

Annual Report and Financial Statements for
The Parochial Church Council of the Ecclesiastical Parish of Earley St Nicolas

For the year ended 31 December 2019

Charity Registration Number: 1138037

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF EARLEY ST NICOLAS

Registered Charity in England and Wales No. 1138037

Annual Report for the year ended 31 December 2019

Aims and purpose

The Parochial Church Council (PCC) is required, by the Parochial Church Council (Powers) Measure 1956, to co-operate with the Minister in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the Church of Earley St Nicolas.

Objectives and activities

The PCC is committed to enabling as many as possible to worship at our church and to become part of the parish community of Earley St Nicolas. The PCC maintains an overview of worship throughout the parish and makes suggestions on how services can involve as many groups that live within our parish. Our services and worship put faith into practice through prayer and scripture, music and sacrament.

When planning our activities for the year, we have considered the Charity Commission's guidance on public benefit and, in particular the specific guidance on charities for the advancement of religion. In particular, we try to enable ordinary people to live out their faith through:

- Worship and prayer; learning about the gospel; and developing their knowledge and trust in Jesus
- Provision of pastoral care for people living in the parish, and
- Missionary and outreach work.

Our Mission

We are followers of Christ who believe and seek to demonstrate that God is with and for all people.

Our Values

We are God centred

If it wasn't for God we would not be here. We want the character and values of Jesus Christ to be the bedrock of who we are as a church. We have Holy Communion at the heart of our worship where everyone is welcome to receive.

We are open and friendly

We come as we are and anyone else can do the same.

We are serious about our faith but don't take ourselves too seriously.

We believe God loves and welcomes everyone – we try to do the same.

We are supportive

We try to support people in the good times and the bad. This support may be for a person in our congregation, in the local community or further afield.

We are seeking justice for all

Jesus had a particular connection with people who were living in poverty, outcast or marginalised. We aim to follow his example by working directly, with charities and with communities for a fairer world.

Achievements and performance

Worship and prayer

The PCC are keen to offer a range of services during the week and over the course of the year that our community finds both beneficial and spiritually fulfilling. This extends from providing two communion services on Sunday mornings and a midweek communion to quieter services during Holy Week and at other times focused on specific needs of the Church and the community. During the year a monthly informal evening service called Sunday@6 was established. Resting in the Spirit has continued on a quarterly basis and Messy Church met monthly.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF EARLEY ST NICOLAS

Annual Report for the year ended 31 December 2019 (continued)

All are welcome to attend our regular services. At present there are currently 134 on the parish Electoral Roll, of whom 73 live within the parish. The average weekly attendance in October 2019 was 111, although attendances were higher at times such as Christmas and Easter.

Pastoral Care

As well as our regular services, we engage with the community by holding regularly services at a care home. There is a prayer chain in operation and a volunteer heads up the Pastoral Care team who are responsible for visiting those in need. We also host a weekly coffee morning in the servery.

Mission and evangelism

Helping those in need is a demonstration of our faith. The Church has continued to support the work of RE Inspired both financially and by providing office space. We have hosted holiday clubs for children some of which have been run solely by ourselves and others in conjunction with other local churches.

Financial Review of the Year

The accounts show a gross income for the year of £212,085, of which £192,960 related to unrestricted funds and a further £19,125 was received for restricted funds. Of this gross income, £74,450 was unrestricted planned voluntary giving and £21,982 was from gift aid received into the General Fund. The church received a grant of £35,000 during the year and the PCC decided to use it to repay part of the Diocesan Loan.

Most of the restricted income was for the Building Fund and an additional £32,000 was spent on the building during the year. Towards the end of the year an appeal was held requesting pledges to cover the ongoing loan repayments resulting from the Building Project.

2019 was the first full year of operation of the new Centre and the costs of running this Centre can now be seen. £205,144 was spent from unrestricted funds to provide the Christian ministry from St Nicolas Church, including the contribution to the diocesan parish share and the costs of running the Centre.

During the year the net movement on unrestricted funds was an increase of £22,361 and the net movement on restricted funds was a decrease of £24,876. Total funds fell by £2,515.

COVID-19 is likely to have a significant effect on the church's income in 2020 particularly in relation to hall income. The PCC have taken steps to reduce expenditure where possible and the cash reserves held at 31st December 2019 should be sufficient to cover the drop in income for the next year.

Reserves Policy

The PCC considers that it is appropriate to maintain a balance on free reserves equivalent to approximately three to four months of unrestricted expenditure in order to meet its needs, including its legal and constructive obligations and to smooth out fluctuations in cash flow. This is approximately £40,000. The balance of the General Fund at 31st December 2019 was £3,744.

In previous years the PCC has transferred £4,000 a year into the Major Repairs fund in order to facilitate a programme of cyclical maintenance. In 2019 a transfer was made out of the Major Repairs fund in order to cover the deficit on the General Fund. The balance of the designated Major Repairs fund at the year end was £6,000.

The PCC approved a budget for 2020 which is balanced. The PCC decided that any additional income would be used to increase the outward giving until our target of 10% of our income is reached and then any further income would be used to increase the General Fund balance.

Investment Policy

It remains our policy to invest our funds balances with the CBF Church of England Deposit fund.

Volunteers

We should like to thank all who work so hard to make our church the lively and vibrant community it is. In particular we want to thank the church wardens, John Louth and Robert Bryce, who have worked tirelessly on our behalf and all the other members of the PCC for their valuable contribution to our ministry and for keeping the church running.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF EARLEY ST NICOLAS

Annual Report for the year ended 31 December 2019 (continued)

Administrative Information

St Nicolas Church, Earley is situated on Sutcliffe Avenue in Earley. It is part of the Diocese of Oxford within the Church of England. The correspondence address is St Nicolas Church, Sutcliffe Avenue, Earley, Reading RG6 7JN.

The Parochial Church Council (PCC) was registered as a charity in England and Wales on 15 September 2010, under registration number 1138037.

Trustees

Name	Position	Term	
		Start	End
Revd Neil Warwick	Chairman		left June 2019
Revd Libby Newman	Clergy		
Revd Ben Kautzer	Clergy		left March 2019
Emma Major	Licensed Lay Minister		
Wendy Neale	Vice Chair	2018	2021
John Louth	Churchwarden	2019	2020
Robert Bryce	Churchwarden/Deanery Synod	2019	2020
Elizabeth Fielding	Elected Member, Treasurer from Jan 2019	2018	2021
Jenny Bryce	Deanery Synod Member	2017	2020
Elaine Spratling	Deanery Synod Member	2017	2020
Doug Walrond	Deanery Synod Member	2017	2019
Peter Jeal	Elected Member	2019	2022
Jonathan Brindley	Elected Member	2017	resigned October 2019
Denise Rees	Elected Member	2017	2020
Helen Kenyon	Elected Member	2018	resigned 10 March 2020
Philip Olney	Elected Member	2019	resigned July 2019
Roger Hepburn	Elected Member	2018	2021
David Pooler	Elected Member	2019	2022
Julia Jones	Co-opted Member	Sep-19	2020
Julie Hull	Co-opted Member	2019	2020

Non-Trustee members of PCC

Helen Brown	Secretary	2019	
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Structure, governance and management

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure.

Members of the Parochial Church Council (PCC) are either ex officio or elected at the Annual Parochial Church meeting in accordance with the Church Representation Rules. Elected members are elected by those members of the various congregations of the church who are on the electoral roll of the church. All Church attendees are encouraged to register on the Electoral Roll and hence are eligible to stand for election to the PCC. In addition members may be co-opted as necessary. The PCC met 9 times during the year.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF EARLEY ST NICOLAS

Annual Report for the year ended 31 December 2019 (continued)

Committees and teams

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are to be spent. The PCC operates through a standing committee and a leadership team which meet between full meetings of the PCC.

Standing Committee

This is the only Committee required by law. It meets as and when necessary.

