

**ANNUAL REPORT
AND ACCOUNTS
YEAR ENDING 31 DECEMBER 2019**

ST HILDA'S CHURCH

Parish of Warley Woods
Diocese of Birmingham

Abbey Road, Smethwick, B67 5NQ

Charity Registration Number 1181258

PCC MEMBERSHIP AND TRUSTEES, 2019

Ex-officio Members

Mrs Wendy Veronica Dyke – Deanery Synod Representative and Chair *
Mrs Susan Jane Round – Churchwarden *
Mr Gerald Stanley Poole – Churchwarden *
Mr Peter John Stokes – Deanery Synod Representative *

Elected Members serving the whole of 2019

Mr Derek Allyn Latham [Secretary] *
Dr Terry Daniels [Treasurer] *
Mrs Patricia Ann Crofts *
Mrs Elizabeth Joan Farrier *

Elected Members serving from 5th April 2019

Mrs Patricia Elizabeth Allen *
Mrs Frances Elizabeth Ellis *
Mrs Anne Harris *
Mr Richard Craig Haynes *

Elected Members serving up to 5th April 2019

Mrs Mandy Saunders

Ex-officio Member to 16th June 2019

Rev Paul Robin George Hinton was incumbent and, ex-officio, Chair

** Members serving at 31st December 2019*

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ST HILDA'S CHURCH, WARLEY WOODS

ANNUAL REPORT FOR YEAR ENDING 31 DECEMBER 2019

THE AIMS OF ST HILDA'S CHURCH

The members of St Hilda's Church, Warley Woods, have the responsibility for co-operating with the incumbent to 'provide within the parish and local community the whole mission of the church, ecumenical, pastoral, spiritual and social'.

INTERREGNUM

2019 would prove to be a challenging year for St Hilda's membership. We joyfully celebrated Rev Paul Hinton's tenth anniversary as our incumbent on 17th February, but we were informed only two months later that he would be leaving us on Trinity Sunday to take up a full-time post with the Birmingham Diocese as Head of Ministry Formation for authorised and licensed ministry. Therefore, the church members faced the challenge of maintaining the church's whole mission without the leadership of a vicar.

This was compounded by three other difficulties during the year. A loss to our ministry was the unexpected resignation of our Church and Families Missioner, Mrs Mandy Saunders. This led to the reorganisation of our work with children and local schools, which continues, but has yet to recover its previous strength. Our part-time Parish Administrator, Mrs Frederica Brogan, also resigned at the beginning of the year following a period of ill health. Fortunately, we were able to welcome her replacement, Robert Richards, before Rev Hinton left. 2019 also saw the deaths of ten people who were, or had been, valuable members of the fellowship, and who are greatly missed: Val Blunt, Tony Cotterill, Anne Graham (wife of a former vicar, Rev Matthew Graham), Bill Griffiths, Dennis Hallman, David Hickman, Julie Nixon, Olive Parry, Philip Parry, and Jean Weyham.

Consequently, we entered a period of 'interregnum' with fewer and less experienced people to maintain the vigour of our church life and activities at St Hilda's until a new incumbent could be appointed. Being in interregnum has thrown extra work on the laity and the Parochial Church Council (PCC). Wendy Dyke took over as chair of PCC from Rev Hinton. In conjunction with the Area Dean, our Churchwardens, Sue Round and Gerald Poole, have undertaken the demanding legal responsibility for the church and maintaining its wide range of activities. Fortunately, one of our Readers, Richard Haynes, had been appointed as a part-time Lay Pastoral Minister in late 2018, and his hours were extended for the duration of the interregnum. His work has been invaluable in supporting the outreach of the church, in particular, providing and organising the on-going funeral ministry to the parish and local community.

We have maintained all our regular services of worship in the absence of a vicar through the dedicated support of many people, including our Readers, Rose Akeroyd, Fran Ellis and Richard Haynes; two retired clergy who are members of our congregation, Rev Barbara Fletcher and Rev John Wilkinson; the Rev Peter Sellick who is also part of our congregation, and Elaine Carrington who, with other church members, leads the family services. We have also welcomed other clergy from the diocese to preside at communion, take baptisms and conduct weddings. Suzy Pearson, from Queen's College, has led worship as part of her placement at St Hilda's. A Reader-in-training, Mark Heritage, had a four-week placement with us, and another, Phil Knox, also preached here.

As part of the process for appointing a new incumbent, it was necessary to write a 'Parish Profile', which requires the formulation of the church's future vision. This was started through an 'away day' for PCC members led by the outgoing incumbent and the Area Dean, continued through PCC meetings, and finally involved a consultation day with the whole congregation. The agreed vision was finally incorporated into a printed and electronic 'Parish Profile'. This became available in late December so that the appointment

process could start at the beginning of 2020. It is the culmination of much hard work by many church members, and will set the direction of the church for the next few years.

THE PAROCHIAL CHURCH COUNCIL (PCC)

The composition of the PCC is given on page 2. It met on twelve occasions, including the Annual Parochial Church Council meeting in April, with an average attendance of 83%. In addition, the PCC held the two meetings for defining the Parish Profile. The unusually high number of meetings was occasioned by procedures for the appointment of a new incumbent. A summary of each PCC meeting is given by the secretary in the monthly 'Parish News' magazine.

'Safeguarding' of young and vulnerable people is an ongoing concern of the PCC, with a Safeguarding Committee reviewing the legal and diocesan requirements, and ensuring that St Hilda's Church implements them. Late in 2019 the Committee submitted a new Action Plan to the PCC for ongoing developments, including new risk assessments for church groups and buildings. They also instituted a mobile phone which they monitor daily to enable safeguarding issues to be reported directly to them. The PCC formally adopted the diocesan policies on 'Recruitment of Offenders' and 'Grievance Procedures', and appointed Anne Harris as 'Designated HR Person'.

At the year end, the PCC was employing six persons: a Lay Pastoral Minister, an Organist/choirmaster, a Parish Administrator, a Youth Leader, an Assistant Youth Leader and a Hall Cleaner.

The PCC is working to improve the church's 'green' credentials and has registered to start the process to become an 'Ecochurch'. This development was identified as part of its future vision.

Among Health and Safety considerations, the PCC approved the installation of a defibrillator in the Church Hall, further disabled access for the church, and extra safety barriers in the car park.

The Quinquennial building inspection confirmed the generally satisfactory state of the buildings. The PCC approved some immediate actions, with further, less urgent, work to be undertaken later.

