

**TRUSTEES OF NORTHFLEET
& ROSHERVILLE PCC**

**ANNUAL REPORT &
ACCOUNTS 2020**

**TO BE PRESENTED TO
APCM**

SUNDAY 16 MAY 2021

SAFEGUARDING REPORT

Since my last yearly report, the Covid-19 pandemic has changed life for us all. Everyone has been challenged in some way, whether it be physically, mentally and/or spiritually; for many the effects have been life-changing...and the threat has not gone away as we know. We will all have been affected by the awful statistics and stories about the NHS etc, plus many of us will know people who have suffered the symptoms of the virus or maybe have died. The impact on all in our congregations has been life-changing... and we miss coming to church for spiritual renewal. Thank you, Father Cyril and 'your team' who have provided online services. A Whatsapp group has been a way for the church family to stay in touch with each other and to give each other news and support.

It was a pleasure to welcome Cyril as our new priest and his application and interview were conducted in line with Safe Recruitment requirements. Cyril, the Church Wardens and Marion have done, and continue to do, everything possible to reduce the risk of people contracting the virus or passing it on to others while in church. Although these measures are Health and Safety issues, Safeguarding is as important as ever, if not more so due to a rise in mental health problems, domestic violence, poverty, loneliness and issues involving Social Services ie children, adults and families who are vulnerable as a consequence of the virus. Home schooling continues to cause difficulties and worry for many and the 'lockdown' impact on many families has been extremely disruptive, especially for those confined in flats. The Pastoral Team have been contacting church members to check up on their well-being.

As Safeguarding Officer, I am pleased to have deputies now:

Anne Dennis for St. Botolph's Church and Rosaline Griffiths for St. Mark's Church.

This is an action approved by the Safeguarding Team at Rochester and was agreed by the PCC.

The Model Parish Safeguarding Checklist is at present the document which is underpinning our work when creating and maintaining a safeguarding culture in the churches; it underpins everything that we do. The PCC members have been sent this document. Further discussion around this document will ensue. Safeguarding is on every PCC meeting's agenda.

It is the duty of **all** members of our community to report any abuse, physical or mental, which they think may be happening either in our church or outside of church and to pass the information on to me. I am always available to discuss concerns confidentially, as are our church leaders and Deputy Safeguarding Officers. All concerns will be treated with sensitivity to all involved and will be managed effectively.

Gill Graves

Safeguarding Officer

01322 382897 any time

TRUSTEES OF NORTHFLEET & ROSHERVILLE PCC

ANNUAL REPORT AND ACCOUNTS 2020

St Botolph's Church, Northfleet and St Mark's Church, Rosherville are both part of the Diocese of Rochester within the Church of England. The correspondence address is: Northfleet & Rosherville PCC, c/o The Vicarage, 123 London Road, Northfleet, Kent DA11 9NH.

Northfleet and Rosherville Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the Church and Hall on both sites.

The PCC is a charity (number 1185604) registered with the Charity Commissioners. All PCC members are Charity Trustees. Members of the PCC are either ex-officio or elected by the Annual Parochial Church Meeting in accordance with the Church Representation Rules.

During the year the following served as members of the PCC –

Rev Gary Colville – Interim Minister ex-officio – to 19 January 2020

Rev Cyril Showers – Associate Priest ex-officio – to 4 September 2020

Rev Cyril Showers – Priest- in -Charge ex-officio – from 5 September 2020

Sister Gill Martin – Church Army ex-officio – to 2 February 2020

Marion Fielder-White – Reader and Pastoral Assistant ex-officio

Wendy Waller – Church Warden – October 2020 elected

Pauline Hickmott – Church Warden October 2020 elected

Steve Kench-Cannon – Church Warden October 2020 elected

Sarah Jones – Church Warden October 2020 elected

Lynn Ruddock – elected PCC Member

Tony Cossons – elected PCC Member

Derek Wilkinson – elected PCC Member & Deanery Synod Member – to 4 October 2020

Gill Graves – elected PCC Member

Penny Scott-Beaulieu – elected PCC Member

Barbara Osborn - elected PCC Member

Ann Macleod – elected PCC Member from 4 October 2020

Rosaline Griffiths – elected PCC Member from 4 October 2020

Beryl Shand – elected PCC Member

Susan Wenman - elected PCC Member – to 4 October 2020

Keith Major – co-opted to PCC – to 13 February 2020

Martin Fielder-White – Co-opted as PCC Secretary

The full PCC met 5 times during the year – 3 face to face and 2 on Zoom. Committees met between PCC Meetings and minutes of their deliberations were received by the full PCC and discussed where necessary.

Some of the subjects under discussion have been the Replacement of stolen Silverware at St Mark's and a new Tabernacle. New Linen & Vases from bequest in Lady Chapel at St Botolph's. Refurbishment of Kitchen at St Mark's. Procedure for Appointment of New Priest for the Parish, Closure of Churches due to Pandemic but open for Private Prayer, Service for Appointment of Priest In Charge, Grant for Roofing & Buttress Work at St Botolph's, Electoral Roll, Safeguarding; as well as regular PCC business and care of the fabric of both churches.

PCC Committees

Standing & Finance Committee

This is the only committee required by law. It has power to transact the business of the PCC between meetings, subject to any direction given by the council. This committee also deals with the finance including budgets.

Fabric Committee

This committee deals with the church and hall maintenance and upkeep of the churchyard and curtilage of both churches.

Worship Committee

This includes the worshipping life of the church, Confirmation and courses at Advent and Lent.

Electoral Roll

The church electoral roll stands at 121, with 86 at St Botolph's Church and 35 at St Mark's Church.

Usual Sunday Attendance

The average Sunday attendance, counted during October 2020, was 35 adults at St Botolph's and no attendance at St Mark's due to the Pandemic and Health & Safety issues.

Address of our Bankers –

Barclays Bank UK PLC

Kingston Branch

Leicester

LE87 2BB

Address of the Independent Examiner –

Martyn Burt

Adventus Accounting Solutions

Ashby Acres

Chapel Lane

Ashby-cum-Fenby

Grimsby

DN37 0QT

TRUSTEES REPORT FOR ST BOTOLPH'S CHURCH

We started 2020 with our Interim Minister being hospitalised and finally retiring. Then in February we saw Sister Gill leave us following her dream to work in Prison Chaplaincy.

We would like to thank Father Cyril, Marion, Father Joe, Mark Ball and David Scott for their support at the services during January to March.