Leadership Team

The leadership team of Rev Newman, Emma Major LLM and the Churchwardens oversees the day to day running of the church within the direction set by the PCC, and ensures that the work of the various teams in the church is coordinated.

Approved by the PCC on 19th March 2020 and signed on their behalf by:

Wendy Neale (Acting PCC Chair)

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF EARLEY ST NICOLAS

Statement of Financial Activities (SOFA) for the year ended 31st December 2019

All figures in £	Note	2019			2018	
		Unrestricted Funds	Restricted Funds	Endowment Funds	Total	Total (restated)
Income and Endowments from:						
Donations and Legacies	A1	140,127	17,135	-	157,262	219,519
Charitable Activities	A2	4,291	-	-	4,291	1,073
Other Trading Activities	A3	48,224	1,704	-	49,928	24,909
Investments	A4	318	286	-	604	1,645
Total Income and Endowments		192,960	19,125	-	212,085	247,146
Expenditure on:						
Raising Funds	B1	520	565	-	1,085	1,294
Charitable Activities	B2	206,112	7,403	-	213,515	220,765
Other	B3	-	-	-	-	348
Total Expenditure		206,632	7,968	-	214,600	222,407
Net Gains/(Losses) on Investments		-	-	-	-	(2)
Net Income/(Expenditure)		(13,672)	11,157	-	(2,515)	24,737
Transfers between Funds		35,065	(35,065)	-	-	-
Other Recognised Gains/(Losses)						
Gains/(Losses) on Revaluation of Fixed Assets		-	-	-	-	-
Net Movement in Funds		21,393	(23,908)	-	(2,515)	24,737
Reconciliation of Funds:						
Total Funds brought forward		1,189,247	33,216	10,000	1,232,463	1,207,726
Total Funds carried forward		1,210,640	9,308	10,000	1,229,948	1,232,463

- ◆ The statement of financial activities includes all gains and losses recognised in the year.
- ◆ All income and expenditure derives from continuing activities.
- ◆ See Note G3 for the comparative SOFA

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF EARLEY ST NICOLAS

Balance Sheet as at 31st December 2019

All figures in £	Note	2019			2018	
		Unrestricted Funds	Restricted Funds	Endowment Funds	Total (restated)	
Fixed Assets:						
Tangible Assets	C1	1,201,864	-	-	1,201,864	1,199,647
Long Term Investments	C2	-	-	-	-	209
Total Fixed Assets		1,201,864	-	-	1,201,864	1,199,856
Current Assets:						
Debtors	D1	17,697	807	-	18,504	13,032
Cash at Bank and in Hand	D2	42,946	7,533	10,000	60,479	131,895
Total Current Assets		60,643	8,340	10,000	78,983	144,927
Liabilities:						
Creditors: Amounts falling due within a year	E1	21,267	-	-	21,267	34,620
Net Current Assets or Liabilities		39,376	8,340	10,000	57,716	110,307
Total Assets less Current Liabilities		1,241,240	8,340	10,000	1,259,580	1,310,163
Creditors: Amounts falling due after one year	E2	29,632	-	-	29,632	77,700
Provisions for Liabilities		-	-	-	-	-
Total Net Assets or Liabilities		1,211,608	8,340	10,000	1,229,948	1,232,463
The Funds of the Charity:						
Endowment Funds	F1			10,000	10,000	10,000
Restricted Income Funds	F2			8,340	8,340	33,216
Unrestricted Funds	F3			1,211,608	1,211,608	1,189,247
Total Charity Funds				1,229,948	1,229,948	1,232,463

Approved by the Parochial Church Council on 16th March 2020

Wendy Neale (Acting PCC Chair)

John Louth (Churchwarden)

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF EARLEY ST NICOLAS

Cashflow Statement as at 31st December 2019

All figures in £	Note	2019	2018
Cash Flows from Operating Activities:			
Net Cash provided by (used) Operating Activities	11	20,111	56,156
Cash Flows from Investing Activities			
Dividends, interest and rents from investments		604	1,645
Proceeds from the sale of Property, Plant & Equipment		1,000	-
Purchase of Property, Plant & Equipment		(36,040)	(992,087)
Proceeds from Sale of Investments		209	-
Purchase of Investments		-	-
Net Cash provided by (used in) Investing Activities		(34,227)	(990,442)
Cash Flows from Financing Activities			
Repayments of Borrowing		(57,300)	-
Cash Inflows from New Borrowing		-	100,000
Net Cash Provided by (used in) Financing Activities		(57,300)	100,000
Change in Cash & Cash Equivalents in the Period		(71,416)	(834,286)
Cash at the Beginning of the Reporting Period	12	131,895	966,181
Cash at the End of the Reporting Period	12	60,479	131,895

I1: Reconciliation of Net Income/(Expenditure) to Net Cash Flow from Operating Activities

All figures in £	2019	2018
Net Income/(Expenditure) for the Reporting Period (as per the Statement of Financial Activities)	(2,515)	24,737
Adjustments for:		
Depreciation Charges	29,719	10,039
(Gains)/Losses on Investments	-	2
Dividends, Interest and Rents from Investments	(604)	(1,645)
Loss/(Profit) on the Sale/Disposal of Fixed Assets	3,104	-
(Increase)/Decrease in Debtors	(5,472)	15,769
Increase/(Decrease) in Creditors	(4,121)	7,254
Net Cash Provided by (used in) Operating Activities	20,111	56,156

I2: Analysis of Cash & Cash Equivalents

All figures in £	2019	2018
Cash in Hand	60,479	131,895
Notice Deposits (less than 3 Months)	-	-
Overdraft Facility Repayable on Demand	-	-
Total Cash & Cash Equivalents	60,479	131,895

1. Accounting Policies

1.01. Basis of preparation and assessment of going concern

The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 (as updated through Update Bulletin 1 and Update Bulletin 2); the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

The PCC consider that there are no material uncertainties about the church's ability to continue as a going concern. Whilst income levels in 2020 are likely to be lower than forecast due to the impact of COVID-19 and the resultant loss of hall income, the cash reserves are sufficient to meet all forecast expenditure for the next year.

1.02. Funds structure

In 2013, the Vicar and Churchwardens received a bequest from Pat Dummer for £1m which was held as an expendable endowment fund. The trustees decided to use the bequest to fund the building of the St Nicolas Centre, an exciting replacement for the ageing hall building. The Endowment was fully consumed in 2018.

The PCC has a second endowment, the Amos Sharp Fund, which can be used to purchase fixed assets for the Church. The capital sum of the endowment must be maintained in the long-term at the value of £10k.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor or trust deed. The main restricted fund is the Building Fund. This was previously classified as a designated fund but has been reclassified this year. The other main restricted fund is the Sue Watson Memorial Fund which is to be used to purchase items visible in the church.

Unrestricted income funds comprise those funds which the PCC are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the PCC, at their discretion, have created a fund for a specific purpose.

Further details of each fund are disclosed in notes F1 to F3.

1.03. Restatement of Comparatives

As explained above, the Building Fund has been reclassified this year as a restricted fund, rather than as a designated fund. As a result, the comparatives have been restated. The expenditure on the hall has been shown as charitable expenditure this year and the expenditure on the hall for the previous year has been restated. The Church has set up a designated fund to reflect the cost of the fixed assets of the church.

1.04. Income recognition

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the income to which they relate is received.

Legacies are accounted for when the PCC is legally entitled to the amounts due. Entitlement is taken as the earlier of the date on which either: the church is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) that a distribution will be made or when a distribution is received from the estate. Investment income is accounted for when receivable.

All other income is recognised when it is receivable. All income is accounted for gross.

1.05. Expenditure recognition

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis.

Parish Share is accounted for when due to be paid.

Grants payable are payments made to third parties in the furtherance of the charitable objects of the Trust. In the case of an unconditional grant offer this is accrued once the recipient has been notified of the grant award. The notification gives the recipient a reasonable expectation that they will receive the one-year or multi-year grant. Grants awards that are subject to the recipient fulfilling performance conditions are only accrued when the recipient has been notified of the grant and any remaining unfulfilled condition attaching to that grant is outside of the control of the Trust.

