

**Annual Report and Accounts**  
**of the Parochial Church Council of**  
**Cassop cum Quarrington with Bowburn**  
**for the Year Ended 31 December 2020**  
**Christ The King Centre, Bowburn. Charity Registration Number 520741**

Priest in charge

Fr. John Livesley  
Bede Terrace  
Bowburn  
Co Durham  
DH6 5DL

Bank:

Barclays Bank Plc  
6/7 Market Place  
Durham City  
DH1 3BT

Independent examiner:

S Easton FCA  
Haines Watts  
Sterling House  
22 St Cuthberts Way  
Darlington  
Co. Durham  
DL1 1GB

**Parish of Cassop cum Quarrington with Bowburn**

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for the year ended 31 December 2020**

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**Parish of Cassop cum Quarrington with Bowburn**

**Year Ended 31 December 2020**

**Report of the Parochial Church Council**

**Christ The King Centre, Bowburn. Charity Registration Number 520741**

**Background**

The PCC has the responsibility of co-operating with the priest in charge in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelical, social and ecumenical. It also has maintenance responsibilities for the Church of Christ the King.

**Membership**

Membership of the PCC is either ex officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules.

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

*Priest in charge:* Fr. John Livesley  
*Wardens:* Mrs Doreen Thompson  
Mrs Heather Kelly

*Representatives on the Deanery Synod:*  
Mr Stephen White

*Secretary:* Mr Stephen White  
*Treasurer:* Mrs Janet Punshon  
*Lay Reader* Mr Stephen Crosby  
*Elected Members:* Mr Keith Armstrong  
Mrs Mary Armstrong  
Mrs Margaret Cook  
Mrs Emma Gunn  
Mrs Marina Gunn  
Mrs Sue Maxwell  
Mrs Lorna Haigh

**Committees**

The PCC operates through a number of committees, which meet between full meetings of the PCC

*Standing Committee:*

This is the only committee required by law. It has the power to transact the business of the PCC between its meetings, subject to any directions given by the Council.

*Fabric and Finance Committee:*

Oversees the general financial dimension of the work of the parish by monitoring income and expenditure. Attends to matters relating to the stewardship of the church buildings and fabric, the churchyard at Quarrington Hill and the Vicarage.

*Social Committee:*

Organises and co-ordinates social occasions throughout the year which give parishioners an opportunity for fellowship. Some of these events will raise money for PCC funds. One event each year raises money for a charitable cause other than the parish.

**Parish of Cassop cum Quarrington with Bowburn**

**Year Ended 31 December 2020**

**Report of the Parochial Church Council (continued)**

**Church attendance**

There were 52 members on the Church Electoral Roll in 2020, 12 of whom are not resident within the parish. One name was added during the year and one name was removed either through death or because they moved away from the parish. The usual Sunday attendance, counted during October was 30, but this number increased at festivals and baptisms.

**Review of the year**

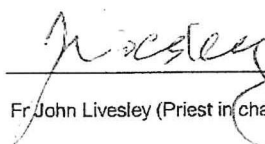
The Parochial Church Council, under the chairmanship of the parish priest, has overall legal and moral responsibility for the parish's mission, activities, finance and building. The PCC met for full meetings on six occasions through the year; there were no short meetings after the Sunday 11am mass to deal with urgent items of business. (Technically on these occasions the PCC meets as its standing committee but attendance is open to any PCC members present).

The COVID 19 pandemic impacted on the church's income this year. Income was down from £39,846 to £28,564. This included a reduction in income from fundraising and hall hire, which could not be carried out due to restrictions. Total parish share was £15,400 of which £9,916 was paid.

On behalf of the PCC

Date

23.10.2021  
JK

  
Fr John Livesley (Priest in charge)

**Parish of Cassop cum Quarrington with Bowburn**

**Independent Examiner's Report to the PCC of Cassop cum Quarrington with Bowburn**

**Year Ended 31 December 2020**

This report on the accounts of the PCC for the year ended 31 December 2020, which are set out on pages 4 to 9, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and section 145 of the Charities Act 2011 ('the Act').

**Respective responsibilities of trustees and examiner**

As the members of the PCC you are responsible for the preparation of the accounts. The PCC members consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

**Basis of independent examiner's report**

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the church 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.

