

St John the Baptist Church, The Lee

**Annual Report
and
Financial Statements
of the
Parochial Church Council**

for the year ended 31 December 2021

Incumbent:

The Reverend Chris Haywood
The Vicarage
The Lee

Bank:

Barclays Bank plc

Independent examiner:

Mr S Wills
Brun Grange
St Leonards HP23 6NS

The Lee Parochial Church Council - Annual Report 2021

The Lee Parochial Church Council is a Registered Charity whose Trustees are the members for the time being of the Council, and its function is to manage the affairs of the Parish Church of St John the Baptist at The Lee, near Great Missenden in the County of Buckinghamshire. In particular, the Council is required by the Parochial Church Council (Powers) Measure 1956 to co-operate with the Minister in promoting in the parish the whole mission of the Church, pastoral, evangelical, social and ecumenical.

In 2021, and up to the date of this report, the Council was constituted as follows:-

<i>Incumbent:</i>	The Reverend Chris Haywood	Chairman
<i>Wardens:</i>	Mr Trevor Pearce	
<i>Elected Members:</i>	Mrs Janet Mayberry Mrs Judy Hart (appointed 27 July 2021) Mr Bill Pearce (resigned 27 July 2021) Mr David Stephenson	Treasurer

The Council met four times in the course of the year to regulate the affairs of the Church and to manage its financial resources.

The financial results for 2021 record an excess of income over expenditure of £13,231 (before unrealised gains on unrestricted and restricted investments of £8,721) compared to a deficit in 2020 of £15,561 (before unrealised gains of £3,107). The favourable variance of £28,792 between 2020 and 2021 (before unrealised gains) comprises a £16,719 increase in receipts and a £12,073 reduction in expenditure.

Income

Income in 2021 benefitted from a number of significant one-off receipts as follows:

- A donation from Mrs Stewart-Liberty of £6,000 in June, with a further £2,000 from her estate in December
- A legacy of £5,007 from a former parishioner of The Lee, made specifically for the upkeep of the graveyard
- Fund raising of £3,450 in respect of the church gate and notice board, the cost of which will be incurred in 2022.

In total donations, legacies (both likely to be one-off receipts) and fundraising activities raised £17,611 compared with £5,877 in 2021, an increase of £11,734.

Remaining receipts including direct debits, loose collections, Gift Aid, fees re funerals and weddings, contributions from the Hilltop churches and the Diocese and dividends and interest increased by £4,985, reflecting principally increased giving at regular and other

services (up £3,172) and increased contributions from the Hilltop churches and the Diocese following the appointment of the Rev C Haywood (up £1,786).

Expenditure

Given the very significant deficit incurred in 2020, and the fact that we cannot rely on one-off donations/legacies, the receipt of which cannot be predicted, The Lee PCC agreed as a short term measure (for one year only) a substantial reduction in Parish Share paid by The Lee, from £33,164 in 2020 to £19,800 in 2021, a reduction of £13,364.

Remaining costs, including clergy expenses, increased by £741 (principally a combination of increased clergy costs following the appointment of Rev C Haywood, offset by lower heating costs).

Other than the ongoing maintenance costs of both the church and the churchyard, there are no significant financial commitments which the PCC is aware of that are outstanding.

Forecast

2021 was an exceptional year, with very significant one-off receipts and (for 2021 only) a substantial reduction in Parish Share.

We can no longer rely on what had become an annual donation from Mrs Stewart-Liberty following her death, legacies are very uncommon and the cost of the new church gate and notice board will be incurred in 2022. In addition, we will no longer benefit from the one-off reduction in Parish Share and whilst there has been a small reallocation of Parish Share between The Lee and The Hilltop churches, The Lee's share will increase to £31,537 in 2022.

Set against this, we are hopeful that an annual fete will be held, which generally raises c.£5,000, more regular services will be held than in 2021, other fund raising activities are being considered and we are hopeful of a reversal in the downward trend of Gift Aid donations by direct debit. However, it is very unlikely that fund raising and increased giving will be sufficient to offset the increased Parish Share costs and loss of one-off donations received in 2021.

Unrestricted funds

At 31st December 2021 the unrestricted Parochial Fund was £75,019 inclusive of movements in the value of the investment portfolio (2020: £62,902).

Any comments on this report, or the accompanying accounts, would be welcome and should be addressed to the Council at The Vicarage, The Lee, Great Missenden, Bucks HP16 9LZ.