ELECTORAL ROLL AND ATTENDANCE

On 31st December 2019, the electoral roll stood at 91 members, of which 36 were residents of the parish (8 males and 28 females), and 55 were non-resident (22 males and 33 females). A new electoral roll had to be compiled in 2019, and this resulted in a lower number of persons joining the roll compared with the 131 on the former register in 2018.

In October, the month used by the Diocese to collect attendance figures, the average Sunday morning service attendance was 71, including 7 children under 16. The average attendance at Evening service was 7, and that at the midweek service on Wednesday mornings was also 7. These figures exclude services on the last Sunday in October, where the large evening attendance for the Annual Commemoration Service, and consequent smaller morning attendance, distorts the regular pattern. These figures are somewhat lower than last year, in part because several young adults left to attend university, and also because of the number of deaths of church members.

FINANCE

A full account of the church's financial position follows from page 7.

CHURCH LIFE

The established range of church services continued throughout the year, and it was a priority for the PCC that this should remain so throughout the interregnum. The Sunday morning service is the main act of worship, and attracts people of all ages. This is a Eucharist service except for the second Sunday of the month, when it takes the form of a family and parade service; Holy Communion is part of the evening service that day. The other evening services usually take the form of Evening Prayer, often led by lay church members. There is a midweek service on Wednesday mornings, alternately taking the form of Morning

Prayer and Holy Communion. Home Communion is also offered to the sick and people who cannot get to church. Baptism is usually a separate service following morning worship on the fourth Sunday of the month, and baptism visiting is undertaken by two lay members, Sue Eaton and Barbara Smart. The church is open all day for the local community on Wednesdays and Saturdays to enable private prayer. Prayer remains an important component of worship at St Hilda's, with regular Prayer Group meetings and Prayer Ministry through lay intercessors for individuals during morning service.

The ability to maintain this pattern in the absence of a vicar is due to the dedication of the Ministry Team in planning and leading the services, and the co-operation of retired and external clergy in presiding at Holy Communion and taking weddings and baptisms.

This regular pattern was supplemented by other services at the festivals. During Lent, a series of prayer walks around the parish was led by one of the Readers, Fran Ellis, jointly with Warley Woods Methodist Church. The Lent Course was 'Feast nor Famine', each session starting with a simple meal. The service of Compline was sung by the choir throughout Lent on Friday evenings. In Holy Week there was a celebration of Holy Communion each evening, with the washing of feet on Maundy Thursday, and a service of meditation on Good Friday. Also on Good Friday church members continued the tradition of carrying a cross to St Mary's Church, Bearwood, for a mid-day open-air ecumenical service of witness.

At a special service on Sea Sunday, knitted gifts were received and blessed to be sent to The Mission for Seafarers. A special choral evening service was held in June as part of our 'Three Shires Festival'. The period of 'Creationtide' was celebrated with communion bread baked by church members. The Harvest Festival had the theme 'Light and Power', and focussed on the experience of two members who visited Malawi earlier in the year. A prayer vigil was held for local asylum seekers. We welcomed Bishop David to preside at our Patronal Festival in November, and he dedicated a new altar cloth and corporal given in memory of David Hickman, and a new altar cloth for St Katherine's Chapel, given in memory of Bill Griffiths.

Our annual Commemoration Service for bereaved families was well attended and a very moving experience. On Advent Sunday a new Advent candle stand was dedicated in memory of Jean Weyham, and a candle-lit Advent Carol Service held that evening. One innovation at the service this year was the start of a 'posada', where figures of Mary and Joseph were moved each day from one member's house to another, symbolising the journey to Bethlehem, and they arrived back for the Crib Service on Christmas Eve. The Service of Nine Lessons and Carols on Christmas Eve was again the largest congregation of the year with an absolutely full church, and a very important point of contact with the parish.

Thus, the faith life of St Hilda's Church has continued in all its traditional ways, and even introduced some new ones, in 2019, despite six months of interregnum. We have been fortunate in the loyal service offered by the membership of St Hilda's Church, and the willing help of the diocese and external clergy, serving and retired, in presiding at worship week by week. Seven members of the church completed the '3D' course during the year. This has brought a wide range of backgrounds, experience and outlooks to our worship. We were pleased to welcome back a former Vicar of St Hilda's, Rev Michael Dunk, to lead a morning service, and from the Birmingham Diocese, Bishop David; Archdeacon Jenny Tomlinson; Warley Area Dean, Rev Deb Buckley; Dr Sharon Prentice, Dean of Black and Minority Ethnic Affairs; and Rev Emma Sykes, Assistant Director of Ordinands, among the many visiting clergy.

OUTREACH, CHARITABLE AND SOCIAL WORK

Our outreach to local schools and young people has continued despite losing the input of the Children's and Families' Missioner. We have welcomed several schools into the church to explore Christianity as part of their religious education, and for various festival themes throughout the year, including Abbey Junior School's 'Festival of Light'. The adjacent parish of St Mark's, Londonderry, was running a youth group, which moved to St Hilda's in September, and has been adopted as part of the church activities. This meets weekly, and has added two youth leaders to St Hilda's employees. We continue to train young people who sing in the church choir, and have welcomed new choristers in 2019. Unfortunately, the Baby Group closed when

its leader moved away, and it has not yet re-started, but the Mother and Toddler Group continues. Our Rainbows, Brownies and Guides groups meet weekly, as does the semi-independent Scouts Group.

For older people, the CAMEO (Come And Meet Each Other) club meets weekly and continues to flourish. The Lay Pastoral Minister has developed our contacts with the only care home in the parish, Beechcroft, and, with other members, takes a service there once a month. He has also started a monthly Men's Breakfast as part of his mission to men of the parish, and is developing a trained Lay Pastoral Team.

A Friendship Club that had been started by church members to support asylum seekers living in nearby accommodation was formally adopted by the PCC as part of the church's activities in September. This provides friendship and practical help, and the group has a meal together once a month. Several of the Christian asylum seekers attend worship regularly.

We have again supported our four adopted charities: Christian Aid, The Children's Society, the Mission to Seafarers and the Diocesan Fund for Malawi. In addition to donations from church funds, we have provided practical assistance by knitting garments for seamen, participating in the house to house collection for Christian Aid, and issuing home collecting boxes for The Children's Society. We made a significant effort to collect items including school materials, walking frames and sanitary items to be sent to Malawi in the annual container arranged by the Birmingham Diocese. There is also an on-going collection of groceries for the Smethwick Foodbank. We raised over £3,000 for our Annual Charity in 2019, 'Up and Downs', which supports local families of children with Down's syndrome.

