bank - current a/c	2,105	1,486	-	-	2,105	1,486
St L HSBC Deposit a/c	22,757	52,362	-	-	22,757	52,362
St P - Lloyds TSB Current Account	-	-	13,332	24,614	13,332	24,614
St P - Tithe Account	-	-	-	5,861	-	5,861
St P - Vicar's discretionary fund	-	-	203	203	203	203
Petty Cash	-	-	34	14	34	14
	<u>26,695</u>	<u>62,636</u>	<u>13,570</u>	<u>30,692</u>	<u>40,265</u>	<u>93,328</u>
6 Fixed Assets						
Ivy Cottage	75,960	75,960	-	-	75,960	75,960
54 Holden Park Road	-	-	15,600	15,600	15,600	15,600
	<u>75,960</u>	<u>75,960</u>	<u>15,600</u>	<u>15,600</u>	<u>91,560</u>	<u>91,560</u>

Ivy Cottage was given to St Lawrence Church in 1910 by Emily Maynard "for the benefit of the Rector and use by the church members"

54 Holden Park Road was given to Christ Church and St Peters Southborough. The property value, income and expenses are shared on a 70:30 basis.

Notes to the STATEMENT OF FINANCIAL ACTIVITIES

For the twelve months ended 31 December 2020

1 Reserves policy

The PCC has determined that it would be wise, in case of unforeseen expense or temporary reduction of income, to maintain reserves of unrestricted current assets, insofar as these are within the PCC's control, at a level of between three and six months 'normal expenditure' excluding items of large, special or project expenditure.

As at 31.12.2020 Net Current Assets were £231,696

The Accounts have been prepared on a going concern basis

2(b) STAFF COSTS AND PENSION

There are no employees paid by the Parish and no National Insurance or pension payments.

The Rector's stipend is paid by the Diocese of Rochester which accounts for all payroll aspects independently of the Parish.

2(d) CHURCH RUNNING EXPENSES

Governance: includes Independent Examiner's fee of £525

2(f) MISSIONARY AND CHARITABLE GIVING

Grants of £1,000 or more made in the period

Poverty and Hope	5,000
Christian Aid	1,500
Tearfund	1,500
Open Doors	1,000
Bidborough School	1,000
Pastoral Support Fund	1,000
	11,000

Grants of < £1,000 made in the period, for mission

Other organisations/charities	4,577
Other individuals	-
	15,577

NOTE: £6408 + £9169 accrued in 2019 but not distributed in 2019

2(k) NEW BUILDING WORK

Project 800 was conceived to provide toilet facilities and a modern kitchen for the church and is now complete.

Donors to the project completed a donation form which indicated the funds would be used for the installation of these facilities.

All invoices have been paid except for normal building retention amounts (£8196) plus a small appliance item (£230).

Funds are available to meet these residual amounts although a voluntary tithe (£9088) will also be executed leaving a potential shortfall of £3702, which will be addressed in 2021.

Project 800 costs incurred during 2019

Architects fees	10,797
Construction Costs	195,291
White Goods	1,694
Lighting & Sound System	16,891
Quantity Surveying	4,560
	229,233

3 TRANSFER BETWEEN FUNDS

5198 Church Repair Funds Added Back

4 PCC MEMBERS

Other than an occasional small honorarium paid to the organist or vergers at services, no expenses have been paid to any trustee, committee member or related party, other than reimbursement of costs for items purchased on behalf of the parish and approved in writing by the Rector.

5 Fixed and Restricted/Designated Assets

Ivy Cottage was given to St Lawrence Church in 1910 by Emily Maynard "for the benefit of the Rector and use by the church members"

The Organ Fund is designated as such by the PCC and not specifically restricted by the donor.

6 Salaries/National Insurance/Pension Scheme

There are no employees paid by the Parish and no National Insurance or pension payments.

The Rector's stipend is paid by the Diocese of Rochester which accounts for all payroll aspects independently of the Parish.