Signed on behalf of The Lee Parochial Church Council



The Reverend Chris Haywood, Chairman

23 May 2022

THE LEE PAROCHIAL CHURCH COUNCIL

STATEMENT OF FINANCIAL ACTIVITIES

For the year ended 31 December 2021

		Unrestricted	Restricted	Endowment	TOTAL FUNDS	
	Note	Fund	Funds	Fund	2021	2020
		£	£	£	£	£
INCOMING RESOURCES						
<i>Incoming resources from donors</i>	2(a)	15,735	600	-	16,335	13,587
<i>Other voluntary incoming resources</i>	2(b)	9,154	8,457	-	17,611	5,877
<i>Income from charitable and ancillary trading</i>	2(c)	1,862	-	-	1,862	1,692
<i>Other ordinary incoming resources</i>	2(d)	2,038	-	-	2,038	252
<i>Income from investments</i>	2(e)	1,810	579	24	2,413	2,132
TOTAL INCOMING RESOURCES		<u>30,599</u>	<u>9,636</u>	<u>24</u>	<u>40,259</u>	<u>23,540</u>
RESOURCES USED						
<i>Grants</i>	3(a)	-	600	-	600	50
<i>Activities directly relating to the work of the Church</i>	3(b)	26,428	-	-	26,428	39,051
<i>Fund-raising</i>	3(c)	-	-	-	-	-
<i>Church Management and Administration</i>	3(d)	-	-	-	-	-
TOTAL RESOURCES USED		<u>26,428</u>	<u>600</u>	<u>-</u>	<u>27,028</u>	<u>39,101</u>
NET INCOMING RESOURCES		4,171	9,036	24	13,231	(15,561)
GAINS (LOSSES) ON INVESTMENTS						
- unrealised		<u>7,315</u>	<u>1,474</u>	<u>(68)</u>	<u>8,721</u>	<u>3,107</u>
NET MOVEMENT IN FUNDS		11,486	10,510	(44)	21,952	(12,454)
BALANCES BROUGHT FORWARD AT 1 JANUARY 2021 (2020)		<u>62,902</u>	<u>12,145</u>	<u>1,132</u>	<u>76,179</u>	<u>88,633</u>
BALANCES CARRIED FORWARD AT 31 DECEMBER 2021 (2020)		<u>74,388</u>	<u>22,655</u>	<u>1,088</u>	<u>98,131</u>	<u>76,179</u>
		=====	=====	=====	=====	=====

THE LEE PAROCHIAL CHURCH COUNCIL

BALANCE SHEET AT 31 DECEMBER 2021

	Note	2021 £	2020 £
FIXED ASSETS			
Investments, at market value	4(a)	79,186	70,465
CURRENT ASSETS			
Debtors	4(b)	1,086	252
Short term deposits		198	198
Cash at Bank and in hand		17,661	5,264
Payment in advance		-	-
		<u>18,945</u>	<u>5,714</u>
LIABILITIES			
Sundry Creditors		-	-
		<u>-</u>	<u>-</u>
NET CURRENT ASSETS		<u>18,945</u>	<u>5,714</u>
NET ASSETS		<u>98,131</u>	<u>76,179</u>
FUNDS	5		
Unrestricted		74,388	62,902
Restricted		22,655	12,145
Endowment		1,088	1,132
		<u>98,131</u>	<u>76,179</u>

Approved by the Standing Committee of the Parochial Church Council on 23 May 2022 and signed on its behalf



Rev C Haywood



D A Stephenson

Adopted by the Annual Meeting of Parishioners on 23 May 2022

THE LEE PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2021

1 ACCOUNTING POLICIES AND OTHER MATTERS

The financial statements have been prepared in accordance with the Church Accounting Regulations 1997 to 2001 and applicable accounting standards. Movable Church furnishings held by the churchwardens on special trust for the PCC and listed in the Church Inventory are not included in the Balance Sheet. No fee is charged by the Independent Examiner in respect of the examination of these accounts.

2 INCOMING RESOURCES

	Unrestricted Fund £	Restricted Funds £	Endowment Fund £	TOTAL FUNDS 2021 2020 £ £	
2(a) <i>Incoming resources from donors</i>					
Planned giving:					
Gift Aid receipts by Bankers Order	8,049	-	-	8,049	8,639
Other giving:					
Gift Aid receipts in cash at services	2,379	600	-	2,979	779
Other collections at services	1,174	-	-	1,174	202
Sundry Donations				-	-
Income tax recoverable under Gift Aid	4,133	-	-	4,133	3,967
	<u>15,735</u>	<u>600</u>	<u>-</u>	<u>16,335</u>	<u>13,587</u>
2(b) <i>Other voluntary incoming resources</i>					
Donations, appeals, etc.	8,944	5,007	-	13,951	5,000
Insurance claim receipt	-	-	-	-	-
Legacies	-	-	-	-	-
Church Fete, Teas and other fund-raising events	210	3,450	-	3,660	877
	<u>9,154</u>	<u>8,457</u>	<u>-</u>	<u>17,611</u>	<u>5,877</u>
2(c) <i>Income from charitable and ancillary trading</i>					
Fees (net of payments to Diocese)	1,862	-	-	1,862	1,692
	<u>1,862</u>	<u>-</u>	<u>-</u>	<u>1,862</u>	<u>1,692</u>
2(d) <i>Other ordinary incoming resources</i>					
Contributions from others towards clergy expenses and insurance (including claims)	2,038	-	-	2,038	252
	<u>2,038</u>	<u>-</u>	<u>-</u>	<u>2,038</u>	<u>252</u>
2(e) <i>Income from investments</i>					
Dividends and interest	1,810	579	24	2,413	2,132
	<u>1,810</u>	<u>579</u>	<u>24</u>	<u>2,413</u>	<u>2,132</u>
TOTAL INCOMING RESOURCES	<u>30,599</u>	<u>9,636</u>	<u>24</u>	<u>40,259</u>	<u>23,540</u>