The Church Hall is hired out to a wide range of community groups for parties and meetings, and for activities from concerts to model railway exhibitions, Buddhist meetings to Zumba classes. It remains a valuable parish and community resource. New stage curtains for the hall were given in memory of Julie Nixon.

The church also makes a significant outreach through various musical activities. A concert grand piano was purchased for the church building in late 2018 and the organ renovated in early 2019, both with money from a bequest by Brenda and Len York; a plaque to them was unveiled at Pentecost. The piano has enabled us to offer regular free concerts in conjunction with the Royal Birmingham Conservatoire, with their students performing. This has attracted a growing audience from the local community and provided an opportunity to welcome them into St Hilda's Church, many for the first time. We also staged a free concert given by the BBC Young Musician of the Year 2018, Lauren Zhang. In July, in conjunction with the 'Summer Fair', we held our 'Three Shires Festival', with music ranging from jazz through school choirs and the history of the piano to an organ recital. The church is increasingly being used as a venue for concerts by outside groups.

The fellowship has held a wide programme of social activities including monthly social evenings, parish rambles (including the 30th anniversary of rambling at St Hilda's), quizzes, the annual pantomime visit and a harvest supper. Our departing vicar, Rev Paul Hinton, took his last service in June, and this was followed by a Church meal to say farewell to the family.

SUMMARY

In summary, therefore, despite having no incumbent for half the year, St Hilda's has maintained its work and witness during the interregnum through the dedication and strength-in-depth of its membership. It has overcome the challenges of a difficult year, and virtually maintained 'business as usual'.

Acknowledgement: The PCC Secretary, Derek Latham, is personally grateful to the people who took on extra work arising from his period of ill health during the year. Unfortunately, early in 2020 Derek had to resign the post of Church Secretary, which he has held for well over a decade. This report, which he started to draft, has had to be completed by other hands. His long experience, organisational skill and efficiency have securely guided the PCC in running its business for many years, and he will be greatly missed by the PCC in that role and the whole membership for the many activities he arranged and led.

ST HILDA'S CHURCH, WARLEY WOODS

ANNUAL ACCOUNTS FOR YEAR ENDING 31 DECEMBER 2019

OVERVIEW

Status: St Hilda's Church is the parish church for the Parish of Warley Woods in the Diocese of Birmingham. In late December 2018 the Parochial Church Council of the Ecclesiastical Parish of St Hilda, Warley Woods (PCC) became a registered charity with The Charity Commission of England and Wales, with the Registered Charity Number 1181258. This is the first full year of accounts with that status.

Premises: The church building, church hall, vicarage and grounds are the property of Birmingham Diocese. Since late 2015 the vicarage has been used for church and community activities, and not as a residence for the incumbent. In June 2019 the incumbent left the parish, and responsibility for the vicarage reverted to Birmingham Diocese. The PCC owns a scout hut on the site: this is hired exclusively to a scout troop on a fifteen-year repairing lease which was renewed in 2016. The electricity used by the scouts is paid by the church as part of the site charge, but separately metered and recharged at cost to them. The scout hut was valued at £117,700 for insurance purposes in 2014: this is included in the Statement of Assets and Liabilities at half this value, which better reflects the likely current market value.

Site Developments: There have been no major site developments in 2019.

Clergy and Interregnum: The church had the services of a vicar until 16th June 2019, and has been in interregnum from 17th June to the year end.

Lay Employees: The church started the year with five part-time lay employees: a Children's and Families' Missioner (CFM), a Lay Pastoral Minister (LPM), an organist/choirmaster, a parish administrator, and a hall cleaner. The staff payroll is administered by Birmingham Diocese at no cost to St Hilda's Church. The CFM left the post in April 2019, and not replaced for the remainder of the time-limited project. Money that the PCC had designated for this project was re-designated for the funding of the LPM. From October 2019, the PCC took over the employment of two youth leaders to run a Youth Group at St Hilda's. This project was transferred from St Mark's, an adjacent parish, and an initial grant of £1,250 was received from St Mark's PCC to establish the group at St Hilda's. The LPM is a longstanding member of St Hilda's Church, and at the APCM in April 2019, was elected as a member of the PCC. He withdraws from any meetings when staff matters are discussed. No other PCC member has been an employee. One member, Mrs Fran Ellis, is the wife of the organist/choirmaster: she withdraws when employment matters are considered. No PCC member receives any honorarium or expenses arising from that position.

Outreach and Mission: As there is no longer a Children's and Families' Missioner in post, the outreach to children and families in the parish, continues, for example, through visits to local schools and classes visiting the church. The ongoing work of the LPM includes a monthly service at 'Beechcroft', the only care home in the parish, outreach to men in the parish, establishing a lay pastoral team, and funeral and bereavement ministry. Further details are given in the Annual Report, page 5.

Charitable Giving: Among its other charity work, the church gave £500 to each of its four on-going adopted charities: Birmingham Diocese Malawi Fund, Christian Aid, The Mission to Seafarers, and The Children's Society. It also supports an 'annual charity'; in 2019 this was 'Up and Downs', a local charity providing support to families with Down Syndrome children.

Accounting Basis: These accounts have been prepared on a receipts and payments basis in accordance with the Charities Act 2011.

Bank Accounts: St Hilda's PCC has a current account held at the Bank of Scotland (BOS), six deposit accounts with Church of England Central Board of Finance (CBF) and one Investment Fund held in CBF Property Shares, the Porter-York Fund. St Hilda's Church collects some fees which it redistributes as agent: for example, payments from statutory fees to the diocese, the organist, the vergers, the choir and some ministers. It also holds money raised for charities, hiring deposits for buildings and electricity charges for the scout hut. None of these items are income and expenditure for St Hilda's Church itself, although they are handled as part of the BOS Current Account, and are held on an 'Agency' sub-account. On 31st December 2019 it held £661.31

Sequestration: During an interregnum, Birmingham Diocese requires the church to maintain a separate Sequestration Account. Payments into the account are solely the portion of statutory fees due to the diocese in the interregnum period. The charges against the account principally comprise expenses relating to the vicarage and expenses incurred for visiting clergy to take services during the interregnum. The account was started on 17th June, and at 31st December 2019 it held £877.08 due to Birmingham Diocese at the end of the interregnum.