1.06. Irrecoverable VAT

Irrecoverable VAT is charged against the expenditure heading for which it was incurred.

1.07. Costs of raising funds

The costs of raising funds include any direct costs attributable to fundraising events or fundraising activities.

1.08. Charitable activities

Charitable activities include the cost of the Parish share, staffing the Parish Office, maintaining and heating the church and the halls and providing church services.

1.09. Tangible fixed assets and depreciation

In so far as consecrated and benefice property of any kind is excluded from the statutory definition of "charity" by Section 10(2) (a) and (c) of the Charities Act 2011 such assets are not capitalised in the financial statements.

All assets costing more than £500 are capitalised and valued at historical cost.

Depreciation is charged on assets on a straight-line basis over their estimated useful life as follows:

- o Furniture, fixtures, fittings and equipment: 5 years
- o Improvements to the Fabric of Buildings: 8 Years
- o Church Hall: 50 years

1.10. Pensions

The charity participates in a defined contribution pensions scheme, administered by Nest. Contributions in respect of this scheme are charged to the Statement of Financial Activities for the year in which they are payable. Timing differences between contributions payable and contributions actually paid in the year are shown as either accruals or prepayments at the year end.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF EARLEY ST NICOLAS

Notes to the Accounts for the year ended 31st December 2019 (continued)

A1: Donations & Legacies

	2019				2018
	Unrestricted Funds	Restricted Funds	Endowment Funds	Total	Total
<i>All figures in £</i>					
Income from Standing Orders	70,283	1,865	-	72,148	70,763
Income from Envelopes	4,167	-	-	4,167	4,983
Donations to the Plate	4,285	-	-	4,285	3,404
Other Donations	3,693	13,485	-	17,178	40,716
Give-as-you-Earn	717	-	-	717	-
Grants	35,000	978	-	35,978	75,090
Gift Aid Recovered	21,982	807	-	22,789	24,292
Total Income from Donations & Legacies	140,127	17,135	-	157,262	219,519

A2: Charitable Activities

	2019				2018
	Unrestricted Funds	Restricted Funds	Endowment Funds	Total	Total
<i>All figures in £</i>					
Church Fees	842	-	-	842	865
Servery income	1,655	-	-	1,655	25
Miscellaneous	1,794	-	-	1,794	183
Total Income from Charitable Activities	4,291	-	-	4,291	1,073

A3: Other Trading Activities

	2019				2018
	Unrestricted Funds	Restricted Funds	Endowment Funds	Total	Total
<i>All figures in £</i>					
Fundraising Events	2,152	-	-	2,152	2,503
Fundraising Activities	-	1,704	-	1,704	320
Income from Renting the Hall and Church	44,859	-	-	44,859	21,832
Income from services to Hall Hirers	1,213	-	-	1,213	-
Bookstall	-	-	-	-	254
Total Income from Other Trading Activities	48,224	1,704	-	49,928	24,909

A4: Investments

	2019				2018
	Unrestricted Funds	Restricted Funds	Endowment Funds	Total	Total
<i>All figures in £</i>					
Bank Interest	318	286	-	604	1,645
Total Income from Investments	318	286	-	604	1,645

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF EARLEY ST NICOLAS

Notes to the Accounts for the year ended 31st December 2019 (continued)

B1: Raising Funds

<i>All figures in £</i>	2019				2018
	Unrestricted Funds	Restricted Funds	Endowment Funds	Total	Total
Events	520	565	-	1,085	17
Other	-	-	-	-	1,277
Total Expenditure on Raising Funds	520	565	-	1,085	1,294

B2: Charitable Activities

<i>All figures in £</i>	2019				2018
	Unrestricted Funds	Restricted Funds	Endowment Funds	Total	Total
Parish Share	64,689	-	-	64,689	67,583
Staffing Costs	32,858	-	-	32,858	21,778
Clergy expenses	3,450	-	-	3,450	18,296
Training costs and travel expenses	-	-	-	-	983
Building & Maintenance - Church and grounds					
Church	752	-	-	752	1,425
Grounds (including car park)	11,942	3,588	-	15,530	1,474
Miscellaneous	-	-	-	-	1,596
Buildings & Maintenance Total	12,694	3,588	-	16,282	4,495
Hall Running Costs					
Depreciation	28,385	-	-	28,385	9,369
Cleaning	5,460	-	-	5,460	2,420
Utilities	8,082	-	-	8,082	4,589
Insurance	-	-	-	-	3,692
Repairs and maintenance	4,397	-	-	4,397	465
Portacabin and other build costs	-	2,887	-	2,887	53,673
(Gain)/Loss on Asset Disposal	3,104	-	-	3,104	-
Legal & professional fees	5,472	-	-	5,472	-
Advertising	69	-	-	69	664
Other	-	-	-	-	536
Hall Expenditure Total	54,969	2,887	-	57,856	75,408
Church Running Costs					
Cleaning and refuse	2,024	-	-	2,024	1,968
Utilities	4,687	-	-	4,687	2,785
Insurance	3,300	-	-	3,300	1,430
Photocopier	4,130	-	-	4,130	2,409
Other office costs	5,908	-	-	5,908	5,985
Bank Charges	66	-	-	66	72
Servery and catering costs	2,447	-	-	2,447	-
Depreciation	1,334	-	-	1,334	-
Church Running Costs Total	23,896	-	-	23,896	14,649
Subtotal carried forward	192,556	6,475	-	199,031	203,192

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF EARLEY ST NICOLAS

Notes to the Accounts for the year ended 31st December 2019 (continued)

B2: Charitable Activities (cont'd)

	2019				2018
	Unrestricted Funds	Restricted Funds	Endowment Funds	Total	Total
<i>All figures in £</i>					
Subtotal brought forward	192,556	6,475	-	199,031	203,192
Marketing	-	-	-	-	808
Church Service Costs					
Altar Requisites	1,528	-	-	1,528	928
Flowers	589	697	-	1,286	1,553
Music costs including organ tuning	1,936	-	-	1,936	240
Miscellaneous	2,711	129	-	2,840	1,343
Church Service Costs Total	6,764	826	-	7,590	4,064
Grants / Outward Giving	3,065	-	-	3,065	11,564
Loan interest	2,598	-	-	2,598	-
Church Groups	1,129	102	-	1,231	1,137
Total Expenditure on Charitable Activities	206,112	7,403	-	213,515	220,765

B3: Other Costs

	2019				2018
	Unrestricted Funds	Restricted Funds	Endowment Funds	Total	Total
<i>All figures in £</i>					
Governance	-	-	-	-	348
Other Costs Total	-	-	-	-	348

C1: Tangible Assets

	Freehold Land and Buildings	Fixtures, Fittings and Equipment	Total
	£	£	£
Cost			
At beginning of the year	1,226,224	29,854	1,256,078
Additions	33,939	2,101	36,040
Disposals	4,125	-	4,125
At the end of the year	1,256,038	31,955	1,287,993
Depreciation			
At beginning of the year	41,319	15,112	56,431
Disposals	21	-	21
Depreciation	26,604	3,115	29,719
At the end of the year	67,902	18,227	86,129
Net Book Value at beginning of the year	1,184,905	14,742	1,199,647
Net Book Value at end of the year	1,188,136	13,728	1,201,864

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF EARLEY ST NICOLAS

Notes to the Accounts for the year ended 31st December 2019 (continued)

C2: Long-Term Investments

All figures in £

	Opening Balance	New Investment	Divestment	Gain/Loss on Revaluation	Total
CBF Church of England Investment Fund	209	-	209	-	-
Long-Term Investments Total	209	-	209	-	-

