

THE PAROCHIAL CHURCH COUNCIL OF
THE ECCLESIASTICAL PARISH OF
EMMANUEL LOUGHBOROUGH

PAROCHIAL CHURCH COUNCIL'S
REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2019

THE PAROCHIAL CHURCH COUNCIL OF
THE ECCLESIASTICAL PARISH OF EMMANUEL LOUGHBOROUGH

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THE PAROCHIAL CHURCH COUNCIL OF
THE ECCLESIASTICAL PARISH OF EMMANUEL LOUGHBOROUGH

LEGAL AND ADMINISTRATIVE INFORMATION

Charity number 1132853 (registered in England & Wales)

Address Emmanuel Church Centre
Forest Road
Loughborough
Leicestershire, LE11 3NW

PCC Membership

Rev M.J. Broadley	Incumbent and Chairman
Rev S Harvey	Associate Rector (from 3 rd September 2019)
Rev B.J. Gardner	Curate
L. Collins	Church Warden
E.M. Featonby	Church Warden
S.G Barney	Reader, Representative on Diocesan Synod and on Deanery Synod
C.J. Sheldon	Representative on Diocesan Synod and on Deanery Synod
J.M. Burnard	Representative on Deanery Synod
N.J. Revell	Representative on Deanery Synod
J.H. Walker	Representative on Deanery Synod
Dr P.E. Pullan	Representative on Deanery Synod
Dr C.T. Spencer	Reader and Representative on Deanery Synod
H.R. Smith	Reader
M. Billage	Elected Member
S. Collins	Elected Member
B. Crew	Elected Member
C. Rowles	Elected Member
R. Faulconbridge	Elected Member
P. Oxbrough	Elected Member
K. A. Leishman	Elected Member (to 9 th April 2019 then Co-opted Member) and Treasurer
M.B. Riddleston	Elected Member (from 9th April 2019)
E.J Hassall	Elected Member (from 9th April 2019)
A.J. Overton-Brown	Elected Member (from 9th April 2019)
S.E. Reynolds	Elected Member (from 9th April 2019)
C. Threlfall-Rogers	PCC Secretary and Co-opted Member

Independent examiner R Buckby FCA
Haines Watts Leicester LLP
Hamilton Office Park
31 High View Close
Leicester, LE4 9LJ

Bank CAF Bank Ltd
25 Kings Hill Avenue
Kings Hill, West Malling
Kent, ME19 4JQ

THE PAROCHIAL CHURCH COUNCIL OF
THE ECCLESIASTICAL PARISH OF EMMANUEL, LOUGHBOROUGH

REPORT OF THE PAROCHIAL CHURCH COUNCIL
FOR THE YEAR ENDED 31 DECEMBER 2019

The Parochial Church Council presents its report and the financial statements for the year ended 31 December 2019. The Parochial Church Council which served during the year and up to the date of this report is set out on page 1.

Objectives

The primary objective of the PCC is the promotion of the Gospel of our Lord Jesus Christ according to the doctrines and practices of the Church of England and, during the year under review, was to co-operate with the Rector in promoting the whole mission of the Church in this ecclesiastical parish.

Activities

When planning our activities for the year the PCC considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion. The PCC Trustees believe that, by promoting the work of the Church of England in the Parish, we promote the whole mission of the Church (pastoral, evangelistic, social, and ecumenical) effectively, and that, in doing so, we provide a benefit to the public by:

- Providing facilities for public worship, pastoral care, and spiritual, moral, and intellectual development, both for our members and for anyone who wishes to benefit from what the Church offers; and
- Promoting Christian values and service by members of the Church in and to their communities, to the benefit of both individuals and society as a whole.

The PCC encourages a vibrant life within the church, with every effort made to reach all ages in the parish through a wide variety of worship opportunities, social activities and Christian fellowship. We focus on outreach work through regular Alpha Courses, the Lunchtime Concerts, through youth and children's work and student mission. We reach out into the community to welcome people and other charitable organisations to share and use our resources. We offer pastoral support through our pastoral teams, prayer teams and prayer chains, listeners, bereavement visitors and communities. The many and varied groups and activities are detailed on our website www.emmanuel-loughborough.org

The Parish is part of the Loughborough Anglican Mission Partnership (LAMP) and is fully committed to the Loughborough Churches Partnership (LCP) which works to support the Loughborough Street Pastors' scheme and other town-wide mission and outreach projects.

In all areas the PCC has been blessed by the contribution of many volunteers, who share the leadership of many of the programmes and work with churches across the town, as well as helping in the administration of our parish. It is impossible to quantify or put a value on the amount of work done by volunteers.

Regular income of the PCC is tithed, to give to charitable causes and in addition collections from special services and events during the year were also donated to good causes. Church attendees are asked to suggest potential recipients to committees who then make recommendations to the PCC. Most tithe recipients also have an advocate in church helping to explain their work and convey prayer requests. Details of grants made in 2019 can be found in Note 7a of the accounts.