Summary of Accounts: Total receipts were £92,712.47, and total payments £129,418.92, giving an excess of expenditure of £36,706.45. Two planned items account for £32,721.24 of this deficit: the salary and expenses of the CFM and LPM (£18,568.92), and the cost of refurbishing of the organ (£14,152.32). This leaves a deficit of £3,985.21 on day-to-day activities.

Income Sources: The church runs a stewardship scheme with forty-seven regular givers: this raised £36,743, with a further £10,236 in recovered gift aid. With collections at services (£4,612), and other voluntary donations (£6,369), 51.5% of the income arose from personal voluntary giving with a further 11.0% from recovered gift aid. Trading income and fundraising amounted to £21,326 (23.0%), and statutory fees for funerals, weddings etc. £5,954 (6.4%). Investment interest (£6,223) and a small grant (£1,250) contributed the remainder.

Investments: There was no change in the holding of Porter-York Fund property shares over the year, but they decreased in value by £2,966 from £113,044 to £110,078 with changes in the share value. The fund returned interest of £6006, which was paid into the General Fund of the current account. Deposit accounts yielded £217 in interest, which was retained in them.

Expenditure: The Parish Share paid by St Hilda's to Birmingham Diocese is now based on the unrestricted income for the previous year corrected for trading costs. In 2019, £44,100 was paid in Parish Share, making it the largest item of church expenditure, 34.1% of the total. Staff wages and expenses were £40,425 (31.2%). Running costs for all buildings, utilities, maintenance and servicing, were £14,943 (11.5%).

Reserves: £20,000 was transferred from Deposit Account CBG2250D to the current account to pay the salary and expenses of the CFM and LPM. This was the only change to the church reserves (both deposit and investment accounts) in 2019, which totalled £131,549 on 31st December 2019.

Reserve Policy: It is the policy of St Hilda's PCC to maintain unrestricted reserves equivalent to two month's normal expenditure, approximately £20,000. The unrestricted current account holding at year end was £6,447 with a further £1,112 designated, £7,559 in total. The unrestricted Porter-York share account at £110,078 far exceeds the policy requirement.

The Unquantifiable: These accounts cannot include the significant time and effort freely given by church members in maintaining the site, administering the fellowship, supporting the worship, and in outreach to the parish and community. Specifically in this context, the treasurer is very grateful to the stewards and the teams who count and bank the collections and other cash income each week by week.

ANNUAL ACCOUNTS FOR YEAR ENDING 31 DECEMBER 2019

RECEIPTS AND PAYMENTS

RECEIPTS		Note	Restricted	Designated	Unrestricted	Total 2019	Total 2018
Donations							
Stewardship	1				£29,411.50	£29,411.50	£30,114.80
Tax-efficient					£7,331.75	£7,331.75	£7,928.43
Other					£4,611.81	£4,611.81	£5,619.80
Collections at Services	2				£10,236.43	£10,236.43	£10,381.67
Gift Aid Recovered	3				£2,615.62	£6,368.78	£7,412.70
Other Voluntary Giving	4		£3,286.75	£466.41	£0.00	£1,250.00	£2,199.00
Grants	5,9		£1,250.00		£0.00	£0.00	£134,839.63
Bequests							£198,496.03
Donations Sub-total			£4,536.75	£466.41	£54,207.11	£59,210.27	
Charitable Activities							
Statutory Fees	6				£5,954.00	£5,954.00	£6,407.00
Trading Income	7,9				£17,658.90	£17,658.90	£19,772.46
Fundraising for Church	8		£868.30		£2,798.41	£3,666.71	£3,056.95
Charitable Activities Sub-total			£868.30	£0.00	£26,411.31	£27,279.61	£29,236.41
Investment Income							
Interest, Porter-York Fund					£6,005.87	£6,005.87	£1,172.65
Interest, Deposit Accounts			£6.39	£210.01	£0.32	£216.72	£203.99
Investment Income Sub-total			£6.39	£210.01	£6,006.19	£6,222.59	£1,376.64
TOTAL RECEIPTS			£5,411.44	£676.42	£86,624.61	£92,712.47	£229,109.08

PAYMENTS		Note	Restricted	Designated	Unrestricted	Total 2019	Total 2018
Fundraising Costs							
Cost of Fundraising	8		£675.34	£0.00	£939.96	£1,615.30	£1,221.27
Charitable Activities							
Diocesan Parish Share	10				£44,100.00	£44,100.00	£42,216.00
Charitable and other donations	11				£2,349.35	£2,349.35	£3,996.30
Salaries, wages and honoraria	12		£1,255.01	£22,565.35	£15,229.64	£39,050.00	£22,456.48
Clergy and staff expenses	13		£45.80	£826.79	£502.13	£1,374.72	£3,031.85
Charitable Activities Sub-total			£1,300.81	£23,392.14	£62,181.12	£86,874.07	£71,700.63
Site Running Expenses							
Mission and evangelism	14		£91.30			£91.30	£2,548.00
Church running expenses	15		£2,619.53		£13,238.18	£15,857.71	£16,561.93
Church utility costs	16				£3,888.99	£3,888.99	£2,254.76
Cost of trading	17		£188.96		£6,750.27	£6,939.23	£6,645.07
Site Running Expenses Sub-total			£2,899.79	£0.00	£23,877.44	£26,777.23	£28,009.76
Capital and Major Items							
Major projects	18		£0.00	£5,000.00	£9,152.32	£14,152.32	£25,538.08
TOTAL PAYMENTS			£4,875.94	£28,392.14	£96,150.84	£129,418.92	£126,469.74

EXCESS OF RECEIPTS/PAYMENTS		£535.50	-£27,715.72	-£9,526.23	-£36,706.45	£102,639.34
<i>Transfer to Porter-York Investment Fund</i>		-	-	-	-	-£92,000.00
OPENING BALANCES						
Current Account		£3,764.01	£9,037.83	£16,104.61	£28,906.45	£18,471.10
Deposit Accounts		£2,200.17	£39,012.60	£41.75	£41,254.52	£41,050.53
CLOSING BALANCE, Current & Deposit Accounts		£6,499.68	£20,334.71	£6,620.13	£33,454.52	£70,160.97

