

Parochial Church Council of St Mary, Standon

Trustees' Annual Report

For the year ended 31st December 2019

Standon PCC is a corporate body established by the Church of England and operates under the Parochial Church Council Powers Measure. It has the responsibility of co-operating with the Rector in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelical, social and ecumenical. It also has maintenance responsibilities for the fabric of the church building, its contents and the churchyard.

Since November 2006, we have been a united benefice with the parishes of The Mundens with Sacombe.

During the year, we have provided regular public services of worship on every Sunday except three (two in August plus 29th December), when there were united services in other churches in the benefice. Many of our services are united, so it is very difficult to determine what our own average attendance is. The average attendance for a normal Sunday as defined for this purpose was 84, of which 80 were over and 4 under 16 years of age (71 for 2018), but this is not really informative. Our united services drew an average attendance of 70 adults and 3 under 16s; our monthly family service 38 adults and 2 under 16s. Our 8.00 communion services had an average attendance of 15, our choral evensongs 55 and our weekly Wednesday communion 12. In addition, we have held services on major festivals throughout the year, the largest of these being Remembrance, when we had 360 people in the church, including many children from local uniformed organisations. Our Christmas services were well attended, with 168 at our service of Nine Lessons and Carols, 295 (87 of them children) at our Christingle and 87 at our midnight (11.30) communion service on Christmas Eve.

Our church is unlocked during daylight hours, and is used by many for prayer and reflection as well as being visited by individuals and groups interested in its beautiful architecture and long history. It is also used for concerts and exhibitions. During 2019 we conducted 13 funerals or memorial services and 3 weddings in the church. We baptised 5 children.

In addition to activities centred on the church building, until the summer we ran "St Mary's at the School" on Sunday afternoons in the local school, at which we had an average attendance of 21 adults and 7 children. In parallel, we ran a Village Youth Club for children aged 10 and over, to which any children were welcome, and at Easter we offered our usual annual Holiday Bible Club for children aged 4 to 11. After the summer, we combined the youth club with the St Mary's at the School congregation and ran a three tier Alpha course, for adults, young people and children, all at the same time, in the Community Centre, which has three discrete spaces. That course ended at Christmas, and, in January, St Mary's at the School has been relaunched as The Centre, an informal, contemporary expression of worship, meeting at the Community Centre, with provision for young people and children continuing from and building on the Alpha course.

We offer friendship, practical help and pastoral care to any in our community who need it. We run home groups and Bible study groups to help members deepen their knowledge and experience in the Christian faith.

Membership

Members of the PCC are 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:

Rector	Rev John Chitham (from 26.03.19)	Elected Members	Mr Cliff Beeston Mr Stephen Coley Mrs Brenda Evans Miss Lizzy Franks Mr Richard Franks Mrs Sue Geddes Mrs Margaret Goodall Mrs Jade Harrison (from 25.04.19) Mrs Cathy Lunt (until 25.04.19) Mrs Marilyn Overall Mr Keith Plummer Mrs Marion Smith (until 25.04.19) Mrs Jade Harrison (until 25.04.19) Mrs Marion Smith (from 25.04.19)
Wardens	Mr Michael Smith Mrs Angie Adamson		
Reader	Mrs Caroline Franks		
Officers	Miss Lizzy Franks Hon. Secretary Mrs Caroline Franks Hon. Treasurer		
Deanery Synod Representatives	Mrs Angie Adamson Mrs Caroline Franks Mrs Marion Smith	Co-opted Members	

Our retired Reader with Permission to Officiate, Mrs Gwen Duckitt, did not serve on the PCC during 2019. She chose not to renew her PTO in December 2019 and is now our much valued Reader Emeritus.

Banks	CAF Bank Ltd 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4JQ	The CBF Church of England Deposit Fund 80 Cheapside London EC2V 6DZ
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Investment Funds	The CBF C of E Investment Fund 80 Cheapside London EC2V 6DZ	Independent Examiner	Jacob Farley ACA Stewardship 1 Lamb's Passage London EC1Y 8AB
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In January 2019, our architect, Michael Dales RIBA, resigned from the position. We are in the process of considering whom to appoint to this post, but have not yet reached a conclusion. We have no capital work under way, and are not due a quinquennial report for some time, so we are able to take our time to make this decision.

