

**TRUSTEES REPORT
PAROCHIAL CHURCH COUNCIL OF
ST LAWRENCE, BIDBOROUGH AND ST PETER, SOUTHBOROUGH
For the period January to December 2021
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
- Mission 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. Safeguarding is a regular item on the Agenda at PCC meetings and a number of people have completed the relevant level of safeguarding training during the year. There were no Safeguarding incidents during 2021.

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. St Lawrence and St Peter became one parish in June 2019 and since then service patterns having continued to evolve taking into account the covid situation. Services were held online for the first few months of the year and resumed in Church on Palm Sunday, the morning service alternating between St Lawrence and St Peter's. A new pattern of services was launched in September with a 10.00 morning service held in each church, with the Rector leading the service at St Peter's on 1st and 3rd Sundays and St Lawrence on 2nd and 4th Sundays and a combined service for both congregations on the 5th Sunday. The service from St Lawrence is recorded each week and put on the website in the afternoon for those unable to attend to view. Sunday evening services at St Lawrence have alternated weekly between in church and on Zoom. Weekday morning prayers continue to be held on Zoom.

During Easter week there was a trail in the churchyard and prayer areas inside the church. Christmas celebrations included the popular Christingle Service at St Peter's on Christmas Eve; at St Lawrence, as well as the traditional Carol Service in church, there was carol singing in the churchyard, allowing more people to participate given the ongoing covid situation.

Children's ministry has been challenging during lockdown and efforts are being made to encourage youngsters and families to return to patterns of worship. Forest Church, a monthly service for families on Sunday afternoons with outdoor activities, resumed and has been well supported. A Harvest celebration and a Nativity service were both held at a local farm and were well attended. Forest Sunday School at St Peter's on Sunday mornings is a new initiative which has been well received.

All are welcome to attend our regular services. At the end of the 2021 there were 138 names on the Church Electoral Roll (109 St Lawrence and 29 St Peter). During the pandemic there were typically around 40-50 'devices' engaging concurrently with our 10.30am YouTube services, typically building to 100-125 by the end of Sunday. Zoom Evening Prayer had a regular attendance of around 15, and weekday morning prayers on Zoom are attended by around 15-18 people. In the autumn, since returning to some live services, attendance numbers were lower than in pre-pandemic times, with some folk still remaining cautious and watching the recorded services.

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; 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.

There were 4 baptism services in church. There was 1 wedding in the parish. 6 funerals were held in our churches, 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 2020 and in 2021, as restrictions eased, we began to enjoy the benefits of the increased worship and fellowship space. The technology that was installed has enabled live services to be recorded and in some instances services live streamed. The two screens in the church have provided more options for service content. The serving of refreshments after the Sunday morning service resumed in October and has been much appreciated.

At St Peter's Church work on re-pointing to the SW corner of the tower and repairing the plinth on the southern side of the Church were completed. New signage was installed outside the church. The gas boiler failed in October and was replaced in time for Christmas services. Plans to refurbish the toilets have been approved by 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. Efforts were made to keep in touch especially during the pandemic. House groups, and other groups, continued their care and support for one another either meeting in person or virtually.

CAMEO "Come and Meet Each Other". It was only possible to hold two lunches during the second half of the year and in February and at Easter 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 during the early part of the year and outdoor sessions were held at the village hall in the summer, weather permitting. Indoor sessions in the village hall resumed in September.

PALS – St Peter and St Lawrence Ladies – enjoyed a midsummer evening walk and picnic at Haysden country park and monthly walks on Tuesday mornings offer a time of fellowship together.

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 2021 mainly due to the pandemic, and also changes in the leadership team, with some folk moving away from the parish.

Mission and Evangelism

Two issues of "Tower and Steeple" magazine, containing articles, news and information about the life of the churches of St Lawrence and St Peter, were distributed to all houses in the Parish.

The Tower and Steeple website and the Tower and Steeple Facebook group allow the church family to keep in touch. Notice sheets are emailed weekly giving details of services. The Rector's weekday Rectory Reflections are received by over 100 people.

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 and Mosaic Resource Centre Tunbridge Wells. St Lawrence and the wider community in Bidborough have links with the Church of St Mathew's Kibaigwa in Tanzania.

At the Harvest service gifts were donated to the Southborough Community Larder run by Christ Church in Southborough. The "Shoebbox" 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 did not resume their door-to-door visits but continued to welcome 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. The new Civic Centre in Southborough was completed in the summer and the churches offered coffee and a place to talk at both the open day in September and Winter Festival in December. St Peter's took the lead in a special Christmas service with carols and readings around the Christmas tree in the Southborough Town Square and mulled wine and mince pies were served.