D1: Debtors

All figures in £

	2019				2018
	Unrestricted Funds	Restricted Funds	Endowment Funds	Total	Total
Prepayments and Accrued Income					
Gift Aid Claim	5,257	807	-	6,064	4,462
Prepayments	3,905	-	-	3,905	2,729
Other Debtors					
Debtors for hall hire	4,891	-	-	4,891	1,200
House Deposit	-	-	-	-	1,913
Parish Share Rebate	3,449	-	-	3,449	2,000
Other debtors	195	-	-	195	728
Debtors Total	17,697	807	-	18,504	13,032

D2: Cash at Bank and in Hand

All figures in £

	2019				2018
	Unrestricted Funds	Restricted Funds	Endowment Funds	Total	Total
HSBC Current Accounts	25,696	7,533	10,000	43,229	106,502
CCLA Deposit Account	17,250	-	-	17,250	23,722
St Nicolas Centre Deposit Accounts	-	-	-	-	97
Cash in Hand	-	-	-	-	1,574
Cash at Bank and in Hand Total	42,946	7,533	10,000	60,479	131,895

E1: Creditors, Amounts falling due within one year

All figures in £

	2019				2018
	Unrestricted Funds	Restricted Funds	Endowment Funds	Total	Total
Trade Creditors	1,523	-	-	1,523	1,680
Accruals for Grants Payable	2,500	-	-	2,500	8,352
Short-Term Repayment of Diocese Loan	13,068	-	-	13,068	22,300
Taxation and Social Security	-	-	-	-	(53)
Other Creditors					
Service Fees	684	-	-	684	1,916
Other accruals	3,080	-	-	3,080	425
Deferred income	412	-	-	412	-
Creditors (within one year) Total	21,267	-	-	21,267	34,620

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF EARLEY ST NICOLAS

Notes to the Accounts for the year ended 31st December 2019 (continued)

F2: Creditors, Amounts falling due after one year

All figures in £

	Unrestricted Funds	Restricted Funds	Endowment Funds	Total	2018 Total
Loan Repayable to Diocese after one year	29,632	-	-	29,632	77,700
Creditors (after one year) Total	29,632	-	-	29,632	77,700

F1: Endowment Funds

All figures in £

	Opening Balance	Income	Expenditure	Transfers	Closing Balance
Amos Sharp Fund F1.1	10,000	-	-	-	10,000
Total Endowment Funds	10,000	-	-	-	10,000

F1.1. The capital may be used to purchase fixed assets but must be rebuilt to £10,000. Any interest earned is transferred into general funds.

F2: Restricted Income Funds

All figures in £

	Opening Balance	Income	Expenditure	Transfers	Closing Balance
Sue Watson Memorial Fund F2.1	1,833	-	-	-	1,833
St Nicolas Centre F2.2	31,383	11,520	(3,452)	(32,174)	7,277
Memory café F2.3	-	300	(102)	-	198
Asset & maintenance fund F2.4	-	4,198	(3,717)	(481)	-
Flower fund F2.5	-	353	(697)	344	-
Loan fund F2.6	-	2,754	-	(2,754)	-
Total Restricted Income Funds	33,216	19,125	(7,968)	(35,065)	9,308

F2.1. Fund to purchase items visible in the Church.

F2.2. Fund to build new St Nicolas Centre

F2.3. Fund for donations to the Memory Café

F2.4. Fund for donations for specific assets and maintenance costs

F2.5. Fund for donations for flowers for the church

F2.5. Fund for donations to cover the repayment of the Diocesan Loan

F3: Unrestricted Funds

All figures in £

	Opening Balance	Income	Expenditure	Transfers	Closing Balance
General Fund	(34,400)	192,960	(173,809)	18,025	2,776
Designated					
Fixed Assets reserve F3.1	1,199,647	-	(32,823)	35,040	1,201,864
Major Repairs Fund F3.2	24,000	-	-	(18,000)	6,000
Total Designated Funds	1,223,647	-	(32,823)	17,040	1,207,864
Total Unrestricted Funds	1,189,247	192,960	(206,632)	35,065	1,210,640

F3.1 Fixed asset reserve: amounts put aside by the PCC to fund the fixed assets of the church. A further transfer of £31,915 equal to the additions (net of disposals) to tangible fixed assets in the year.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF EARLEY ST NICOLAS

Notes to the Accounts for the year ended 31st December 2019 (continued)

F3.2: Major Repairs Fund

In 2013, the PCC created a Major Repairs fund to set aside monies to cover the expected costs of repairs and maintenance to the fabric of the church and its grounds. The amounts and expected maintenance dates are reviewed on an annual basis. A transfer was made from the Major Repairs Fund in 2019 in order to cover the deficit on the General Fund.

<i>All figures in £</i>	Year	Forecast Cost	Opening Balance	Addition	Reduction	Closing Balance
Roof	2019	15,000	15,000		(12,000)	3,000
Decoration	2022	6,000	5,000		(3,000)	2,000
Other Maintenance		4,000	4,000	-	(3,000)	1,000
Repairs Fund Total		25,000	24,000	-	(18,000)	6,000

G1: Staffing Costs and Remuneration

<i>All figures in £</i>	2019	2018
Salaries and Wages	32,595	23,899
Employers NI	-	-
Pension Costs	263	298
Total Staffing Costs	32,858	24,197

G2.1. The average number of employees in the year was 3 (2018: 3).

G2.2. No employees received emoluments over £60,000 during the current or prior year.

G2: Trustee and Staff Remuneration, Related Party Transactions, and Other Transactions

Trustee Remuneration

None of the trustees of the charity were paid any remuneration or received any other benefits from an employment with the charity or a related entity.

Trustee Expenses

The trustees of the charity occasionally incur costs in fulfilling their duties.

In 2019, 6 trustees reclaimed expenses worth a total of £2,633 and these covered items such as travel, accommodation, catering expenses, stationery and minor repairs.

Trustee Donations

The total amount of donations received without conditions from trustees in the year was £16,998.

Related Party Transactions

Mr Philip Olney received payments for gardening services totalling £330 during the three months in which he was a trustee. He had provided these services prior to becoming a trustee and still continues to provide them. Following advice from the Charity Commission regarding the employment of Mrs Olney, Mr Olney resigned as a trustee in July 2019.

Mr Philip Olney's wife was employed as the assistant Church Administrator from April 2019 onwards and continues to be employed in that role. During the three months that Mr Olney was a trustee, Mrs Olney earned £1,755.

Audit, Independent Examination and Other Financial Service Fees

There were no audit or independent examination fees paid by the charity in the year.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF EARLEY ST NICOLAS

Notes to the Accounts for the year ended 31st December 2019 (continued)

G3: SOFA for the year ended 31st December 2018

All figures in £	Note	2018			Total
		Unrestricted Funds	Restricted Funds	Endowment Funds	
Income and Endowments from:					
Donations and Legacies	A1	96,554	122,966	-	219,520
Charitable Activities	A2	961	112	-	1,073
Other Trading Activities	A3	22,086	2,823	-	24,909
Investments	A4	110	-	1,535	1,645
Total Income and Endowments		119,711	125,901	1,535	247,147
Expenditure on:					
Raising Funds	B1	404	890	-	1,294
Charitable Activities	B2	189,560	31,207	-	220,767
Other	B3	348	-	-	348
Total Expenditure		190,312	32,097	-	222,409
Net Gains/(Losses) on Investments		-	-	-	-
Net Income/(Expenditure)		(70,601)	93,804	1,535	24,738
Transfers between Funds		978,283	(117,694)	(860,589)	-
Other Recognised Gains/(Losses)					
Gains/(Losses) on Revaluation of Fixed Assets		(2)	-	-	(2)
Net Movement in Funds		907,680	(23,890)	(859,054)	24,736
Reconciliation of Funds:					
Total Funds brought forward		281,565	57,107	869,054	1,207,726
Total Funds carried forward		1,189,245	33,217	10,000	1,232,462

Annual Report and Financial Statements for
The Parochial Church Council of the Ecclesiastical Parish of Earley St Nicolas

For the year ended 31 December 2019

Charity Registration Number: 1138037

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF EARLEY ST NICOLAS

Registered Charity in England and Wales No. 1138037

Annual Report for the year ended 31 December 2019

Aims and purpose

The Parochial Church Council (PCC) is required, by the Parochial Church Council (Powers) Measure 1956, to co-operate with the Minister in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the Church of Earley St Nicolas.