In February we had our second meeting with Rev. Ruth Adams to find ways to go forward as a Parish. Both meetings were informative and gave us strength for the months ahead. We had a meeting with Archdeacon Andy preparing for our vacancy. Archdeacon Andy suggested we changed our service times to 9:30 which we duly followed, this starting in May. We were told that the Northfleet Parishes would no longer exist once All Saints Church

officially signed to be in the joint care of the Bishop of Rochester and the Bishop of Richborough.

We lost tiles off the church roof during a service, due to high winds; fortunately the repair was covered by insurance. Due to the pandemic however the repairs took longer, as there was a complete lockdown.

This brings us to Mothering Sunday, which was a very sad private prayer service as it was the beginning of lockdown, with the closing of places of worship.

During the next month we saw asbestos roofing dumped on our car park; followed a few weeks later by tyres. We would like to thank Peter Scollard and County Councillor Lauren Sullivan for speedily getting them removed.

This was followed by a flood in the Church, buckets could not collect the water running down the wall! Drains have since been unblocked, thanks to Shane for his continued support.

Whilst our Church was closed we appreciated the support of Father Cyril to provide us with an on line service every Sunday.

We also had Zoom meetings with Archdeacon Andy helping us move forward with the writing of our profile.

On June 15th the Government allowed places of worship to open for private prayer. To enable this to happen at St Botolph's we had to make the Church Covid compliant with Government and Diocese guidelines. We held meetings in the Secret Garden to put in place plans for our Church to reopen for a social service on August 4th.

At our last meeting we approached Father Cyril with regards to him applying for the post of Priest in Charge. Archdeacon Andy supported this and within two weeks Father Cyril was interviewed and sanctioned by Bishop James as our new Priest in Charge.

Father Cyril was licensed, by Zoom, on 5th September 2020 and his memorable first inaugural service held on 6th September. Now with Father Cyril on our team he made suggestions which we took on board. Internet was arranged and connected to cover the Church, Hall and Vestry which will become his office when we get back to normal! The vicarage at St Marks was also included in this contract which will cost no more than the previous phone connection.

The Hive Hope Food Bank had become homeless so as a Christian organisation we obtained PCC approval and offered our Choir Vestry as their new home. Hopefully by the A.G.M. the Choir will be established in the Clinic Room.

Once again in November services were closed and we were back to private prayer. During this month we had an electrical problem in church but with the support of Martin Wheeler

from Hollisters this was duly rectified taking a few days to sort it out. We would like to thank Martin for his continued support and advice.

Communion services started again in December with Christmas trees decorating our beautiful church. Many people visited during the week before Christmas with our Christingle service making a great start to the Christmas week.

Our first Christmas with Father Cyril as our Priest in Charge was a delight with Nine Lessons and Carols and the Watch Service on New Year's Eve pre recorded by Father Cyril and his personal family team. I can only imagine the number of hours involved in producing this venture which was to be enjoyed by so many. Thank you Father Cyril.

We decided with Marion and Father Cyril that we would close the Church after the Epiphany service due to the Covid numbers in the area being so high, as well as the country being in lockdown once again. This time we decided not to open for private prayer. We will be meeting again at the end of January to make a decision on when we will be re-open.

This brings us to January 2021. We have continued to support our Charities, throughout lockdown - MacMillan, Salvation Army, Royal British Legion, and the Children's Society.

We would like to thank everyone for their support over the past traumatic months, and generosity in our "Chuck it in the Bucket" fund for Parish Funds to provide monies covering our weekly donations that we have not been able to collect.

January 4th saw builders arrive to start erecting scaffolding to enable the work to start on the Chancel roof. We were invited to apply for a grant from the Culture Recovery Fund for Heritage - their Major Works Fund for Cathedrals and Major Churches. With prompt action from Martin Fielder-White and John Bailey, our Architect, we duly applied and won a grant of £97,928 (being 80% of the overall cost). We would also like to thank Sarah Anderson from the Diocesan Office for her support during the year.

Our church may be closed but our team are still functioning, albeit at home, offering support to our congregation and parish. We would like to thank Martin Fielder White, Colin Taylor, David Rosenthal and our 'church mice' for their support during 2020.

Wendy Waller & Pauline Hickmott

Church Wardens.

TRUSTEES REPORT FOR ST MARK'S CHURCH

Services

During the first part of the year we had 12 services with the last service being held on 22nd March, Mothering Sunday. After this the church was closed due to restrictions imposed by the first Covid 19 lockdown.

The church opened on Saturday 4th and 11th July for silent prayer.

In December the church wardens wanted to open the church for silent prayer during Christmas week. However, inspection of the church prior to this showed significant damage to the flooring where tiles had lifted. Also a tile had fallen from the ceiling. . The building was deemed unsafe for use and silent prayer had to be cancelled. St Mark's church is currently closed for health and safety reasons.

Fabric

A health and safety audit was carried out by Wiser Safety Management; several issues were highlighted requiring attention. This report has been shared between the church wardens and clergy.

As a result of the health and safety audit quotes have been obtained for electrical testing and replacement of circuit boards, and also for an intruder alarm. Following lockdown it has not been possible to carry out this work, but it will be attended to in the future.

In March a new central heating boiler was installed.

The leaking roof to the Community room has been repaired by a roofing company. The Community room has been badly damaged by the leak and remains damp. It needs to be dried and the plasterwork needs to be cut back and parts of the ceiling boards replaced. It will then need decorating.

In July a gardener was employed to tidy and trim the grounds.

The fire alarm was serviced in October.

The Faculties to replace silver items stolen in the burglary and also for the installation of a tabernacle are progressing.

A part time cleaner has been employed to carry out two cleaning sessions per week. Unfortunately due to Covid 19 restrictions she is currently on furlough.

General

In October emails were sent to hall user groups not affiliated to the PCC setting out their responsibilities in respect of safeguarding, insurances, DBS checks etc.

We give thanks to Fr Cyril and Marion who have been providing services both at St Botolph's and online during this difficult period, and for all the unseen work they do within the parish. Also thanks to Wendy and Pauline who support them in this.

We look forward to a time when we will be able to open up St Mark's church to welcome all our church family back so that we can share fellowship together.

Steve Kench-Cannon & Sarah Jones

Church Wardens

During 2020 with the Pandemic, St Botolph's was closed at various times in the year and St Mark's was closed for Health & Safety issues from middle of March to the end of December. Income was greatly reduced due to no income being produced by either hall as lettings were suspended. Congregation members were urged to give by standing order, as envelopes could not be collected. The Treasurer reported at year end that the Parish had sufficient reserves to last 30 months if current income and expenditure levels remained as they were. Therefore the PCC are happy that the Parish finances remain viable going into 2021.

The Parish is embarking on a Stewardship campaign to boost income, all members on the electoral roll have had a Lent letter given to them asking for their increased help and support at this time. Fr Cyril Showers will be spearheading a campaign in church when things return to 'normal'; this was to have been one of his missions for the Autumn of 2020 if the Pandemic had not taken hold.