Achievements and performance

As a parish, we offered a full range and variety of services at different times and on different days. All services are grounded on firm teaching programmes. Sermons and talks are accessible on podcasts via the website and the services continued to have a distinct feel and flavour offering musical worship styles from the traditional organ, to simple acoustic guitar led worship, to a full worship band. The strength of our worship and other ministry is evidenced in the number of

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THE ECCLESIASTICAL PARISH OF EMMANUEL LOUGHBOROUGH

volunteers we have who serve in the church. All our worship services are structured around an Anglican form with varying amounts of liturgy depending on the context of the service.

Emmanuel has had another exciting and dynamic year. The most significant activity at Emmanuel in 2019 was that we planted a new worshipping congregation, St Barnabas, in partnership with the Good Shepherd, into the Grange Park Estate, a modern housing estate in the south of Loughborough. The aim of St Barnabas Church is to reach the 93% of our community who have little or no contact with the gospel. We commissioned 30 people in September 2019 under the leadership of Ben Gardner. The St Barnabas has now grown to about 50-60 strong in a short period of time. We have had to replace several key people who were called to join the plant.

In September 2019 we employed Andrew Overton Brown to oversee our sung worship. Also in September 2019 Revd Steve Harvey joined the staff team with the brief to develop Leadership, Discipleship and Welcome in order for us to grow as a church so we can plant another congregation in 2021 / 2022.

In November 2019 we applied to the Diocesan Growth Fund as well as Strategic Development Fund from the Church Commissioners to employ an Operations Director in early 2020. We began a Consultation Process with the affected staff in December 2019.

In September 2019 Kat Marjoribanks our context based ordinand began her maternity leave. She will rejoin the staff team in September 2020 when she will also recommence her training at St Melitus College in Nottingham.

In 2019 we hosted an Alpha Course. The lunchtime meal for Seniors which is proving to be very popular is now a regular feature of our church's life.

Christine Harrison has continued to oversee as well as develop our Youth, Children and Young Families Ministry, embedding a new vision statement for this ministry. Christine commenced her maternity leave in April 2019 and will re-join the staff team in early May 2020. Her ministry has been overseen by Sneha Ninan who has done an excellent job and has initiated several new areas of ministry.

Goda Girdenyte has joined the staff team as part of her placement with the CYM Course currently based in Nottingham. Goda will be with us for 3 years and has already had a positive impact on our Youth Work having begun a new Youth Club as well as a Discipleship Group once a month.

"Lighthouse" which was launched in January 2017 on a Friday afternoon is now an integral part of our worshipping life with new people joining each month. Lighthouse comprises of craft, worship and food for young families. Lighthouse will relocate to our local Church of England School in September 2020.

In 2019 we have continued to develop our links with our local community and beyond. This engagement has included on-going ministries such as the increasingly popular Lunch Time Concerts; Seniors' Holiday at Home; Football and the Community Fun Day. Emmanuel was once again transformed on the last weekend before Christmas for our fifth Christmas Ball. Claire Rowles and her Team have done a fantastic job arranging and organising the Christmas Ball as well as developing our links with the local community.

All of this activity has been supported by strong preaching and teaching especially with our continued focus on Discipleship.

Our volunteers at Project 5000 have continued to work with the homeless and disadvantaged, offering regular Monday evening hot meals and food parcels. This is particularly needed, and the offer was again extended over the Christmas period. We are most grateful for the prayer and financial support which has come from other local churches and for all our wonderful volunteers in this field.

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We also have continued to develop our links with the church in this country as well as overseas, through the Loughborough Churches Partnership, the Diocese and Mission Agencies. In particular, we were able to send additional funds to alleviate the effects of the drought in the Dioceses of Kiteto and Mount Kilimanjaro in Tanzania. The Rector continues to liaise with Bishop Stanley on a regular basis.

Financial review

During 2019 we have generated a net surplus (before transfers and revaluations) of £25,292 compared to a net deficit last year of £16,006. This year's surplus (before transfers and revaluations), includes £15,490 on unrestricted (including designated) funds and a surplus of £9,352 on restricted funds.

Total income has increased by just over £63,000 compared to 2018, whilst expenditure has increased by just under £22,000.

We have been able to continue to increase (by almost £10,000) our parish contribution to assist the running of the Diocese – this includes a £7,000 additional contribution accrued for at the year-end which has been paid during February 2020 and so will form part of our 2020 contribution in the record of the Diocese. Expenditure on youth & children's work is almost £10,000 less than last year as our Director of Youth, Children and Young Families is on maternity leave and her replacement works on a part time basis. Church running and Office & administrative costs have increased in total by around £11,000 however this is due to the setup and running costs of STB, which are shown as restricted funds. Many of these are one-off costs relating to STB starting from scratch in September and the Church of England SDF board have provided a substantial grant to STB to assist in their first years until they become sustainable out of their own income. This is currently shown within deferred income (note 13) and is in the STB restricted fund as shown in note 18.

The principal risks and uncertainties facing us as a church are the potential for volatility in our income from donations (which is our principal source of funding); as well as the potential need for unexpected repairs to our buildings. Growing into and fulfilling our role as a Resource Church will also continue to be a source of potential financial risk. These risks and uncertainties are the main factors which could affect our future financial performance and position.