ANNUAL ACCOUNTS FOR YEAR ENDING 31 DECEMBER 2019

STATEMENT OF ASSETS AND LIABILITIES

MONETARY ASSETS, 31/12/2019	Restricted	Designated	Unrestricted	Totals 2019	Totals 2018
Deposit Accounts					
CBF 2126D Church Fabric Account		£6,831.79		£6,831.79	£6,780.82
CBF 2142D Organ Account	£857.35			£857.35	£850.96
CBF 2237D Church Hall Account	£1,349.21	£1,487.71		£2,836.92	£2,815.76
CBF 2249D Ministry Support Account		£5,497.53		£5,497.53	£5,456.52
CBF 2250D Lay Pastoral Minister Account		£5,405.58		£5,405.58	£25,308.71
CBF 2251D Gifts and Bequests Account			£42.07	£42.07	£41.75
Total Deposit Accounts:	£2,206.56	£19,222.61	£42.07	£21,471.24	£41,254.52
Church Current Account Funds					
Baby Group Fund (<i>opened 2019</i>)	£217.86	£0.00	£0.00	£217.86	£0.00
C&F Mission Fund	£0.00	£0.00	£0.00	£0.00	£1,140.96
Choir Fund	£641.21	£0.00	£13.99	£655.20	£838.33
Festival Fund (<i>opened 2019</i>)	£192.96	£0.00	£0.00	£192.96	£0.00
Friendship Fund (<i>opened 2019</i>)	£271.92	£0.00	£0.00	£271.92	£0.00
Gifts and Bequests Fund (<i>closed 2019</i>)	£0.00	£0.00	£0.00	£0.00	£117.16
Hall Fund	£1,101.45	£50.00	£150.00	£1,301.45	£1,090.41
Lay Pastoral Minister Fund	£0.00	£29.27	£1,401.81	£1,431.08	£1,401.81
Ministry Support Fund	£5.35	£0.00	£0.00	£5.35	£51.15
Music Fund	£0.00	£0.00	£1,779.54	£1,779.54	£15,008.74
Social Fund	£0.00	£0.00	£330.00	£330.00	£330.00
Youth Group Fund (<i>opened 2019</i>)	£618.97	£0.00	£0.00	£618.97	£0.00
General Fund	£1,243.40	£1,032.83	£2,902.72	£5,178.95	£8,927.89
Total Church Current Account:	£4,293.12	£1,112.10	£6,578.06	*£11,983.28	£28,906.45
CLOSING TOTAL, Current & Deposit Accounts:	£6,499.68	£20,334.71	£6,620.13	£33,454.52	£70,160.97
Cash in hand for trading, 31/12/19:					
Traidcraft Balance			£171.29	£171.29	£177.25
Refreshments Balance			£144.82	£144.82	£120.40
Investments:					
Porter-York Fund, at market value, 31/12/19	£0.00	£0.00	£110,077.81	£110,077.81	£113,044.36
TOTAL MONETARY ASSETS, 31/12/19	£6,499.68	£20,334.71	£117,014.05	£143,848.44	£183,502.98
OTHER ASSETS AND LIABILITIES, 31/12/19					
Stock					
Traidcraft Stock			£255.60		
Buildings					
Scout Hut at half insurance value in 2014			£58,850.00		
Money Owed to the Church at 31/12/19					
Gift Aid Reclaim for December 2018			£881.37		
Money Owed by the Church at 31/12/19					
Photocopier charges, November (not invoiced)			£98.89		
Sequestration Account due to Birmingham Diocese			£877.08		
Bank Reconciliation, 31/12/19: The Bank of Scotland Account held £13,521.67, comprising:					
Church Account (see * above)	£11,983.28				
Agency Holding (note 20)	£661.31				
Sequestration Account (note 19)	£877.08				
BOS Current Account Total:	£13,521.67				

NOTES TO THE ACCOUNTS

1 Stewardship:

The church runs a stewardship scheme for regular giving either by direct payment into the church account or by envelope. The membership reduced to forty-seven through death or leaving the area, and the total was £1,700 lower than 2018. 80.0% of regular giving qualified for gift-aid.

	Gift-aided	Non-GA	Total
Direct giving:	£26,029.00	£4,606.00	£30,635.00
Envelopes:	<u>£3,382.50</u>	<u>£2,725.75</u>	<u>£6,108.25</u>
Total:	£29,411.50	£7,331.75	£36,743.25

2 Collections at Services:

This figure includes all open plate collections at Sunday and occasional services, and any retiring collections for church funds.

3 Gift Aid Recovered:

The gift aid recovered in 2019, within tax years 2018-19 and 2019-20, was

Gift Aid:	£8,195.04	80.1%
GASDS [Small donations]:	<u>£2,041.39</u>	19.9%
Total:	£10,236.43	

This is a decrease of £145 compared with the amount received in 2018, reflecting the lower income from the stewardship scheme. In the tax year to April 2019, the maximum level of GASDS recoverable, £2,000, was reached.

4 Other Voluntary Giving:

Apart from donations through the stewardship scheme and collections at services, voluntary donations are received in many other ways, including £166.54 from the donations box (wall safe), £182.96 from the votive candle stand, and £931.70 from retiring collections at free entry concerts. An unusually large amount of restricted donations, £2,181.69, was received in memory of deceased church members, and was all spent as directed, principally on altar cloths, an advent flower stand, and new stage curtains for the church hall.

5 Grants:

No grant was received in 2019 from outside bodies, apart from a restricted donation of £1,250 from St Mark's Church, Londonderry, to support a youth group which moved from St Mark's to St Hilda's in September 2019.

In 2019 a further £254.71 was spent against a grant received in 2018 from HSBC to provide disability and storage facilities on site.

6 Statutory Fees:

St Hilda's personnel conducted 32 funerals (19 of which came into the church), 8 weddings, and 21 baptisms. The statutory income for the church (net of fees paid as agent to the diocese, organist, minister, vergers and choir) was £5,004.00. A further £950.00 was received as permitted 'charge for heating, lighting etc' for funerals and weddings, giving a total of £5,954.00 recorded as 'statutory fees'.

Funerals	£2,057.00
Weddings	£2,374.00
Baptism administration charges	£310.00
Other fees (Banns, Certificates etc)	£263.00
<i>Subtotal of fees:</i>	<i>£5,004.00</i>
Permitted heating charges	£950.00
Total:	£5,954.00

7 Hire of Buildings:

The church, church hall, scout hut, and vicarage were all in use by church and community groups at the start of 2019. However, when the incumbent left in June, the vicarage was no longer available, having reverted to the diocese. Until June, however, income and expenditure for the vicarage was integrated with the church hall financial arrangements as 'community buildings'. Some hirers make extra specific donations, notably for hall repair and maintenance, and these are 'restricted' for this purpose. The 'heating charge' for funerals (note 6) is used to offset church heating costs.