Risk Assessments have been drawn up for both churches in the Parish based on the regulations laid down by the Church of England and Rochester Diocese, and are being strictly adhered to, ensuring that safety is paramount to the congregation and clergy alike and that our duty of care for each other is paramount.

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

Approved by the Parochial Church Council and signed on its behalf by:

Fr Cyril Showers 

Date: 13 April 2021

***The Parish of
Northfleet & Rosherville***

**Financial Statement
of the
Parochial Church Council**

Year ended 31st December 2020.

Bankers:
Barclays Bank plc.

INDEX

<u>Description</u>	<u>Page Number</u>
Independent Examiner's Report	1 - 2
Receipts and Payments Account	3 - 4
Statement of Assets & Liabilities	5
Notes to the Accounts.	6 - 7
Accounting Policies	8 - 9
Types of Funds	10 - 13
Summary of Accounts	14
Statement of Financial Activities –	
Unrestricted Funds	15 - 19
Restricted Funds	20 - 23
Endowments	24
Financial Review	25

adventus accounting solutions

Supporting Charitable Organisations

8 March 2020

Independent Examiner's report to the Member/Trustees of Northfleet & Rosherville PCC

I report on the accounts for the year ended 31 December 2020 which are set out on the pages following.

Respective responsibilities of the Trustees and Independent Examiner

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

Basis of Independent Examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Page 1

Independent Examiner's statement

Since the gross income for the year exceeds the amount provided in section 143(3) of the Act, I confirm that I am qualified to act as an Independent Examiner under the provisions of that section of the Act and that my qualifications are set out as below.

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 130 of the 2011 Act; or
 - to prepare accounts which accord with these accounting records have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Yours sincerely



Martyn Burt

B.Sc.(Hons), ACMA, CGMA

adventus accounting solutions

Ashby Acres

Chapel Lane

Ashby-cum-Fenby

Grimsby

DN37 0QT

e-mail: martyn.burt@btinternet.com or adventusaccounting@btinternet.com

Telephone: 07523 6229679

Northfleet & Rosherville Parochial Church Council
Statement of Financial Activities (Receipts & Payments)
January 1, 2020 to December 31, 2020 (compared to January 1, 2019 to December 31, 2019)

	Unrestricted	Restricted	Endowment	Total	Prior Total	Difference	% Change
<i>Receipts</i>							
Income and Endowments							
Income from Charitable Activities	2,148.00	6,444.00		8,592.00	20,590.50	-11,998.50	-58%
Income from Donations and Legacies	24,528.22	860.30		25,388.52	42,795.14	-17,406.62	-41%
Income from Fund Raising	334.01	1,005.59		1,339.60	6,124.46	-4,784.86	-78%
Income from Other Trading Activities	2,547.75	180.00		2,727.75	11,346.25	-8,618.50	-76%
Investment Income	226.47		363.27	589.74	1,781.99	-1,192.25	-67%
Other Incoming Resources	8,466.47	4,910.00	13.30	13,389.77	5,360.32	8,029.45	150%
Total Receipts	38,250.92	13,399.89	376.57	52,027.38	87,998.66	-35,971.28	-41%
<i>Payments</i>							
Expenditure							
Charitable Activities					2,635.15	-2,635.15	-100%
Church Maintenance	6,257.41			6,257.41	1,471.18	4,786.23	325%
Church Major Repairs	11,552.40	5,000.00		16,552.40	10,954.35	5,598.05	51%
Church Running Costs	14,114.13	185.69		14,299.82	15,401.00	-1,101.18	-7%
Church Utility Bills	6,196.61			6,196.61	4,369.09	1,827.52	42%
Clergy Expenses	4,817.28			4,817.28	7,334.14	-2,516.86	-34%
Diocesan Parish Contribution	5,000.00			5,000.00		5,000.00	
Diocesan Quota					5,500.00	-5,500.00	-100%
Hall & Other Buildings Running Costs	9,466.51	180.00		9,646.51	7,996.84	1,649.67	21%
Hall Major Repairs		1,219.00		1,219.00	6,051.94	-4,832.94	-80%
Mission Giving & Donations	30.00	694.98		724.98	3,270.92	-2,545.94	-78%
Other Payments	865.91	7,134.00		7,999.91	693.20	7,306.71	1,054%
Total Payments	58,300.25	14,413.67	0.00	72,713.92	65,677.81	7,036.11	11%

Northfleet & Rosherville Parochial Church Council
Statement of Financial Activities (Receipts & Payments)
January 1, 2020 to December 31, 2020 (compared to January 1, 2019 to December 31, 2019)

	Unrestricted	Restricted	Endowment	Total	Prior Total	Difference	% Change
All Receipts	38,250.92	13,399.89	376.57	52,027.38	87,998.66	-35,971.28	-41%
All Payments	58,300.25	14,413.67	0.00	72,713.92	65,677.81	7,036.11	11%
Transfers Between Funds	14,635.13	-14,635.13	0.00	0.00	0.00	0.00	
Net Movement in Funds	-5,414.20	-15,648.91	376.57	-20,686.54	22,320.85	-43,007.39	-193%
Total Funds Brought Forward	161,566.02	28,065.23	15,979.16	205,610.41	183,289.56	22,320.85	12%
Total Funds Carried Forward	156,151.82	12,416.32	16,355.73	184,923.87	205,610.41	-20,686.54	-10%

Statement of Assets and Liabilities

Cash Funds	2020	2019
Business Current Account	3,280.02	7,191.98
Building Saver Account	44,042.42	45,563.54
General Saver Account	75,187.64	91,136.40
Rochester Diocesan Board of Finance	47,821.06	46,376.26
Endowment Funds	16,355.73	15,979.16
Total Cash Funds held	<u>186,686.87</u>	<u>206,247.34</u>
Less		
Cheques not presented	-147.00	-1,338.86
Creditors - Parochial Fees, Due to the Diocese	-1,616.00	
Plus Items not Credited		701.93
	<u>184,923.87</u>	<u>205,610.41</u>
Creditors - **	-225.00	-1,381.00
Debtors - **	2,652.31	5,654.90
	<u><u>187,351.18</u></u>	<u><u>209,884.31</u></u>
Parish Funds		
Unrestricted		
General Fund	76,776.00	81,487.36
Designated Funds	79,375.82	80,078.66
Restricted Funds	12,416.32	28,065.23
Endowment Funds	16,355.73	15,979.16
	<u><u>184,923.87</u></u>	<u><u>205,610.41</u></u>

Approved by the Parochial Church Council and signed on its behalf by:

C. Shumwell

Date:

13/4/21

** amounts are detailed in the relevant years Notes to the Accounts and will be reflected in the next Financial Statement

NOTES TO THE ACCOUNTS

Creditors

General Fund

Payment to be made to the Independent Examiner, in respect of reviewing and reporting on the 2020 accounts - £225.00 and will be accounted for in the 2021 accounts.