Objectives and activities

The PCC is committed to enabling as many as possible to worship at our church and to become part of the parish community of Earley St Nicolas. The PCC maintains an overview of worship throughout the parish and makes suggestions on how services can involve as many groups that live within our parish. Our services and worship put faith into practice through prayer and scripture, music and sacrament.

When planning our activities for the year, we have considered the Charity Commission's guidance on public benefit and, in particular the specific guidance on charities for the advancement of religion. In particular, we try to enable ordinary people to live out their faith through:

- Worship and prayer; learning about the gospel; and developing their knowledge and trust in Jesus
- Provision of pastoral care for people living in the parish, and
- Missionary and outreach work.

Our Mission

We are followers of Christ who believe and seek to demonstrate that God is with and for all people.

Our Values

We are God centred

If it wasn't for God we would not be here. We want the character and values of Jesus Christ to be the bedrock of who we are as a church. We have Holy Communion at the heart of our worship where everyone is welcome to receive.

We are open and friendly

We come as we are and anyone else can do the same.

We are serious about our faith but don't take ourselves too seriously.

We believe God loves and welcomes everyone – we try to do the same.

We are supportive

We try to support people in the good times and the bad. This support may be for a person in our congregation, in the local community or further afield.

We are seeking justice for all

Jesus had a particular connection with people who were living in poverty, outcast or marginalised. We aim to follow his example by working directly, with charities and with communities for a fairer world.

Achievements and performance

Worship and prayer

The PCC are keen to offer a range of services during the week and over the course of the year that our community finds both beneficial and spiritually fulfilling. This extends from providing two communion services on Sunday mornings and a midweek communion to quieter services during Holy Week and at other times focused on specific needs of the Church and the community. During the year a monthly informal evening service called Sunday@6 was established. Resting in the Spirit has continued on a quarterly basis and Messy Church met monthly.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF EARLEY ST NICOLAS

Annual Report for the year ended 31 December 2019 (continued)

All are welcome to attend our regular services. At present there are currently 134 on the parish Electoral Roll, of whom 73 live within the parish. The average weekly attendance in October 2019 was 111, although attendances were higher at times such as Christmas and Easter.

Pastoral Care

As well as our regular services, we engage with the community by holding regularly services at a care home. There is a prayer chain in operation and a volunteer heads up the Pastoral Care team who are responsible for visiting those in need. We also host a weekly coffee morning in the servery.

Mission and evangelism

Helping those in need is a demonstration of our faith. The Church has continued to support the work of RE Inspired both financially and by providing office space. We have hosted holiday clubs for children some of which have been run solely by ourselves and others in conjunction with other local churches.

Financial Review of the Year

The accounts show a gross income for the year of £212,085, of which £192,960 related to unrestricted funds and a further £19,125 was received for restricted funds. Of this gross income, £74,450 was unrestricted planned voluntary giving and £21,982 was from gift aid received into the General Fund. The church received a grant of £35,000 during the year and the PCC decided to use it to repay part of the Diocesan Loan.

Most of the restricted income was for the Building Fund and an additional £32,000 was spent on the building during the year. Towards the end of the year an appeal was held requesting pledges to cover the ongoing loan repayments resulting from the Building Project.

2019 was the first full year of operation of the new Centre and the costs of running this Centre can now be seen. £205,144 was spent from unrestricted funds to provide the Christian ministry from St Nicolas Church, including the contribution to the diocesan parish share and the costs of running the Centre.

During the year the net movement on unrestricted funds was an increase of £22,361 and the net movement on restricted funds was a decrease of £24,876. Total funds fell by £2,515.

COVID-19 is likely to have a significant effect on the church's income in 2020 particularly in relation to hall income. The PCC have taken steps to reduce expenditure where possible and the cash reserves held at 31st December 2019 should be sufficient to cover the drop in income for the next year.

Reserves Policy

The PCC considers that it is appropriate to maintain a balance on free reserves equivalent to approximately three to four months of unrestricted expenditure in order to meet its needs, including its legal and constructive obligations and to smooth out fluctuations in cash flow. This is approximately £40,000. The balance of the General Fund at 31st December 2019 was £3,744.

In previous years the PCC has transferred £4,000 a year into the Major Repairs fund in order to facilitate a programme of cyclical maintenance. In 2019 a transfer was made out of the Major Repairs fund in order to cover the deficit on the General Fund. The balance of the designated Major Repairs fund at the year end was £6,000.

The PCC approved a budget for 2020 which is balanced. The PCC decided that any additional income would be used to increase the outward giving until our target of 10% of our income is reached and then any further income would be used to increase the General Fund balance.

Investment Policy

It remains our policy to invest our funds balances with the CBF Church of England Deposit fund.

Volunteers

We should like to thank all who work so hard to make our church the lively and vibrant community it is. In particular we want to thank the church wardens, John Louth and Robert Bryce, who have worked tirelessly on our behalf and all the other members of the PCC for their valuable contribution to our ministry and for keeping the church running.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF EARLEY ST NICOLAS

Annual Report for the year ended 31 December 2019 (continued)

Administrative Information

St Nicolas Church, Earley is situated on Sutcliffe Avenue in Earley. It is part of the Diocese of Oxford within the Church of England. The correspondence address is St Nicolas Church, Sutcliffe Avenue, Earley, Reading RG6 7JN.

The Parochial Church Council (PCC) was registered as a charity in England and Wales on 15 September 2010, under registration number 1138037.

Trustees

Name	Position	Term	
		Start	End
Revd Neil Warwick	Chairman		left June 2019
Revd Libby Newman	Clergy		
Revd Ben Kautzer	Clergy		left March 2019
Emma Major	Licensed Lay Minister		
Wendy Neale	Vice Chair	2018	2021
John Louth	Churchwarden	2019	2020
Robert Bryce	Churchwarden/Deanery Synod	2019	2020
Elizabeth Fielding	Elected Member, Treasurer from Jan 2019	2018	2021
Jenny Bryce	Deanery Synod Member	2017	2020
Elaine Spratling	Deanery Synod Member	2017	2020
Doug Walrond	Deanery Synod Member	2017	2019
Peter Jeal	Elected Member	2019	2022
Jonathan Brindley	Elected Member	2017	resigned October 2019
Denise Rees	Elected Member	2017	2020
Helen Kenyon	Elected Member	2018	resigned 10 March 2020
Philip Olney	Elected Member	2019	resigned July 2019
Roger Hepburn	Elected Member	2018	2021
David Pooler	Elected Member	2019	2022
Julia Jones	Co-opted Member	Sep-19	2020
Julie Hull	Co-opted Member	2019	2020

Non-Trustee members of PCC

Helen Brown	Secretary	2019	
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Structure, governance and management

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure.

Members of the Parochial Church Council (PCC) are either ex officio or elected at the Annual Parochial Church meeting in accordance with the Church Representation Rules. Elected members are elected by those members of the various congregations of the church who are on the electoral roll of the church. All Church attendees are encouraged to register on the Electoral Roll and hence are eligible to stand for election to the PCC. In addition members may be co-opted as necessary. The PCC met 9 times during the year.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF EARLEY ST NICOLAS

Annual Report for the year ended 31 December 2019 (continued)

Committees and teams

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are to be spent. The PCC operates through a standing committee and a leadership team which meet between full meetings of the PCC.

Standing Committee

This is the only Committee required by law. It meets as and when necessary.

Leadership Team

The leadership team of Rev Newman, Emma Major LLM and the Churchwardens oversees the day to day running of the church within the direction set by the PCC, and ensures that the work of the various teams in the church is coordinated.

