

**REGISTERED CHARITY NUMBER: 1185005**

**Report of the Trustees and Financial Statements  
for the Year Ended 31 December 2020  
for**

**Aylsham PCC**



**Aylsham Parish Church**  
**Registered Charity No. 1185005**

## **2020 Report and Accounts for the Parochial Church Council of Aylsham Parish Church**

### **Aims and Purposes**

Aylsham Parochial Church Council (PCC) has the responsibility, in cooperation with the incumbent, to promote the whole mission of the Church, pastoral, evangelistic, social and ecumenical, in the ecclesiastical parish.

### **Objectives and Activities**

The PCC is committed to enabling as many people as possible to worship at our church and be part of the parish community. It is primarily focussed on the advancement of religion, which is recognised as a charitable purpose having public benefit. All regular public worship is provided free of charge, is not restricted to Church of England adherents, and is available and open to all.

### **Achievements and Performance**

#### **Worship and Prayer**

The PCC is keen to offer a range of services during the week and over the course of the year that our community find both beneficial and spiritually fulfilling. During the current pandemic we have offered online worship both when we have been able and unable to worship in the Church.

Services are regularly supported by our organist and a SATB choir of around 25 members. During the current pandemic, the choir has been unable to sing as a full group but, small groups have supported some services and the choir also recorded a virtual anthem. Our organ scholar continues to work with our organist to support worship in the Church. We have a team of bell ringers who practise once a week and regularly ring prior to our services. In addition members of the congregation volunteer as stewards, readers, intercessors and coffee makers on a rota basis. This year our longstanding vergers Derek Medler decided to stand down and gifts were presented to both him and his wife Connie to thank them for everything they had done for the Church.

All are welcome to attend our regular services and group activities. At present there are 162 Parishioners on the Church Electoral Roll, 22 of whom are not resident within the parish.

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 families 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. This year baptisms and weddings have been limited due to covid-19.

#### **Deanery Synod**

We have 3 elected members of the Deanery Synod who meet on a regular basis.

#### **The Church in the centre of the Community**

The benefits of the organisation's purposes are available to everyone and include the advancement of religion, public worship, teaching, free activities for families, community services such as the foodbank, music and singing and other church related activities, donations and grants, supporting community groups and services, a listening ear and a caring church community, and the church is open every day providing a

space to just be. A new initiative in 2020 was the Blickling phonebox larder which is filled with provisions on a weekly basis and is available to anyone in the community who needs assistance. This has been well utilised over the past year.

During the Covid pandemic, the Church has worked with other community organisations to set up a community helpline which has received over 1000 calls and provided assistance for anyone in the community who needed it. We have also provided food packs for school children during the holidays as part of the Filling the Gap initiative.

The church, through the PCC, plays a significant part in the education of our community. Christian values and beliefs are very firmly embedded in St Michael's Church of England, VA, Primary and Nursery School.

The PCC nominates 7 Foundation governors to the Governing Body of St Michaels. In addition, curate regularly took assemblies both in person and virtually at all four schools. Since his departure this role has been undertaken by our Children's and Young Persons co-ordinator. This included a virtual assembly where children made Christingles from packs provided by the Church. The Church also joined with other Churches in Aylsham to provide every primary school child in Aylsham with a Nativity story book.

The Church provides a wealth of community activities including weekly children's activities which attract in excess of 100 children and families per week and holiday activities which attract around 250 people per activity. We have not been able to run these activities since March 2020 but, have provided activity packs for children on a regular basis which have proved to be extremely popular. Youth breakfasts also continued to be held until March when we had to suspend them.

Activities for adults include our New Brew Café, Men's breakfast, Mother's Union and numerous other groups. The Church is a regular home to 3 community choirs which encompass members from the age of 4 – retired adults. Concerts and evening events are held in the Church on a regular basis and during early 2020 until we had to suspend a lot of our activities due to the pandemic. During the first lockdown weekly coffee mornings we held virtually. Our Monday Sale ran through the summer as an outdoor sale and the Church is also home to the local Foodbank.

Rev Jack Branford left in July to take up a role as chaplain at Gresham's School and an outdoor service to celebrate his time at Aylsham was held. A new Team Rector Reverend Canon Julie Boyd was also appointed and started her role in January 2021.

