



## **Trustees' Annual Report for the period**

**From 1<sup>st</sup> January 2020 to 31<sup>st</sup> December 2020**

**Charity name: The Parochial church council of the Ecclesiastical Parish of St Peter & St John's Rugby.**

**Charity registration number: 1185009**

## **Objectives and Activities**

St Peter & St John's church council has responsibility, together with the incumbent, in promoting in the ecclesiastical parish, the whole mission of church, pastoral, evangelical, social and ecumenical.

The church works to the Diocesan goals of 'Worshipping God, making disciples and transforming communities and therefore all our activities are geared towards one of these goals. We hold a variety of services for worship at varying times and days, we offer groups to nurture faith and friendship and we have sought to benefit the wider parish by enhancing the accessibility and usefulness of the building which has significantly improved facilities. However, in 2020 along with many other charities, our activities were curtailed due to the pandemic.

It is confirmed that the trustees have regard to the guidance on public benefit issued by the Charity Commission.



## Achievements and Performance

From March 2020 onwards almost every way in which church functioned changed radically and suddenly. Although much was difficult and desperately sad, there were good things which emerged. It was encouraging that a high number of our regular congregation transferred onto zoom and the sense of commitment, camaraderie and engagement between those able to join in this way was very high.

In addition to the service on Sunday mornings, three small groups flourished on zoom during this time. The online prayers on Facebook created greater opportunities for lay leadership to be involved.

In terms of pastoral support to those who were not able to connect digitally, our incumbent remained in touch by telephone on a regular basis, newsletters were delivered and people were directed to telephone lines where they might receive daily hope and encouragement. However, we do recognise that those unable to connect digitally have suffered the most in terms of feeling part of the church community.

On the whole, almost all our services were on zoom and not pre-recorded. In the summer we used a couple of pre-recorded services simply to enable our incumbent to get away. The level of connectivity and engagement by using the zoom platform has been far greater than it would have been had we gone down the pre-recorded route.

So much change has been challenging and often exhausting we are grateful for each one who has stayed involved and as committed as possible to the church community in every way both spiritually and financially.

In June 2020 a further change was proposed at the deanery Synod. The proposal was that St Peter and St John share a minister with the church of St George's. In St Peter and St John's a good number of PCC meetings during the rest of 2020 were given over to the consideration of this proposal.

The particular strengths of our church community were, before the pandemic, most evidenced by the many mid-week activities which connected with our community: the veg beds, the craft groups and the uniformed groups. In the last couple of years, we have risen to the eco-church challenge and continue to seek ways of reducing our impact on the environment.

## Financial Review

### Income

The total income in 2020 amounted to £83,099.

As expected some income was lower than previous years due to the COVID pandemic. However, despite this the church was fortunate to receive several donations during the year as well as continuing support from planned giving & the gift aid received thereon. The church also benefited from grants received from the Diocese, Warwickshire County Council and Rugby Borough Council. The latter was a grant to support venues who suffered a downfall in income on the community hall due to restrictions in place.

## Expenditure

The total expenditure for the year amounted to £111,335.

In 2020 final payment was made on phase 2 of Project Welcome and this together with new lighting improved the community space available for users. Following completion of work on the new boiler installation, £27,803 was paid to the supplier in 2020. There are still minor issues to be resolved and a retention is still due to them. The Diocesan Parish share of £59,786 was paid as well as £6270 spent on church administration which included the cost of the quinquennial inspection. As with income some costs were below previous years due to the pandemic.

The General fund shows a deficit of £1988.

Shares included in the endowment fund showed an increase in market value of £1714.

Designated funds now amount to £18099.

As shown on the Balance sheet, total assets held at 31<sup>st</sup> December 2020 amounted to £53,590.

It is the policy of the PCC to maintain a balance on unrestricted funds which equate to 3 months unrestricted payments, to cover any emergency that may arise.  
The balance of reserves held at 31<sup>st</sup> December 2020 was £35491.

## Structure, Governance and Management

The PCC is governed by 2 Church of England measures – The Parochial Church Councils (Powers) Measure 1956 as amended, which defines the principle function of the PCC and the Church Representation Rules 2011.

The charity's constitution is an Unincorporated association

The method of appointment of PCC members is set out in the Church Representation Rules. Members are either ex-officio or elected by the Annual Parochial Church Meeting. Representatives normally serve for 3 years.