The former risk is mitigated by our Thanksgiving programme, which takes place each October – through this we encourage the congregation to consider individually their annual giving and whether they could commit to giving by standing order. This has now become an established part of Emmanuel's church calendar and assists us with budgeting throughout the year.

The risk regarding unexpected repairs is mitigated through the valuable work of the BAT team who perform regular and careful reviews of the buildings, grounds and premises. This ensures that any minor repairs can be undertaken before they get worse and quotes can be obtained for any more significant repairs or works so that they can be planned for before they become essential. Our buildings and contents are fully insured. A Quinquennial Review was undertaken during 2017 - our response to its findings started to be implemented during 2018 and will continue into future years to ensure that the buildings continue to be properly maintained.

In order to minimise the risk around our development as a Resource Church, we will need to carefully balance additional costs incurred in order to fulfil increased expectations against our resources available at any one point in time. During 2019 we planted our first church, St Barnabas Grange Park (STB). We are grateful to God for His provision which is clearly demonstrated by the surplus generated this year despite a team of 30 of our established members leaving Emmanuel to take part in this church plant. As STB is not yet a separate legal entity in its own right; its income, expenditure and financial position are shown as a restricted fund in these accounts (Note 14). We anticipate that they will gain CIO (Charitable Incorporated Organisation) status during 2020 at which point they will become a separate legal entity and the restricted fund will be transferred over to them.

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Finally, the policy of the Trustees of keeping a minimum of £60,000 in the general reserve ensures that we have good cover for significant unplanned items of emergency expenditure. We will continue to endeavour to maintain this reserve whenever possible, whilst recognising that we may have to use some of it as an interim measure as we grow and develop as a Resource Church. Should this be required, our aim will always be to reinstate it back again as soon as is possible.

Plans for future periods

As a parish we are very dependent on the giving of our congregation and there is always a level of uncertainty arising from the wider economic situation. The importance of the response to God for His gifts and our stewardship of the church and its ministry has always been emphasised in our thanksgiving process.

The PCC aims to run on a stable footing and aims to balance expenditure on the church buildings and fabric with the mission and objectives of the church. We, along with the Diocese of Leicester, have been very encouraged by the generous financial response of Emmanuel to the loss of finance from the members leaving for St Barnabas.

As part of being designated as a Resourcing Church we now have to look beyond our first church plant to our second plant in the Beacon Academy Area of the Good Shepherd Parish. We need to identify a "planting curate" as well as begin to form a team to form a new worshipping community. We will be doing this in partnership with the Good Shepherd and St Barnabas.

Revd Steve Harvey will focus on developing and deepening our Discipleship as well as Leadership capacity. He will be developing a "Discipleship Pathway." He will be drawing on resources from the London Institute of Contemporary Christianity. We will also look to appoint mission apprentices.

Reserves policy

The PCC regularly reviews levels of reserves as part of the budgeting procedure. The PCC believes current levels of reserves are adequate but need to be maintained at a similar level to allow the PCC to maintain its properties to a high standard, to fund works going forward and to guarantee proper payment of salaries. Emmanuel invests its funds balances with the CBF Church of England Deposit Fund.

Total reserves at the end of year amount to £678,928. This includes restricted reserves of £23,839, as detailed in Note 14, and designated reserves of £81,323 as detailed in Note 15. We have continued to maintain a designated reserve fund of £60,000, which is in line with our reserves policy and represents approximately three months' expenditure to cover cash flow fluctuations and emergencies. As a result of this year's surplus, an additional £5,000 has been allocated to the designated fund for the redecoration of the church. The designated books fund has been used during the year to offer assistance to trainee lay readers with the purchase of books required for their training. The church planting designated fund continues to be built up with the aim of having a sizeable fund available to assist our next church plant arising from our Resource Church designation.

Undesignated general reserves, including the revaluation reserve, amount to £573,766. These include the value of the church hall and curate's house (regarded as inalienable assets). As £570,949 of unrestricted funds could only be released through the disposal of fixed assets, this leaves a surplus on readily available funds that are neither restricted nor designated of just under £3,000 at the year end.

Levels of free reserves over and above our designated reserve fund are looked at annually during our budgeting process and are used to grow our mission and ministry in line with priorities determined by the PCC.

Structure, governance and management

All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC. The PCC aims to meet a minimum of 6 times a year. Committees are established to examine and develop certain areas of activity but report back to the PCC for decisions to be approved.

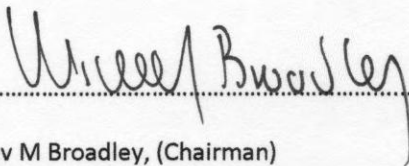
THE PAROCHIAL CHURCH COUNCIL OF
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The PCC continues to identify major risks to which it is exposed and has established policies to manage these risks which are reviewed on a regular basis – these include, but are not limited to, safeguarding, health and safety and employment issues. Where diocesan and other training opportunities arise, members are encouraged to attend.

Administrative information and compliance with prevailing laws and regulations

The Parochial Church Council (PCC) is a corporate body established by the Church of England. The PCC operates under The Parochial Church Council Powers Measure and is registered with the Charities' Commission in line with the requirements of the Charities Act 2011. The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with FRS102.

Approved by the PCC on 10th March 2020 and signed on their behalf by:


.....