## **Mission and Evangelism**

We work closely with the local Church of England School and with the other schools in the community through their assemblies and by regular services and activities held in the church specifically for the schools. Also, showing and sharing the Christian faith and love across the parish is paramount in all that is done by the clergy, Parochial Church Council and members of the church community.

Donations to other charities and our own projects provide public benefits in the relief of poverty and need, whether within or outside the ecclesiastical parish, often for minority groups with particular needs such as the elderly, or those of any age having to use the foodbank for example.

We reach out to the community across the parish in many ways including through our website at [www.aylshamparishchurch.org.uk](http://www.aylshamparishchurch.org.uk), Facebook, twitter, notice boards, newsletters and through a regular page in the local free magazine that is delivered to every home in the parish.

## **Pastoral care**

Pastoral care is provided to persons in need, identified by the PCC through pastoral contact in the parish, and through baptisms, weddings and funerals and is carried out by the clergy and other approved visitors

and ministers.

## **Team Ministry and Ecumenical Relationships**

The Church is part of the Aylsham and District Team Ministry which consists of 18 Churches in and around Aylsham. The Team is currently staffed by a Rector, 3 Team Vicars (1 part time) and a Curate who work together to minister to the needs of the community in all the locations but during 2019 the Rector has moved on to a new post. A new Rector has now been appointed and will start in post during January 2021. In addition St Michael's is part of the Aylsham Churches together and regularly participates in activities with Churches of other denominations within Aylsham.

## **Financial Review 2020**

The church's primary source of income is planned-giving and gift aid tax, enabling the church to continue to flourish and serve its members and the community. From time to time we may receive a legacy, which is likely to come from someone with a long-term connection with our church. Any restrictions on gifts would be considered by the PCC before being accepted.

Total receipts on unrestricted funds were £98,157 of which £65,897 was voluntary donations, and a further £15,263 was Gift Aid tax. We were grateful for a pecuniary legacy of £500 from the estate of Mr Geoffrey Ducker. Restricted income of £51,503 was also received including a further grant of £32,000 from the very charitable Mercers' Company to pay for a team administrator and a youth worker.

Planned-giving remained stable and as 2020 saw unprecedented financial constriction due to the Covid-19 pandemic, it was good to see the use of banker's order increase to 73% from 51% in the year, with many new donors signing up and others moving across from the envelope scheme. Also, extra donations were amazingly generous. Total income, including tax recovered but excluding grants, did decrease by 17% in the year, mainly due to collections at services and statutory fees being greatly reduced and fund-raising events cancelled. Total income for the year was £149,660.

Expenditure of £102,352 from unrestricted funds went to provide the Christian ministry of the church, including the £62,000 contribution to the diocesan parish share that increased by 10.7% in the year. It largely provides clergy stipends and housing and relates to the actual cost of ministry within the team and to ministry and mission across the diocese that needs to be shared by all. The Diocese requests an amount from the team, whose leaders then decide how much to allocate to each of its 16 churches. We pay 33.1% of the team sum as Aylsham Parish Church has the largest congregation. Our share was paid in full despite the reduced income due to the Covid-19 pandemic and thanks to the enormous generosity and sacrificial giving of church members, and to those who worked extremely hard and raised funds in other inspirational ways.

£62,656 was also spent from restricted funds including £19,503 on maintenance & repairs to the south chancel stained-glass window, the lighting system, the guttering, downpipes, and channel gully, and £28,033 on the payroll. Charitable giving of £4,824 was unfortunately two thirds less than last year. Total overall expenditure for the year was £165,008.

The net result for the year was a deficit of receipts over payments on unrestricted and restricted funds of £4,195 and £11,153 accordingly, totalling £15,348. Adding bank and deposit balances brought forward at the beginning of the year of £167,212, funds carried forward as of 31<sup>st</sup> December were £7,751 unrestricted, £9,469 unrestricted designated, including £5,000 set aside to meet costs of future Lady Chapel window renovations, and £134,644 restricted of which £75,332 is retained towards meeting the cost of repairs to the church fabric. Balances on 31<sup>st</sup> December totalled £151,864.

From time to time we may apply for grants to English Heritage, the Listed Places of Worship Grant Scheme, or some other heritage Grantmaker for maintenance of our building. We may also apply to the

Diocese or other Grantmakers for support with other projects the PCC wishes to undertake in furtherance of its charitable objects.

## **Reserves Policy**

We hold no Reserve Funds or Assets in overseas investment companies or Trusts and we do not currently hold a reserves policy.