7 Expenses (Trustees and related parties)

Other than an occasional small honorarium paid to the organist or vergers at services, **no expenses have been paid to** any trustee, committee member

8 or related party, other than reimbursement of costs for items purchased on behalf of the parish and approved in writing by the Rector.

9 Independent Examination Fee

The fee for Independent examination of these accounts is £525, which is included in Church Running Expenses.

10 Adjustments to carried forward Figures

2019 In respect of Assets brought in -54 Holden Park Road which is jointly owned/managed 70% Christ Church & 30% St Peter's.

2020 In respect of CCLA funds received from the former Southborough Team of Parishes

Parochial Church Council - St Lawrence & St Peter.
Charity Number 1184753

Financial Report: 2020 Accounts.

Income

Both churches benefitted from improved Income (+£13432) compared to budget:

St. Lawrence (+£3689)

A number of one-off generous donations (+£5681). Fee Income (+£656) was also improved.

These increases however were offset by a steady drop in Collections at Services (-£4150) exacerbated initially by the closure of the church for Project 800 works, followed by the Covid-19 outbreak Gift Aid on the drop in Collections At Services (c.-£598) also affected the income.

St Peter (+£9743)

The main reasons being Regular Planned Giving (+£2941) and Other donations (£+10752) being offset by reduction in Collections at Services (£-3830).

Expenditure (£+24550)

Apart from some categorisation anomalies, the main divergence from budget is attributable to St Lawrence Quinquennial Works (£+18436) & the purchase of chairs (£+4800), funding for both being readily available from PCC designated sources.

Sundry Costs (+£1220) include the purchase of an up to date computer (£1000), required to host the Zoom services, occasioned by the churches' closures.

St Peter's costs were closely aligned to budget expectations

Tithing Payments, reported last year as unpaid, were distributed in full plus sums set aside for 2020, the total being £15577. Specifics are noted on the "Income & Expenditure details" tab

Project 800

The project has now been completed and the church is available for services - but still restricted by the Covid-19 Virus of course.

The remaining balance on the account will be used to meet the agreed retentions

REPORT OF THE INDEPENDENT EXAMINER TO THE TRUSTEES OF

Parochial Church Council - St Lawrence & St Peter. Charity Number 1184753

I report to the trustees on my examination of the accounts of
Parochial Church Council for the year ended 31st December 2020.

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.

Independent examiner's statement

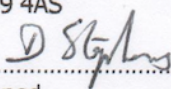
I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

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

Signed



26 March 2021

PAROCHIAL CHURCH COUNCIL St. Lawrence Bidborough & St. Peter Southborough

YEAR ENDED 31ST DECEMBER 2020

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

Land and buildings

No depreciation is provided on buildings as the current estimated residual value of the properties is not less than their carrying value and the remaining useful life of these assets currently exceeds 50 years, so that any depreciation charges would be immaterial.

An impairment review is carried out on a regular basis and any resultant loss identified is included within expenditure for the year. (NB an impairment review is a formal check that the current value of a fixed asset such as a house or building is greater than the value shown in the balance sheet.)

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

Short term deposits

These are the cash held on deposit either with HSBC Bank, Lloyds Bank, Diocese, CCLA or at another bank.

FUNDS

Unrestricted Funds

These represent the income funds of the PCC that are available for spending on the general purposes of the PCC. These include amounts designated by the PCC for fixed assets for its own use or for spending on a future project and which are not included as 'free reserves' as disclosed in the trustees' report.

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. Full details of all their restrictions are shown in the notes of the accounts.

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

Dividends and interest are accounted for when receivable. Tax recoverable on such income is recognised in the same accounting year.

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.

REPORT OF THE INDEPENDENT EXAMINER TO THE TRUSTEES OF

Parochial Church Council - St Lawrence & St Peter. Charity Number 1184753

I report to the trustees on my examination of the accounts of
Parochial Church Council for the year ended 31st December 2020.

Responsibilities and basis of report

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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:

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- 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.

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
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David Stephens FCCA
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Signed

26 March 2021