Hiring fees for use of the hall by community and church groups is the main part of the 'trading income', and associated costs are included in the 'cost of trading' (note 19).

The Scout Hut is used by a Scout Troop on a fifteen-year repairing lease. Electricity used by the scouts is metered and re-charged to them at cost by the church as 'agents', and therefore excluded from the church accounts.

The income from the hire of buildings was:

Church	£1,955.00	
Church Hall	£13,851.50	Includes £40 retained damage deposit
Scout Hut	<u>£665.40</u>	
Total Hiring Income:	£16,471.90	

Compared with 2018, the income from hiring the hall was more than £2,000 down. Following the withdrawal of the major hirer, a nursery, this is set to continue. This was partly offset by an increase in church hire for external funerals, meetings and concerts. With the availability of the church's concert grand piano, the church is increasingly being hired for concerts by external groups.

8 Fundraising for Church and Cost of Fundraising:

The church has two ongoing fundraising activities, the sale of marmalade and the sale of Traidcraft items. Traidcraft goods are sold primarily to support the 'fair trade' movement worldwide, but also to raise funds for the church. On 31st December 2019 the stock in hand was valued at £255.60 and the cash float was £171.29.

The Summer Fair is the one activity held to raise money for the church, most other 'social' events being held for charities. The church stages a music festival associated with the Summer Fair, with paid- and free-entry events. The church holds regular concerts with performers from Royal Birmingham Conservatoire: these are open, free-entry events at which there are retiring collections. This source of income helps to support other musical activities in the church.

	Receipts	Cost	Net Income
Traidcraft Sales	£848.25	£692.38	£155.87
Marmalade Sales	£104.40	£49.00	£55.40
Refreshments	£100.00	£0.00	£100.00
Summer Fair	£624.06	£0.00	£624.06
Three-shires Festival	£868.30	£675.34	£192.96
Conservatoire Concerts	<u>£1,121.70</u>	<u>£198.58</u>	<u>£923.12</u>
	£3,666.71	£1,615.30	£2,051.41

9 Other Trading Activities:

Other small activities that contribute to trading include the provision of 'remembrance' items, the use of the church's photocopier through charges for external users, and sales of the monthly parish magazine (note 17).

	Receipts	Costs	Net Income
External use of Photocopier	£85	£30 *	£55 *
Monthly Parish Magazines	£876	£954 *	-£78 *
Remembrance Book and Plaques	£225	£98	£127

* These figures are estimated because they include the approximate cost of paper, photocopying and wastage

10 Diocesan Parish Share:

The full Parish Share contribution by the church to Birmingham Diocese is now based on the unrestricted and designated income of the church in the previous year, corrected for the cost of trading (hall hire) and legacies. In 2019 the church paid £44,100, its largest expenditure. This was agreed between the diocese and the church as 55% of corrected unrestricted income for 2018, less 2% discount for monthly payment by standing order.

11 Donations to Charities and other Charitable Activities by the Church:

The church regularly supports four charities as part of its on-going mission work, and, as usual, made donations of £500 to each of them in 2019 from the church's 'General Fund'. Other small donations (£160) were made including £135 to 'Up and Downs', the church's annual charity, a total of £2,349.35:

	Church Donation	Collection	Total
Birmingham Diocese Malawi Fund	£500.00	* £189.35	£689.35
Christian Aid	£500.00		£500.00
The Children's Society	£500.00		£500.00
The Mission to Seafarers	£500.00		£500.00
Other donations	£160.00		£160.00

* Held towards 2020 container, see below

The church also raises money for the Birmingham Diocese Malawi Fund and collects items to be sent annually in a container to Malawi: the church is effectively acting as an agent for the Birmingham Diocese Malawi Fund in these transactions, which are excluded from the church accounts. £300 was sent through the Fund in response to an urgent West African Cyclone appeal. The following payments were made in 2019:

Contribution to cost of shipping container	£420.00
Cyclone Appeal (through diocese)	<u>£300.00</u>
	£720.00

On 31 December 2019, the church held £817.37 as agent for the container to be sent in 2020 to Malawi.

St Hilda's church also adopts an annual charity, usually locally based. In 2018 this was 'Better Understanding of Dementia in Sandwell' (BUDS). At the end of 2018, £212.18 was held and paid to BUDS in 2019.

The charity adopted in 2019 was 'Up and Downs', which provides support to families of children with Down's Syndrome. £3,305.90 was raised as an agent for this charity, and excluded from the church accounts, thus:

Car Boot Sale	£730.60
Sponsored Ramble	£637.00
Plant Sales	£600.00
Car Wash	£302.00
Christmas Quiz	£109.10
Donations, including in memory of D Hallman & D Hickman	<u>£927.20</u>
	£3,305.90

Some other charitable activities organised through the church but excluded from the accounts were:

Church members participating in the Christian Aid (CA) House to House Collection £438.15, CA Quiz £101.00, and CA envelopes £43.94.

Children's Society: home boxes £876.63, CS envelopes £131.03.

A record 311 knitted items sent to The Mission for Seafarers, including 246 hats. £100 was sent directly through donations and Mission to Seafarers envelopes.

Approximately 945 Kg of food and other materials was donated to the Smethwick Food Bank in 2019.

12 **Salaries, Wages and Honoraria:**

The church had the services of a vicar until June 17th 2019, paid by Birmingham Diocese.

At the start of 2019, the church employed two persons in the mission and outreach of the church, a Children's and Families' Missioner (CFM) and a Lay Pastoral Minister (LPM). When the CPM left the post earlier than planned, the PCC decided not to appoint to the vacant post which it was due to terminate in 2020. This left funds which had been designated by the PCC for the employment of the CPM. These funds were then designated for the employment of the LPM.

From October 2019 two persons were employed to run the Youth Group that was transferred from St Mark's to St Hilda's, with an initial grant of £1,250 from St Mark's to establish to group.

The church also employs people in three other part-time posts: a parish administrator, an organist/choirmaster, and a hall cleaner. Their payroll of all employees is administered for St Hilda's Church by the Birmingham Diocese without charge. Deputy organists and stand-in cleaners were paid directly from the general fund.

No other adult person is paid by the church. Small honoraria are paid to junior members of the Church Choir (up to age 18) for attending services and choir rehearsals: £645.50 in total.