## **Volunteers**

The church is manned by a large contingent of regular and occasional volunteers who work tirelessly to ensure that we can continue to offer all the activities that we do. We are grateful to each and every one of them.

## **Structure, governance and management**

The method of appointment of PCC members is set out in the Church Representation Rules. At St Michael's our PCC consists of the Rector, Churchwardens, Deanery Synod Representatives and those who are elected at our Annual General Meeting. During the time we were without an incumbent, the PCC was chaired either by the Acting Team Rector or the Lay Chair. All members of the congregation are encouraged to attend the meeting and stand for the PCC. In addition to elected members, the PCC do co-opt members who have a particular skill set which would enhance the PCC.

PCC members are responsible for making decisions on all general matters of importance to the Church including how funds are spent. The PCC are supported by a Fabric Committee which is chaired by one of our Churchwardens, a Mission Team and an Events officer. Specific projects may also involve the setting up of a committee as was the case with our recent organ restoration project. All these groups report back to the full PCC who meet every 2 months with a break during the Summer.

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have regard to the House of Bishops' guidance on safeguarding children and vulnerable adults).

## **Administrative information**

Aylsham Parish Church is situated by the Market Place in the centre of town. It is part of the Diocese of Norwich within the Church of England. The correspondence address is Aylsham Parish Church, Market Place, Aylsham, NR11 6EH. The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2006) and is registered with the Charity Commission, registration number 1185005.

PCC members who have served at any time from 1<sup>st</sup> January 2019 until the date this report was approved are:

Ex Officio members:

- Incumbent: Vacant
- Curate: Reverend Jack Branford (Vice Chair) – Until July 2020
- Churchwarden: Dr Keith Brooker
- Churchwarden: Mr Neil Toplis – Until October 2020
- Churchwarden – Mr Tobias De Ville Shaw – From October 2020
- Diocesan Synod Representative - Mrs Hazel Jones
- Diocesan Synod Representative - Mrs Fiona Tibbitt
- Diocesan Synod Representative - Mrs Valerie Root

Elected members:

- Mr Tobias De Ville Shaw – Until October 2020

- Mr David Martin
- Mrs Mary Elsey
- Mrs Deborah Graver (Secretary)
- Mrs Sylvia Martin (Treasurer – From March 2019)
- Mr Clive McCombie
- Mr Derek Medler – Until July 2020
- Mrs Angela Quinn
- Mr Henry Macey
- Mr Richard Hodder
- Mr Michael Daniels – Co-opted September 2020
- Mrs Jenny Cobley – From October 2020
- Mr Barry Halford – From October 2020
- Mr Peter Martin – From October 2020

Approved by the PCC on 8<sup>th</sup> March 2021 and signed on their behalf by the Rector, Reverend Canon Julie Boyd

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## **Independent Examiner's Report to the Trustees of Aylsham PCC**

### **Independent examiner's report to the trustees of Aylsham PCC**

I report to the charity trustees on my examination of the accounts of Aylsham PCC (the Trust) for the year ended 31 December 2020.

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

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

I report in respect of my examination of the Trust's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all 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 Trust 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.

Mark Johnstone FCA  
Argents Chartered Accountants  
15 Palace Street  
NORWICH  
Norfolk  
NR3 1RT

Date: .....