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, Stephen Hills and Rev Dave Bubb led weekly acts of collective worship throughout the school year when covid restrictions allowed.

Financial Review

Whilst Covid-19 impacted the income of both churches due to both a reduction in collections at services and fee income, the regular planned giving of our church family members ensured that our finances held up well, with only a modest deficit posted in the year-end accounts. At St Peter's extra was spent on church maintenance, mainly the plinth repairs (some of which has been covered by grants) and the replacement of the boiler. Both churches benefitted from generous bequests during the year. A Gift Day was held on Christmas Day, which helped reduce the deficit in the accounts.

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 £211,336. The Accounts have been prepared on a going concern basis.

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, the team who lead our worship week by week, and care both for our churches and our church family members, including our children and young people. Special thanks to Stephen Bull who has stepped down as Treasurer at St Peter's after thirteen years of sterling work and also to Vicki Trueman who has stepped down as Parish Safeguarding Officer.

We were sorry to bid farewell to several people who had key leadership roles in the life of the parish: Mike Fawcett, Graham Wilkinson and Olly Gillet and also Ruth Langridge, organist and choir mistress for many years, and wish them and their families well in pastures new.

Clergy/Lay Ministers

Reverend Stephen Hills had a well-deserved sabbatical from May to July, giving him a chance to relax and refresh following the constant online and video preparations required during the pandemic. We are most grateful to our Curate, Reverend Dave Bubb (shared with Christ Church Southborough), for covering in Stephen's absence. Dave was ordained as a priest in Rochester cathedral in September.

Clare Masters was licensed as a Lay Minister in June, and Pippa Hillen began the Certificate course of training at the Diocese that may lead on to training for licensed ministry.

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 77%. All the meetings were held on Zoom. There have been five 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 standing committee (consisting of Rector, Treasurer, Churchwardens and one PCC representative) 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. A PCC 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, one churchwarden from each church, PCC Secretary and Treasurer. The PCC Standing Committee did not meet in 2021.

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.

Patronage Board includes Church Pastoral Aid Society and The Mabledon Trust

Bank: HSBC Bank Plc Lloyds Bank Plc

Independent Examiner: David Stephens FCCA

Website: www.towerandsteeple.org

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

Curate - Rev Dave Bubb, Curate licensed to Christ Church Southborough and our parish
Licensed Lay Ministers – Allan Jonnes, Graham Wilkinson, 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	
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 (Parish Treasurer)
Pippa Hillen
Anne Hinds (Pastoral Co-ordinator)
Allan Jonnes - LLM St Peter
Jon Kersey - St Peter
Alison Lush (Secretary)
Marion Short - St Peter
Vicki Trueman (Parish Safeguarding Officer)

2021 provided many challenges and we thank Stephen Hills for his dedicated leadership and all the extra work put in to preparing services during the pandemic.

Approved by the PCC on 28 March 2022 and signed on their behalf by the

A handwritten signature in black ink, appearing to read 'S. Hills', with a stylized initial 'S' and a trailing 's'.

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 2021

Parochial Church Council - St Lawrence & St Peter. Charity Number 1184753
BALANCE SHEET at 31 December 2021

	Note	2021	2020
Fixed Assets	6	91,560	91,560
Designated Funds	4	10,300	15,013
Total fixed assets		101,860	106,573

ivy + 54hpr
organ/p800.d/a

	2021	2020
Investments	0	0
Total investments	0	0

	Note	2021	2020
Current Assets			
Debtors & Prepayments	1	9,433	6,720
Short term deposits		124,315	124,027
Repair funds	3	46,452	78,410
Cash at bank and in hand	5	39,637	40,265
Total current assets		219,837	249,422

dioc gen res
dioc ch repair/ivy repair

Creditors/Liabilities:			
Falling due within one year	2	8,501	17,726

NET CURRENT ASSETS		211,336	231,696
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Total Assets - Net Curr Liabs		313,196	338,269
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FUNDS OF THE CHARITY

Unrestricted	313,196	338,270
Restricted		
Endowment		
	313,196	338,270

Approved by the Parochial Church Council on 28/3/22 and signed on its behalf by:

SA Hills

Signed SA Hills (Rector)

SA Hills

Dated 1/4/22

P Dillon

Signed P A Dillon (PCC Treasurer)