Approved by the PCC on 19th March 2020 and signed on their behalf by:

Wendy Neale (Acting PCC Chair)

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF EARLEY ST NICOLAS

Statement of Financial Activities (SOFA) for the year ended 31st December 2019

All figures in £	Note	2019			2018	
		Unrestricted Funds	Restricted Funds	Endowment Funds	Total	Total (restated)
Income and Endowments from:						
Donations and Legacies	A1	140,127	17,135	-	157,262	219,519
Charitable Activities	A2	4,291	-	-	4,291	1,073
Other Trading Activities	A3	48,224	1,704	-	49,928	24,909
Investments	A4	318	286	-	604	1,645
Total Income and Endowments		192,960	19,125	-	212,085	247,146
Expenditure on:						
Raising Funds	B1	520	565	-	1,085	1,294
Charitable Activities	B2	206,112	7,403	-	213,515	220,765
Other	B3	-	-	-	-	348
Total Expenditure		206,632	7,968	-	214,600	222,407
Net Gains/(Losses) on Investments		-	-	-	-	(2)
Net Income/(Expenditure)		(13,672)	11,157	-	(2,515)	24,737
Transfers between Funds		35,065	(35,065)	-	-	-
Other Recognised Gains/(Losses)						
Gains/(Losses) on Revaluation of Fixed Assets		-	-	-	-	-
Net Movement in Funds		21,393	(23,908)	-	(2,515)	24,737
Reconciliation of Funds:						
Total Funds brought forward		1,189,247	33,216	10,000	1,232,463	1,207,726
Total Funds carried forward		1,210,640	9,308	10,000	1,229,948	1,232,463

- ◆ The statement of financial activities includes all gains and losses recognised in the year.
- ◆ All income and expenditure derives from continuing activities.
- ◆ See Note G3 for the comparative SOFA

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF EARLEY ST NICOLAS

Balance Sheet as at 31st December 2019

All figures in £	Note	2019			2018	
		Unrestricted Funds	Restricted Funds	Endowment Funds	Total (restated)	
Fixed Assets:						
Tangible Assets	C1	1,201,864	-	-	1,201,864	1,199,647
Long Term Investments	C2	-	-	-	-	209
Total Fixed Assets		1,201,864	-	-	1,201,864	1,199,856
Current Assets:						
Debtors	D1	17,697	807	-	18,504	13,032
Cash at Bank and in Hand	D2	42,946	7,533	10,000	60,479	131,895
Total Current Assets		60,643	8,340	10,000	78,983	144,927
Liabilities:						
Creditors: Amounts falling due within a year	E1	21,267	-	-	21,267	34,620
Net Current Assets or Liabilities		39,376	8,340	10,000	57,716	110,307
Total Assets less Current Liabilities		1,241,240	8,340	10,000	1,259,580	1,310,163
Creditors: Amounts falling due after one year	E2	29,632	-	-	29,632	77,700
Provisions for Liabilities		-	-	-	-	-
Total Net Assets or Liabilities		1,211,608	8,340	10,000	1,229,948	1,232,463
The Funds of the Charity:						
Endowment Funds	F1			10,000	10,000	10,000
Restricted Income Funds	F2			8,340	8,340	33,216
Unrestricted Funds	F3			1,211,608	1,211,608	1,189,247
Total Charity Funds				1,229,948	1,229,948	1,232,463

Approved by the Parochial Church Council on 16th March 2020

Wendy Neale (Acting PCC Chair)

John Louth (Churchwarden)

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF EARLEY ST NICOLAS

Cashflow Statement as at 31st December 2019

All figures in £	Note	2019	2018
Cash Flows from Operating Activities:			
Net Cash provided by (used) Operating Activities	11	20,111	56,156
Cash Flows from Investing Activities			
Dividends, interest and rents from investments		604	1,645
Proceeds from the sale of Property, Plant & Equipment		1,000	-
Purchase of Property, Plant & Equipment		(36,040)	(992,087)
Proceeds from Sale of Investments		209	-
Purchase of Investments		-	-
Net Cash provided by (used in) Investing Activities		(34,227)	(990,442)
Cash Flows from Financing Activities			
Repayments of Borrowing		(57,300)	-
Cash Inflows from New Borrowing		-	100,000
Net Cash Provided by (used in) Financing Activities		(57,300)	100,000
Change in Cash & Cash Equivalents in the Period		(71,416)	(834,286)
Cash at the Beginning of the Reporting Period	12	131,895	966,181
Cash at the End of the Reporting Period	12	60,479	131,895

I1: Reconciliation of Net Income/(Expenditure) to Net Cash Flow from Operating Activities

All figures in £	2019	2018
Net Income/(Expenditure) for the Reporting Period (as per the Statement of Financial Activities)	(2,515)	24,737
Adjustments for:		
Depreciation Charges	29,719	10,039
(Gains)/Losses on Investments	-	2
Dividends, Interest and Rents from Investments	(604)	(1,645)
Loss/(Profit) on the Sale/Disposal of Fixed Assets	3,104	-
(Increase)/Decrease in Debtors	(5,472)	15,769
Increase/(Decrease) in Creditors	(4,121)	7,254
Net Cash Provided by (used in) Operating Activities	20,111	56,156

I2: Analysis of Cash & Cash Equivalents

All figures in £	2019	2018
Cash in Hand	60,479	131,895
Notice Deposits (less than 3 Months)	-	-
Overdraft Facility Repayable on Demand	-	-
Total Cash & Cash Equivalents	60,479	131,895

1. Accounting Policies

1.01. Basis of preparation and assessment of going concern

The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 (as updated through Update Bulletin 1 and Update Bulletin 2); the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

The PCC consider that there are no material uncertainties about the church's ability to continue as a going concern. Whilst income levels in 2020 are likely to be lower than forecast due to the impact of COVID-19 and the resultant loss of hall income, the cash reserves are sufficient to meet all forecast expenditure for the next year.

1.02. Funds structure

In 2013, the Vicar and Churchwardens received a bequest from Pat Dummer for £1m which was held as an expendable endowment fund. The trustees decided to use the bequest to fund the building of the St Nicolas Centre, an exciting replacement for the ageing hall building. The Endowment was fully consumed in 2018.

The PCC has a second endowment, the Amos Sharp Fund, which can be used to purchase fixed assets for the Church. The capital sum of the endowment must be maintained in the long-term at the value of £10k.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor or trust deed. The main restricted fund is the Building Fund. This was previously classified as a designated fund but has been reclassified this year. The other main restricted fund is the Sue Watson Memorial Fund which is to be used to purchase items visible in the church.

Unrestricted income funds comprise those funds which the PCC are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the PCC, at their discretion, have created a fund for a specific purpose.

Further details of each fund are disclosed in notes F1 to F3.

1.03. Restatement of Comparatives

As explained above, the Building Fund has been reclassified this year as a restricted fund, rather than as a designated fund. As a result, the comparatives have been restated. The expenditure on the hall has been shown as charitable expenditure this year and the expenditure on the hall for the previous year has been restated. The Church has set up a designated fund to reflect the cost of the fixed assets of the church.

1.04. Income recognition

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the income to which they relate is received.

Legacies are accounted for when the PCC is legally entitled to the amounts due. Entitlement is taken as the earlier of the date on which either: the church is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) that a distribution will be made or when a distribution is received from the estate. Investment income is accounted for when receivable.

All other income is recognised when it is receivable. All income is accounted for gross.

1.05. Expenditure recognition

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis.

Parish Share is accounted for when due to be paid.

Grants payable are payments made to third parties in the furtherance of the charitable objects of the Trust. In the case of an unconditional grant offer this is accrued once the recipient has been notified of the grant award. The notification gives the recipient a reasonable expectation that they will receive the one-year or multi-year grant. Grants awards that are subject to the recipient fulfilling performance conditions are only accrued when the recipient has been notified of the grant and any remaining unfulfilled condition attaching to that grant is outside of the control of the Trust.

1.06. Irrecoverable VAT

Irrecoverable VAT is charged against the expenditure heading for which it was incurred.

1.07. Costs of raising funds

The costs of raising funds include any direct costs attributable to fundraising events or fundraising activities.