# Aylsham PCC

Charity Commission Registration 1185005

## FINANCIAL STATEMENT for the year ended 31 December 2020

Statement of Financial Activities	Note	Unrestricted Fund £	Designated Fund £	Restricted Fund £	Endowment Fund £	Total TD 2020 £	Total Y/E 2019 £
<b>Incoming resources</b>	A						
<b>Voluntary receipts</b>							
Tax efficient planned giving	1	37,260.72	-	-	-	37,260.72	37,043.31
Other planned giving	2	1,769.60	-	-	-	1,769.60	1,023.10
Collections at services	3	4,651.79	-	-	-	4,651.79	12,168.73
All other giving & voluntary receipts	4	22,214.71	-	8,014.94	-	30,229.65	21,132.88
Gift Aid recovered		15,262.87	-	500.00	-	15,762.87	13,851.27
Legacies received (Capital Value)		500.00	-	-	-	500.00	2,224.80
Grant Income	5	-	-	36,397.46	-	36,397.46	-
<b>Total voluntary receipts</b>		<b>81,659.69</b>	<b>-</b>	<b>44,912.40</b>	<b>-</b>	<b>126,572.09</b>	<b>87,444.09</b>
<b>Activities for generating funds</b>							
Gross receipts from fundraising activities	6	357.78	2,887.97	-	-	3,245.75	17,488.28
<b>Investment income</b>							
Dividends, interest, receipts from property	7	57.27	5.80	4,901.58	-	4,964.65	5,589.34
<b>Church activities</b>							
Statutory fees retained by the PCC		2,967.00	-	-	-	2,967.00	6,080.00
Gross receipts from trading	8	240.22	-	-	-	240.22	275.00
<b>Other receipts</b>							
Other receipts not already listed	9	9,981.31	-	1,688.75	-	11,670.06	19,435.25
<b>Total incoming resources</b>		<b>95,263.27</b>	<b>2,893.77</b>	<b>51,502.73</b>	<b>-</b>	<b>149,659.77</b>	<b>136,311.96</b>
<b>Resources expended</b>	B						
<b>Costs of generating funds</b>							
Fundraising activities	1	559.26	-	-	-	559.26	5,369.05
<b>Church activities</b>							
Mission giving & donations	2	1,743.32	250.00	2,831.00	-	4,824.32	14,566.14
Diocesan parish share contribution		58,513.52	3,486.48	-	-	62,000.00	56,000.00
Salaries, wages & honoraria	3	4,417.46	-	33,689.36	-	38,106.82	20,006.91
Clergy and staffing expenses	4	1,829.06	-	-	-	1,829.06	3,529.35
<b>Church expenses</b>							
Mission & Evangelism	5	7,347.51	-	-	-	7,347.51	16,466.08
Church running expenses	6	10,505.27	4,390.40	1,791.09	-	16,686.76	48,231.62
Church utility bills	7	5,435.03	-	-	-	5,435.03	10,637.60
Cost of trading: bank charges, bookstall	8	352.75	-	-	-	352.75	1,156.85
<b>Major capital expenditure</b>							
Major repairs & redecoration to church building		-	-	23,564.48	-	23,564.48	8,542.57
New building work		-	-	780.00	-	780.00	425.00
<b>Other expenditure</b>							
Other payments not already listed	9	3,521.88	-	-	-	3,521.88	3,948.78
<b>Total resources expended</b>		<b>94,225.06</b>	<b>8,126.88</b>	<b>62,655.93</b>	<b>-</b>	<b>165,007.87</b>	<b>188,879.95</b>
<b>Net incoming resources before transfers</b>		1,038.21	- 5,233.11	- 11,153.20	- -	15,348.10	- 52,567.99
<b>Transfers between funds</b>		-	-	-	-	-	-
<b>Net movement in funds</b>		1,038.21	- 5,233.11	- 11,153.20	- -	15,348.10	- 52,567.99
<b>Balance b/fwd 1 January</b>		6,712.06	14,702.66	145,797.04	-	167,211.76	219,779.75
<b>Balances c/fwd</b>		7,750.27	9,469.55	134,643.84	-	151,863.66	167,211.76