Financial Responsibilities of the PCC

The PCC is required to prepare a statement of accounts for each accounting year which shows a true and fair view of the state of affairs of the church.

We are required to:

- Select suitable accounting policies and apply them consistently
- Make judgements and estimates that are reasonable and prudent
- State whether the policies adopted are in accordance with the Church Accounting Regulations and with applicable accounting standards
- Prepare the financial statements on a going concern basis

We are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the church and to ensure that such accounts comply with applicable accounting standards and with the Statements of Recommended Practice and the Regulations made under the Charities Act 2006. We also have a responsibility to safeguard the assets of the church and to take reasonable steps for the prevention of fraud and other irregularities.

Policy on Reserves

The PCC recognises the need to hold reserves to allow the protection of its core activities in the event of income shortfalls and to promote balanced strategic planning. Reserves are defined as income that becomes available and which the PCC can spend at its discretion to further its objectives but which has not yet been spent, committed or designated.

At the end of 2019, the PCC held £77,224 in its General Fund. This sum is broadly in line with its agreed policy to hold between 12 and 18 months' anticipated expenditure, though the slight shortfall in that aim (after taking into account the contributions made by the other parishes in the benefice to shared expenses) indicates that we must be watchful of spending levels. Funds beyond our immediate needs are held on deposit with the CBF Church of England Deposit Fund. This fund provides us with a competitive rate of interest, but with low risk and instant access.

Towards the end of 2018, following the introduction by Barclays of onerous bank charges, we decided to move our bankers. Accounts were set up with CAF bank, and the migration was completed satisfactorily in early 2019.

At the end of 2019, in addition to our general fund, we hold designated funds of £1,000 in the Transport Fund, £3,346 in the Legacy Fund and £725 in the Local Mission and Outreach Fund.

When we receive a legacy, we transfer 10% to the Tithe Fund, to be used for others as appropriate needs come to our attention. The Tithe Fund has no balance at present.

We have used most of the balance on the Legacy Fund to help fund the re-ordering of the church, and contribute to the organ refurbishment completed in 2019. That it retains a balance at all is due to our receiving a grant from the Listed Places of Worship Scheme to cover the VAT paid on the new lighting system, which we were not sure would qualify. We continue to enjoy the increased flexibility and functionality of the church building for worship and other uses, provided by the reordering and the new lighting.

The remaining balance on our restoration fund has also been used towards the cost of the organ refurbishment, as has the entire balance on the Organ Fund. The Restoration Fund has been replenished slightly from the dividends received on endowment funds investments restricted for that purpose, but we will not be able to plan any more capital work without either raising more funds or receiving grants, whether from the Friends of St Mary's or elsewhere.

Risk Management

Any charity, in carrying out its objectives, must have an eye to the risks involved. We are responsible for an ancient building, designed with no thought for the needs of frail or disabled people; we deal frequently with people who are vulnerable; we work with children; our income is by donation and often some of the PCC have access to confidential information.

We try to guard against risk without letting risk-limiting measures get in the way of our ministry. Where we can, we insure against financial loss. Where this is not possible, we try to minimise risk in other ways. For example, we have treated the lead on our church roof with Smart Water, and installed an alarm system; we have also asked our neighbours in the High Street to report any suspicious activity around the church, and we leave the flood lights on until after the pub opposite has closed and the High Street is quiet. We hold a comprehensive set of risk assessments which are reviewed regularly. We have an appointed Health and Safety Officer and there is a Health and Safety Policy in place. The addition in 2017 of a kitchen and disabled access WC at the back of the nave, and the restoration of the Lady chapel has reduced the number of occasions when

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people must make their way up and down the stone chancel steps; those steps now have a handrail. We have a care to the qualifications and integrity of those to whom we entrust sensitive information or access to our funds and take sensible precautions to protect them and those with whom they interact, including using encryption or other security systems on those computers our Data Protection Officer deems appropriate. The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (which sets out the PCC's obligations to safeguard children and vulnerable adults). We make sure that those working regularly with children and vulnerable adults are subjected to DBS checks in line with Thirtyone:eight guidelines and are conversant with our Child Protection Policy. Our benefice Safeguarding Officer, who advises the PCC, has extensive experience of child protection issues in relation to her role as Designated Senior Person at school and her work as Safeguarding Officer at CPAS summer camps. She is also a Diocesan trainer in Safeguarding. The financial functions of the PCC are shared between three people, working independently. All work undertaken by volunteers is subject to review.