**Independent examiner's statement**

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

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



S Easton FCA  
Haines Watts  
Chartered Accountants

23/10/2021

Sterling House  
22 St Cuthberts Way  
Darlington  
DL1 1GB

**Parish of Cassop cum Quarrington with Bowburn**  
**Income and Expenditure Account**  
**Year Ended 31st December 2020**

	General Fund £	Designated Funds £	Restricted Funds	Total Funds £	31-Dec-19 Total Funds £
<b>Income:</b>					
<i>Incoming resources from donors:</i>					
Envelopes and covenants	16,572	-		16,572	15,615
Income tax (Gift Aid) recovered	2,937	-		2,937	3,158
Loose plate	104	-		104	316
Occasional collections	175	-		175	743
Special collections	-	-		-	-
Flower fund donations	-	-		-	5
Grants received	-	-		-	-
Value of donated assets					
Donations	1,139	-	2,000	3,139	6,426
<i>Income from charitable and ancillary trading:</i>					
Fees	453	-		453	1,160
Other income	2,994	-		2,994	5,655
<i>Income from investments:</i>					
Interest received	-	-		-	-
Fundraising	1,253	956		2,208	6,768
	<u>25,627</u>	<u>957</u>	<u>2,000</u>	<u>28,584</u>	<u>39,846</u>
<b>Expenditure:</b>					
<i>Activities directly related to church work:</i>					
Parish share	9,916	-		9,916	15,100
Clergy expenses	1,175	-		1,175	1,384
Upkeep of services	1,629	-		1,629	2,982
Organist's fees	1,560	-		1,560	1,680
Vergers fees	15	-		15	110
Flowers	10	-		10	350
Heat, light and water	1,979	-		1,979	2,030
Repairs and maintenance	4,110	-		4,110	4,280
Insurance	841	-		841	841
Cleaner's costs	-	-		-	740
Fees to Diocese	-	-		-	474
Sundries	25	-		25	95
Printing and stationery	1,155	-		1,155	744
Lease of photocopier	282	-		282	1,128
Fees	-	-		-	-
Furniture/Fixtures & Fittings	-	-		-	-
Depreciation	-	8,528		8,528	9,855
Building repairs/Architects Costs	-	-		-	-
<i>Grants:</i>					
Donations	242	-		242	574
<i>Church management and administration:</i>					
Bank charges and interest	-	-		-	-
Independent Examiner's Fees	-	-		-	-
<i>Fundraising and publicity:</i>					
Stewardship expenses	-	-		-	-
Fundraising expenses	-	-		-	182
Publicity and advertising	-	-		-	-
	<u>22,939</u>	<u>8,528</u>	<u>-</u>	<u>31,467</u>	<u>42,549</u>
<b>(Deficit)/surplus for the year</b>	2,688	(7,572)	2,000	(2,883)	(2,703)
Brought forward	32,093	192,751	-	224,843	227,547
<b>Carried forward</b>	<u>34,781</u>	<u>185,179</u>	<u>2,000</u>	<u>221,959</u>	<u>224,844</u>

Parish of Cassop cum Quarrington with Bowburn

Balance Sheet

Year Ended 31st December 2020

	Notes	2020 £	2019 £
<b>Fixed assets</b>			
Tangible fixed assets	(6)	184,804	193,332
<b>Current Assets:</b>			
Debtors and prepayments		2,937	-
Cash in hand		100	100
Bank current account		21,931	22,180
Bank deposit account		12,188	9,232
		<u>-</u>	<u>-</u>
		37,156	31,512
<b>Current Liabilities:</b>			
Loans from Parishioners		-	-
Family Support Fund		-	-
		<u>-</u>	<u>-</u>
<b>Net current assets/(liabilities)</b>		37,156	31,512
<b>Total net assets</b>		<u>£ 221,959</u>	<u>£ 224,844</u>
<b>Parish funds</b>			
Unrestricted General fund		34,781	32,093
Designated funds	(7)	185,179	192,752
Restricted Funds	(8)	2,000	-
		<u>£ 221,959</u>	<u>£ 224,845</u>

Fr. John Livesley (Priest in charge)

Date:

23/5/21

Mr S White (Secretary)

Parish of Cassop cum Quarrington with Bowburn

Year Ended 31 December 2020

Notes to the Accounts

**(1) Accounting policies**

The financial statements have been prepared in accordance with the Church Accounting Regulations together with applicable accounting standards and the Charities SORP.

The financial statements have been prepared under the historical cost convention.

Funds

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. These include funds designated for a particular purpose by the PCC.

The accounts include transactions, assets and liabilities for which the PCC can be held responsible. They do not include the accounts of church groups that owe an affiliation to another body nor those that are informal gatherings of church members.

Income

Collections are recognised when made.

Amounts receivable under covenant are recognised only when honoured by the covenantor.

Income tax recoverable on covenanted donations is recognised when claimable.

Funds raised by the fairs, bingo and other fundraising events are accounted for gross.