1.08. Charitable activities

Charitable activities include the cost of the Parish share, staffing the Parish Office, maintaining and heating the church and the halls and providing church services.

1.09. Tangible fixed assets and depreciation

In so far as consecrated and benefice property of any kind is excluded from the statutory definition of "charity" by Section 10(2) (a) and (c) of the Charities Act 2011 such assets are not capitalised in the financial statements.

All assets costing more than £500 are capitalised and valued at historical cost.

Depreciation is charged on assets on a straight-line basis over their estimated useful life as follows:

- o Furniture, fixtures, fittings and equipment: 5 years
- o Improvements to the Fabric of Buildings: 8 Years
- o Church Hall: 50 years

1.10. Pensions

The charity participates in a defined contribution pensions scheme, administered by Nest. Contributions in respect of this scheme are charged to the Statement of Financial Activities for the year in which they are payable. Timing differences between contributions payable and contributions actually paid in the year are shown as either accruals or prepayments at the year end.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF EARLEY ST NICOLAS

Notes to the Accounts for the year ended 31st December 2019 (continued)

A1: Donations & Legacies

	2019				2018
	Unrestricted Funds	Restricted Funds	Endowment Funds	Total	Total
<i>All figures in £</i>					
Income from Standing Orders	70,283	1,865	-	72,148	70,763
Income from Envelopes	4,167	-	-	4,167	4,983
Donations to the Plate	4,285	-	-	4,285	3,404
Other Donations	3,693	13,485	-	17,178	40,716
Give-as-you-Earn	717	-	-	717	-
Grants	35,000	978	-	35,978	75,090
Gift Aid Recovered	21,982	807	-	22,789	24,292
Total Income from Donations & Legacies	140,127	17,135	-	157,262	219,519

A2: Charitable Activities

	2019				2018
	Unrestricted Funds	Restricted Funds	Endowment Funds	Total	Total
<i>All figures in £</i>					
Church Fees	842	-	-	842	865
Servery income	1,655	-	-	1,655	25
Miscellaneous	1,794	-	-	1,794	183
Total Income from Charitable Activities	4,291	-	-	4,291	1,073

A3: Other Trading Activities

	2019				2018
	Unrestricted Funds	Restricted Funds	Endowment Funds	Total	Total
<i>All figures in £</i>					
Fundraising Events	2,152	-	-	2,152	2,503
Fundraising Activities	-	1,704	-	1,704	320
Income from Renting the Hall and Church	44,859	-	-	44,859	21,832
Income from services to Hall Hirers	1,213	-	-	1,213	-
Bookstall	-	-	-	-	254
Total Income from Other Trading Activities	48,224	1,704	-	49,928	24,909

A4: Investments

	2019				2018
	Unrestricted Funds	Restricted Funds	Endowment Funds	Total	Total
<i>All figures in £</i>					
Bank Interest	318	286	-	604	1,645
Total Income from Investments	318	286	-	604	1,645

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF EARLEY ST NICOLAS

Notes to the Accounts for the year ended 31st December 2019 (continued)

B1: Raising Funds

<i>All figures in £</i>	2019				2018
	Unrestricted Funds	Restricted Funds	Endowment Funds	Total	Total
Events	520	565	-	1,085	17
Other	-	-	-	-	1,277
Total Expenditure on Raising Funds	520	565	-	1,085	1,294

B2: Charitable Activities

<i>All figures in £</i>	2019				2018
	Unrestricted Funds	Restricted Funds	Endowment Funds	Total	Total
Parish Share	64,689	-	-	64,689	67,583
Staffing Costs	32,858	-	-	32,858	21,778
Clergy expenses	3,450	-	-	3,450	18,296
Training costs and travel expenses	-	-	-	-	983
Building & Maintenance - Church and grounds					
Church	752	-	-	752	1,425
Grounds (including car park)	11,942	3,588	-	15,530	1,474
Miscellaneous	-	-	-	-	1,596
Buildings & Maintenance Total	12,694	3,588	-	16,282	4,495
Hall Running Costs					
Depreciation	28,385	-	-	28,385	9,369
Cleaning	5,460	-	-	5,460	2,420
Utilities	8,082	-	-	8,082	4,589
Insurance	-	-	-	-	3,692
Repairs and maintenance	4,397	-	-	4,397	465
Portacabin and other build costs	-	2,887	-	2,887	53,673
(Gain)/Loss on Asset Disposal	3,104	-	-	3,104	-
Legal & professional fees	5,472	-	-	5,472	-
Advertising	69	-	-	69	664
Other	-	-	-	-	536
Hall Expenditure Total	54,969	2,887	-	57,856	75,408
Church Running Costs					
Cleaning and refuse	2,024	-	-	2,024	1,968
Utilities	4,687	-	-	4,687	2,785
Insurance	3,300	-	-	3,300	1,430
Photocopier	4,130	-	-	4,130	2,409
Other office costs	5,908	-	-	5,908	5,985
Bank Charges	66	-	-	66	72
Servery and catering costs	2,447	-	-	2,447	-
Depreciation	1,334	-	-	1,334	-
Church Running Costs Total	23,896	-	-	23,896	14,649
Subtotal carried forward	192,556	6,475	-	199,031	203,192

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF EARLEY ST NICOLAS

Notes to the Accounts for the year ended 31st December 2019 (continued)

B2: Charitable Activities (cont'd)

	2019				2018
	Unrestricted Funds	Restricted Funds	Endowment Funds	Total	Total
<i>All figures in £</i>					
Subtotal brought forward	192,556	6,475	-	199,031	203,192
Marketing	-	-	-	-	808
Church Service Costs					
Altar Requisites	1,528	-	-	1,528	928
Flowers	589	697	-	1,286	1,553
Music costs including organ tuning	1,936	-	-	1,936	240
Miscellaneous	2,711	129	-	2,840	1,343
Church Service Costs Total	6,764	826	-	7,590	4,064
Grants / Outward Giving	3,065	-	-	3,065	11,564
Loan interest	2,598	-	-	2,598	-
Church Groups	1,129	102	-	1,231	1,137
Total Expenditure on Charitable Activities	206,112	7,403	-	213,515	220,765

B3: Other Costs

	2019				2018
	Unrestricted Funds	Restricted Funds	Endowment Funds	Total	Total
<i>All figures in £</i>					
Governance	-	-	-	-	348
Other Costs Total	-	-	-	-	348

C1: Tangible Assets

	Freehold Land and Buildings	Fixtures, Fittings and Equipment	Total
	£	£	£
Cost			
At beginning of the year	1,226,224	29,854	1,256,078
Additions	33,939	2,101	36,040
Disposals	4,125	-	4,125
At the end of the year	1,256,038	31,955	1,287,993
Depreciation			
At beginning of the year	41,319	15,112	56,431
Disposals	21	-	21
Depreciation	26,604	3,115	29,719
At the end of the year	67,902	18,227	86,129
Net Book Value at beginning of the year	1,184,905	14,742	1,199,647
Net Book Value at end of the year	1,188,136	13,728	1,201,864

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF EARLEY ST NICOLAS

Notes to the Accounts for the year ended 31st December 2019 (continued)

C2: Long-Term Investments

All figures in £

	Opening Balance	New Investment	Divestment	Gain/Loss on Revaluation	Total
CBF Church of England Investment Fund	209	-	209	-	-
Long-Term Investments Total	209	-	209	-	-

D1: Debtors

All figures in £

	2019				2018
	Unrestricted Funds	Restricted Funds	Endowment Funds	Total	Total
Prepayments and Accrued Income					
Gift Aid Claim	5,257	807	-	6,064	4,462
Prepayments	3,905	-	-	3,905	2,729
Other Debtors					
Debtors for hall hire	4,891	-	-	4,891	1,200
House Deposit	-	-	-	-	1,913
Parish Share Rebate	3,449	-	-	3,449	2,000
Other debtors	195	-	-	195	728
Debtors Total	17,697	807	-	18,504	13,032