Committee Structure and Review of the Year

The PCC operates through a number of committees, which meet between meetings of the full PCC. Other than the Standing Committee, the PCC committees do not have delegated decision making powers; they make recommendations to the PCC, which is responsible for all decision making.

Standing Committee

This, the only committee required by law, has power to transact PCC business between its meetings, subject to directions given by the council. It is comprised of the Rector, our Readers, Church Wardens, Secretary and Treasurer. The Benefice Administrator also attends these meetings.

World Mission Group

This committee is benefice-wide and considers matters to do with world-wide mission, including the way we support our missionary partners overseas, both financially and through prayer and encouragement. It considers which charities and organisations should be supported through appeals, special collections or specific donations and has organised fundraising events for specific missionary projects. We adopt a benefice approach to almost all of our support of world mission.

Special Appeals

Once again, special appeals were well supported during 2019.

Our regular giving for our mission partners in Burundi raised £1,809 including tax. During the year, we sent the £1,495 collected in 2018 and early 2019, and the balance of the amount collected in 2019 has been sent in 2020.

Our Lent appeal in 2019 was for our benefice missionary partners, working in Burundi and Zimbabwe. The amount raised was £2,320, including gift aid tax of £106, which we claimed. Our harvest appeal for Tear Fund raised £1,495, including £126 of tax.

In December 2019, our appeal was again for Herts Young Homeless. Our Christingle collection was added to the total, and the total raised was £2,128 was donated. This was sent to the charity in January 2020.

In addition, £871 (including tax) was sent to the Royal British Legion following our Remembrance Sunday service.

All of the amounts collected in 2019 in response to appeals to help others totalled £6,814. Of this, £5,898 (including the tax where applicable) was processed through the PCC bank account. In addition, we sent £792 from collections at weddings and funerals to charities chosen by the people involved.

Members took part in Operation Christmas Child, filling shoe boxes to be sent to parts of the world where children affected by war or disaster have no hope otherwise of receiving a gift at Christmas. Our 156 boxes filled in 2019 were sent to Eastern Europe.

During the year we have continued to support the work of the local food bank, and the gifts brought to our harvest services were donated to this cause. During Advent, we invited people to take part in the Reverse Advent Calendar, setting aside one item per day throughout Advent. Since September, our donations have gone to the new food bank in Buntingford, which serves our local area.

Family Worship, St Mary's at the School and Village Youth Club

St Mary's at the School, a time of contemporary worship, teaching and discussion, with Messy Church activities for the children, continued until the summer to meet on Sunday afternoons in the local school. The average attendance was around 28. Once a month, St Mary's at the School was invited to join the congregation at St Mary's for our family service in church, with Messy Church activities for the children.

Our Village Youth Club, run by a professional youth worker, open at no cost to any children from year 6 upwards, also ran until the summer, offering games and activities, and an optional Bible based teaching session. We found in the early part of the year that attendance was falling, with many of the children becoming involved in other activities at that time.

In September, we launched a three-tier Alpha course, using the additional space in the Community Centre to offer an adult course in the main hall and youth and children's courses in the other two rooms. The youth and children's courses were led by our Red Balloon youth work partners, with support from our home team. Following this successful enterprise, St Mary's at the School has been relaunched in January, in the Community Centre, as The Centre, with youth and children's work provided alongside the adult act of worship.

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At Easter, we ran our regular Holiday Bible Club in Roger de Clare School, headed, as usual, by two external youth workers. In total, 49 different children attended over the four days, and many parents came to the open evening. The theme this time was God the Builder, and Bible stories, activities, games and songs were enjoyed by those who attended.