13 **Clergy and Staff expenses:**

The church is responsible for transport, some telephone and other expenses incurred by the Vicar, its own employees, and laity in the course of their duties for the church.

14 **Mission and Evangelism:**

The full extent of mission work is described in the Annual Report. A mission initiative in 2019 involved young people when a Youth Group transferred from St Mark's Church to St Hilda's. This was funded by St Mark's until the end of 2019, but grants are being sought to continue the project into 2020.

The work of a Lay Pastoral Minister was extended from three days to four days per week during the interregnum. He was appointed to concentrate on the mission to men in the parish, to establish a Lay Pastoral Team for the parish, and to develop the funeral ministry of the church. All this work is on-going, and contact with Beechcroft, the only residential home in the parish, has been strengthened and a monthly service is now held there.

Established outreach, for example home communion visits for the elderly and housebound, continues.

15 Church and Site Running Expenses:

This item covers the cost of maintaining and insuring the church building, maintaining the grounds, regular tuning of the organ and piano, worship materials and music, and other incidentals in the day-to-day operation of the church. Utility costs (note 16), and hall and vicarage costs (note 17) are considered separately.

There was no major expenditure on the buildings or grounds other than minor remedial work to drains and servicing of fire, security, heating, and electrical equipment at a total cost of £2,339.19.

Other significant running expenses for the church are:

Insurance (church building)	£2,734.60
Telephone, broadband and website	£864.55
Office supplies	£575.18
Organ and Piano tuning	£565.00
Stewardship costs	£141.13
Church Copyright Licence	£583.13
Worship materials*	£1,621.87

* Candles, communion wafers and wine, palm crosses etc

Weekly church flowers are provided by members of the congregation and parish, except for major festivals.

16 Church Utility Costs:

Suppliers of both electricity and gas were changed in 2019 on three-year contracts: electricity to March 2022 with EDF Energy, and gas to September 2022 with Gazprom. The rates were significantly higher than those at the end of the old contracts, but should be cost-effective over the three-year period. Expenditure in 2019 was:

Electricity	£816.44
Gas	<u>£3,072.55</u>
Total:	£3,888.99

Electricity is charged against a single meter for the site, but the hall usage and scout hut usage are separately metered internally: the cost is split pro rata on consumption in the three buildings. The scout hut electricity is recharged to the Scout group at cost, the church acting as agent.

Church and hall gas usage are separately metered and charged to church utilities and cost of trading, respectively.

Until the start of the interregnum in June, the Vicarage was used as a community building. Gas and electricity were supplied by Good Energy, and charged with the hall fuel as a community building (note 17).

17 Cost of Trading:

The cost of trading arises principally from the use of the buildings by the community and church groups. The vicarage was also used as a community building until 16th June when the church entered an interregnum. The church did not incur costs after that date. The total trading cost for the community buildings, including the cleaner's wages, was £9,046.27:

	Hall	Vicarage	Total	
Electricity	£1,707.43	£221.45	£1,928.88	
Gas	£1,228.43	£534.68	£1,763.11	
Water	£113.22	£105.65	£218.87	
Insurance	£1,815.78	£0.00	£1,815.78	
Maintenance	£174.00	£76.00	£250.00	
Cleaner's Wages	£2,788.50	£0.00	£2,788.50	
Cleaning Expenses	<u>£281.13</u>	<u>£0.00</u>	<u>£281.13</u>	
	£8,108.49	£937.78	£9,046.27	Included under 'salaries', not 'cost of trading' in Receipts and Payments table

This expenditure was exceeded by the income of £16,431.90, giving a trading profit of £7,385.63 on the community use of buildings. This is about £4,000 lower than in 2018, due to increased costs and the loss of hire by Happy Days Nursery from September.

The other significant trading activity is the production and sale of a monthly Parish Magazine (note 9). This is viewed as a mission resource, rather than as a source of fundraising. The magazine made an estimated loss of £78 in 2019. The magazine is produced in house, with estimated cost:

Photocopying (estimated)	£276	No allowance for wastage
Paper (estimated)	£348	No allowance for wastage
Printed Inserts	<u>£330</u>	
	£954	

18 **Major Capital Items:**

The main capital expenditure in 2019 was the major refurbishing of the church organ early in the year. A deposit of £3,538.08 was paid in 2018, and the balance of £14,152.32 in 2019: total cost £17,690.40.

19 **Sequestration Account:**

During an interregnum the church is required by the diocese to maintain a 'sequestration account'. This was opened in June 2019, and receives the income from the portion of statutory fees due to the diocese. Some costs associated with the interregnum are offset against this, mainly those associated with the vicarage (utilities and repairs which the church has incurred) and costs associated with external clergy taking services during the interregnum. When a new incumbent takes up the post, the balance of the account is paid to the diocese or church as appropriate. The money in the account is held within the church's Bank of Scotland Current Account, but is not considered part of the church's assets and, therefore, excluded from the Annual Accounts of St Hilda's Church.

Income	
Diocesan share of statutory fees	£1,167.00
Charges	
Expenses for ministers	-£32.40
Utility costs for vicarage	<u>-£257.52</u>
Balance held due to diocese, 31/12/19	£877.08

20 **Agency Holdings and Bank of Scotland Current Account Reconciliation:**

The 'Agency Holding' is money held by the church in its Bank of Scotland current account as agents for other organisations or persons. This does not form part of the church's assets, and, therefore, is excluded from the church accounts. On 31st December 2019 the Agency Holding comprised:

Charity Holding [Birmingham Diocese Malawi Fund]	£813.37
Charity Holding for Annual Charity	£40.00
Advance Statutory Fees *	-£602.00
Damage Deposits for Church Hall hirers	£425.00
Scout Hut Electricity due [to be recharged at cost to Scouts]	<u>-£15.06</u>
	£661.31

* £1,167 moved to Sequestration Account (note 19)

The total holding in the Bank of Scotland Current Account on 31st December 2019 is reconciled by the inclusion of the Agency Account and the Sequestration Account in addition to the Church Account:

Church money in BOS Account	£11,983.28
Agency holdings in BOS Account	£661.31
Sequestration Account in BOS Account (note 19)	<u>£877.08</u>
Closing value, Bank of Scotland Account, 31/12/19	£13,521.67

End of notes

DEPOSIT AND INVESTMENT ACCOUNTS

DEPOSIT ACCOUNT CBF2126D - CHURCH FABRIC ACCOUNT

A Designated Account for the additional maintenance of the Church building and site.