P A Dillon

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

Notes to the BALANCE SHEET

For the twelve months ended 31 December 2021

	St Lawrence	St Lawrence	St Peter	St Peter	Parish Total	Parish Total
	2021	2020	2021	2020	2021	2020
	£	£	£	£	£	£
Note						
1 Debtors and Prepayments						
Income tax recoverable - gift aid	2,974	2,474	1,535	1,335	4,509	3,809
Advertising	-	-	-	-	-	-
Annual insurance prepaid for Ivy Cottage	519	480	-	-	519	480
Prepaid Utilities	-	-	-	11	-	11
Accrued Rental Income from Property	-	-	-	-	-	-
Amount due from Christ Church re. 54HPR	-	-	4,405	2,420	4,405	2,420
	<u>3,493</u>	<u>2,954</u>	<u>5,940</u>	<u>3,766</u>	<u>9,433</u>	<u>6,720</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
Ivy Cottage repairs	1,016	1,016	-	-	1,016	1,016
Tithing accrual for Prior Years	1,897	2,530	-	-	1,897	2,530
Tithing accrual for Current Year	-	1,412	-	-	-	1,412
Youth Fund	1,000	1,000	-	-	1,000	1,000
Utility and Sundry accruals	-	955	364	397	364	1,352
Tots	500	500	-	-	500	500
DBF Fees	-	-	108	-	108	-
Adventurers	70	70	-	-	70	70
Legacy designated to Organ Repair/Replacement	-	-	-	-	-	-
WLTD fund	49	49	-	-	49	49
Ray Skinner Generation Trust Grant	82	82	-	-	82	82
Prepaid Fees due to Provider	-	-	-	-	-	-
	<u>8,029</u>	<u>12,329</u>	<u>472</u>	<u>5,397</u>	<u>8,501</u>	<u>17,726</u>
3 Repairs Funds						
Diocesan church repair fund	27,958	31,502	11,356	40,579	39,314	72,081
St L - Diocesan Ivy Cottage repair fund	7,138	6,329	-	-	7,138	6,329
	<u>35,096</u>	<u>37,831</u>	<u>11,356</u>	<u>40,579</u>	<u>46,452</u>	<u>78,410</u>
4 Designated Funds						
HSBC - deposit a/c Organ Fund	5,012	5,012	-	-	5,012	5,012
HSBC - deposit a/c Sundry Designated Items	1,315	1,165	-	-	1,315	1,165
HSBC - Project 800 a/c	3,973	8,836	-	-	3,973	8,836
	<u>10,300</u>	<u>15,013</u>	<u>-</u>	<u>-</u>	<u>10,300</u>	<u>15,013</u>
5 Cash at bank and in hand						
St L - HSBC - current a/c	1,703	1,833	-	-	1,703	1,833
St L - Lloyds bank - current a/c	2,726	2,105	-	-	2,726	2,105
St L HSBC Deposit a/c	28,406	22,757	-	-	28,406	22,757
St P - Lloyds TSB Current Account	-	-	6,598	13,332	6,598	13,332
St P - Tithe Account	-	-	-	-	-	-
St P - Vicar's discretionary fund	-	-	204	203	204	203
Petty Cash	-	-	-	34	-	34
	<u>32,835</u>	<u>26,695</u>	<u>6,802</u>	<u>13,570</u>	<u>39,637</u>	<u>40,265</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.

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

STATEMENT OF FINANCIAL ACTIVITIES

for the twelve months ended 31 December 2021

		2021				Adjusted to account for (£437) Carried forward -St Peters			
		Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL	Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL
		£	£	£	£	£	£	£	£
INCOMING RESOURCES	Note								
Voluntary income	1(a)	113,050	0	0	113,050	140,379	0	0	140,379
Activities for generating income	1(b)	16	0	0	16	1,084	0	0	1,084
Income from investments	1(c)	416	0	0	416	827	0	0	827
Income from church activities	1(d)	3,966	0	0	3,966	5,603	0	0	5,603
Total		117,448	0	0	117,448	147,893	0	0	147,893
RESOURCES EXPENDED									
Parish share	2(a)	66,000	0	0	66,000	68,442	0	0	68,442
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)	62,080	0	0	62,080	46,388	0	0	46,388
Church activity expenses	2(e)	2,724	0	0	2,724	1,530	0	0	1,530
Mission giving and donations	2(f)	4,336	0	0	4,336	6,408	0	0	6,408
Rectory, Ivy Cottage & 54HPR	2(g)	2,904	0	0	2,904	6,518	0	0	6,518
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)	9,933	0	0	9,933	229,233	0	0	229,233
Other	2(l)	0	0	0	0	0	0	0	0
Total		147,977	0	0	147,977	358,519	0	0	358,519
NET Incoming resources before other recognised gains		(30,529)	0	0	(30,529)	(210,626)	0	0	(210,626)
Gains on investment assets					0				
on disposal					0				
on revaluation					0				
					0				
NET MOVEMENT IN FUNDS		(30,529)	0	0	(30,529)	(210,626)	0	0	(210,626)
Restatement introducing 54 Holden Park Rd					0	437			437
Adjustment CCLA funds from S'Boro Team									
TRANSFERS BETWEEN FUNDS	3	5,455			5,455	5,198			5,198
BALANCES BROUGHT FORWARD AT 1 JANUARY		(25,074)	0	0	(25,074)	(204,991)	0	0	(204,991)
		338,269	0	0	338,269	543,260	0	0	543,260
BALANCES CARRIED FORWARD AT 31 DECEMBER		313,195	0	0	313,195	338,269	0	0	338,269