Lizzy Franks continues to be involved with CPAS Pathfinder Holidays, and in August several youngsters from our benefice attended her camp and one for older teenagers. Funds were made available to help with the costs of these camps.

Our youth work has continued to provide a wide range of activities for young people in order to strengthen links in our local community. In addition to our weekly after school club at Little Munden School and lunchtime club at Ralph Sadleir, we have continued to run our midweek Bible study group for teenagers who have made a commitment to follow Christ, and, while it operated, a study session for the older children of those who attended St Mary's at the School. In the summer of 2020, six of our young people will travel to Mexico with our youth work partners to take part in an Amor Ministries project to build houses for families who would otherwise have no chance of owning their own home. The church family has supported their fundraising efforts to pay for the trip, and their target has been reached in plenty of time for the deadlines provided.

Finance Committee

This committee of representatives of PCC and church members considers all aspects of PCC finances. It is responsible for the preparation and monitoring of budgets, for review of the current financial position and for advising the PCC on financial matters.

Our financial results for this year show a deficit on unrestricted funds of £6,249, but this includes expenditure on capital projects of £48,179 and grants towards those projects of £45,124. Excluding capital works, the deficit is £3,510.

£71,294 was spent during the year on providing Christian ministry from St Mary's. This includes parish share payments to the Diocese of £53,757 to support diocesan costs such as clergy stipends and housing, training for clergy and readers and the many support services we have available to us in our parish ministry, and costs of £3,950 to support our youth work.

In addition, we spent £11,153 on the running and maintenance of the church and churchyard, and £12,243 on administrative and other costs.

Electoral Roll

At the end of 2019, there were 120 members on the electoral roll. 25 of these live outside the parish.

Other High Points of the Year

Our aim is the promotion of the Gospel of our Lord Jesus Christ according to the practices of the Church of England. All our activities are organised against this background.

2019 has seen more exciting developments in the life of our church. In March, we welcomed our new Rector, Rev John Chitham. He and his wife, Basma, bring great experience and wisdom to our benefice. Under John's direction, our three tier Alpha course was successful, with several participants exploring the possibility of baptism or confirmation, and we are planning strategically for a new venture, The Centre, our fresh expression of church which meets on Sunday afternoons. We have sponsored one of our members to attend evangelism training, and he is taking the message of the gospel to the youngsters he encounters in his role as boxing coach to troubled teenagers, as well as other areas of his life and our community. Five of our leadership are booked to attend the Leading Your Church into Growth training in February 2020. Our pastoral visiting team has continued its important work, with personnel trained in bereavement visiting as well as members ready and willing to offer friendship to those who are isolated or lonely. A group of bereaved spouses meets regularly to share tea and cake, and to offer one another support. Our mid-week communion service on Wednesday mornings continues to be much appreciated and attracts a congregation of around a dozen each week. Our ladies' and men's midweek groups continue to thrive.

We have revisited our 2009 Mission Action Plan, revised in 2014 and again in 2016, and are working on a new MAP, which will set out what we mean by, where we are with and where we would like to go in all areas of our work and ministry. We have identified our three priorities: to answer God's call to make disciples, to be witnesses and to grow leaders.

We continue to encourage vocation among our members. Several of our members have continued to lead aspects of worship or address the congregation, or lead services at a local residential home, and have received support and training to do so. Others have led home groups or discussion groups.

We seek to encourage and develop a desire among our members continually to be learning and growing as Christians. In addition to regular prayer times, a weekly women's group and a fortnightly men's group meet for discussion and prayer. A men's dinner is held occasionally in a local pub.

We continue to endeavour to live out our faith in our community. As in previous years, we organised visits to housebound members of our community, with a gift, at harvest, and this was much appreciated. Members of our churches are involved in all the organisations in our parishes.

We have worked closely with our two benefice church schools, continuing to strengthen the ties between church and school and working to draw some of the children and, with them, their parents into church family life. Both of our church schools hold services in our churches at least once each term.

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We try to organise worship that will draw in members of our community. Our benefice choir is rightly admired in our area, and we are currently working to build on the national resurgence of interest in choral evensong, as well as developing more contemporary worship. We continue to offer Book of Common Prayer services as well as Common Worship ones..

Our churchyard working party once a month continues to draw in people not otherwise associated with the church as well as keeping our churchyard looking attractive and tidy.

We continue to look at how to make our outreach even more effective and look actively for opportunities to engage more members of our communities.

As a rule, members meet for prayer on Thursday mornings in the church. Church members meet at other times for prayer, as need and opportunity allow.

Our benefice Director of Music has continued to work with the choir of members from our three churches. The combined benefice choir sings together at every united service as well as at choral evensong and occasional services such as our Carol services, and at weddings and, on occasion, funerals. It has visited Ely cathedrals this year, to sing evensong, and a four day trip is planned in the summer this year to Winchester. It has also taken part in East Herts Church Choirs Association events, and has performed in local fund-raising concerts. We have a number of youngsters (5 at present) singing with our choir, and we have a programme in place to train them for their RSCM choristers' ribbons. One of our juniors took his grade 6 singing exam in 2019, passing with distinction.

We have a strong tradition of Bible study and learning, and we are always seeking to increase the use of home groups and studies. In 2019, we took part in a trial of a new course, developed by the Archbishop of Canterbury's reconciliation team. The six week programme explores themes of reconciliation and we were able to feed back from our experience in order to inform the evolution of the materials, which are now being trialled, in a new format, widely across the Anglican communion.

Our beautiful, ancient, grade 1 listed building presents us with real challenges as we strive to be the living church in these villages. During 2019 we have completed a major overhaul of our Aldred organ, which, at 20 years old, was due for a complete clean and refurbishment, with the leather parts being renewed and all the pipes removed and serviced. The Friends of St Mary's continue to raise funds to finance restoration projects, and this year we have reason to be grateful to them for a grant towards the cost of the organ refurbishment and the underwriting of entire decorating work. That was a significant project, involving an enormous amount of scaffolding to reach the higher parts of the walls, and was completed just in time for our new Rector's installation. As a side-benefit, the vast amount of scaffolding allowed for close inspection of some of the higher parts of the nave, which cannot usually be accessed. Our last quinquennial inspection, dated November 2017, drew attention to a number of areas where work is needed to our building, mostly repairs to the pointing, copings and rendering. We have completed the urgent (requiring attention within 6 months) works, which were minor, and are fundraising to finance the next tranche of work, recommended for attention within 18 months. As we are between architects, we do not yet have an estimated cost for these works.

Much has been achieved during 2019, but, as ever, there is much still to do as we begin to shape our vision for the next years with our new incumbent. We are well placed to carry our work forward, and, with God's help, plan to be instrumental in spreading his gospel ever wider in this community and abroad.

Public Benefit

The Trustees have complied with the duty to have due regard to the public benefit guidance published by the Charity Commission.

This report was approved by the PCC on 27th April 2020 and signed on their behalf by Rev John Chitham (Incumbent).

Parochial Church Council of St Mary, Standon
Receipts and Payments Account
for the year ended 31st December 2019

	Note	Unrestricted Funds	Restricted Funds	Endowment Funds	Total 2019	Total 2018
		£	£	£	£	£
Receipts						
Voluntary income	2a	134,361	7,821		142,182	128,299
Income from investments	2b	669	0	980	1,649	1,542
Church activities		2,723	2,573		5,296	6,226
Other incoming resources		123			123	278
Total Receipts		<u>137,876</u>	<u>10,394</u>	<u>980</u>	<u>149,250</u>	<u>136,345</u>
Payments						
Church activities	3	143,343	18,448		161,791	168,757
Governance costs	4	757			757	942
Total Payments		<u>144,100</u>	<u>18,448</u>	<u>0</u>	<u>162,548</u>	<u>169,699</u>
Excess of Payments over Receipts		(6,224)	(8,054)	980	(13,298)	(33,354)
Transfers between funds			980	(980)		
Net movement in funds		<u>(6,224)</u>	<u>(7,074)</u>	<u>0</u>	<u>(13,298)</u>	<u>(33,354)</u>
Balance as at 1st January 2019		88,541	26,176		114,717	148,071
Balance as at 31st December 2019		<u>82,317</u>	<u>19,102</u>	<u>0</u>	<u>101,419</u>	<u>114,717</u>

