THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF NEWARK ON TRENT ST MARY MAGDALENE WITH ST LEONARD

Registered Charity number 1131972

ANNUAL REPORT and FINANCIAL STATEMENTS

for the financial year 1 January 2019 - 31 December 2019

Contents

pages 3 - 5	Legal and administrative information
pages 6 - 8	Report of the trustees
page 9	Consolidated statement of financial activities
page 10	Consolidated balance sheet
pages 11 - 18	Notes forming part of the financial statements
page 19	Report of the independent examiner

Bankers

Yorkshire Bank plc 10 High Street Grantham NG31 6PU Nat West plc 1 Market Place Newark NG24 1DY

CAF Bank Ltd 25 Kings Hill Avenue West Malling Kent ME19 4JQ CCLA Investment Management Ltd The CBF Church of England Funds Senator House 85 Queen Victoria Street London EC4V 4ET

Independent Examiner

Yours 4 A Day Ltd
Office 11
Navigation Business Centre
Mill Gate
Newark NG24 4TS

Administrative Information

The parish consists of two churches: Newark St Leonard and Newark St Mary Magdalene, situated in the Deanery of Newark and Southwell, the Archdeaconry of Newark, and the Diocese of Southwell and Nottingham.

The Parochial Church Council (PCC) is a registered charity (1131972) and its members are the charity's trustees. The members are listed on the next page.

The working name as registered with the Charity Commission has for historical reasons and convenience remained as Newark Team PCC. The PCC's name as an employer registered with HMRC is Newark Team Ministry PCC.

The address for correspondence is:

St Mary Magdalene Church Church Walk Newark NG24 1JS

email: office@stmnewark.org

The following were PCC members from 1 January 2019 through the date by which the PCC had approved the 2019 report and financial statements:

Ex-officio

Priest in Charge of parish Revd David Pickersgill (chairman)

Curate Revd Christopher Lee (until 30 March 2020)

Parish churchwardens Jackie Turner

Roy Leary Tony Roberts

Andrew Fearn (from 24 March 2019)

Synods Tracey Byrne (general synod;

until no longer on parish electoral roll 24 March 2019)

Anne Coyne (deanery synod: resigned 1 December 2019)

Vaughan Wright (deanery synod)

Pat Mercer (deanery synod from 24 March 2019)

Elected Members Elaine Black

Marilyn Blakeman

Brenda Burton (until 24 March 2019)
Jasmine Clark (until 24 March 2019)
June Doubleday (from 24 March 2019)
Steve Doubleday (from 24 March 2019)
Sue Dutton (from 24 March 2019)
John Florance (until 24 March 2019)

Pam Hall Angela Hatter James Howlett Rita McCall

DJ Oliver-Wilson (until 24 March 2019)

Cheryl Turner

Stephen Turner (from 24 March 2019; resigned 9 July 2020)

Tony Yates

Structure, governance and management

The parish of Newark on Trent with St Mary Magdalene with St Leonard evolved by means of four pastoral schemes made between 1980 and 2017. The Parochial Church Council (PCC) is a registered charity and is the body with legal responsibility for the church activities within the parish.

The two churches in the parish each have two churchwardens as required by statute. While all four wardens are legally wardens of the whole parish they exercise their functions primarily at the church from whose congregation they were appointed.

Parishioners give to the churches separately for mission and ministry and maintenance and this income therefore creates a set of restricted funds within the PCC's accounts (in that the PCC is constrained to apply it for uses specific to the church to which it is given).

Aim and purposes

The PCC is responsible for co-operating with the Clergy in promoting in the ecclesiastical parish the whole mission of the Church, spiritual, pastoral, evangelistic, social and ecumenical.

Objectives and activities

The two parish churches are set in different and distinct geographical and social environments. The building at Newark St Mary Magdalene is old and traditional and provides a venue for civic services. The building used by Newark St Leonard is part of the Bridge Community Centre which is owned by the local authority and run by a management committee on which the St Leonard congregation has substantial representation.