Rev M Broadley, (Chairman)

THE PAROCHIAL CHURCH COUNCIL OF
THE ECCLESIASTICAL PARISH OF EMMANUEL, LOUGHBOROUGH

**Independent examiner's report to the Parochial Church Council of the Ecclesiastical Parish of Emmanuel,
Loughborough**

I report on the financial statements of The Parochial Church Council of Ecclesiastical Parish of Emmanuel, Loughborough for the year ended 31 December 2019 which comprise the statement of financial activities, the balance sheet and the related notes. These financial statements have been prepared in accordance with the Church Accounting Regulations 2006 ('the regulations') and section 145 of the Charities Act 2011 ('the Act').

Respective responsibilities of trustees and independent examiner

The church's trustees are responsible for the preparation of the accounts. The church's trustees consider that an audit is not required for this year under section 144(2) of the Act and that an independent examination is needed. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under section 145(5)(b) of the Act, whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 you, as trustees, concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (i) 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 Act; and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act have not been met; or
- (ii) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Date: 10th March 2020



R Buckby FCA
Haines Watts Leicester LLP
Hamilton Office Park
31 High View Close
Leicester, LE4 9LJ

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STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2019

		Unrestricted Funds			Restricted funds	2019	2018
		General	Designated	Total	funds	Total	Total
		£	£	£	£	£	£
Income from:	Notes						
Donations and legacies	2	260,427	13,885	274,312	14,126	288,438	258,708
Charitable activities	3	25,352	606	25,958	39,602	65,560	42,885
Other activities	4	36,673	-	36,673	-	36,673	26,280
Investments	5	621	-	621	-	621	237
Total		323,073	14,491	337,564	53,728	391,292	328,110
Expenditure on:							
Raising funds	6	15,936	-	15,936	-	15,936	14,142
Charitable activities	7	301,425	4,263	305,688	44,376	350,064	329,974
Total		317,361	4,263	321,624	44,376	366,000	344,116
Net income/ (expenditure)		5,712	10,228	15,940	9,352	25,292	(16,006)
Transfers between funds	17	(5,000)	5,000	-	-	-	-
Net movement in funds		712	15,228	15,940	9,352	25,292	(16,006)
Reconciliation of funds:							
Total funds brought forward		573,054	66,095	639,149	14,487	653,636	669,642
Total funds carried forward	14 & 15	573,766	81,323	655,089	23,839	678,928	653,636

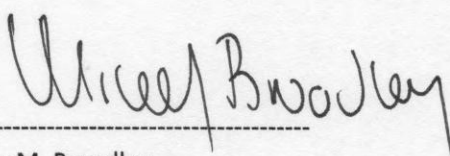
The notes on pages 10 to 20 form an integral part of these financial statements

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BALANCE SHEET
FOR THE YEAR ENDED 31 DECEMBER 2019

	Notes	2019		2018	
		£	£	£	£
Fixed assets					
Tangible assets	9		575,471		578,229
Current assets					
Debtors	10	37,628		20,664	
Cash at bank and in hand	11	128,492		67,057	
		166,120		87,721	
Creditors falling due within one year	12	(62,663)		(12,314)	
Net current assets			103,457		75,407
Net assets			<u>678,928</u>		<u>653,636</u>
Funds of the charity					
Restricted funds	14		23,839		14,487
General fund	15	241,076		240,364	
Designated funds	15	81,323		66,095	
Revaluation reserve	16	332,690		332,690	
Total unrestricted funds			655,089		639,149
Total funds			<u>678,928</u>		<u>653,636</u>

The financial statements were approved by the Parochial Church Council on 10th March 2020 and signed on its behalf by:



 Rev M. Broadley
 Chairman

The notes on pages 10 to 20 form an integral part of these financial statements

**THE PAROCHIAL CHURCH COUNCIL OF
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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

1 Accounting Policies

The main accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and the preceding year.

1.1 Basis of accounting

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with: the Church Accounting Regulations 2006 governing the individual accounts of PCCs including the Regulations' "true and fair view" provisions; FRS102 (2016) as the applicable accounting standard; and the 2016 version of the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP (FRS102)). The financial statements have been prepared under the historical cost convention as modified by the revaluation of certain assets.

1.2 Fund accounting

Funds shown in these accounts include:

- the general funds of the Parochial Church Council (PCC) that are not subject to any restrictions regarding their use and are available for application to the general purposes of the PCC;
- Designated funds which have been set aside by the PCC for a specific purpose but are not subject to any restriction; and
- Restricted funds which can only be used for specific purposes.

The accounts include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that are informal gatherings of church members.

1.3 Cashflow exemption

The PCC has taken advantage of the exemption available in accordance with Update Bulletin 1 of the Charities SORP (FRS102) such that no statement of cashflows has been prepared.

1.4 Income

All income is included in the statement of financial activities when the church is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Income from donations and legacies:

Collections are recognised when received by or on behalf of the PCC;

Planned giving receivable under gift aid is recognised only when received;

Income tax recoverable on gift aid donations is recognised when the donation is recognised;

Grants and legacies to the PCC are accounted for as soon as the PCC is notified of their legal entitlement and the amount due

Income from other activities:

Rental income from the letting of church and church hall premises is recognised when the rental is due

Income from investments:

Interest is accounted for when receivable.