The notes on pages 3 to 5 form part of these accounts

Parochial Church Council of St Mary, Standon
Statement of Assets and Liabilities
as at 31st December 2019

	2019 £	2018 £
Bank Balances and Cash		
Short term deposits	87,911	87,255
Cash at bank and in hand	13,508	27,462
	<u>101,419</u>	<u>114,717</u>
Other Assets and Liabilities		
Assets:		
Gift aid tax recovery not yet received	4,693	4,353
VAT recoverable (Listed Places of Worship Scheme)	2,696	712
Other monetary assets	4,751	3,772
	<u>12,140</u>	<u>8,837</u>
Liabilities:		
Unbilled fee for independent examination	1,000	950
Money donated for missionary partners and appeals not yet sent	2,117	1,999
Invoiced amounts for capital work, paid after year end		6,565
Other amounts due	2,099	1,553
	<u>5,216</u>	<u>11,067</u>
Investments		
Market value 01.01.19	28,337	28,766
Unrealised gain/(loss) in the year	5,306	(429)
Market value 31.12.19	<u>33,643</u>	<u>28,337</u>
The investment comprises shares in the Central Board of Finance, as follows:		
	No. of shares	No. of shares
Chancel Fund	286	286
Chapman Bequest	292	292
Sadleir Bequest (Grave Trust)	134	134
Standon Church Charities	1,047	1,047
	<u>1,759</u>	<u>1,759</u>

The notes on pages 3 to 5 form part of these accounts

These accounts were approved by the Parochial Church Council on 27.04.2020 and signed on its behalf.

Mr Michael Smith (Church Warden)

Miss Lizzy Franks (PCC secretary)

1 Accounting Policies

The accounts have been prepared on a receipts and payments basis and comprise a statement that shows the charity's receipts and payments, a statement that summarises the charity's assets and liabilities and related notes. The accountancy profession have determined that only accounts prepared in accordance with applicable accounting standards present a 'true and fair' view and, as these receipts and payments accounts have not (and cannot) be prepared in accordance with accounting standards, these accounts do not present (and are not intended to present) a 'true and fair' view of the charity's financial activities and state of affairs.

Funds

Endowment funds are funds the capital of which must be maintained; only income arising from investment of the endowment may be used either as restricted or unrestricted funds, depending upon the purpose for which the endowment was established.

The value of the PCC's endowment funds at 31st December is £13,618 (2018 £11,470).

Restricted funds represent (a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and (b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given.

Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average basis.

The value of the PCC's restricted funds at 31st December is £19,758 (2018 £26,176).

Another £20,025 of restricted funds are invested in CBF Investment Fund Income Shares.

Designated funds represent income set aside by the PCC for payment of specific expenses.

The value of the PCC's designated funds at 31st December is £5,071 (2018 £11,872).

Unrestricted funds are general funds which may be used for PCC ordinary purposes.

The value of the PCC's general fund at 31st December is £76,930 (2018 £76,669).

	Unrestricted Funds	Restricted Funds	Endowment Funds	Total 2019	Total 2018
	£	£	£	£	£
2 Receipts					
2a Voluntary income					
Planned giving	55,354	1,576		56,930	50,467
Income tax	13,136	793		13,929	12,913
Collections and donations	7,815	50		7,865	14,567
Grants and appeals	45,436	5,402		50,838	38,155
Contributions	12,620			12,620	12,197
	<u>134,361</u>	<u>7,821</u>	<u>0</u>	<u>142,182</u>	<u>128,299</u>
2b Income from investments					
Dividends			980	980	956
Interest	669			669	586
	<u>669</u>	<u>0</u>	<u>980</u>	<u>1,649</u>	<u>1,542</u>

Parochial Church Council of St Mary, Standon
Notes to the Financial Statements (continued)
for the year ended 31st December 2019