As well as Sunday worship services the churches seek to provide a number of activities that reach out in one way or another to the wider communities.

The PCC provides an office (currently in the vestry at St Mary Magdalene). In the first half of 2019 it employed an operations manager (funded by the diocese). When the holder of this post moved on it seemed sensible to review what was needed in the role, and the PCC decided to advertise for a parish administrator rather than an operations manager. This post has been filled since December 2019.

Churchwardens and clergy and others appointed by the PCC continue to monitor health and safety of premises and the safeguarding of children and vulnerable adults among the church congregations and where appropriate among visitors to church premises.

During most of the period covered by this report three lay members of the PCC (in addition to the clergy) sat on the deanery synod (whose purpose is to provide PCCs with an important link between parishes and the wider structures of the church). One lay member sat on the general synod until May 2019 (members of general and diocesan synods are ex officio also members of the deanery synod).

There is also some ecumenical involvement with Churches Together in Newark.

Achievements and performance

2019 saw clear progress towards the diocesan vision "Growing Disciples Wider, Younger, Deeper", and in particular towards the parish goal of seeing an average weekly worshipping attendance of 350 people, including 100 children by 2022. The average weekly attendance recorded in the October 2019 count of services was 197 (156 adults and 41 children). This is up from 135 individuals (116 adults and 19 children) in October 2017.

Over the course of the year a new worshipping community for teenagers was established. Meeting on a Sunday evening over food, it offers a space for those aged 13-18 to share fellowship and discipleship. By the end of the year the average attendance was around 10 teenagers, while the Christmas party attracted more than 20. Almost all of these were not previously attending a church.

PLAY, our group for parents and pre-schoolers, continues to grow. The faith content of the group has gradually deepened, to the point at which it has become a Fresh Expression in its own right. Many of those who attend see it as their church, and the support and friendship they receive is highly valued.

At St Mary Magdalene a Well-being Café was established in 2019 to support adults struggling with mental health issues. This has attracted a small number of very regular attenders who appreciate the welcome, the friendship and the hospitality. It is managed by the Head Verger, who was previously a mental health nurse. The Memory Café at St Leonard (within the Bridge Community Centre) continues to meet to provide support for those experiencing cognitive impairment and for those who care for them.

St Mary Magdalene church building continues to be a place of sanctuary during the week for those who wish to find a restful place. The Bridge Community Centre is heavily used during the week thanks in large part to the efforts of the congregation at St Leonard.

Through Churches Together in Newark the parish continued during 2019 to be involved with Impact, working with addiction and homelessness, and with the Food Bank. Chaplaincy was provided to the Mayor of Newark and to the Chair of the District Council. The annual hosting of services for the business and farming communities continued, and across the parish clergy and others continued to serve as school governors.

Church buildings within the parish

The PCC is ultimately responsible for managing the fabric of its buildings (this includes a limited responsibility for the for the internal fabric of the Bridge Community Centre). Members of both churches are actively engaged in reviewing and implementing repairs and restorations.

Investment policy

The short-term investment policy of the PCC is to invest restricted and unrestricted reserves in the CBF Church of England Deposit Fund. Endowment funds are held in the name of the Southwell & Nottingham Diocesan Board of Finance as custodial trustee. Endowment funds are invested primarily (but not exclusively) in the CBF Fixed Interest Securities Fund. This fund aims to maximise the income whilst maintaining the value of the investment. The fund managers' investment policy meets the ethical standards of the Church of England.

Reserves policy

In respect of St Leonard there is no specific policy as unavoidable expenditure is low.

Given its age and size and listed status the PCC believes it prudent to maintain in respect of St Mary Magdalene a cash balance on reserves of £50,000 to cover contingencies.

In respect of the two residential properties owned by the PCC about £40,000 is nominally reserved in general funds to cover planned and emergency maintenance.

Consolidated Statement of Financial Activities for the year ended 31 December 2019

	Notes	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total 2019 £	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total 2018 £
Income and Endowments from:									
Donations and legacies	2		186,224		186,224		175,919		175,919
Charitable activities	3		9,806		9,806		12,668		12,668
Other trading activities	4		37,725		37,725		42,482		42,482
Investments	5		16,777		16,777		19,151		19,151
Total incoming resources			250,532	-	250,532	-	250,220	-	250,220
Expenditure on:									
Raising funds	6		41,965		41,965		10,532		10,532
Charitable activities	7		236,974		236,974		226,737		226,737
Other	8		2,992		2,992		3,959		3,959
Total resources expended			281,931	-	281,931	-	241,228	-	241,228
Net incoming resources/(resources expended) before transfers		-	(31,399)	-	(31,399)	-	8,991	-	8,991
Transfers between funds					-	(12,839)	(122,089)	(74,806)	(209,733)
Net incoming resources/(resources expended)		-	(31,399)	-	(31,399)	(12,839)	(113,097)	(74,806)	(200,742)
Realised and unrealised gains / (losses) on investment assets			817	15,704	16,521		(102)	(16,627)	(16,729)
Net movement in funds		-	(30,582)	15,704	(14,878)	(12,839)	(113,199)	(91,433)	(217,471)
Fund balances 1 January 2019			497,058	381,768	878,826	12,839	610,257	473,201	1,096,297
Fund balances 31 December 2019			466,476	397,472	863,948		497,058	381,768	878,826

Consolidated Balance Sheet as at 31 December 2019

	Notes	Unrestricted			Total	Unrestricted			Total
		Funds	Funds	Funds	2019	Funds	Funds	Funds	2018
		£	£	£	£	£	£	£	£
Fixed assets									
Tangible assets	11		214,547		214,547		215,207		215,207
Investments	12		12,297	397,471	409,768		11,480	381,768	393,248
			226,844	397,471	624,315	-	226,687	381,768	608,455
Current assets									
Debtors	13		13,095		13,095		9,711		9,711
Other current assets	13		4,752		4,752		9,711		9,711
Cash at bank and in h	and		232,616		232,616		276,440		276,440
Cash at bank and in h	ana		250,463	_	250,463		286,151	_	286,151
			230,103		230, 103		200,131		200,131
Creditors: amounts									
falling due within									
one year	14		(10,831))	(10,831)		(15,780)		(15,780)
Net current assets			239,632	-	239,632		270,371	-	270,371
Total assets less									
current liabilities		-	466,476	397,471	863,947	-	497,058	381,768	878,826
Creditors: amounts									
falling due after mo									
than one year	re								_
than one year					_				_
Net assets			466,476	397,471	863,948		497,058	381,768	878,826
Funds:									
Unrestricted funds									
General funds		-		207.474	-	-		204 766	-
Endowment funds				397,471	397,471			381,768	381,768
Barantaka di taran		-	466.476	397,471	397,471	-	407.050	381,768	381,768
Restricted income fu	nds		466,476		466,476		497,058		497,058
Total funds			466,476	397,471	863,948		497,058	381,768	878,826
							•		

These financial statements were approved by the Parochial Church Council on

21 September 2020

and signed on its behalf by

Tony Roberts (churchwarden)

Notes forming part of the financial statements for the year ended 31 December 2019

1 Accounting policies

a Basis of preparation

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the Charities Statement of Recommended Practice (SORP) (FRS102) effective January 2015.

They have been prepared under the historical cost convention, except for the valuation of investment assets, which are included at market value.

Subject to any exceptions noted below, the financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the financial statements of church groups that owe their main affiliation to another body (e.g. Mothers Union), nor those that are informal gatherings of church members.

b Fund accounting

General funds are unrestricted funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted.

Restricted funds represent (a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms or bequest or (b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

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

Notes forming part of the financial statements for the year ended 31 December 2019 (continued)

1 Accounting policies continued

c Incoming resources

All incoming resources are accounted for gross

Voluntary income and capital sources

Collections are recognised when received by or on behalf of the PCC. Planned giving receivable, whether under Gift Aid scheme or not, is recognised when it is received.

Tax recovered on Gift Aid donations is recognised in the same accounting year as the donation is recognised.

Grants and legacies to the PCC are accounted for as soon as

the PCC is notified of its legal entitlement;

the amount due is quantifiable; and

its ultimate receipt by the PCC is reasonably certain.

Funds raised by fetes, garden parties and similar events are accounted for gross.

Sales of books and magazines from a church bookstall are accounted for gross.

Other income

Rental income is recognised when the rental is due.

Income from investments

Dividends are accounted for when due and payable, and interest entitlements are accounted for as they accrue.

Tax recoverable on such income is recognised in the same accounting year.

Gains and losses on investments

Realised gains or losses are recognised when investments are sold. Unrealised gains or losses are accounted for on revaluation of investments at 31 December.

Notes forming part of the financial statements for the year ended 31 December 2019 (continued)

1 Accounting policies continued

d Resources used

Grants

Grants and donations are accounted for when paid over or awarded, if that award creates a binding obligation to the PCC.

Activities directly relating to the work of the Church

The diocesan parish share is accounted for when due. Any parish share unpaid at 31 December is provided for In these financial statements as an operational (though not a legal) liability and is shown as a creditor in the balance sheet.

e Tangible fixed assets

Consecrated property and moveable church furnishings

Consecrated and beneficed property of any kind is excluded from the financial statements by the Charities Act 2011 s.10 (2)(a) Moveable church furnishings held by the rector and churchwardens on special trust for the PCC and which require a faculty for disposal are accounted for as inalienable property unless consecrated. They are listed in the church inventory, which can be inspected at any reasonable time upon application to the churchwardens. For inalienable property acquired before 1 January 2006 there is insufficient cost information readily available and therefore such assets are not valued in the financial statements. Inalienable property acquired since 1 January 2006 is capitalised and depreciated in the financial statements over its current anticipated useful economic life (usually 25 years) on a straight-line basis. All expenditure incurred in the year on consecrated or beneficed buildings, individual items under £2,000 or on the repair of movable church fittings acquired before 1 January 2006 is written off.

Other fixtures, fittings and office equipment

Equipment used within the church premises is depreciated on a straight-line basis over four years.

Individual items with a purchase price of £2,000 or less are written off when the asset is acquired.

f Investments

Investments are stated at market value at the balance sheet date.

Notes forming part of the financial statements for the year ended 31 December 2019 (continued)

1 Accounting policies continued

g Current assets

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors less the provision for amounts that may prove uncollectable.

Short term deposits include cash held on deposit either with the Central Board of Finance Church of England Funds or at the bank.

	2019 £	2018 £
2 Income from donations and legacies Restricted:		
St Mary Magdalene	179,384	168,294
St Leonard	6,840	7,625
	186,224	175,919
3 Income from charitable activities Restricted:		
St Mary Magdalene	6,756	7,330
St Leonard	3,050	5,338
	9,806	12,668
4 Income from other trading activities Restricted:		
St Mary Magdelene	37,725	39,272
St Leonard		3,210
	37,725	42,482
5 Income from investments Restricted:		
St Mary Magdalene	13,725	16,197
St Leonard	3,052	2,954
	16,777	19,151

Notes forming part of the financial statements for the year ended 31 December 2019 (continued)

	2019 £	2018 £
6 Expenditure on raising funds		
Restricted:		
St Mary Magdalene	41,882	10,458
St Leonard	83	74
	41,965	10,532
7 Charitable activities (expenditure) Restricted:		
St Mary Magdalene	225,128	215,451
St Leonard	11,846	11,286
	236,974	226,737
8 Other expenditure Restricted:		
St Mary Magdalene	464	1,065
St Leonard	2,528	2,894
	2,992	3,959

9 Trustees' remuneration

No trustee either received or waived any emoluments during the year or during the preceding year.

10 Employment costs

The PCC employed in 2019 at St Mary Magdalene director of music, an assistant organist, a head verger (SMM), and a coffee bar manager. Until October 2019 the PCC employed an operations manager and then from December a parish administrator. The total employment cost during 2019 (including national insurance and pension contributions) was £81,236 (2018 £80,600).

Notes forming part of the financial statements for the year ended 31 December 2019 (continued)

11 Tangible fixed assets

11 Tangible fixed assets	Freehold land and buildings	Office equipment	Total
	£	£	£
Cost			
At 1 January 2019	195,000	26,467	221,467
Additions	-	-	, -
Disposals		-	
At 31 December 2019	195,000	26,467	221,467
Depreciation			
At 1 January 2019	-	6,260	6,260
Charge for the year		660	660
At 31 December 2019		6,920	6,920
Net book value			
At 31 December 2019	195,000	19,547	214,547
At 31 December 2018	195,000	20,207	215,207
		2010	2019
		2019 f	2018 f
12 Fixed asset investments		2019 £	2018 £
12 Fixed asset investments Market value 31 December			
		£	£
		£	£
Market value 31 December 13 Debtors Prepayments and accrued income		£	£
Market value 31 December 13 Debtors		£ 409,768	£ 393,248
Market value 31 December 13 Debtors Prepayments and accrued income		£ 409,768 3,914	£ 393,248 3,135
Market value 31 December 13 Debtors Prepayments and accrued income Tax recoverable and fees	one vear	409,768 3,914 9,181	£ 393,248 3,135 6,576
Market value 31 December 13 Debtors Prepayments and accrued income Tax recoverable and fees 14 Creditors: amounts falling due within	n one year	409,768 3,914 9,181 13,095	\$ 393,248 3,135 6,576 9,711
Market value 31 December 13 Debtors Prepayments and accrued income Tax recoverable and fees 14 Creditors: amounts falling due within Accruals and deferred income	n one year	409,768 3,914 9,181 13,095 2,442	393,248 3,135 6,576 9,711 3,999
Market value 31 December 13 Debtors Prepayments and accrued income Tax recoverable and fees 14 Creditors: amounts falling due within Accruals and deferred income Trade creditors	n one year	409,768 3,914 9,181 13,095 2,442 6,832	393,248 3,135 6,576 9,711 3,999 7,633
Market value 31 December 13 Debtors Prepayments and accrued income Tax recoverable and fees 14 Creditors: amounts falling due within Accruals and deferred income	n one year	409,768 3,914 9,181 13,095 2,442	393,248 3,135 6,576 9,711 3,999
Market value 31 December 13 Debtors Prepayments and accrued income Tax recoverable and fees 14 Creditors: amounts falling due within Accruals and deferred income Trade creditors	n one year	409,768 3,914 9,181 13,095 2,442 6,832 1,557	393,248 3,135 6,576 9,711 3,999 7,633 4,149
Market value 31 December 13 Debtors Prepayments and accrued income Tax recoverable and fees 14 Creditors: amounts falling due within Accruals and deferred income Trade creditors	one year	409,768 3,914 9,181 13,095 2,442 6,832 1,557	393,248 3,135 6,576 9,711 3,999 7,633 4,149

Notes forming part of the financial statements for the year ended 31 December 2019 (continued)

16 Fund movements

Fund name	Opening balance £	Income £	Expense £	Transfers £	Gains and (losses) £	Closing balance £
Funds specific to St M	ary Magdale	<u>ne</u>				
Choir Exgratia	1,053	-	45	-	-	1,098
Diocesan Grant	5,421	25,708	(30,718)	-	-	411
Bishop Grant	607	-	(607)	-	-	-
Junior church	173	-	(173)	-	-	-
Newark schools	656	-	(300)	-	-	356
World War 1 Project	171	-	-	-	-	171
General funds	34,977	104,733	(84,821)	(10,901)	-	43,988
Unrestricted Endowments	41,663	-	-	-	933	42,596
Property owned by SMM	195,000	-	-	-	-	195,000
Housing	36,721	8,565	(6,182)	-	-	39,104
Christmas Tree Festival	19,229	10,676	(2,795)	-	-	27,110
Fabric	231,610	17,835	(58,949)	-	3,966	194,462
Major Repairs & Alterations	842	-	-	-	5	847
Christmas CD	-	1,679	(1,315)	-	-	364
Chimes/Belfry	13,743	-	(1,102)	-	-	12,641
Lay Staff (esp. Vergers)	1,859	11,046	(20,648)	9,909	42	2,208
Organist	20,744	30,742	(34,453)	-	132	17,165
Music/Choir	49,929	11,037	(13,125)	(1,268)	255	46,828
St. George's Chapel	5,383	62	-	-	335	5,780
St. George's Chapel Fowers	747	7	-	-	4	758
Lay Education	16,327	287	(1,778)	-	157	14,993
Library	8,521	24	(340)	-	-	8,205
Lighting	-	-	(596)	596	-	-
Organ	1,127	1,104	(996)	-	-	1,235
Assistant Clergy	1,079	44	(44)	-	24	1,103
Charity	436	-	-	-	-	436
Church of England Charity	5,532	154	-	-	776	6,462
Chancel Repairs	1,456	-	-	-	59	1,515
St Augustine's	56,989	-	-	-	1,277	58,266
Funeral/Wedding fees	-	3,885	-	-	-	3,885
Memory café	-	-	(30)	30	-	-
Music for market	-	2,172	(2,471)	347	-	48
St Leonards	-	-	(19)	19	-	-
Hospitality	-	650	(228)	-	-	422
Magnus scholarship 18/19	-	4,000	(4,160)	1,268	-	1,108
Magnus scholarship 19/20	-	1,858	(1,858)	-	-	-
Youth	-	625	190	-	-	815
Roof Repairs	16,212	695	-	-	-	16,907
Sub total	768,208	237,588	(267,473)			

Notes forming part of the financial statements for the year ended 31 December 2019 (continued)

16 Fund movements (continued)

	Opening				Gains and	Closing
	balance	Income	Expense	Transfers	(losses)	balance
Fund name	£	£	£	£	£	£
Funds specific to St L	<u>eonard</u>					
Welfare & General	424	10	-	-	-	434
DCC	1,479	265	-	-	-	1,744
Adcock Fund	2,875	537	-	-	-	3,412
Theatre Group	-	-	-	-	-	-
Fabric Fund	18,165	3,183	(1,962)	-	-	19,386
Ferrier Trust	37,367	-	-	-	6,990	44,357
St Leonard Newbald	33,609	-	-	-	753	34,362
General funds	16,699	9,759	(12,492)	-	-	13,966
	110,618	13,754	(14,454)	-	7,743	117,661
Total	878,826	251,342	(281,927)	-	15,708	863,948

Independent examiner's report to the Trustees of the Parochial Church Council

I report to the trustees on my examination of the accounts of the Parochial Church Council for the year ended 31 December 2019, which are set out on pages 9 to 18

Responsibilities and basis of the report

As the charity trustees of the Trust 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 Trustee'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 2011 Act.

Independent examiner's statement

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

- accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
- 2. the accounts do not accord with those records; or
- 3. the accounts do 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:

Name: Michelle Katie Allen FCA, CTA

Chartered Account and Tax Advisor

Address: Office 11, Navigation Business Centre

M. IvAller

Mill Gate Newark

Nottinghamshire NG24 4TS

Date: 14 September 2020