## NOTES TO THE FINANCIAL STATEMENT

### RECEIPTS

	A	Unrestricted Fund £	Designated Fund £	Restricted Fund £	Endowment Fund £	Total TD 2020 £	Total Y/E 2019 £
<b><u>PLANNED GIVING</u></b>	1-2						
Standing Order - Gift Aided	1	30,139.00	-	-	-	30,139.00	25,805.00
Regular Envelopes - Gift Aided		7,121.72	-	-	-	7,121.72	11,238.31
Standing Order	2	1,280.00	-	-	-	1,280.00	390.00
Regular Envelopes		489.60	-	-	-	489.60	633.10
		<b>39,030.32</b>	-	-	-	<b>39,030.32</b>	<b>38,066.41</b>
<b><u>COLLECTIONS AT SERVICES</u></b>	3						
Sunday Collections		2,212.07	-	-	-	2,212.07	7,234.55
Sunday Collections - Gift Aided		227.00	-	-	-	227.00	1,349.70
Weekday Collections		407.06	-	-	-	407.06	1,666.85
Weekday Collections - Gift Aided		-	-	-	-	-	81.00
Wedding and Funeral Collections		1,539.14	-	-	-	1,539.14	897.78
Wedding and Funeral Collections - Gift Aided		5.00	-	-	-	5.00	133.00
Baptism Collections		221.52	-	-	-	221.52	782.85
Baptism Collections - Gift Aided		40.00	-	-	-	40.00	23.00
		<b>4,651.79</b>	-	-	-	<b>4,651.79</b>	<b>12,168.73</b>
<b><u>ALL OTHER GIVING/VOLUNTARY RECEIPTS</u></b>	4						
Appeals		-	-	2,400.10	-	2,400.10	9,128.15
Appeals Gift Aided		-	-	235.00	-	235.00	671.70
CAF & GAYE giving		105.00	-	-	-	105.00	187.11
Donations		6,587.71	-	3,379.84	-	9,967.55	1,993.18
Donations - Gift Aided		15,283.00	-	2,000.00	-	17,283.00	7,980.04
Wall Boxes		239.00	-	-	-	239.00	1,172.70
		<b>22,214.71</b>	-	<b>8,014.94</b>	-	<b>30,229.65</b>	<b>21,132.88</b>
<b><u>GRANT INCOME</u></b>	5						
Non-Recurring Grants		-	-	2,300.00	-	2,300.00	-
Recurring Grants		-	-	34,097.46	-	34,097.46	-
		-	-	<b>36,397.46</b>	-	<b>36,397.46</b>	-
<b><u>ACTIVITIES FOR GENERATING FUNDS</u></b>	6						
Churches Together Bike Ride		64.03	-	-	-	64.03	-
Other Fundraising		271.75	2,887.97	-	-	3,159.72	10,747.85
Concerts and Events		22.00	-	-	-	22.00	6,740.43
		<b>357.78</b>	<b>2,887.97</b>	-	-	<b>3,245.75</b>	<b>17,488.28</b>
<b><u>INVESTMENT INCOME</u></b>	7						
Bank Loyalty Reward		47.72	-	-	-	47.72	147.21
Dividends and Interest		9.55	5.80	281.58	-	296.93	822.13
Rental Income		-	-	4,620.00	-	4,620.00	4,620.00
		<b>57.27</b>	<b>5.80</b>	<b>4,901.58</b>	-	<b>4,964.65</b>	<b>5,589.34</b>
<b><u>CHURCH ACTIVITIES</u></b>	8						
Bookstall		120.22	-	-	-	120.22	-
Use of Church building		120.00	-	-	-	120.00	275.00
		<b>240.22</b>	-	-	-	<b>240.22</b>	<b>275.00</b>
<b><u>OTHER INCOME</u></b>	9						
Children & Youth Activities		1,263.21	-	-	-	1,263.21	2,683.82
Church Flowers		156.00	-	-	-	156.00	709.00
Fees - additional		445.12	-	-	-	445.12	115.00
Miscellaneous		4,120.65	-	178.00	-	4,298.65	2,761.37
Parish Activities		2,890.00	-	-	-	2,890.00	6,719.84
Tea & Coffee		1,006.33	-	-	-	1,006.33	4,553.79
VAT Reclaim		-	-	1,510.75	-	1,510.75	1,792.43
Wispire		100.00	-	-	-	100.00	100.00
		<b>9,981.31</b>	-	<b>1,688.75</b>	-	<b>11,670.06</b>	<b>19,435.25</b>

# NOTES TO THE FINANCIAL STATEMENT ctd.

## PAYMENTS

	B	Unrestricted Fund	Designated Fund	Restricted Fund	Endowment Fund	Total TD 2020	Total Y/E 2019
		£	£	£	£	£	£
<b><u>COSTS OF GENERATING FUNDS</u></b>	1						
Concerts & Events		349.16	-	-	-	349.16	4,569.05
Flower Festival		-	-	-	-	-	-
Fund Raising		210.10	-	-	-	210.10	800.00
		<b>559.26</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>559.26</b>	<b>5,369.05</b>

## **CHURCH ACTIVITIES**

### **MISSION GIVING AND DONATIONS**

	2						
Charities - Home (UK)		1,058.75	-	478.07	-	1,536.82	669.94
Charities - Overseas		-	150.00	322.09	-	472.09	-
Charities - Secular		681.64	100.00	1,553.67	-	2,335.31	12,477.20
Charities - Christian Relief		2.93	-	477.17	-	480.10	1,419.00
		<b>1,743.32</b>	<b>250.00</b>	<b>2,831.00</b>	<b>-</b>	<b>4,824.32</b>	<b>14,566.14</b>