3 Payments	Unrestricted Funds	Restricted Funds	Endowment Funds	Total 2019	Total 2018
	£	£	£	£	£
Church activities					
Missionary and charitable giving:					
Overseas Missionary Societies	601	3,815		4,416	2,730
Overseas relief and development agencies		1,495		1,495	469
Home missions and other Church societies	40	974		1,014	2,031
Secular agencies	<u>641</u>	<u>1,695</u>		<u>1,695</u>	<u>2,684</u>
	641	7,979	0	8,620	7,914
Parish share	53,757			53,757	50,833
Other ministry expenses	17,537			17,537	22,132
Church running expenses & maintenance	11,038	115		11,153	10,172
Other expenses	1,232	52		1,284	2,988
Other administrative expenses	10,959			10,959	10,479
Capital projects	48,179	10,302		58,481	64,239
	<u>143,343</u>	<u>18,448</u>	<u>0</u>	<u>161,791</u>	<u>168,757</u>

Capital Projects

Following the major reordering that was undertaken in 2017, and the replacement of the main lighting of the church in 2018, we redecorated in early 2019.

In addition, we had the 20 year old Aldred organ thoroughly cleaned and serviced.

A claim has been made to the the Listed Places of Worship grant scheme to repay the vat we paid on the decorating work. Contrary to our expectations, the new lighting was found to be eligible for a Listed Places of Worship grant, and a refund was received for the VAT paid on the project.

	2019	2018
	£	£
4 Governance costs		
Independent examination fee	<u>757</u>	<u>942</u>

5 Staff and Trustees

The PCC has no employed members of staff. Other than the Rector, who is not employed by us, its activities are generally carried out by volunteers.

Michael Smith, a Trustee, received £6,450 during the year in his capacity as organist of the church (2018 £6,234). Marion Smith, a Trustee, received £7,860 during the year in her capacity as a self-employed administrator of the church (2018 £7,608). Both of these amounts are permitted by the governing document of the charity. No remuneration was paid to any other trustee during the year nor to any person connected to them.

The fees of the organist are included in ministry expenses. The remuneration of the administrative assistant is included in administration costs.

PCC members and officers were reimbursed for any PCC expenses they incurred.
The total reimbursed for 2019 was £4,688.

Parochial Church Council of St Mary, Standon
Notes to the Financial Statements (continued)
for the year ended 31st December 2019

6 Movement in Funds

	Balance 01.01.19	Income	Expenses	Transfer of Funds	Balance 31.12.19
Unrestricted Funds					
General Fund	76,669	92,449	(91,972)		77,146
Unrestricted Funds - Designated					
Legacy Fund	6,400	45,124	(48,178)		3,346
Tithe Fund	0				0
Transport Fund	1,000				1,000
Local Mission & Outreach	4,472	303	(3,950)		825
	<u>88,541</u>	<u>137,876</u>	<u>(144,100)</u>	<u>0</u>	<u>82,317</u>
Restricted Funds					
Restoration Fund	3,433	159	(3,433)		159
Appeals	885	5,962	(5,898)		949
Bells Appeal	7,097				7,097
Friends of Standon Churchyard	2,633	2,860	(115)		5,378
Organ Fund	6,869		(6,869)		0
Standon Church Charities	4,405	584	(638)		4,351
Overseas Mission Partners	854	1,809	(1,495)		1,168
	<u>26,176</u>	<u>11,374</u>	<u>(18,448)</u>		<u>19,102</u>
Total Funds	114,717	149,250	(162,548)		101,419

7 Connected Charities

The Friends of St Mary's Church, Standon Charity Commission No. 1088516

Main objects: The preservation, beautification and improvement of the fabric of the church.

These are pursued by raising funds and making donations to Standon PCC towards the cost of the work it supports.

The charity is run by a committee made up of 6 people appointed by Standon PCC and 6 people elected by the annual general meeting.

INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF
PAROCHIAL CHURCH COUNCIL OF STANDON, ST MARY

I report to the trustees on my examination of the accounts of The Parochial Church Council of Standon, St Mary ('the charity') for the year ended 31 December 2019 on pages 1 to 5 following.

Responsibilities and basis of report

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

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in accordance with section 130 of the 2011 Act; or
2. 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.

Jacob Farley

For and on behalf of:

Stewardship
1 Lamb's Passage
LONDON
EC1Y 8AB

Date: 12 May 2020