## Reference and Administrative details

St Peter & St John's church  
St Peter's Road  
Rugby CV21 3QP




### Names of the charity trustees who manage the charity

Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
Rev Sheila Bridge	Vicar		
Mr David Bridge	Secretary		
Mrs Yvonne Rollins	Churchwarden	Up to 4 <sup>th</sup> October 2020	
Mr Clive Jones	Churchwarden		
Mrs Linda Wakeling	Treasurer		
Mrs Judy Martin Jones	Churchwarden from 4 <sup>th</sup> October 2020		
Mr John Martin Jones	Reader		
Ms Christine Oakley			
Mrs Jasmine Bingham			
Mr Simon Bingham			
Mrs Heather McQuillan			
Mr John Merrigan			
Mr David Wakeling			
Mr David Hopkinson		From 24 <sup>th</sup> October 2020	

### Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	CLIVE JONES	
Position (eg Secretary, Chair, etc)	CHAIR	
Date	14-10-2021	

**PAROCHIAL CHURCH COUNCIL OF ST PETER JOHN CHURCH RUGBY**

**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST DECEMBER 2020**

		<b>General £</b>	<b>Designated £</b>	<b>Endowment £</b>	<b>2020 Total £</b>	<b>2019 Total £</b>
<b>INCOMING RESOURCES</b>						
Incoming resources from donors	2(a)	56,520			56,520	59,089
Other voluntary incoming resources	2(b)	11,735	8,250		19,985	146,287
Income from charitable/ancillary trading	2(c)	5,767			5,767	9,869
Other Ordinary Income	2(d)				0	0
Income from Investments	2(e)	827			827	963
<b>Total Incoming Resources</b>		<b>74,849</b>	<b>8,250</b>	<b>0</b>	<b>83,099</b>	<b>216,208</b>
<b>RESOURCES USED</b>						
Grants	3(a)	1,842			1,842	1,770
Activities directly relating to church	3(b)	69,025	34,199		103,224	202,181
Fund Raising & Publicity	3(c)				0	107
Church management and administration	3(d)	5,970	300		6,270	14,765
<b>Total Resources Used</b>		<b>76,837</b>	<b>34,499</b>	<b>0</b>	<b>111,336</b>	<b>218,823</b>
<b>NET INCOMING/(OUTGOING) RESOURCES</b>		<b>-1,988</b>	<b>-26,249</b>	<b>-</b>	<b>-28,237</b>	<b>-2,615</b>
<b>Transfer between Funds</b>					<b>-</b>	<b>0</b>
<b>Gains and Losses on Investments</b>						
Realised		-	-	-	-	-
Unrealised		-	-	1714	1,714	3928
<b>NET MOVEMENT IN FUNDS</b>		<b>-1,988</b>	<b>-26,249</b>	<b>1,714</b>	<b>-26,523</b>	<b>1,313</b>
Balance 1st January 2020		5,549	44,347	30,216	80,112	78,799
		-	-	-	-	-
<b>BALANCES CARRIED FORWARD AT 31 DECEMBER 2020</b>		<b>£3,561</b>	<b>£18,098</b>	<b>£31,930</b>	<b>£53,589</b>	<b>£80,112</b>

**PAROCHIAL CHURCH COUNCIL OF ST PETER JOHN CHURCH RUGBY**

**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST DECEMBER 2020**

**BALANCE SHEET AT 31ST DECEMBER 2018**

	<b>Note</b>	<b>General £</b>	<b>Designated £</b>	<b>Endowment £</b>	<b>Total 2020 £</b>	<b>Total 2019 £</b>
<b>FIXED ASSETS</b>						
Investment Assets	9		8,506	31,930	40,436	35,722
		0	8,506	31,930	40,436	35,722
<b>CURRENT ASSETS</b>						
Debtors	10	2,300		-	2,300	4,787
Short Term Deposits		1,905	2497		4,402	30,611
Cash at Bank and in Hand		525	7,095	-	7,620	11,461
		4,730	9,592	0	14,322	46,859
<b>LIABILITIES; AMOUNTS FALLING DUE WITHIN ONE YEAR</b>	11	1,169	0	-	1,169	2,469
<b>NET CURRENT ASSETS</b>		<b>3,561</b>	<b>9,592</b>	<b>0</b>	<b>13,153</b>	<b>44,390</b>
<b>NET ASSETS</b>		<b>£3,561</b>	<b>£18,098</b>	<b>£31,930</b>	<b>£53,589</b>	<b>£80,112</b>
<b>FUNDS</b>	13	<b>£3,561</b>	<b>£18,098</b>	<b>£31,930</b>	<b>£53,589</b>	<b>£80,112</b>

The notes on pages 2 to 6 form part of this financial statement

These accounts were approved by the Trustees on

Trustee

Trustee

## **1 ACCOUNTING POLICIES**

The financial statements have been prepared in accordance with the Statement of Recommended Accounting Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and with the Charities Act 2011.

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value.