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

1.5 Expenditure

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be recovered, which is reported as part of the expenditure to which it relates.

1.6 Taxation

The PCC is exempt from tax on its charitable activities.

1.7 Going concern

There are no material uncertainties in respect to the PCC's ability to continue as a going concern.

1.8 Tangible fixed assets and depreciation

Freehold land & buildings are stated at market value and are not depreciated as the PCC consider that any depreciation charge would be insignificant taking into account the useful economic life of the buildings and the fact that they are maintained in good condition.

- Fixtures and equipment are stated at cost less accumulated depreciation. Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life, as follows:

Freehold land and buildings	- not depreciated
Fixtures and equipment	- 3 to 5 years straight line

- Consecrated land and buildings and moveable church furnishings:
Consecrated and beneficiary property is excluded from the accounts by virtue of s.10 (2) (a) of the Charities Act 2011.

No value is placed on historic movable church furnishings held by churchwardens on special trust for the PCC and which require a faculty for disposal since the PCC considers these to be inalienable assets. All expenditure incurred during the year on consecrated or beneficed buildings, whether maintenance or improvement, is written off as expenditure in the statement of financial activities.

- Individual items of equipment with a purchase price of £1,000 or less are written off in the year of purchase.

1.9 Defined contribution pension schemes

The pension costs charged in the financial statements represent the contributions payable by the charity during the year.

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

2 Income from donations and legacies

	Unrestricted Funds			Restricted	2019	2018
	General	Designated	Total	funds	Total	Total
	£	£	£	£	£	£
Planned giving	188,462	2,785	191,247	3,380	194,627	188,298
Gift aid	48,323	2,482	50,805	1,293	52,098	46,909
Plate collections	8,790	-	8,790	-	8,790	9,653
Sundry donations	14,851	3,618	18,469	6,237	24,706	6,396
Interest received from						
HMRC	1	-	1	-	1	16
Legacies	-	5,000	5,000	-	5,000	5,000
Project 5000	-	-	-	3,216	3,216	2,436
	<u>260,427</u>	<u>13,885</u>	<u>274,312</u>	<u>14,126</u>	<u>288,438</u>	<u>258,708</u>

All income from donations and legacies in the prior year was unrestricted and undesignated apart from £37 which was designated for church planting (£30 planned giving and £7 gift aid) and £3,453 which was restricted & comprised: : £232 gift aid; £785 sundry donations, and £2,436 Project 5000 donations.

3 Income from charitable activities

	Unrestricted Funds			Restricted	2019	2018
	General	Designated	Total	funds	Total	Total
	£	£	£	£	£	£
Fees	3,633	-	3,633	-	3,633	4,044
Kitchen	1,214	-	1,214	-	1,214	935
Sundry income and grants	2,725	606	3,331	19,253	22,584	5,011
Concerts	6,689	-	6,689	-	6,689	6,053
Bookstall	222	-	222	-	222	325
Church weekend	3,540	-	3,540	-	3,540	3,420
Social events	5,401	-	5,401	-	5,401	6,451
Youth work	1,928	-	1,928	-	1,928	1,529
Youth football team	-	-	-	20,349	20,349	15,117
	<u>25,352</u>	<u>606</u>	<u>25,958</u>	<u>39,602</u>	<u>65,560</u>	<u>42,885</u>

All income from charitable activities in the prior year was unrestricted and undesignated apart from: £2,072 sundry income grants which was designated for church planting; and £15,117 which was restricted youth football team income.

4 Income from other activities

	Unrestricted Funds			Restricted	2019	2018
	General	Designated	Total	funds	Total	Total
	£	£	£	£	£	£
Church Centre lettings	10,208	-	10,208	-	10,208	9,371
Church Hall lettings	20,083	-	20,083	-	20,083	16,450
Other lettings	4,250	-	4,250	-	4,250	-
Office & other income	2,132	-	2,132	-	2,132	459
	<u>36,673</u>	<u>-</u>	<u>36,673</u>	<u>-</u>	<u>36,673</u>	<u>26,280</u>

All income from other activities in the prior year was unrestricted and undesignated.

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

5 Income from investments

	Unrestricted Funds			Restricted	2019	2018
	General	Designated	Total	funds	Total	Total
	£	£	£	£	£	£
Bank interest receivable	621	-	621	-	621	237

All income from investments in the prior year was unrestricted and undesignated.

6 Expenditure on raising funds

	Unrestricted Funds			Restricted	2019	2018
	General	Designated	Total	funds	Total	Total
	£	£	£	£	£	£
Stewardship and appeal costs	537	-	537	-	537	-
Church Hall running costs	5,481	-	5,481	-	5,481	4,586
Church Hall maintenance	385	-	385	-	385	64
Office and management costs	9,533	-	9,533	-	9,533	9,492
	15,936	-	15,936	-	15,936	14,142

All expenditure on raising funds in the prior year was unrestricted and undesignated.