Other Creditors

The Diocesan element of Parochial Fees, relating to the period 1st October – 31st December 2020, totalling £1,616.00 will be paid over to the Diocese in February 2021.

Debtors

General Fund

St Botolph's Church & Hall usage - £50.00

Installation of Wi-Fi & Internet connection at St Botolph's - £234.00

Income Tax Recoverable in respect of Gift Aid claim for £1,022.51

PAYE Tax refund - £345.80

These amounts will be accounted for in the 2021 accounts.

St Botolph's Chancel Roof and Buttress

Listed Places of Worship, VAT Claim - £1,000.00.

The Payment of the Architects invoice included VAT, for which a claim has been made and was settled in the 2021 accounts and brought the fund back into a credit balance of £625.00.

Related Party Transactions

No payments, other than reimbursements of 'out of pocket' expenses, were made to PCC members.

Employees

The Parochial Church Council employee's one person, who cleans St Botolph's Hall and St Marks Church Centre.

It should be noted that since March 2020, St Botolph's Hall and St Marks Church Centre has been closed, due to COVID-19 pandemic and that the Parochial Church Council has taken part in the H.M. Government Furlough grant scheme.

Northfleet & Rosherville Projects

This fund holds a balance of £12,009.21, which the Parochial Church Council has designated as follows:

The PCC designated the sum of £6,700.00 from the Marion Sawyer legacy, in respect of projects to be undertaken in St Marks Church Centre

Alarm - £1,200.00

Tabernacle - £900.00

Common Room - £600.00

Kitchen - £4,000.00

The following amounts relate to monies transferred from designated funds:

St Botolph's Kitchen - £584.21

St Botolph's Car Park - £1,500.00

St Botolph's Hall Floor - £1,950.00

St Marks Church Centre – Silverware - £800.00

In addition, donations totalling £475.00 has been received for the refurbishment of the Disabled Toilets in St Botolph's Hall.

Legacies

This fund holds the sum of £17,995.55, which is made up as follows:

- 1) Jean Howells legacy, for the sum of £5,000.00 which £847.51 has been spent in respect of new Altar Linen and Vases in the Lady Chapel. It is envisaged that the balance of £4,152.49, will go towards the refurbishment of the Disabled Toilets in St Botolph's Hall.
- 2) Marion Sawyer legacy held an opening balance of £24,293.06, of which £3,750.00 has been spent on a New Boiler at St Mark's Church Centre and £6,700.00 has been designated to Northfleet & Rosherville Projects.; see above, leaving a balance of £13,843.06.

St Botolph's Chancel Roof and Buttress

The Culture Recovery Fund for Heritage Major Works for Cathedrals and Major Churches have awarded a grant for 80% of the net costs of repairs to St Botolph's Chancel Roof and Buttress. This grant will be drawn down as and when the Architect and Contractors invoices are received.

The VAT charged for the invoices, will be reclaimed from the Listed Place of Worship Grant Scheme.

A grant was awarded for the sum of £8,000.00, in January 2021 towards to cost of these works, by the Friends of Kent Churches.

The shortfall in the funding of this project will be taken from the St Botolph's Church Repair Fund, which is held with the Diocese.

The Parish of St Botolph, Northfleet and St Mark, Rosherville

Accounting Policies

Accounting convention

The financial statements of the PCC will be prepared in accordance with the Church Accounting Regulations 2006 and section 145 of the Charities Act 2011, and that an Independent examination will be required.

The accounts will be prepared on a Receipts and Payments basis and will include all monetary transactions, assets, and liabilities for which the PCC can be held responsible in law. They do not include the accounts of other Church groups that owe an affiliation to another body, nor those that are informal gatherings of Church members.

Incoming resources

Planned Giving, Collections, Donations and Tax refunds are recognised when they are received. Grants and Legacies are accounted for when the PCC is legally entitled to the amounts received. All incoming resources are accounted for gross.

Interest

Interest will be accounted for upon receipt of the Bank/Diocesan statement. Where interest has been applied to the Buildings Saver account and the General Saver account, it will be recorded in the General Fund ledger.

Resources expended.

Grants and Donations are accounted for when paid over. All other expenditure is recognised when it is incurred and is accounted for gross.

Bank Charges

Bank charges are accounted for upon receipt of the Bank Statement and are to be accounted for in the General Fund.

Bank Accounts

The Business Current Account will be used in respect of: -

- a) All receipts which are due to the Parochial Church Council. These can be made by deposits at a Branch of the Bank, Electronic Credits and Transfers from other Bank Accounts held in the name of the Parochial Church Council.

- b) Payments made by the Parochial Church Council, will be made by way of a Cheque, Standing Order to the Payee, Direct Debit or Transfer to other Bank Accounts held in the name of the Parochial Church Council.

The Buildings Saver Account will hold Restricted and Designated funds as agreed by the Parochial Church Council and will be recorded in the relevant Ledger account(s). Receipts and Payments to this account will be made via the Business Current Account.

The General Saver Account will hold Restricted and Designated funds as agreed by the Parochial Church and will be recorded in the relevant Ledger account(s). Receipts and Payments to this account will be made via the Business Current Account.

Funds will be held with the Rochester Diocesan Board of Finance in respect of the following Building Maintenance Ledger Funds:

- (a) St Botolph's Church (b) St Mark's Church and Hall & (c) St Botolph's Hall; Receipts and Payments made to the Fund will be agreed by the PCC.

Reserves Policy

The PCC has agreed that it will hold the sum equal to three months income as its reserve. However, when a large donation or legacy has been received, the PCC has the right to hold some or all such sums in reserve for a period of up to 12 months, while they consider how to use the money. When making their decision on how to use any such donations or legacies, the PCC will abide by the policy of not holding more than three months income as a reserve.

Fixed Assets

Movable church furnishings held by the Vicar and Church Wardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the Church Inventory. The Church Inventory can be inspected at any reasonable time.

Budget Setting

The annual budget, for the forthcoming year, will be agreed by the PCC at their November meeting. The budget will include general running costs, ministry and mission, donations to Charities, Church activities, including children's ministry, worship and choir, staff costs and extraordinary items of expenditure.

The above policies were reviewed and agreed by the Parochial Church Council on the 9th February 2021 and are to be reviewed on an annual basis.