- ♦ General funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC.
- ♦ Funds designated for a particular purpose by the PCC are also unrestricted
- ♦ The accounts 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

### **Incoming Resources**

#### ***Voluntary income and capital sources***

- ♦ Collections are recognised when received by or on behalf of the PCC.
- ♦ Planned giving receivable under Gift Aid is recognised only when received.
- ♦ Income tax recoverable on Gift Aid donations is recognised when the income is recognised.
- ♦ Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain.
- ♦ Funds raised by the fete, garden party and similar events are accounted for gross
- ♦ Sales of books and magazines from the church bookstall are accounted for gross

#### ***Other Income***

- ♦ Rental income from the letting of church premises is recognised when the rental is due

#### ***Income from Investments***

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

#### ***Gains and Losses on Investments***

- ♦ Realised gains or losses are recognised when investments are sold
- ♦ Unrealised gains or losses are accounted for on revaluation of investments at 31st December

### **Resources used**

#### ***Grants***

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

#### ***Activities directly relating to the work of the Church***

The diocesan parish share is accounted for when payable. Any share unpaid at 31st December is provided for in those accounts as an operational (though not legal) liability and is shown as a creditor in the Balance Sheet.

## **1 ACCOUNTING POLICIES (contd)**

### **Fixed Assets**

## **Consecrated property and movable church furnishings**

Consecrated and beneficed property of any kind is excluded from the accounts in accordance with the Charities Act 2011

Movable church furnishings held by the Priest in Charge and Churchwardens on special trust for the PCC and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's inventories, which can be inspected (at any reasonable time). For inalienable property acquired prior to 1999 there is insufficient cost information available and therefore such assets are not valued in the accounts. All items acquired since 1st January 2000 will be charged in full in the accounts in the year of acquisition, regardless of cost. Such items will be recorded in the church inventories. All expenditure on maintenance and repair of all assets including consecrated and beneficed property is written off in the accounts in the year in which incurred.

## **Investments**

Investments are valued at market value at 31st December.

## **Current assets**

Amounts owing to the PCC at 31st December for fees, rents or other income are shown as debtors.

Short term deposits include cash held on deposit either at the bank

## **2 INCOMING RESOURCES**

	<b>General £</b>	<b>Designated £</b>	<b>Endowment £</b>	<b>2020 Total £</b>	<b>2019 Total £</b>
(a) Incoming resources from donors					
Planned giving:					
Contributions received	42,386	-	-	42,386	40,778
Income Tax recoverable on giving	11,915	-	-	11,915	13,673
Collections (open plate) at all services	2,219	-	-	2,219	4,638
Legacies and Donations	0	0	-	0	0
	<u>56,520</u>	<u>0</u>	<u>0</u>	<u>56,520</u>	<u>59,089</u>
(b) Other voluntary incoming resources					
Donations etc.	8,122	2250	-	10,372	17,251
Fund raising events	613	-	-	613	6,605
Grants/ Use of Church	3000	6000	-	9,000	122,431
	<u>11,735</u>	<u>8,250</u>	<u>0</u>	<u>19,985</u>	<u>146,287</u>
(c) Income from charitable and ancillary trading					
Church hall lettings, etc.	4,262	-	-	4,262	8,587
Fees	1,505	-	-	1,505	1,282
	<u>5,767</u>	<u>0</u>	<u>0</u>	<u>5,767</u>	<u>9,869</u>
(d) Other Ordinary Income					
Insurance Claim	0	-	-	0	0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
(e) Income from investments					
Dividends and interest including any reclaimed tax	827	-	-	827	963
	<u>827</u>	<u>0</u>	<u>0</u>	<u>827</u>	<u>963</u>
<b>TOTAL INCOMING RESOURCE</b>	<b>£74,849</b>	<b>£8,250</b>	<b>£0</b>	<b>£83,099</b>	<b>£216,208</b>

## **PAROCHIAL CHURCH COUNCIL OF ST PETER JOHN CHURCH RUGBY**

### **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st DECEMBER 2020**

## **3 RESOURCES USED**

	<b>Note</b>	<b>General £</b>	<b>Designated £</b>	<b>Endowment £</b>	<b>2020 Total £</b>	<b>2019 Total £</b>
(a) Grants						
Missionary and charitable giving:						
Church overseas:						
Toybox		500	-	-	500	500
Other		592	0	-	592	463
Church societies		-	-	-	0	57
Hope4		750	-	-	750	750
		<u>1,842</u>	<u>0</u>	<u>0</u>	<u>1,842</u>	<u>1,770</u>
(b) Activities directly relating to the work of the Church						