Parochial fees due for weddings, funerals etc are accounted for on an event by event basis.

Deposit interest is accounted for when received.

Expenditure

The Parish Share is accounted for when paid and any share unpaid at 31 December is shown as a note to the accounts.

Fixed Assets

Consecrated and dedicated property and moveable church furnishings

Consecrated and beneficed property is excluded from the accounts by the Charities Act 2011

Dedicated property is capitalised and depreciated in the financial statements over its anticipated useful economic life of 50 years.

Moveable church furnishings held by the Priest in charge and churchwardens on special trust for the PCC which require a faculty for disposal are accounted for as inalienable property unless consecrated.

Other fixtures and fittings

Equipment used within the church premises is depreciated on a straight line basis over 5 years.

Current Assets

Amounts owing to the PCC at 31 December in respect of fees or other income are shown as debtors.

Current Liabilities

Amounts owed by the PCC at 31 December in respect of expenses are shown as accrued expenses.



Parish of Cassop cum Quarrington with Bowburn

Year Ended 31st December 2020

Notes to the Accounts (continued)

	2020 £	2019 £
<b>(2) Flower Fund</b>		
As at 1 January 2020 (unbanked)	50	50
Received in year	-	350
Expended on flowers	-	350
Absorbed by General Fund		
As at 31 December 2020	<u>50</u>	<u>-</u>
		<u>50</u>

Note: Flower fund managed by A. Wilson - balance unbanked at 2020 year end of £50.

	General Fund 2020 £	Building Fund 2020 £	Total 2019 £
<b>(3) Other income</b>			
Printing and stationery	-	-	697
Votive candles	41	-	55
Tea/coffee money	108	-	555
Hall Hire	2,007	-	4,098
Miscellaneous	838	-	250
	<u>£ 2,994</u>	<u>-</u>	<u>£ 5,655</u>

Parish of Cassop cum Quarrington with Bowburn

Year Ended 31 December 2020

Notes to the Accounts (continued)

(4) Fundraising	2020	2019
<u>General Fund:</u>	£	£
Fayres	30	2,087
Coffee mornings	259	1,943
Pancake Night	133	-
Harvest Supper	-	240
Blue Bag Appeal	22	18
Christmas/December Raffles	749	402
Sale of Guide Books	-	14
Sale of gift tags	20	-
Quiz	40	-
Easter Raffle	-	186
Afternoon Tea	-	242
Beetle Drive	-	56
Mexican Evening	-	150
Great North Run	-	270
Income from Dedication Days	-	-
Easter Chocolate	-	0
St George Evening	-	185
Fundraising approaches	-	-
Other	-	179
	<u>1,253</u>	<u>5,972</u>
<u>Church Building Fund:</u>		
	-	-
100 Club	918	796
Penny Bottle	38	-
	<u>956</u>	<u>796</u>
	<u>£ 2,208</u>	<u>£ 6,768</u>

Parish of Cassop cum Quarrington with Bowburn

Year Ended 31 December 2020

Notes to the Accounts (continued)

(5) Parish Share

The Diocesan Parish Share for the year ended 31 December 2020 was £15,400.  
of which £9,915.70 was paid

(6) Tangible Fixed Assets

	Church Building	Organ & furniture	Total
<b>Cost</b>			
At 1 January 2020	227,279	44,831	272,110
Additions	-	-	-
At 31 December 2020	227,279	44,831	272,110
<b>Depreciation</b>			
At 1 January 2020	49,877	28,901	78,779
Charge for the year	4,546	3,982	8,528
At 31 December 2020	54,423	32,884	87,307
<b>Net book value</b>			
At 31 December 2020	172,856	11,947	184,804
At 31 December 2019	177,402	15,930	193,332

(7) Designated Funds

The movement on designated funds during the year was as follows:

	Church Building Fund Note	£
<b>As at 1 January 2020</b>		192,751
<u>Add: Income</u>		
Grants received		-
Donations		-
Occasional collections		-
Income tax		-
Fundraising	(4)	956
Interest received		-
		<u>956</u>
<u>Less: Expenditure</u>		
Repairs and maintenance		-
Depreciation		8,528
Organ & furniture		-
Building costs		-
Bank charges and interest		-
Fundraising expenses		-
		<u>8,528</u>
<b>As at 31 December 2020</b>		<u>£ 185,178</u>

(8) Restricted Funds

	£
<b>As at 1 January 2020</b>	-
<u>Add: Income</u>	
Donation re Youth Worker	2,000
	<u>2,000</u>
<b>As at 31 December 2020</b>	2,000