Fund Reporting

The PCC reports the assets which it holds as follows:

Unrestricted: -

General Fund – these funds are used to fulfil the aims of the Charity and are used for the day to day running of St Botolph's Church & Hall and St Marks Church Centre.

St Botolph's Church Repair Fund – this fund is held with the Diocese and is to be used for the maintenance of the Church, following the Quinquennial Inspection.

St Botolph's Hall Repair Fund – this fund is held with the Diocese and is to be used for the maintenance of the Church, following the Quinquennial Inspection.

St Marks Church Centre – this fund is held with the Diocese and is to be used for the maintenance of the Church, following the Quinquennial Inspection.

Organ Renovation – The PCC agreed that the legacy received from the estate of the late R. Waugh should be set aside for the Organ Renovation.

Northfleet & Rosherville Projects – Designated funds for a specific project are held in this fund.

Legacies – where a legacy has been received, it will be held in this fund until such time that the PCC have agreed with the beneficiary's family as to how the fund are to be spent.

St Botolph's and St Mark's Minor Works – The balance held in this fund has been transferred to the General Fund, in order that this fund can be closed.

St Botolph's Car Park – the PCC have designated monies for this project, which are have now been transferred into the Northfleet & Rosherville Projects, which then allows this fund to be closed.

St Botolph's Health & Safety report – payment for this report is reflected in the 2020 accounts, which then allowed this fund to be closed.

St Marks Health & Safety report – payment for this report is reflected in the 2020 accounts, which then allowed this fund to be closed.

St Botolph's Hall Floor – Money which have been set aside from the Richard Allen bequest to reseal the St Botolph's Hall Floor, have now been transferred to the Northfleet & Rosherville Projects, which then allows this fund to be closed.

St Botolph's Kitchen – This account was set up to hold monies raised and donations received in respect of refurbishment of the St Botolph's Kitchen. The balance held in this fund has now been transferred to the Northfleet & Rosherville Projects, which then allowed this fund to be closed.

St Botolph's Notice Board – a new notice board was purchased in 2020 and the remaining balance was transferred to the General Fund, which then allowed this fund to be closed.

St Marks – Monies held in this account related to the bequest received from the late Marion Sawyer. The balance held in this fund has been transferred to the Legacies Fund, which then allows this fund to be closed. Refer to comments in the Notes to the Accounts.

Restricted: -

Mission & Charities – monies raised by special collections e.g., Christingle Service, are held in this account pending remittance to the relevant charity.

Children's Work –

Who let the Dads Out – The purpose of this account is to record the funds received and spent in relation to the Who let the Dads Out project.

Children's Work – The purpose of this account is to hold funds which can be used for Children's work within the parish.

Choir – Funds held in this account are for the use of Choir equipment.

Elderly People – this account is used to fund work with the elderly of the parish.

Flowers: - Monies can be donated to pay towards the cost of the purchase of flowers in Church and the surplus is held in this fund.

Hall Letting Deposits – this account is used to hold deposits taken when a Hirer books the Hall. The deposit is refunded to the Hirer, subject to the Terms and Conditions of use of the Hall.

Hand Bells – As the Hand Bells Fund was dormant, the PCC decided that the balance was to be transferred to the Tower Bells funds, which then allowed the Hand Bells fund to be closed.

Mission – This account was set up to record the activity of the Church Opening which took place during the summer of 2016. As the account was dormant, the PCC agreed that the balance was to be transferred to the General Fund, allowing the Mission fund to be closed.

Organ Renovation – The balance held in this fund relates to restricted donations towards the renovation project.

Rosherville School Trust – The charitable objects of this Trust are for ‘The Education of Children and Adults or Children only of Labouring, Manufacturing, and other poorer classes in Rosherville. The funds were originally held with the Kent Reliance Building Society and during 2018 the account was closed, and the balance transferred into the PCC’s Bank account. The Trustees of the Trust are The Vicar and Church Wardens of St Mark’s, Rosherville.

Sequestration Account – This fund was set up to hold the Diocesan element of Parochial Fees which had been received during the Vacancy. Following the appointment of Fr Cyril Showers, as Priest-in-Charge, the balance held in this fund was remitted to the Diocese allowing the Sequestration Account to be closed.

St Botolph’s Kitchen – This account was set up to hold restricted monies raised and donations received in respect of refurbishment of the Kitchen. The balance held in this fund has now been transferred to the Northfleet & Rosherville Projects, which then allowed this fund to be closed.

St Botolph’s Chancel Roof and Buttress – This fund has been set up to record the funding received from Historic England and Listed Places of Worship in respect of the works which will be undertaken during Spring 2021.

St Marks Fire – the balance held in this fund has been transferred to the General Fund; allowing the account to be closed.

Tower Bells – This account is used to record donations which are held for future projects relating to work on the Tower Bells.

Walsingham 2020 – Due to COVID-19 pandemic, the pilgrimage was cancelled and as a result the deposits paid to Walsingham Accommodation Office were refunded. This account was set up to hold this refund pending reimbursement to those going on pilgrimage. The account has now been closed.

Wedding Fees – as a result in the charge of policy, by the Diocese, in the way that Fees are collected, it is necessary to hold Wedding Fee deposits in a restricted account. Once the wedding has taken place, the Wedding Fee deposit will be transferred to the General Fund.

Endowment Funds:

Smith Trust – The capital and income on this trust are to be expended for such religious purpose in the parish as the Priest-in-Charge and Churchwardens of St Botolph’s Church shall, in their absolute discretion, think fit. The Capital sum of 253 units is held in a CBF Investment Fund account, Unspent Income, that is accumulated Dividends and Interest, less Discretionary Expenditure is held in a Lloyds Bank account.

N. Siddon Charity Fund – This fund is designated ‘for the relief of the aged poor’ in the parish as the Priest-in-Charge and Churchwardens of St Botolph’s Church shall, in their absolute discretion, think fit. The Capital sum of 259 units is held in a COIF Investment Fund account, Unspent Income, that is accumulated Dividends and Interest, less Discretionary Expenditure is held in a Barclays Bank account.

Eliza E. Smith Charity Fund – This fund is designated ‘for the relief of the aged poor’ in the parish as the Priest-in-Charge and Churchwardens of St Botolph’s Church shall, in their absolute discretion, think fit.

The Capital sum of 161.62 units is held in a COIF Investment Fund account, Unspent Income, that is accumulated Dividends and Interest, less Discretionary Expenditure is held in a Barclays Bank account.

NORTHFLEET and ROSHERVILLE - SUMMARY OF ACCOUNTS AS AT 31st DECEMBER 2020

<u>Fund</u>	<u>Balance - 31 Dec 2019</u>	<u>Receipts</u>	<u>Payments</u>	<u>Transfer to Repair Fund</u>	<u>Transfer to General</u>	<u>Transfer to Projects</u>	<u>Transfer to Legacies</u>	<u>Other Transfers</u>	<u>Balance - 31st Dec 2020</u>
<u>Restricted</u>									
Charities		787.30	-694.98						92.32
Children's Work	1,125.88								1,125.88
Choir	278.19								278.19
Elderly People	453.00		-120.00						333.00
Flowers	0.06								0.06
Hall Letting Deposits		180.00	-180.00						0.00
Hand Bells	208.01							-208.01	0.00 To be closed
Mission	26.84				-26.84				0.00 To be closed
Organ Renovation	370.00								370.00
Rosherville Trust	6,994.33								6,994.33
Sequestration A/c		6,184.00	-6,184.00						0.00 To be closed
St Botolphs Kitchen	2,066.32	373.59	-1,379.73			-1,060.18			0.00 To be closed
St Botolphs Chancel Roof	0.00	4,625.00	-5,000.00						-375.00
St Marks re Fire	13,548.11				-12,748.11	-800.00			0.00 To be closed
Tower Bells.	1,201.15	80.00						208.01	1,489.16
Wedding Fees Deposits	450.00	260.00							710.00
Who Let The Dad's Out	1,343.34	80.00	-24.96						1,398.38
Walsingham 2020	0.00	830.00	-830.00						0.00
<u>Unrestricted - Designated</u>									
Organ Renovation	2,550.00								2,550.00
St Botolphs & St Marks Minor Works	1,303.31				-1,303.31				0.00 To be closed
St Botolphs Car Park	1,500.00					-1,500.00			0.00 To be closed
St Botolphs Church Repair Fund	25,341.49	319.72	-1,840.00	2,700.00					26,521.21
St Botolphs H & S Report	888.00		-888.00						0.00 To be closed
St Botolphs Hall Floor	1,950.00					-1,950.00			0.00 To be closed
St Botolphs Hall Repair Fund	11,862.22	37.87		1,400.00					13,300.09
St Botolphs Kitchen	-475.97					475.97			0.00 To be closed
St Botolphs Notice Board	1,250.00		-1,119.24		-130.76				0.00 To be closed
St Marks	24,293.06					-3,750.00	-20,543.06		0.00 To be closed
St Marks Centre Repair Fund	9,172.55	27.21	-3,200.00	1,000.00					6,999.76
St Marks H & S Report	444.00		-444.00						0.00 To be closed
Northfleet & Rosherville Projects	0.00	475.00	-3,750.00			8,584.21		6,700.00	12,009.21
Legacies	0.00	5,000.00	-847.51				20,543.06	-6,700.00	17,995.55
<u>Endowments</u>									
N. Siddon, E. Smith & Smith Trust	15,979.16	376.57							16,355.73
<u>Unrestricted</u>									
General Fund	81,487.36	32,391.12	-46,211.50	-5,100.00	14,209.02				76,776.00
	205,610.41	52,027.38	-72,713.92	0.00	0.00	0.00	0.00	0.00	184,923.87

Northfleet & Rosherville Parochial Church Council
Statement of Financial Activities (Receipts & Payments)
January 1, 2020 to December 31, 2020

	Total	General Fund (U)	Legacies Received (U)	Northfleet & Rosherville Projects (U)
<i>Receipts</i>				
Income and Endowments				
Income from Charitable Activities	2,148.00	2,148.00		
Income from Donations and Legacies	24,288.22	18,813.22	5,000.00	475.00
Income from Fund Raising	334.01	334.01		
Income from Other Trading Activities	2,547.75	2,547.75		
Investment Income	81.67	81.67		
Other Incoming Resources				
Grants	2,989.95	2,989.95		
Income Tax Payable	9.20	9.20		
Insurance Claims	2,762.40	2,762.40		
Lent Course Books	85.00	85.00		
Refunds	2,619.92	2,619.92		
Total Receipts	37,866.12	32,391.12	5,000.00	475.00
<i>Payments</i>				
Expenditure				
Church Maintenance				
General Maintenance				
St Botolphs Church				
Boiler Service	585.60	585.60		
Electrical Test	1,500.00	1,500.00		
Organ Tuning	840.00	840.00		
PAT Testing	84.00	84.00		
St Marks Church Centre				

Northfleet & Rosherville Parochial Church Council
Statement of Financial Activities (Receipts & Payments)
January 1, 2020 to December 31, 2020

	Total	General Fund (U)	Legacies Received (U)	Northfleet & Rosherville Projects (U)
Fire Alarm Service	142.80	142.80		
Minor Repairs				
St Botolphs Church	353.77	353.77		
St Marks Church Centre	300.00	300.00		
Church Major Repairs				
St Botolphs Church				
Roof Repairs	2,762.40	2,762.40		
St Marks Church Centre				
Boiler & Heating System	3,750.00			3,750.00
Church Running Costs				
Administration	3,589.44	3,589.44		
COVID - 19	135.98	135.98		
Church Running Costs	91.45	91.45		
Church Yard Upkeep	54.00	54.00		
Cost of Services	894.69	894.69		
Governance Costs	205.00	205.00		
Insurance	9,000.32	9,000.32		
Lent Course	143.25	143.25		
Church Utility Bills				
Electricity	334.67	334.67		
Gas	5,381.94	5,381.94		
Water	480.00	480.00		
Clergy Expenses	4,817.28	4,817.28		
Diocesan Parish Contribution	5,000.00	5,000.00		
Hall & Other Buildings Running Costs				

Northfleet & Rosherville Parochial Church Council

Statement of Financial Activities (Receipts & Payments)

January 1, 2020 to December 31, 2020

	Total	General Fund (U)	Legacies Received (U)	Northfleet & Rosherville Projects (U)
Cleaner	4,419.94	4,419.94		
St Botolphs Hall Running Costs	5,046.57	5,046.57		
Mission Giving & Donations	30.00	30.00		
Other Payments				
Altar Linen & Vases for Lady Chapel re Jean Howells Bequest	847.51		847.51	
Income Tax Paid	18.40	18.40		
Total Payments	50,809.01	46,211.50	847.51	3,750.00
All Receipts	37,866.12	32,391.12	5,000.00	475.00
All Payments	50,809.01	46,211.50	847.51	3,750.00
Transfers Between Funds	38,236.29	9,109.02	13,843.06	15,284.21
Net Movement in Funds	25,293.40	-4,711.36	17,995.55	12,009.21
Total Funds Brought Forward	81,487.36	81,487.36	0.00	0.00
Total Funds Carried Forward	106,780.76	76,776.00	17,995.55	12,009.21

Northfleet & Rosherville Parochial Church Council

Statement of Financial Activities (Receipts & Payments)

January 1, 2020 to December 31, 2020

	Total	St Botolph's Church Repair Fund (U)	St Botolphs & St Marks Minor Works close (U)	St Botolphs Car Park = to be closed (U)	St Botolphs Hall - Repair Fund (U)	St Botolphs Hall Floor - to be closed (U)	St Botolphs Health & Safety Report close (U)	St Botolphs Kitchen - to be closed (U)	St Botolphs Notice Board - to be close (U)	St Botolphs Organ Renovation (U)	St Marks Church Centre - Repair Fund (U)	St Marks Health & Safety Report - close (U)	St Marks re Miss Sawyer to be closed (U)
<i>Receipts</i>													
Income and Endowments													
Income from Donations and Legacies													
Donations	240.00	240.00											
Investment Income													
Interest Received													
Diocesan Repair Fund	144.80	79.72			37.87						27.21		
Total Receipts	384.80	319.72	0.00	0.00	37.87	0.00	0.00	0.00	0.00	0.00	27.21	0.00	0.00
<i>Payments</i>													
Expenditure													
Church Maintenance													
General Maintenance													
St Botolphs Church													
Health & Safety Report	888.00						888.00						
Notice Board	1,119.24								1,119.24				
St Marks Church Centre													
Health & Safety Report	444.00											444.00	
Church Major Repairs													
St Botolphs Church													
Chancel Roof and Buttress and South Aisle Buttress	1,000.00	1,000.00											
Roof Repairs	840.00	840.00											
St Marks Church Centre													
Roof Repairs	3,200.00										3,200.00		
Total Payments	7,491.24	1,840.00	0.00	0.00	0.00	0.00	888.00	0.00	1,119.24	0.00	3,200.00	444.00	0.00
All Receipts	384.80	319.72	0.00	0.00	37.87	0.00	0.00	0.00	0.00	0.00	27.21	0.00	0.00

Northfleet & Rosherville Parochial Church Council
Statement of Financial Activities (Receipts & Payments)
January 1, 2020 to December 31, 2020

	Total	St Botolph's Church Repair Fund (U)	St Botolphs & St Marks Minor Works close (U)	St Botolphs Car Park = to be closed (U)	St Botolphs Hall St - Repair Fund (U)	St Botolphs Hall Floor - to be closed (U)	St Botolphs Health & Safety Report close (U)	St Botolphs Kitchen - to be closed (U)	St Botolphs Notice Board - to be close (U)	St Botolphs Organ Renovation (U)	St Marks Church Centre - Repair Fund (U)	St Marks Health & Safety Report - close (U)	St Marks re Miss Sawyer to be closed (U)
All Payments	7,491.24	1,840.00	0.00	0.00	0.00	0.00	888.00	0.00	1,119.24	0.00	3,200.00	444.00	0.00
Transfers Between Funds	-23,601.16	2,700.00	-1,303.31	-1,500.00	1,400.00	-1,950.00	0.00	475.97	-130.76	0.00	1,000.00	0.00	-24,293.06
Net Movement in Funds	-30,707.60	1,179.72	-1,303.31	-1,500.00	1,437.87	-1,950.00	-888.00	475.97	-1,250.00	0.00	-2,172.79	-444.00	-24,293.06
Total Funds Brought Forward	80,078.66	25,341.49	1,303.31	1,500.00	11,862.22	1,950.00	888.00	-475.97	1,250.00	2,550.00	9,172.55	444.00	24,293.06
Total Funds Carried Forward	49,371.06	26,521.21	0.00	0.00	13,300.09	0.00	0.00	0.00	0.00	2,550.00	6,999.76	0.00	0.00

Northfleet & Rosherville Parochial Church Council

Statement of Financial Activities (Receipts & Payments)

January 1, 2020 to December 31, 2020

	Total	Children's Work (R)	Choir (R)	Elderly People (R)	Flowers (R)	Hall Letting Deposits (R)	Hand Bells - to be closed (R)	Mission & Charities (R)	Mission - to be closed (R)
<i>Receipts</i>									
Income and Endowments									
Income from Donations and Legacies									
Special Collections									
Christingle Service	115.30							115.30	
Lent Appeal	40.00							40.00	
Income from Fund Raising									
Fetes, Bazaar, Other Fund-raising Events									
Raffles	632.00							632.00	
Income from Other Trading Activities									
Hall Income	180.00					180.00			
Total Receipts	967.30	0.00	0.00	0.00	0.00	180.00	0.00	787.30	0.00
<i>Payments</i>									
Expenditure									
Hall & Other Buildings Running Costs									
Hall Deposit Refunds	180.00					180.00			
Mission Giving & Donations									
Home Mission & Church Societies									
Children's Society	102.98							102.98	
Gravesham Sanctuary	40.00							40.00	
Secular Charities									
Macmillan Cancer Support	405.00							405.00	
Royal British Legion	73.50							73.50	
Salvation Army	73.50							73.50	
Other Payments									

Northfleet & Rosherville Parochial Church Council
Statement of Financial Activities (Receipts & Payments)
January 1, 2020 to December 31, 2020

	Total Children's Work (R)		Choir (R)	Elderly People (R)	Flowers (R)	Hall Letting Deposits (R)	Hand Bells - to be closed (R)	Mission & Charities (R)	Mission - to be closed (R)
Comfort & Joy	120.00			120.00					
Total Payments	994.98	0.00	0.00	120.00	0.00	180.00	0.00	694.98	0.00
All Receipts	967.30	0.00	0.00	0.00	0.00	180.00	0.00	787.30	0.00
All Payments	994.98	0.00	0.00	120.00	0.00	180.00	0.00	694.98	0.00
Transfers Between Funds	-234.85	0.00	0.00	0.00	0.00	0.00	-208.01	0.00	-26.84
Net Movement in Funds	-262.53	0.00	0.00	-120.00	0.00	0.00	-208.01	92.32	-26.84
Total Funds Brought Forward	2,091.98	1,125.88	278.19	453.00	0.06	0.00	208.01	0.00	26.84
Total Funds Carried Forward	1,829.45	1,125.88	278.19	333.00	0.06	0.00	0.00	92.32	0.00

Northfleet & Rosherville Parochial Church Council

Statement of Financial Activities (Receipts & Payments)

January 1, 2020 to December 31, 2020

	Total	Rosherville Education Account (R)	Sequestration Account (R)	St Botolphs Chancel Roof & Hall Buttress (R)	St Botolphs Kitchen - to be closed (R)	St Botolphs Organ Renovation Fund (R)	St Marks - re Fire - to be closed (R)	Tower Bells (R)	WALSINGHAM -2020 to be closed (R)	Wedding Fee Deposits (R)	Who Let The Dad's Out (R)
<i>Receipts</i>											
Income and Endowments											
Income from Charitable Activities											
Fees	6,444.00		6,184.00							260.00	
Income from Donations and Legacies											
Donations	625.00			625.00							
WLTD - Subs	80.00										80.00
Income from Fund Raising											
Fetes, Bazaar, Other Fund-raising Events											
Tuesday Teas	89.28				89.28						
Winter Warmer Lunch	284.31				284.31						
Other Incoming Resources											
Grants											
Culture Recovery Fund for Heritage	4,000.00			4,000.00							
Out of Date cheque	80.00							80.00			
Refunds	830.00								830.00		
Total Receipts	12,432.59	0.00	6,184.00	4,625.00	373.59	0.00	0.00	80.00	830.00	260.00	80.00
<i>Payments</i>											
Expenditure											
Church Major Repairs											
St Botolphs Church											
Chancel Roof and Buttress and South Aisle Buttress											

Northfleet & Rosherville Parochial Church Council

Statement of Financial Activities (Receipts & Payments)

January 1, 2020 to December 31, 2020

	Total	Rosherville Education Account (R)	Sequestration Account (R)	St Botolphs Chancel Roof & Hall Buttress (R)	St Botolphs Kitchen - to be closed (R)	St Botolphs Organ Renovation Fund (R)	St Marks - re Fire - to be closed (R)	Tower Bells (R)	WALSINGHAM -2020 to be closed (R)	Wedding Fee Deposits (R)	Who Let The Dad's Out (R)
	5,000.00			5,000.00							
Church Running Costs											
Church Running Costs											
Expenditure on Raising Funds											
Winter Warmer Lunch	160.73				160.73						
Refreshments - WLTD	24.96										24.96
Hall Major Repairs											
St Botolphs Kitchen											
Fire Door	780.00				780.00						
Kitchen Equipement	43.00				43.00						
Plastering	396.00				396.00						
Other Payments											
Rochester DBF - FEES	6,184.00		6,184.00								
Walsingham Refunds	830.00								830.00		
Total Payments	13,418.69	0.00	6,184.00	5,000.00	1,379.73	0.00	0.00	0.00	830.00	0.00	24.96
All Receipts	12,432.59	0.00	6,184.00	4,625.00	373.59	0.00	0.00	80.00	830.00	260.00	80.00
All Payments	13,418.69	0.00	6,184.00	5,000.00	1,379.73	0.00	0.00	0.00	830.00	0.00	24.96
Transfers Between Funds	-14,400.28	0.00	0.00	0.00	-1,060.18	0.00	-13,548.11	208.01	0.00	0.00	0.00
Net Movement in Funds	-15,386.38	0.00	0.00	-375.00	-2,066.32	0.00	-13,548.11	288.01	0.00	260.00	55.04
Total Funds Brought Forward	25,973.25	6,994.33	0.00	0.00	2,066.32	370.00	13,548.11	1,201.15	0.00	450.00	1,343.34
Total Funds Carried Forward	10,586.87	6,994.33	0.00	-375.00	0.00	370.00	0.00	1,489.16	0.00	710.00	1,398.38

Northfleet & Rosherville Parochial Church Council
Statement of Financial Activities (Receipts & Payments)
January 1, 2020 to December 31, 2020

	Total	Eliza E Smith Fund (E)	Eliza E Smith Fund - Unspent Income (E)	Noah Siddon (E)	Noah Siddon - Unspent Income (E)	The Smith Trust (E)	The Smith Trust - Unspent Income (E)
<i>Receipts</i>							
Income and Endowments							
Investment Income							
Dividends	363.27		83.80		134.28		145.19
Other Incoming Resources							
Out of Date cheque	13.30				13.30		
Total Receipts	376.57	0.00	83.80	0.00	147.58	0.00	145.19
 All Receipts	 376.57	 0.00	 83.80	 0.00	 147.58	 0.00	 145.19
All Payments	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net Movement in Funds	376.57	0.00	83.80	0.00	147.58	0.00	145.19
Total Funds Brought Forward	15,979.16	2,315.40	2,317.57	3,710.49	846.00	4,849.78	1,939.92
Total Funds Carried Forward	16,355.73	2,315.40	2,401.37	3,710.49	993.58	4,849.78	2,085.11

Financial Review

The COVID-19 pandemic has certainly had an impact on the life and finances of the Parish.

The Income in the General Fund, the fund which is used for the Day-to-Day costs of the Parish, decreased by £13,892. This was largely because of a change in Diocesan policy relating to Parochial Fees. The Diocesan element now must be paid to the Diocese, rather than being retained by the Parish. In addition, there were fewer Fund-Raising activities due to COVID-19.

The Day-to-Day expenditure of the Parish increased by £4,800.00, which was due to an Electrical Test at St Botolph's Church costing £1,500.00 and Organ Tuning invoices which had not been paid since 2015, totalling £840.00 and the Gas costed over £3,800 to heat the Church.

During the year, a review was undertaken of the various funds held by the PCC, who agreed that a several of them could be closed. Where the project was still ongoing, the fund was transferred into a new fund which had been opened entitled Northfleet & Rosherville Projects. There was an amount of £12,748 remaining from the Insurance Claim which was made at the time of the fire at St Marks Church Centre; this amount was transferred into the General Fund, along which balances from projects which were now completed. However, after the transfers made into the Diocesan Repair Funds, the General Fund had to draw on its reserves by circa £5,000, which was somewhat better than the anticipated shortfall of £7,000.

A legacy was received from the Estate of Jean Howells, some of which has been spent on the purchasing of Altar Linen and Vases for the Lady Chapel.

During 2019, it was decided that the PCC should pay the Cleaner of St Botolph's Hall and St Mark's Church Centre via the PAYE system and therefore be recognised by HMRC. Clearly this approach was correct, as the PCC was able to participate in the Government Furlough scheme and receive a grant covering the cost of the Cleaner.

Whilst the work did not start on St Botolph's Chancel Roof and Buttresses until January 2021, it has been necessary to pay Thomas Ford, the Church Architect for the work which they undertook relating to drawings etc, which enabled a Grant Application to be made to the Culture Recovery Fund.

At the October meeting, the PCC discussed the amount which they should offer for the 2021 Parish Contribution to the Diocese. It was agreed that this would remain at £5,000. On the face of it, it appears that the General Fund will be short by some £22,000 for this financial year. Clearly any shortfall will eat into the Parish reserves and the income for the Parish requires an urgent review.

Colin Taylor – Treasurer – 20th January 2021