### **SALARIES, WAGES & HONORARIA**

	3						
Administrator Parish/Team		687.50	-	6,924.15	-	7,611.65	7,311.45
Salaries		-	-	21,108.96	-	21,108.96	841.67
Support Costs		3,729.96	-	5,656.25	-	9,386.21	11,853.79
		<b>4,417.46</b>	<b>-</b>	<b>33,689.36</b>	<b>-</b>	<b>38,106.82</b>	<b>20,006.91</b>

### **CLERGY AND STAFFING EXPENSES**

	4						
Clergy Expenses		502.20	-	-	-	502.20	2,930.97
Computer		866.93	-	-	-	866.93	318.39
Subscriptions		459.93	-	-	-	459.93	279.99
		<b>1,829.06</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,829.06</b>	<b>3,529.35</b>

## **CHURCH RUNNING EXPENSES**

	5-8						
Mission and Evangelism Costs	5	1,984.88	-	-	-	1,984.88	4,745.76
Children & Youth Activities		2,472.63	-	-	-	2,472.63	4,177.33
Parish Activities		2,890.00	-	-	-	2,890.00	7,542.99
Parish/Team Administration	6	1,628.33	-	363.76	-	1,992.09	3,151.13
CCLI Licence		350.18	-	-	-	350.18	340.73
Church Flowers		135.75	-	-	-	135.75	674.80
Church Furniture		-	-	-	-	-	17,325.79
Churchyard Expenses		46.00	-	-	-	46.00	46.00
Insurance		-	4,390.40	497.82	-	4,888.22	4,829.54
Insurance (Parish Room)		580.73	-	-	-	580.73	559.11
Maintenance		471.91	-	929.51	-	1,401.42	11,683.29
Photocopier		1,818.00	-	-	-	1,818.00	923.05
Postage		1,251.64	-	-	-	1,251.64	400.00
Printing		1,731.51	-	-	-	1,731.51	3,721.87
Stationery		438.73	-	-	-	438.73	673.24
Security		901.44	-	-	-	901.44	1,292.15
Service Costs		1,151.05	-	-	-	1,151.05	2,610.92
Gas and Electricity	7	5,275.98	-	-	-	5,275.98	10,189.26
Water		159.05	-	-	-	159.05	448.34
Bank charges	8	350.95	-	-	-	350.95	718.09
Bookstall		1.80	-	-	-	1.80	438.76
		<b>23,640.56</b>	<b>4,390.40</b>	<b>1,791.09</b>	<b>-</b>	<b>29,822.05</b>	<b>76,492.15</b>

## **OTHER EXPENDITURE**

	9						
Gifts		154.97	-	-	-	154.97	490.00
Grants		-	-	-	-	-	600.00
Miscellaneous		3,085.42	-	-	-	3,085.42	1,539.23
Tea & Coffee etc		281.49	-	-	-	281.49	1,319.55
		<b>3,521.88</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,521.88</b>	<b>3,948.78</b>

# Aylsham PCC

## BALANCE SHEET for the year ended 31 December 2020

	Note	Unrestricted Fund	Designated Fund	Restricted Fund	Endowment Fund	Total 2020	Total 2019
		£	£	£	£	£	£
<b>Fixed assets</b>	C						
Tangible		-	-	-	-	-	-
Investments		-	-	-	-	-	-
		-	-	-	-	-	-
<b>Current assets</b>	D						
Debtors		5,305.96	681.00	115.22	-	6,102.18	7,762.01
Bank Current Accounts		1,892.56	7,415.75	85,433.83	-	94,742.14	67,762.80
Bank Savings Account		-	-	-	-	-	-
Deposit Funds		1,500.00	1,372.80	51,005.86	-	53,878.66	96,882.63
		<b>8,698.52</b>	<b>9,469.55</b>	<b>136,554.91</b>	<b>-</b>	<b>154,722.98</b>	<b>172,407.44</b>
<b>Current liabilities</b>	D						
Creditors		948.25	-	1,911.07	-	2,859.32	5,195.68
<b>Net current assets</b>		<b>7,750.27</b>	<b>9,469.55</b>	<b>134,643.84</b>	<b>-</b>	<b>151,863.66</b>	<b>167,211.76</b>
<b>Total net assets</b>		<b>7,750.27</b>	<b>9,469.55</b>	<b>134,643.84</b>	<b>-</b>	<b>151,863.66</b>	<b>167,211.76</b>
<b>Represented by Parish Funds</b>							
Unrestricted	E			2020		2019	
				7,750.27		6,712.06	
Designated	F			9,469.55		14,702.66	
Restricted	G			134,643.84		145,797.04	
Endowment	H			-		-	
				<b>151,863.66</b>		<b>167,211.76</b>	

The financial statements were approved by the board of Trustees on ..... and were signed on its behalf by:

.....Trustee

# Aylsham PCC

## PARISH FUNDS DETAILS for the year ended 31 December 2020

### 1. Fund movement - current year

Unrestricted		Bal b/fwd	Receipts	Payments	Transfers	Bal c/fwd
General Account		6,712.06	95,263.27	- 94,225.06	-	7,750.27
		<b>6,712.06</b>	<b>95,263.27</b>	<b>- 94,225.06</b>	<b>-</b>	<b>7,750.27</b>
Designated		Bal b/fwd	Receipts	Payments	Transfers	Bal c/fwd
Quinn Legacy	a	5,504.18	-	- 250.00	-	5,254.18
Millennium Sale	b	9,198.48	2,893.77	- 7,876.88	-	4,215.37
		<b>14,702.66</b>	<b>2,893.77</b>	<b>- 8,126.88</b>	<b>-</b>	<b>9,469.55</b>
Restricted		Bal b/fwd	Receipts	Payments	Transfers	Bal c/fwd
Fabric Fund	c	91,898.93	3,716.79	- 20,283.28	-	75,332.44
Organ Fund	d	444.70	60.01	- 504.71	-	-
Charities Fund	e	-	2,999.15	- 2,621.00	-	378.15
Liz Jones Youth	f	2,242.70	261.65	- 210.00	-	2,294.35
Pop, Corn and Grace	g	78.51	-	-	-	78.51
School House Trust	h	21,614.70	4,620.00	- 6,154.07	-	20,080.63
Mercers' Grant	i	28,204.88	34,097.46	- 28,396.87	-	33,905.47
Bells Fund	j	1,312.62	5,747.67	- 4,486.00	-	2,574.29
		<b>145,797.04</b>	<b>51,502.73</b>	<b>- 62,655.93</b>	<b>-</b>	<b>134,643.84</b>
Endowment		Bal b/fwd	Receipts	Payments	Transfers	Bal c/fwd
None		-	-	-	-	-
		-	-	-	-	-
<b>Total Parish Funds</b>		<b>167,211.76</b>	<b>149,659.77</b>	<b>- 165,007.87</b>	<b>-</b>	<b>151,863.66</b>

## 1. Fund movement continued - comparative year

### PARISH FUNDS DETAILS For the year ended 31 December 2019

E. Unrestricted		Bal b/fwd	Receipts	Payments	Transfers	Bal c/fwd
General Account		9,949.04	106,572.62	- 116,309.95	6,500.35	6,712.06
		<b>9,949.04</b>	<b>106,572.62</b>	<b>- 116,309.95</b>	<b>6,500.35</b>	<b>6,712.06</b>
F. Designated		Bal b/fwd	Receipts	Payments	Transfers	Bal c/fwd
Quinn Legacy	a	5,804.18	-	- 300.00	-	5,504.18
Millennium Sale	b	11,433.32	9,584.04	- 11,818.88	-	9,198.48
		<b>17,237.50</b>	<b>9,584.04</b>	<b>- 12,118.88</b>	<b>-</b>	<b>14,702.66</b>
G. Restricted		Bal b/fwd	Receipts	Payments	Transfers	Bal c/fwd
Fabric Fund	c	117,046.84	3,972.79	- 29,120.70	-	91,898.93
Organ Fund	d	9,374.35	40.90	- 2,470.20	- 6,500.35	444.70
Charity Funds	e	365.99	9,128.15	- 9,494.14	-	-
Liz Jones Youth	f	5,974.04	580.84	- 4,312.18	-	2,242.70
Pop, Corn and Grace	g	78.51	-	-	-	78.51
School House Trust	h	25,753.48	5,120.00	- 9,258.78	-	21,614.70
Mercers Grant	i	34,000.00	-	- 5,795.12	-	28,204.88
Bells Fund	j	-	1,312.62	-	-	1,312.62
		<b>192,593.21</b>	<b>20,155.30</b>	<b>- 60,451.12</b>	<b>- 6,500.35</b>	<b>145,797.04</b>
H. Endowment		Bal b/fwd	Receipts	Payments	Transfers	Bal c/fwd
None		-	-	-	-	-
		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Total Parish Funds		<b>219,779.75</b>	<b>136,311.96</b>	<b>- 188,879.95</b>	<b>-</b>	<b>167,211.76</b>

### NOTES TO DESIGNATED AND RESTRICTED PARISH FUNDS

- Quinn Legacy - Designated £5k for future Lady Chapel window renovations and balance for charitable giving.
- Millennium Sale Fund - Designated for Insurance, Church Projects and other essential items.
- Fabric Fund - Restricted to cover costs of church fabric restoration and maintenance.
- Organ Fund - Restricted to the organ and related items.
- Charities Fund - Restricted to specific charitable fundraising, appeals and payments.
- Liz Jones Youth Fund - Restricted to benefit the young people of Aylsham.
- Pop, Corn & Grace Fund - Restricted to production costs of the festival Radio Station.
- School House Trust Fund rent received - Restricted to educational purposes and youth support costs.
- Mercers 'Deepening Rural Mission' (£34k Dec 18, £32k Mar 20, £30k due Yr3) - Restricted to Team Administrator & Youth Worker
- Bells Fund - Restricted temporary fund for headstock repair project.

## GENERAL NOTES

### 2. ACCOUNTING POLICIES

The financial statement has been prepared in accordance with the Church Accounting Regulations 2006 in accordance with applicable accounting standards and the Current Statement of Recommended Practice, Accounting and Reporting by Charities and applicable accounting standard FRS 102.

The financial statement has been prepared under the historical cost convention. The financial statement includes all transactions, assets and liabilities for which the PCC is responsible in law. It does not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members.

### STATEMENT OF FINANCIAL ACTIVITIES

#### A. INCOMING RESOURCES

Planned giving, collections and similar donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is entitled to the use of the resources, their ultimate receipt is considered reasonably certain and the amounts due are readily quantifiable. Dividends are accounted for when declared receivable, interest as and when accrued by the payer. All incoming resources are accounted for gross.

#### B. RESOURCES EXPENDED

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The diocesan parish share expected to be paid over is accounted for when due. All other expenditure is generally recognised when it is incurred and is accounted for gross.

### BALANCE SHEET

#### C. FIXED ASSETS

Consecrated and benefice property is not included in the accounts in accordance with s.10(2)(a) and (c) of the Charities Act 2011. Movable church furnishings held by the incumbent and churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church's inventory, which can be inspected (at any reasonable time). Fixed assets are not valued in the financial statements as all such items are written off when the asset is acquired.

#### D. CURRENT ASSETS AND LIABILITIES

Debtors are accruals of receipts to the current financial statement that are outstanding with the bank at the year end. Deposit funds are with the CCLA CBF Church of England Deposit Fund. Creditors are accruals of payments to the current financial statement that are outstanding with the bank at the year end and prepayments of items that refer to future years.

### FUND ACCOUNTING

E. Unrestricted funds are income funds that are to be spent on the PCC's general purposes.

F. Designated funds are general funds set aside by the PCC for use in the future. Project funds are designated for particular projects for administration purposes only. Designated funds remain unrestricted and the PCC will move any surplus to other general funds.

G. Restricted funds comprise (a) income from endowments that is to be expended only on the restricted purposes intended by the donor, and (b) revenue donations or grants for a specific PCC activity intended by the donor.

H. Endowment funds capital must be retained either permanently or at the PCC's discretion; the income derived from the endowment is to be used either as restricted or unrestricted income depending upon the purpose for which the endowment was established in the first place.

### 2. Employees

The average monthly number of employees during the year was: 2

	2020 Number	2019 Number
Employees	<u>2</u>	<u>1</u>
Employment costs	2020 £	2019 £
Salaries	<u>27,224</u>	<u>4,841</u>

There were no employees whose annual remuneration was £60,000 or more.

### 3. Trustees

During the year Henry Macey, trustee, was paid the sum of £3,400 as a honourarium fee for his role as church organist. No other payments of remuneration or benefits were made to trustees by the charity during the year.