THE LEE PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (continued)

For the year ended 31 December 2021

3 RESOURCES USED

	Unrestricted Fund £	Restricted Funds £	Endowment Fund £	TOTAL FUNDS	
				2021 £	2020 £
3(a) Grants					
Missionary and charitable giving:					
- missionary societies	-	-	-	-	-
- relief and development agencies	-	-	-	-	-
Home missions and other Church societies	-	600	-	600	50
Other charities	-	-	-	-	-
	<u>-</u>	<u>600</u>	<u>-</u>	<u>600</u>	<u>50</u>
3(b) Activities directly relating to the work of the Church					
Ministry: Parish Share	19,800	-	-	19,800	33,164
Clergy expenses	2,011	-	-	2,011	764
Other clergy costs	-	-	-	-	-
Church - lighting, heating and water	448	-	-	448	1,022
- repairs	190	-	-	190	284
- insurance (excl. Old Church)	2,522	-	-	2,522	2,485
Sunday School	-	-	-	-	-
Upkeep of churchyard	-	-	-	-	-
Organ - upkeep and fees	162	-	-	162	162
Choir	-	-	-	-	-
Miscellaneous expenses	1,295	-	-	1,295	1,170
	<u>26,428</u>	<u>-</u>	<u>-</u>	<u>26,428</u>	<u>39,051</u>
3(c) Fundraising					
Fundraising expenses	-	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
3(d) Church management and administration					
Printing, stationery, Bank charges, etc.	-	-	-	-	-
Fees paid to Parish Clerk	-	-	-	-	-
Youth Worker	-	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL RESOURCES USED	<u>26,428</u>	<u>600</u>	<u>-</u>	<u>27,028</u>	<u>39,101</u>

THE LEE PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS (continued)

For the year ended 31 December 2021

4(a) FIXED ASSETS FOR USE BY THE PCC

	Unrestricted Fund £	Restricted Funds £	Endowment Fund £	TOTAL FUNDS	
				2021 £	2020 £
<i>Investments</i>					
2017.23 Income Units in COIF Charities Investment Fund at market value	36,480	5,007	-	41,487	36,261
503 shares in Charibond at market value	609	-	-	609	631
499.500 shares in Charinco at market value (The Gladys Stewart Memorial Fund)	-	918	-	918	984
512.821 shares in Charinco at market value (The Hall Churchyard Trust)	-	-	942	942	1,010
1891.104 shares in Charinco at market value	-	-	-	-	-
3922.821 shares in Charishare at market value	28,064	-	-	28,064	25,322
306 shares in the CBF Church of England Investment Fund at market value (The Lee Old Churchyard Trust)	-	7,166	-	7,166	6,257
	<u>65,153</u>	<u>13,091</u>	<u>942</u>	<u>79,186</u>	<u>70,465</u>

4(b) DEBTORS

<i>Gift Aid tax refund</i>	-	-	-	-	-
<i>Refund of Old Church insurance</i>	-	-	-	-	-
<i>Contribution to clergy expenses</i>	1,086	-	-	1,086	252
	<u>1,086</u>	<u>-</u>	<u>-</u>	<u>1,086</u>	<u>252</u>

4(c) CREDITORS

<i>Church Youth Worker</i>	-	-	-	-	-
<i>Charity donations</i>	-	-	-	-	-
<i>Other creditors</i>	-	-	-	-	-
<i>Church repairs</i>	-	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

THE LEE PAROCHIAL CHURCH COUNCIL

5 FUND DETAILS

The unrestricted fund is the Parochial Fund. The restricted funds consist of the Sunday School Fund, the Charitable Giving Fund, the Gladys Stewart Memorial Fund, the Outreach Fund and the Churchyard Fund. The Endowment Funds included in the Balance Sheet represent two Perpetual Endowments, viz. (1) The Lee Old Churchyard Trust, created many years ago to preserve the amenities of the churchyard at The Lee, and (2) the Hall Churchyard Trust, created in 2003 for a similar purpose. The capital of these endowments, which may not be spent, is invested as shown above.

There is another Perpetual Endowment (the "Mrs E.M. Judge Bequest") whose trustees are the Vicar and Churchwardens for the time being of the Church of St John the Baptist at The Lee, and which was created in 1980 for the upkeep of the churchyard. The capital, which may not be spent, is held by Diocesan Trustees (Oxford) Ltd. and is invested in 306 Income Shares in the CBF Church of England Investment Fund. The income, which is mandated to the PCC, is included in the accounts. The value of these share at 31 December 2021 was £11,124.