7 Expenditure on charitable activities

	Unrestricted Funds			Restricted	2019	2018
	General	Designated	Total	funds	Total	Total
	£	£	£	£	£	£
Missionary and charitable giving (note 7a)	26,043	2,072	28,115	2,338	30,453	25,022
Parish gift	123,048	-	123,048	-	123,048	113,736
Church weekend	3,494	-	3,494	-	3,494	2,831
Clergy expenses	5,289	691	5,980	482	6,462	5,060
Clergy houses	1,524	-	1,524	380	1,904	1,848
Church running (light, heat, insurance etc)	32,572	1,150	33,722	4,893	38,615	34,000
Repairs and other costs	2,260	-	2,260	-	2,260	10,041
Church Hall running costs	5,481	-	5,481	-	5,481	4,585
Church Hall maintenance	384	-	384	-	384	65
Youth and children's work	24,914	-	24,914	130	25,044	35,645
Youth football team	-	-	-	18,022	18,022	13,571
Music team	18,879	-	18,879	1,866	20,745	16,626
Outreach & Alpha	3,091	-	3,091	107	3,198	3,149
Internship costs	2,410	-	2,410	-	2,410	5,093
Project 5000	-	-	-	3,163	3,163	2,855
Bookstall	-	-	-	-	-	267
Social	4,884	-	4,884	70	4,954	6,218
Concerts	5,250	-	5,250	-	5,250	5,013
Publicity	1,110	144	1,254	2,321	3,575	1,602
C/fwd to next page	260,633	4,057	264,690	33,772	298,462	287,227

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

7 Expenditure on charitable activities (continued)

	Unrestricted Funds			Restricted	2019	2018
	General	Designated	Total	funds	Total	Total
	£	£	£	£	£	£
B/fwd from previous page	260,633	4,057	264,690	33,772	298,462	287,227
Office & administrative costs	29,028	-	29,028	8,760	37,788	31,291
Kitchen	3,039	62	3,101	1,463	4,564	2,410
Depreciation	7,280	-	7,280	280	7,560	7,246
Bank charges	425	144	569	101	670	100
Governance costs: Fees for Independent Examination of accounts	1,020	-	1,020	-	1,020	1,700
	<u>301,425</u>	<u>4,263</u>	<u>305,688</u>	<u>44,376</u>	<u>350,064</u>	<u>329,974</u>

All expenditure on charitable activities in the prior year was unrestricted and undesignated apart from the following:

	Designated	Restricted
	£	£
Clergy expenses	482	-
Church running (light, heat, insurance etc)	104	58
Repairs and other costs	-	1,590
Youth & childrens' work	746	-
Youth football team	-	13,571
Music team	7,787	125
Office & Administrative costs	2,072	-
Kitchen	-	37
Project 5000	-	2,855
	<u>11,191</u>	<u>18,236</u>

7a Missionary and charitable giving

	General	Designated	Restricted	2019	2018
	£	£	£	Total	Total
	£	£	£	£	£
SOAR Project	3,543	-	-	3,543	3,407
Church Missionary Society	4,252	-	-	4,252	4,088
The Bible Society	1,418	-	-	1,418	1,363
TearFund	1,418	-	-	1,418	1,363
Diocese of Kiteto	1,200	-	-	1,200	1,200
Diocese of Mount Kilimanjaro	1,350	-	-	1,350	1,298
Child Contact Centre	1,418	-	-	1,418	1,363
Project 5000	1,418	-	-	1,418	1,363
Christian Solidarity Worldwide	1,418	-	-	1,418	1,363
Belgian Evangelical Mission	1,418	-	-	1,418	1,363
Friends International	-	-	-	-	1,000
Street Pastors - Loughborough	1,000	-	-	1,000	1,000
Loughborough Churches Partnership	1,750	-	-	1,750	-
STB Grange Park	-	2,072	-	2,072	-
C/fwd to next page	<u>21,603</u>	<u>2,072</u>	<u>-</u>	<u>23,675</u>	<u>20,171</u>

THE PAROCHIAL CHURCH COUNCIL OF
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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

7a Missionary and charitable giving (continued)

B/fwd from previous page	21,603	2,072	-	23,675	20,171
Give to Give Away	-	-	1,571	1,571	-
Grants less than £1,000/not yet allocated	4,440	-	767	5,207	4,851
	<u>26,043</u>	<u>2,072</u>	<u>2,338</u>	<u>30,453</u>	<u>25,022</u>

In the prior year, all missionary & charitable giving was from unrestricted & undesignated funds. In 2019, the designated giving is from the church planting fund and the restricted giving is from the STB Grange Park fund.

8 Employees

Included within the expenditure in Notes 6 and 7 are the following employment costs:

				2019	2018
	General	Designated	Restricted	Total	Total
	£	£	£	£	£
Staff costs					
Wages and salaries	72,717	-	6,881	79,598	85,485
Social security costs	1,368	-	-	1,368	1,679
Pension costs (DC scheme)	4,813	-	393	5,206	4,432
	<u>78,898</u>	<u>-</u>	<u>7,274</u>	<u>86,172</u>	<u>91,596</u>

The average monthly number of employees (full and part time) during the year was as follows:

	2019	2018
	Number	Number
Office	2	2
Cleaners	2	2
Youth, children and young families ministries	2	1
	<u>6</u>	<u>5</u>

(i) The majority of staff are employed on a part-time basis;

(ii) C Threlfall- Rogers, the Church & Centre manager serves as Secretary to the Emmanuel PCC;

(iii) The Church operates a defined contribution pension scheme. At the year end £815 (2018: £621) of contributions are due to be paid over, as contributions are paid monthly in arrears.

(iv) No employee received employment benefits for the reporting period of more than £60,000;

(v) All staff costs in the prior year, including defined contribution scheme pension contributions, were included within unrestricted funds as no paid work was undertaken regarding any of the restricted funds held.

(vi) In the current year, restricted fund staff costs relate to STB Grange Park.

9 Tangible fixed assets

	Freehold Land and Buildings	Fixtures and Equipment	Total
	£	£	£
Cost or Valuation			
At 1st January 2019	555,000	72,461	627,461
Additions	-	4,802	4,802
Revaluation (Note 16)	-	-	-
At 31st December 2019	<u>555,000</u>	<u>77,263</u>	<u>632,263</u>

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

9 Tangible fixed assets (continued)

	Freehold Land and Buildings	Fixtures and Equipment	Total
Depreciation			
At 1st January 2019	-	49,232	49,232
Charge for the year	-	7,560	7,560
At 31st December 2019	-	56,792	56,792
Net Book Values			
At 1st January 2019	555,000	23,229	578,229
At 31st December 2019	555,000	20,471	575,471

The properties were professionally valued on 11th January 2018 by Rupert C Harrison, FRICS, FAAV, on an open market basis assuming vacant possession. In the opinion of the trustees, their value has not changed materially since that date.

10 Debtors

	2019	2018
	£	£
Accounts receivable	5,450	6,965
Gift aid recoverable	22,009	7,607
Prepayments and accrued income	7,496	5,275
Other debtors	2,673	817
	<u>37,628</u>	<u>20,664</u>

11 Cash at bank and in hand

	2019	2018
	£	£
PCC reserve fund bank account	113,213	45,593
PCC general current bank accounts	15,048	21,394
Senior football team cash and bank	75	24
Cash balance	156	46
	<u>128,492</u>	<u>67,057</u>

12 Creditors: amounts falling due within one year

	2019	2018
	£	£
Accounts payable	1,648	227
Accruals and deferred income	58,960	6,599
Unpaid tithe	2,480	3,011
Taxation and social security	(1,652)	1,493
Collections to be paid over to others	80	60
Sundry creditors	1,147	924
	<u>62,663</u>	<u>12,314</u>

13 Deferred Income

Deferred income, included within Accruals and deferred income above, relates mainly to grants received. In the prior period these were towards the costs of interns, and grants received this year are being held as a restricted fund on behalf of the St Barnabas Grange Park church plant until they become a separate legal entity.

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

13 Deferred Income (continued)

	2019	2018
	£	£
Balance brought forward	1,200	1,200
Grants added in current period	46,835	2,000
Other income invoiced in advance	660	-
Amounts released to income from previous periods	(1,200)	(2,000)
Balance carried forward	<u>47,495</u>	<u>1,200</u>

14 Restricted funds

a. Analysis of movements during the CURRENT reporting period

	At 1st Jan 2019	Incoming resources	Outgoing resources	At 31st Dec 2019
	£	£	£	£
Project 5000	6,428	3,421	(3,171)	6,678
Youth football	6,016	21,224	(18,087)	9,153
St Barnabas Grange Park	-	28,208	(21,860)	6,348
Other restricted donations	2,043	875	(1,258)	1,660
	<u>14,487</u>	<u>53,728</u>	<u>(44,376)</u>	<u>23,839</u>

All Incoming and outgoing resources relate to income and expenditure included in the SOFA

b. Analysis of movements during the PREVIOUS reporting period

	At 1st Jan 2018	Incoming resources	Outgoing resources	At 31st Dec 2018
	£	£	£	£
Project 5000	6,780	2,503	(2,855)	6,428
Youth football	4,470	15,117	(13,571)	6,016
Other restricted donations	3,188	950	(2,095)	2,043
	<u>14,438</u>	<u>18,570</u>	<u>(18,521)</u>	<u>14,487</u>

All incoming and outgoing resources relate to income and expenditure noted included in the SOFA other than:

- Outgoing resources from other restricted donations include £285 transfers to general funds as the purpose of the funds had been fulfilled.

c. Purpose of restricted funds

Project 5000: this fund is restricted to donations and other income received in support of Project 5000, which is entirely run by volunteers and provides hot meals and other support to the homeless and others in need throughout the year. Outgoing resources on this fund represent the cost of providing the support.

Youth football: this fund is restricted to income (including voluntary subscriptions, payments for kit and other donations) received by the Emmanuel FC youth football teams, and the associated expenditure. The teams are run entirely by volunteers.

St Barnabas Grange Park: this fund is restricted to income and expenditure from our church plant, St Barnabas Grange Park (STB). This fund will only remain in existence until STB become a separate entity in their own right, which is expected to happen during 2020. At that point, the balance of this fund will be transferred over to STB.

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

15 Unrestricted funds

a. Analysis of movements during the CURRENT reporting period

	At 1st Jan 2019	Incoming resources	Outgoing resources	At 31st Dec 2019
	£	£	£	£
Designated Reserve fund	60,000	-	-	60,000
Designated Appeal fund	544	-	-	544
Designated Books fund	514	-	(150)	364
Designated Redecoration fund	5,000	5,000	-	10,000
Designated Church planting fund	37	14,491	(4,113)	10,415
Total designated funds	66,095	19,491	(4,263)	81,323
General fund	240,364	323,073	(322,361)	241,076
Revaluation reserve (note 16)	332,690	-	-	332,690
Total unrestricted funds	639,149	342,564	(326,624)	655,089

All Incoming and outgoing resources relate to income and expenditure noted on the SOFA other than:

- General reserve outgoing resources include £5,000 transfers to other reserves as detailed in Note 17.
- Designated Redecoration fund incoming resources relate to the transfer as detailed in Note 17.

b. Analysis of movements during the PREVIOUS reporting period

	At 1st Jan 2018	Incoming resources	Outgoing resources	At 31st Dec 2018
	£	£	£	£
Designated Reserve fund	60,000	-	-	60,000
Designated Appeal fund	544	-	-	544
Designated Books fund	1,846	-	(1,332)	514
Designated Redecoration fund	5,000	-	-	5,000
Designated Community/worship fund	7,787	-	(7,787)	-
Designated Church planting fund	-	2,109	(2,072)	37
Total designated funds	75,177	2,109	(11,191)	66,095
General fund	247,337	307,716	(314,689)	240,364
Revaluation reserve (note 16)	332,690	-	-	332,690
Total unrestricted funds	655,204	309,825	(325,880)	639,149

All Incoming and outgoing resources relate to income and expenditure noted on the SOFA other than:

- General reserve incoming resources include £285 transfers in from restricted funds whose purpose has been fulfilled.

c. Purpose of designated funds

Designated Reserve fund: this fund has been designated to ensure that reserves of £60,000 are maintained at all times (this equates to approximately three months' running costs)

Designated Appeal fund: this fund was designated following a "Worship in the 21st century" appeal several years ago. The terms of the appeal did not require it to be a restricted fund, or for the items for which it was used to remain designated.

Designated Books fund: this fund was set up with the bank balance remaining after closing down the bookstall. It is designated for use to purchase books for the use of the church.

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

15 Unrestricted funds (continued)

c. Purpose of designated funds (continued)

Designated Redecoration fund: this fund has been designated to set aside funds required for the redecoration of the Church, centre and hall, as and when required.

Designated Church planting fund: this fund has been designated to set aside funds to be used for church planting and related expenditure.

16 Revaluation Reserve (unrestricted)

a. Analysis of movements during the CURRENT reporting period

	At 1st Jan 2019	Revaluation in year	At 31st Dec 2019
	£	£	£
Land and Buildings	332,690	-	332,690

b. Analysis of movements during the PREVIOUS reporting period

	At 1st Jan 2018	Revaluation in year	At 31st Dec 2018
	£	£	£
Land and Buildings	332,690	-	332,690

17 Transfers between funds

	Unrestricted	Designated	Restricted	Total
	£	£	£	£
Transfer from general fund to designated redecoration fund	(5,000)	5,000	-	-
	(5,000)	5,000	-	-

18 Balance sheet analysis

a. Balance sheet analysis by fund type (CURRENT YEAR)

	General	Designated	Restricted	Total
	£	£	£	£
Fixed assets	570,949	-	4,522	575,471
Current assets	31,868	2,007	3,753	37,628
Cash at bank	(15,375)	79,316	64,551	128,492
Creditors	(13,676)	-	(48,987)	(62,663)
Net assets	573,766	81,323	23,839	678,928

b. Balance sheet analysis by fund type (PREVIOUS YEAR)

	General	Designated	Restricted	Total
	£	£	£	£
Fixed assets	578,229	-	-	578,229
Current assets	20,657	7	-	20,664
Cash at bank	(13,545)	66,088	14,514	67,057
Creditors	(12,287)	-	(27)	(12,314)
Net assets	573,054	66,095	14,487	653,636

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

19 Transactions with members of the PCC and related parties

- (i) Reimbursement of expenses to the following clergy who were trustees during the year amounted to: Rev M Broadley £3,593 (2018:£3,387); Rev B Gardener £2,754 (2018: £1,615) and Rev S Harvey £864 (2018: £Nil).
- (ii) Since September 2019, expenses of Rev B Gardener relate to the restricted STB Grange Park fund.
- (iii) Expenses of Rev S Harvey are all reclaimable from the Diocese
- (iv) PCC members from time to time receive monies in respect of valid expense claims, supported by relevant documentation
- (v) The spouse of a trustee continued to be employed throughout the year at a market rate salary for the work undertaken. Since September 2019, their employment costs relate to the restricted STB Grange Park fund
- (vi) During the year, Andrew Overton-Brown, a trustee, took up employment, which continued after the year end. He is being paid a market rate salary for the work undertaken.
- (vii) No other person connected with the PCC has received any remuneration
- (viii) Substantial amounts of voluntary help were received, the value of which cannot be quantified