	Credit	Debit	Total
Starting Balance, 1/1/19			£6,780.82
Bank Interest (total over year)	£50.97		
Closing Balance, 31/12/19			£6,831.79

DEPOSIT ACCOUNT CBF2142D – CHURCH MUSIC ACCOUNT

A restricted account, formerly the 'Organ Fund': its range has been extended to cover all aspects of church music, including the organ.

	Credit	Debit	Total
Starting Balance, 1/1/19			£850.96
Bank Interest (total over year)	£6.39		
Closing Balance, 31/12/19			£857.35

DEPOSIT ACCOUNT CBF2237D – CHURCH HALL ACCOUNT

This account contains both restricted and designated holdings for the same purpose, maintenance of the Church Hall. Interest is applied to the designated holding.

CHURCH HALL ACCOUNT [Designated]

A Designated Account for the maintenance of the Church Hall.

	Credit	Debit	Total
Starting Balance, 1/1/19			£1,466.55
Bank Interest (total over year)	£21.16		
Closing Balance, 31/12/19			£1,487.71

CHURCH HALL ACCOUNT [Restricted]

A Restricted Account for the maintenance of the Church Hall'

	Credit	Debit	Total
Starting Balance, 1/1/19			£1,349.21
No Transaction			
Closing Balance, 31/12/1			£1,349.21

Total closing balance of account (restricted and designated) = £2,836.92.

DEPOSIT ACCOUNT CBF2249D - MINISTRY SUPPORT ACCOUNT

A Designated Account to support the spiritual growth of the Church: arising from the historic Mary Lee Legacy.

	Credit	Debit	Total
Starting Balance, 1/1/19			£5,456.52
Bank Interest (total over year)	£41.01		
Closing Balance, 31/12/19			£5,497.53

DEPOSIT ACCOUNT CBF2250D – CHILDREN’S AND FAMILIES’ MISSION / LAY PASTORAL MINISTER ACCOUNT

A Designated Account, originally to extend the Children’ and Families’ Mission project beyond September 2018, when the St Hilda’s PCC became responsible for the employment of the missionary. The missionary left the post early, and the PCC decided to apply the remaining funds for the employment of the Lay Pastoral Minister. £20,000 in total was withdrawn to fund these two staff in 2019, and the remaining balance of £5,405.58 will be used to fund the Lay Pastoral Minister in 2020.

	Credit	Debit	Total
Starting Balance, 1/1/19			£25,308.71
Total Withdrawals		£20,000.00	
Bank Interest (total over year)	£96.87		
Closing Balance, 31/12/19			£5,405.58

DEPOSIT ACCOUNT CBF2251D - GIFTS AND BEQUESTS ACCOUNT

An Unrestricted Account to hold legacies and large gifts.

	Credit	Debit	Total
Starting Balance, 1/1/19			£41.75
Bank Interest (total over year)	£0.32		
Closing Balance, 31/12/19			£42.07

INVESTMENT ACCOUNT - PORTER-YORK FUND

An Unrestricted Account invested in CBF Property Shares arising from two large legacies, to be used at the discretion of the Incumbent and Churchwardens. There were no deposits or withdrawals in 2019, and the holding of 80,832.58 shares was unchanged throughout the year. The value of the holding decreased by £2,966.55 over the year as the share value decreased.

Quarterly interest was paid into the General Fund in the Bank of Scotland current account, totalling £6,005.87.

Value of the Investment

	Shareholding	Mid-value (£/ share)	Investment value
Opening Investment Value, 1/1/19	80,832.58	139.85	£113,044.36
Closing Investment Value, 31/12/19	80,832.58	136.18	£110,077.81

Interest received in 2019

	Shareholding	Dividend (p)	Interest
28/02/19, 4 th Quarter, 2018	80,832.58	1.95	£1,576.24
31/05/19, 1 st Quarter, 2019	80,832.58	1.77	£1,430.74
30/08/19, 2 nd Quarter, 2019	80,832.58	1.83	£1,479.24
29/11/19, 3 rd Quarter, 2019	80,832.58	1.88	£1,519.65
Total Investment Income in 2019			£6,005.87

APPROVAL OF ACCOUNTS

The Annual Report as set out on pages 3 to 6 was
prepared by, *inter alia*, the late Derek A Latham, as Secretary of St Hilda's PCC in 2019

The Annual Accounts set out on pages 7 to 17 were
prepared by Dr Terry Daniels as Treasurer of St Hilda's PCC
and examined by Mark J W Jennings, ACA, ICAEW

Approval of the Annual Report and the Annual Accounts for 2019 by St Hilda's PCC

These documents could not be approved at a meeting of St Hilda's Parochial Church Council in the usual manner because all church meetings were suspended in response to the Covid19 pandemic before the documents were complete and available.


Instead, the 2019 Annual Report and Accounts, as set out on pages 1 - 17 and approved by the Independent Examiner on 18th May 2020, were sent in electronic format to all PCC members. The PCC members were requested to approve the 2019 Annual Report and Accounts, and notify their approval to the Treasurer, Chair and Churchwardens by e-mail.

Every member of the PCC has responded electronically and approved the report and accounts. Therefore, we believe that they may be taken as having received PCC approval in the prevailing circumstances.

This approval will be ratified at the first PCC Meeting* when the pandemic restrictions permit this meeting to be held. They will then be placed before the Annual Parochial Church Meeting 2020 for final approval whenever this postponed meeting may be held.

Signed: 
Mrs Wendy Dyke (Chair of PCC)

Date: 27/5/20

Signed: 
Mrs Susan Round (Churchwarden)

Date: 24/05/2020

* Note added by Treasurer on 13th August 2020: The approval was ratified at the PCC meeting on 6th August 2020

END OF 2019 ANNUAL REPORT AND ACCOUNTS FOR ST HILDA'S PCC, WARLEY WOODS

INDEPENDENT EXAMINER'S REPORT

Report to trustees of St Hilda's Church, Warley Woods
Registered Charity No 1181258

On the Annual Accounts for the year ended 31st December 2019
as set out on pages 7 to 17

Respective responsibilities of trustees and examiner

The trustees are responsible for the preparation of the accounts.

The trustees 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, as Independent Examiner, to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Direction 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 statement

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 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 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 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 Charities Act; and to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act 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.

Signed:



Date:

18/05/2020

Mark J W Jennings, ACA, ICAEW
3, Clent Drive, Hagley, Stourbridge, DY9 9LN

Disclosures: