



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1 January 2019
To 31 December 2019

Period start date
Period end date

Charity name: The Parochial Church Council of the Ecclesiastical Parish of St Mary's Frittenden

Charity registration number: 1183170

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The Parochial Church Council (PCC) of the Ecclesiastical Parish of St Mary's Frittenden has the responsibility along with the incumbent, Revd Peter Deaves, in promoting the whole mission of the church, pastoral, evangelistic, social and ecumenical. St Mary's Frittenden is united as a benefice with Trinity Church, Sissinghurst with whom we work in close partnership.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	The PCC OF St Mary's Frittenden is committed to encouraging as many people as possible to worship at the church and to become part of the parish community. Our services and worship put faith into practice through prayer and scripture, music and sacrament.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	When planning our activities for the year, the Rector and the PCC have considered the Charity Commission's guidance on public benefit and, more specifically, the guidance on charities for the advancement of religion. In particular, we try to enable ordinary people to live out their faith as part of our parish community in a number of ways. These include: 1) worship and prayer. 2) learning about the gospel. 3) developing their knowledge and trust in Jesus. 4) provision of pastoral care for people living in the parish.

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>The PCC continues to hold a wide range of church services every month that those attending find beneficial and spiritually fulfilling. These services also offer Sunday Club for children while the outreach for this age group goes further with 'Open the Book' and 'Messy Church'. There are also other opportunities for parishioners to learn about the gospel with a regular weekly home group. The PCC also looks after the wider community with a lunch planned for twice a year to which those most in need in the village are invited.</p> <p>St Mary's Frittenden has undergone some major capital improvements over the last few years which has involved moving the organ to make way for the provision of kitchen and toilet facilities as well as a new meeting room on the mezzanine floor. Some pews have also been removed to create a larger area for social interaction after each service as well as an additional meeting area if so required. During 2019 the major capital expenditure was the replacement of two windows in clear antique glass which had been kindly been financed by a parishioner.</p> <p>The Rector gave notice at the beginning of the year of his retirement at the end of September 2019. The PCC and Churchwardens worked with the Diocese and Patron (CPAS) to find a successor who was appointed in November 2019 to start in February 2020. During the interregnum, the Church continued to run the normal programme of services and events.</p>

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Total receipts on an unrestricted basis were marginally ahead at £69,293 while total unrestricted payments were £61,778 resulting in an unrestricted surplus of £7,515. After allowing for restricted receipts and payments, total receipts amounted to £83,447 and payments £75,747 giving an overall surplus of £7,700.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>The PCC has initiated a new policy of transferring up to £5,000 into a restricted Church Fabric Fund to provide for future works.</p> <p>The HLF Fund is being kept as a provision for an outstanding retention invoice on past work which has yet to be invoiced.</p> <p>The Restoration Fund represents funds left over from our major restoration programme which have been earmarked for major building projects.</p> <p>A large part of the overall cash reserve is held in a low risk interest-bearing deposit account.</p>
Amount of reserves held	Para 1.22	Total reserves held increased during the year from £41,360 to £49,059 as at 31 December 2019.

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	The principal source of funds is our regular giving (with the associated Gift Aid) which is then supplemented by additional fund raising such as our annual Gift Day Christmas Fayre.
Investment policy and objectives including any social investment policy adopted	Para 1.46	The PCC does not hold any investments apart from a low risk interest-bearing cash deposit account.

A description of the principal risks facing the charity	Para 1.46	The principal risk is having enough income to cover our regular outgoings (such as Parish Share) which is dependent on our regular giving. The impact of the coronavirus could also have a material impact on the level of our regular weekly collections if we are unable to hold Church services for a considerable period of time.
---	-----------	---

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Parochial Church Councils (Powers) Measure 1956 as amended and Church Representation Rules that came into force on 2nd January 1956
How is the charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	Body Corporate which, due to the level of receipts and payments in recent years, is registered with the Charity Commission under number 1183170.
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	The PCC is made up of Licensed Clergy, Readers and Lay Workers in the Parish. It also includes the Churchwardens and any lay representatives on the Deanery Synod, Diocesan Synod or General Synod who are on the Electoral Roll of the Parish. The number of elected representatives on the PCC depends on the size of the Electoral Roll. As our church has between 50 and 100 members on the Electoral Roll, we can currently have up to 9 members on the PCC who serve a 3-year cycle.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	All new Trustees must go through Safeguarding training under the supervision of our Safeguarding officer as well the Charity Commission guidance on the 'Essential Trustee'.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The PCC is responsible for making decisions on all matters of general concern and importance within the Parish including how the funds of the PCC are to be spent.
Relationship with any related parties	Para 1.51	The Parochial Church Council of the Ecclesiastical Parish of St Mary's Frittenden is part of the Diocese of Canterbury within the Church of England and is in the Wealden Deanery.

Reference and Administrative details

Charity name	The Parochial Church Council of the Ecclesiastical Parish of St Mary's Frittenden
Other name the charity uses	PCC Frittenden
Registered charity number	1183170
Charity's principal address	The Street Frittenden Kent TN17 2DD

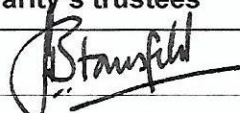
Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Reverend Fred Olney	Incumbent	1st January 2019 to 30th September 2019	Diocese of Canterbury
2	Reverend Peter Deaves	Incumbent	From 27th February 2020	Diocese of Canterbury
3	John Stansfeld	Churchwarden		Electoral Roll
4	Joanna Beech	Churchwarden		Electoral Roll
5	Anthony Staples	Deanery Synod Representative/Reader		Deanery
6	Christopher Page	Treasurer		Electoral Roll
7	James Highwood	Deanery Synod Representative		Deanery
8	Jeremy Beech		From 24 th April 2019	Electoral Roll
9	Ian Mounter		From 24 th April 2019	Electoral Roll
10	Eileen Mounter		From 24 th April 2019	Electoral Roll
11	Judith Addis		From 24 th April 2019	Electoral Roll
12	Margaret Hill		From 24 th April 2019	Electoral Roll
13	Nicky Robinson	Secretary	Up until 24 April 2019	Electoral Roll
14	Calvin Moore		Up until 24 April 2019	Electoral Roll

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	JOHN THOBURN STANSFELD	
Position (eg Secretary, Chair, etc)	CHURCHWARDEN	
Date	3 rd June 2020	

ST MARY'S CHURCH FRITTENDEN
FINANCIAL STATEMENTS FOR THE YEAR 2019

RECEIPTS AND PAYMENTS STATEMENT

	Unrestricted £	2019 Restricted £	Total £	Unrestricted £	2018 Restricted £	Total £
RECEIPTS						
VOLUNTARY RECEIPTS						
REGULAR AND TAX EFFICIENT GIVING						
Free will offerings under Gift Aid	28,140	0	28,140	27,250	0	27,250
Other free will offerings	3,665	0	3,665	3,240	0	3,240
	31,805	0	31,805	30,490	0	30,490
COLLECTIONS						
Under Gift Aid	6,511	2,311	8,822	6,256	4,743	10,999
Other	3,744	4,144	7,888	3,809	3,836	7,645
	10,255	6,455	16,710	10,065	8,579	18,644
OTHER VOLUNTARY RECEIPTS						
Gift Day	7,025	0	7,025	6,845	0	6,845
Donations	885	4,000	4,885	1,990	235	2,225
Legacies	0	0	0	2,500	0	2,500
HLF Grant	0	0	0	0	57,176	57,176
Transfer from Church Fabric Fund	0	0	0	0	20,000	20,000
	7,910	4,000	11,910	11,335	77,411	88,746
TAX RECOVERED						
Collections/Donations	12,757	1,782	14,539	9,684	1,080	10,764
Restoration Fund	0	0	0	0	4,000	4,000
HLF	0	391	391	0	26,420	26,420
	12,757	2,173	14,930	9,684	31,500	41,184
ACTIVITIES FOR GENERATING FUNDS						
EVENTS						
Christmas Fayre (net)	1,739	0	1,739	2,215	0	2,215
Carol Singing	0	1,526	1,526	0	1,487	1,487
Ride and Stride	542	0	542	200	0	200
	2,281	1,526	3,807	2,415	1,487	3,902
CHURCH ACTIVITIES						
Fees due to Parish	1,292	0	1,292	2,286	0	2,286
Refund of Fees from Canterbury	107	0	107	41	0	41
	1,399	0	1,399	2,327	0	2,327
OTHER INCOME						
Interest	144	0	144	95	0	95
Magazine Income	2,393	0	2,393	2,223	0	2,223
Sundry Income	349	0	349	163	0	163
	2,886	0	2,886	2,481	0	2,481
TOTAL RECEIPTS	69,293	14,154	83,447	68,797	118,977	187,774

RECEIPTS AND PAYMENTS (CONTINUED)

	Unrestricted £	2019 Restricted £	Total £	Unrestricted £	2018 Restricted £	Total £
PAYMENTS						
PARISH SHARE						
Diocesan Quota	36,089	0	36,089	34,869	0	34,869
MINISTRY						
Rector's Expenses	775	0	775	1,418	0	1,418
Youth Work and Support	2,155	0	2,155	942	0	942
Advertising	464	0	464	0	0	0
	3,394	0	3,394	2,360	0	2,360
CHURCH RUNNING EXPENSES						
Insurance	4,597	0	4,597	4,655	0	4,655
Oil	2,057	0	2,057	2,113	0	2,113
Utilities	948	0	948	1,443	0	1,443
Repairs and Maintenance	2,622	0	2,622	2,279	0	2,279
Churchyard Maintenance	600	0	600	600	0	600
Building Work	485	5,000	5,485	0	121,296	121,296
Professional Fees	0	146	146	900	6,974	7,874
Honoraria	300	0	300	300	0	300
Other	301	0	301	123	3,830	3,953
	11,910	5,146	17,056	12,413	132,100	144,513
UPKEEP OF SERVICES						
Music Copyright	222	0	222	217	0	217
Organists	1,750	0	1,750	1,750	0	1,750
Other Music	110	0	110	158	0	158
Other	0	0	0	597	0	597
	2,082	0	2,082	2,722	0	2,722
OTHER EXPENSES						
Lighting	1,547	0	1,547	0	0	0
Furniture	0	0	0	739	0	739
Transfer from HLF Fund	0	0	0	20,000	0	20,000
Magazine	2,223	0	2,223	2,332	0	2,332
Audio Visual	1,297	0	1,297	0	0	0
Sundry Expenses	0	0	0	1,792	0	1,792
Interest Costs	0	60	60	0	60	60
	5,067	60	5,127	24,863	60	24,923
CHARITABLE GIVING						
	3,236	8,763	11,999	2,800	11,146	13,946
TOTAL PAYMENTS	61,778	13,969	75,747	80,027	143,306	223,333
EXCESS OF RECEIPTS OVER PAYMENTS	7,515	185	7,700	-11,230	-24,329	-35,559

ST MARY'S CHURCH FRITTENDEN
BALANCE SHEET

As at 31 December		2019 £	2018 £
General Fund			
Opening b/f	29,873	21,103	
Surplus for the Year	8,514	8,770	
Transferred to Church Fabric Fund	-5,000	0	
Closing c/f			29,873
	33,387		
Church Fabric Fund			
Opening b/f	1,000	21,000	
Utilised during the year	-1,000	-20,000	
Transfer from General Fund	5,000	0	
Closing c/f			1,000
	5,000		
Restricted Funds			
Restoration Fund			
Opening b/f	8,296	4,061	
Surplus/Deficit for the Year	0	4,235	
Closing c/f			8,296
	8,296		
HLF Fund			
Opening b/f	2,191	30,755	
Surplus/(Deficit) for the Year	185	-28,564	
Closing c/f			2,191
	2,376		
Total Funds		49,059	41,360
<i>Represented By:</i>			
Monetary Assets			
Bank Current Account	27,413		20,042
Bank Current Account No 1	2,376		2,191
CCLA Deposit Account	19,270		19,127
Total Assets		49,059	41,360

Non-Monetary Assets

Clavinova/Information Technology and Sound System/Mower/Strimmer/Music Stands/Chairs/Church Furnishings and Plate


Notes:

1. The financial statements of the PCC have been prepared in accordance with the Charities Act 2011 and the Church Accounting Regulations 2006 using the Receipts and Payments basis.

2. Restricted Funds are those received for a specific purpose. These include money raised or donated to the Restoration Fund and also those received from the Heritage Lottery Fund.

3. Since the Balance Sheet date, payments of £9,828.30 (before VAT which is being reclaimed) have been made to WW Martin to cover retentions for some of the major works carried out and financed through the Restoration fund and the HLF fund.

Approved by the Parochial Church Council on 22 April 2020 and signed on its behalf by:


John Stansfeld
(Churchwarden)


Joanna Béech
(Churchwarden)

Independent examiner's report to the members of the PCC of St Mary's Church, Frittenden

I report to the members of the PCC of St Mary's Church, Frittenden on my examination of the accounts for the year ended 31st December 2019 set out on pages 7 to 9.

Responsibilities and basis of report

As the members of the PCC, you are responsible for the preparation of the accounts in accordance with the Charities Act 2011 ('the Act') and the Church Accounting Regulations 2006.

I report in respect of my examination of the Trust'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 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, which give me cause to believe that in any material respect:

- the accounting records were not kept in accordance with section 130 of the Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008.

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



M. St. J. Ashley FCA
3rd June 2020

Hillywood House
Starvenden Lane
Sissinghurst
Kent TN17 2AN