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

INCOME

	2021				2020			
	Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL	Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL
	£	£	£	£	£	£	£	£
1(a) Voluntary income								
Gift aided donations	71,782			71,782	66,878			66,878
Other donations *	3,664			3,664	46,088			46,088
Tax Recoverable **	15,959			15,959	14,926			14,926
Collections at services	1,008			1,008	2,065			2,065
Grants	13,992			13,992	422			422
Legacies	6,645			6,645	10,000			10,000
Other donations				-				-
TOTAL	113,050	-	-	113,050	140,379	-	-	140,379
1(b) Activities for generating income								
Fundraising	16			16	1,084			1,084
Other income				-				-
TOTAL	16	-	-	16	1,084	-	-	1,084
1(c) Income from investments								
Dividends and interest	416			416	827			827
TOTAL	416	-	-	416	827	-	-	827
1(d) Income from church activities								
Fees	1,981			1,981	2,931			2,931
30% share of 54HPR Rental Income	1,985			1,985	2,672			2,672
				-				-
				-				-
				-				-
				-				-
				-				-
TOTAL	3,966	-	-	3,966	5,603	-	-	5,603
TOTAL	117,448	-	-	117,448	147,893	-	-	147,893

* Includes £87 donations to Project 800

** Includes £17 Gift Aid Recovered Project 800

EXPENSES

Note	2021				2020			
	Unrestricted	Restricted	Endowment	TOTAL	Unrestricted	Restricted	Endowment	TOTAL
	Funds	Funds	Funds		Funds	Funds	Funds	
	£	£	£	£	£	£	£	£
Church activities								
2(a) Parish share	66000			66,000	68442			68,442
2(b) Salaries, wages and honoraria	0			0				0
2(c) Clergy & staff expenses								
Rectory				0				0
Training				0				0
Mobiles				0				0
Other Vicar expenses				0				0
				0				0
2(d) Church running expenses								
Operations	2,883			2,883	1,725			1,725
Fabric	44,299			44,299	27,121			27,121
Worship/services				0				0
Insurance	6,698			6,698	6,750			6,750
Other	641			641	3,073			3,073
Church utility bills	2,104			2,104	2,521			2,521
Church Repair Fund	5,455			5,455	5,198			5,198
Mission and evangelism				0				0
	62,080			62,080	46,388			46,388
2(e) Church activity expenses								
Children & Youth				0	1,236			1,236
Pastoral events	1,570			1,570				0
Choir/Licences/Music	1,154			1,154	294			294
Community Lunch/breakfast				0				0
	2,724			2,724	1,530			1,530
2(f) Mission giving and donations	4,336			4,336	6,408			6,408
2(g) Rectory, Ivy Cottage & 54HPR	2,904			2,904	6,518			6,518
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	9,933			9,933	229,233			229,233
2(l)				0				0
TOTAL	147,977	0	0	147,977	358,519	0	0	358,519

Notes to the STATEMENT OF FINANCIAL ACTIVITIES

For the twelve months ended 31 December 2021

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 £211336

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 £535

2(f) MISSIONARY AND CHARITABLE GIVING

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

Poverty and Hope	2,000
Christian Aid	1,000
Tearfund	1,000
	<u>4,000</u>

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

Other organisations/charities	3,336
Other individuals	-
	<u>7,336</u>

NOTE: £3000 accrued in previous years but distributed in 2021

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.

Project 800 costs incurred during 2021

Architects fees (Retentions)	867
Construction Costs (Retentions)	9,066
	<u>9,933</u>

3 TRANSFER BETWEEN FUNDS 5455 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 £535, which is included in Church Running Expenses.

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 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.

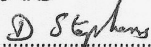
Independent examiner's statement

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

1 April 2022

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

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

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 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.

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

D Stephens

Signed

1 April 2022