D2: Cash at Bank and in Hand

All figures in £

	2019				2018
	Unrestricted Funds	Restricted Funds	Endowment Funds	Total	Total
HSBC Current Accounts	25,696	7,533	10,000	43,229	106,502
CCLA Deposit Account	17,250	-	-	17,250	23,722
St Nicolas Centre Deposit Accounts	-	-	-	-	97
Cash in Hand	-	-	-	-	1,574
Cash at Bank and in Hand Total	42,946	7,533	10,000	60,479	131,895

E1: Creditors, Amounts falling due within one year

All figures in £

	2019				2018
	Unrestricted Funds	Restricted Funds	Endowment Funds	Total	Total
Trade Creditors	1,523	-	-	1,523	1,680
Accruals for Grants Payable	2,500	-	-	2,500	8,352
Short-Term Repayment of Diocese Loan	13,068	-	-	13,068	22,300
Taxation and Social Security	-	-	-	-	(53)
Other Creditors					
Service Fees	684	-	-	684	1,916
Other accruals	3,080	-	-	3,080	425
Deferred income	412	-	-	412	-
Creditors (within one year) Total	21,267	-	-	21,267	34,620

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF EARLEY ST NICOLAS

Notes to the Accounts for the year ended 31st December 2019 (continued)

F2: Creditors, Amounts falling due after one year

All figures in £

					2018
	Unrestricted Funds	Restricted Funds	Endowment Funds	Total	Total
Loan Repayable to Diocese after one year	29,632	-	-	29,632	77,700
Creditors (after one year) Total	29,632	-	-	29,632	77,700

F1: Endowment Funds

All figures in £

		Opening Balance	Income	Expenditure	Transfers	Closing Balance
Amos Sharp Fund	F1.1	10,000	-	-	-	10,000
Total Endowment Funds		10,000	-	-	-	10,000

F1.1. The capital may be used to purchase fixed assets but must be rebuilt to £10,000. Any interest earned is transferred into general funds.

F2: Restricted Income Funds

All figures in £

		Opening Balance	Income	Expenditure	Transfers	Closing Balance
Sue Watson Memorial Fund	F2.1	1,833	-	-	-	1,833
St Nicolas Centre	F2.2	31,383	11,520	(3,452)	(32,174)	7,277
Memory café	F2.3	-	300	(102)	-	198
Asset & maintenance fund	F2.4	-	4,198	(3,717)	(481)	-
Flower fund	F2.5	-	353	(697)	344	-
Loan fund	F2.6	-	2,754	-	(2,754)	-
Total Restricted Income Funds		33,216	19,125	(7,968)	(35,065)	9,308

F2.1. Fund to purchase items visible in the Church.

F2.2. Fund to build new St Nicolas Centre

F2.3. Fund for donations to the Memory Café

F2.4. Fund for donations for specific assets and maintenance costs

F2.5. Fund for donations for flowers for the church

F2.5. Fund for donations to cover the repayment of the Diocesan Loan

F3: Unrestricted Funds

All figures in £

		Opening Balance	Income	Expenditure	Transfers	Closing Balance
General Fund		(34,400)	192,960	(173,809)	18,025	2,776
Designated						
Fixed Assets reserve	F3.1	1,199,647	-	(32,823)	35,040	1,201,864
Major Repairs Fund	F3.2	24,000	-	-	(18,000)	6,000
Total Designated Funds		1,223,647	-	(32,823)	17,040	1,207,864
Total Unrestricted Funds		1,189,247	192,960	(206,632)	35,065	1,210,640

F3.1 Fixed asset reserve: amounts put aside by the PCC to fund the fixed assets of the church. A further transfer of £31,915 equal to the additions (net of disposals) to tangible fixed assets in the year.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF EARLEY ST NICOLAS

Notes to the Accounts for the year ended 31st December 2019 (continued)

F3.2: Major Repairs Fund

In 2013, the PCC created a Major Repairs fund to set aside monies to cover the expected costs of repairs and maintenance to the fabric of the church and its grounds. The amounts and expected maintenance dates are reviewed on an annual basis. A transfer was made from the Major Repairs Fund in 2019 in order to cover the deficit on the General Fund.

<i>All figures in £</i>	Year	Forecast Cost	Opening Balance	Addition	Reduction	Closing Balance
Roof	2019	15,000	15,000		(12,000)	3,000
Decoration	2022	6,000	5,000		(3,000)	2,000
Other Maintenance		4,000	4,000	-	(3,000)	1,000
Repairs Fund Total		25,000	24,000	-	(18,000)	6,000

G1: Staffing Costs and Remuneration

<i>All figures in £</i>	2019	2018
Salaries and Wages	32,595	23,899
Employers NI	-	-
Pension Costs	263	298
Total Staffing Costs	32,858	24,197

G2.1. The average number of employees in the year was 3 (2018: 3).

G2.2. No employees received emoluments over £60,000 during the current or prior year.

G2: Trustee and Staff Remuneration, Related Party Transactions, and Other Transactions

Trustee Remuneration

None of the trustees of the charity were paid any remuneration or received any other benefits from an employment with the charity or a related entity.

Trustee Expenses

The trustees of the charity occasionally incur costs in fulfilling their duties.

In 2019, 6 trustees reclaimed expenses worth a total of £2,633 and these covered items such as travel, accommodation, catering expenses, stationery and minor repairs.

Trustee Donations

The total amount of donations received without conditions from trustees in the year was £16,998.

Related Party Transactions

Mr Philip Olney received payments for gardening services totalling £330 during the three months in which he was a trustee. He had provided these services prior to becoming a trustee and still continues to provide them. Following advice from the Charity Commission regarding the employment of Mrs Olney, Mr Olney resigned as a trustee in July 2019.

Mr Philip Olney's wife was employed as the assistant Church Administrator from April 2019 onwards and continues to be employed in that role. During the three months that Mr Olney was a trustee, Mrs Olney earned £1,755.

Audit, Independent Examination and Other Financial Service Fees

There were no audit or independent examination fees paid by the charity in the year.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF EARLEY ST NICOLAS

Notes to the Accounts for the year ended 31st December 2019 (continued)

G3: SOFA for the year ended 31st December 2018

All figures in £	Note	2018			Total
		Unrestricted Funds	Restricted Funds	Endowment Funds	
Income and Endowments from:					
Donations and Legacies	A1	96,554	122,966	-	219,520
Charitable Activities	A2	961	112	-	1,073
Other Trading Activities	A3	22,086	2,823	-	24,909
Investments	A4	110	-	1,535	1,645
Total Income and Endowments		119,711	125,901	1,535	247,147
Expenditure on:					
Raising Funds	B1	404	890	-	1,294
Charitable Activities	B2	189,560	31,207	-	220,767
Other	B3	348	-	-	348
Total Expenditure		190,312	32,097	-	222,409
Net Gains/(Losses) on Investments		-	-	-	-
Net Income/(Expenditure)		(70,601)	93,804	1,535	24,738
Transfers between Funds		978,283	(117,694)	(860,589)	-
Other Recognised Gains/(Losses)					
Gains/(Losses) on Revaluation of Fixed Assets		(2)	-	-	(2)
Net Movement in Funds		907,680	(23,890)	(859,054)	24,736
Reconciliation of Funds:					
Total Funds brought forward		281,565	57,107	869,054	1,207,726
Total Funds carried forward		1,189,245	33,217	10,000	1,232,462



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

St Nicolas Church, Earley PCC

On accounts for the year
ended

31 December 2019

Charity no
(if any)

1138037

Set out on pages

1 & 2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31st December 2019**.

Responsibilities and
basis of report

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

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

Independent
examiner's statement

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

Signed:

Date:

3rd May 2020

Name:

R A Sedgwick

Relevant professional
qualification(s) or body
(if any):

FCA. Fellow of the Institute of Chartered Accountants of England and Wales

Address:

42 Gloucester Avenue, Shinfield, Reading, RG2 9GA

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Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

None

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