Ministry:					
Share to diocese etc		59,786		59,786	59,816
Clergy Expenses		627		627	755
Upkeep of Church:					
Running costs	5	7,159	150	7,309	5,853
Church maintenance	6	694		694	1,283
Major repair/renovation	7	0	33,571	33,571	131,770
Church hall: Running costs		564		564	1,588
Outreach		164	478	642	1,052
Discipleship				0	64
Other payments	8	31	0	31	0
		69,025	34,199	0	103,223
					202,181
(c) Fund Raising & Publicity					
Cost of Social Events		0	0	-	0
		0	0	0	107
					107
(d) Church management and administration					
Administrative Salaries		4,446		4,446	3,431
Printing and Stationery		84		84	91
Architect fees		1200	300	1,500	10,501
Accountant's fees		240		240	314
Professional fees		0	0	0	428
		5,970	300	0	6,270
					14,765
<b>TOTAL RESOURCES USED</b>		<b>£76,837</b>	<b>£34,499</b>	<b>£0</b>	<b>£111,336</b>
					<b>£218,823</b>

#### 4 STAFF COSTS

	2020	2019
	£	£
Wages and salaries	4,594	3,914
These costs relate to payment for cleaning services and the costs of an administrator and communications & safeguarding officer are a memorandum item only, as they are already included in Notes 2(b) and 2(d) above	4,594	3,914

#### 5 CHURCH RUNNING COSTS

	£	£
Service Expenses	263	660
Heat and Light	4,729	2,982
Insurance	1,962	1,905
Licences	307	242
Water Rates	50	64
	7,309	5,853

#### 6 CHURCH MAINTENANCE

	£	£
Organ	0	515
Other	694	768
	694	1,283

#### 7 MAJOR REPAIR/RENOVATION EXPENDITURE

	£	£
Building work & equipment for extension	2,755	120,792
Quiet garden	0	832
Repair to windows	0	2,116
Hall lighting	3,012	0
New boiler	27,804	8,030
	33,571	131,770

### PAROCHIAL CHURCH COUNCIL OF ST PETER JOHN CHURCH RUGBY

#### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st DECEMBER 2020

#### 8 OTHER PAYMENTS

	2020	2019
	£	£
Gifts	31	0
	31	0

#### 9 INVESTMENTS

	£	£
Market Value 1st January 2020	35,722	65,711
Net Investment/(Withdrawal) in the year	3,000	-33,916
Unrealised increase in value in the year	1,714	3,927
Market Value 31st December 2020	40,436	35,722

The investments comprise of Central Board of Finance Investment Shares and Deposits.

#### 10 SUNDRY DEBTORS

	£	£
Tax refund	2,300	3,242
Tax Project welcome	0	1250
Hall fees	0	295



	2,300	4,787
<b>11 SUNDRY CREDITORS</b>		
	<b>£</b>	<b>£</b>
Heat & Light	500	1,329
Hall fees	0	128
Wedding fee	609	0
Charity donation	0	712
	1,109	2,169
Accrual - Examiner	60	300
	<u>1,169</u>	<u>2,469</u>

## 12 MOVEMENT IN FUNDS

	As at 01.01.20 £	Interest Allocated £	Other Income £	Expend £	Transfer In/ Increase in Mkt Value £	As at 31.12.20 £
<b>Unrestricted</b>						
General	5,549	827	74,022	76,837	0	3,561
<b>Designated</b>						
Welcome project	12,161		1,000	-6068		7,093
Childrens choir	410			-150		260
Flowers	136					136
Veg beds	383		1,000			1,383
Outreach	1,776			-478		1,298
Boiler fund	25,826		6,250	-27,803		4,273
Major repair work	3,655					3,655
	<u>44,347</u>	0	8,250	-34,499	0	18,098
<b>Endowment</b>	30,216	-	-		1,714	31,930

## 13 TRUSTEE REMUNERATION AND BENEFITS

None of the trustees have been paid any remuneration or received any other benefits from an employment with the charity or a related entity (2019-none)

## 14 TRANSACTIONS WITH RELATED PARTIES

There have been no related party transactions in the reporting period (2019 - none)

## 15 SUBSEQUENT EVENTS

At the time of approval of the financial statements, the United Kingdom has been subject to certain lockdown measures due to the COVID-19 pandemic. The Trustees estimate that this will not have had a significant adverse impact on the charity's income during the lockdown period and beyond, it is not currently possible to reliably estimate the full financial effect on the charity.



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
Parochial Church Council of St. Peter John church Rugby

On accounts for the year  
ended

31<sup>st</sup> December 2020

Charity no  
(if any)

1185009

Set out on pages

1 - 5

remember to include the page numbers of additional sheets

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31<sup>st</sup> 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 2011 Act and in carrying out my examination, I have followed 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 (~~other than that disclosed below~~\*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

\* Please delete the words in the brackets if they do not apply.

Signed:

Date:

11/4/2021

Name:

David George Simmons

Relevant professional  
qualification(s) or body  
(if any):

Address:

Hillmorton Vicarage 18 Hoskyn Close

Hillmorton Rugby CV21 4LA