



# 2019 Report for the Parochial Church Council of St. Luke's, Cannock and St. Thomas' Huntington



## *Building Community with Christ at the Centre*

St. Luke's and St. Thomas' Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, the Rev. Vicky Fleming, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of St. Luke's Church Centre and St. Barnabas Hall, Hampton Street, Cannock.

The PCC is committed to working together better and enabling as many people as possible to worship in our churches and to become part of communities. Our services, worship and our many activities put faith into practice through prayer, scripture, music, sacrament and outreach events. We maintain the fabric of our church property to facilitate this important work. Our strap-line, *Building community with Christ at the Centre*, sums up our aims and objectives.

The PCC has maintained the worship and prayer of our community through a long vacancy with Holy Communion at 8am, Holy Communion/Morning worship at 10 am and 10am Holy Communion on Wednesdays at St. Luke's and at St. Thomas, Holy Communion/Morning Worship at 10.30am. A home group has met regularly, a prayer diary produced and the church opened every Friday and Saturday for private prayer. A pastoral care team has maintained contact with the housebound taking home communion to them regularly. A Parish Breakfast once a month brings many Christians together from different denominations in Cannock.

As well as our regular services, we enable our communities to celebrate the gift of love through weddings, the gift of life in baptism and the lives of loved ones at funerals. We have celebrated 19 baptisms, 12 weddings, 34 funerals in our churches and 25 funerals at crematoria this year.

## **Vicar's Report**

A wonderful service on 24th October welcomed me to the parish as Vicar. The parish had been through a prolonged vacancy and I would like to say how wonderfully the Wardens, PCC and congregations managed to keep 'the show on the road'. The following reports are a testimony to all the hard work that has been done and I hope you will enjoy reading them and reminiscing.

I am grateful to you all for the hard work and dedication you have shown throughout that period and for the warm welcome I have received. Writing a report after only a few months in post means I can only say it is a privilege to have been called by God to this parish.

My prayer is that we shall be able to work together towards the vision of '*Building Community with Christ at the Centre*'. I hope that by establishing a new way forward for our governance in line with The Church Representation Rules 2020 in the year to come, we will be able to draw together our relationships, take care of and support one another. As I said at the first PCC meeting, it is important to see this as a fresh start and to draw a line under uncomfortable history and move on to a new era in the life of our churches.

Everyone is important and has a role to play in the body of Christ in the area. Let us celebrate that and get to know one another as we build community with Christ at the centre.

Rev. Vicky Fleming

## **St. Luke's Church, Cannock Wardens' Report for 2019**

Firstly, we would like to say how happy we are that, after a very long two years, our prayers were answered. We were very happy to welcome Reverend Vicky Fleming as our new Vicar. Vicky, along with her husband, Reverend George Fleming, moved into the Vicarage at the beginning of October, and she was instituted at a service conducted by the Bishop of Lichfield, on Thursday 25th October. Vicky settled into her new role very quickly and is in the process of getting to grips with the demands of the role including setting up a new safeguarding process and streamlining our committee structure. Welcome Vicky and George, we are very pleased to have you in our Parish!

During the interregnum, we were given considerable help from various members of the clergy from around the area, including Reverends Steve Reynolds, Joyce Stewardson and Peter Harris. Our mainstay was Reverend Gill Joynson who, despite working full-time and undertaking a course of study, made sure that our services were properly organized and staffed. Thank you Gill for your work during this time.

Donna Wilkinson, our administrative officer, has worked very hard during the past year to ensure that our office and church centre are run efficiently. Donna has been instrumental in ensuring that the church centre runs at a considerable profit, thus providing much needed finance for St. Luke's. Donna is also a 'Jack of all trades' and can often be seen helping Mike with the boiler and grounds. Thank you Donna for all that you do.

Alan Beckett, our buildings and grounds officer, has decided to step back from his duties. These duties have now been undertaken by a committee consisting of Russell Wilkinson, Andy Brittle and Geoff Pick. Our caretaker, assistant administrator and assistant vergier, Mike Healey, will also be taking on the role of groundsman from the beginning of the March. Mike has become very well acquainted with our boiler! As many of you know, the boiler-house becomes flooded during heavy rain causing the boiler's pilot light to malfunction. Mike has made sure that during the many periods of heavy rain he has been on hand to bail the room out and has usually managed to ensure that the church is warm for our services. Investigations are underway to purchase a new boiler which will be situated in the clergy vestry. A new pump has been purchased at a considerable cost but this will be able to be installed onto a new boiler as and when one is purchased. More information will be forthcoming in the near future. Thank you to everyone who works hard to make our church buildings welcoming places.

St. Luke's Church is very lucky to have a large number of people to assist in the various roles: welcoming, serving, reading, intercessing, finance, singing, playing and organizing and attending the many events, committees and societies that make up our church family. We are very grateful for all you do. St. Luke's would be a much poorer place without you.

Janice Middleton  
St. Luke's Churchwarden

## **Wardens Report for St Thomas' 2019**

2019 was a very busy year for St Thomas', in particular with the many arrangements and correspondence regarding the repairs to the church's bell tower, as per our last Quinquennial report. This has dominated much of the time of the wardens and, following a difficult PCC meeting, with the valuable help and support of Andy Brittle and Trevor Woodham from St Luke's, who have more experience of dealing with building work. As most people will know, after acquiring a quote from Rainaway Roofing in the first instance to carry out the work, the detailed architect's plans meant that Rainaway withdrew and we had to get quotes from other specialist companies, as advised by the architect. We agreed on Bradshaw and Wright Building and Conservation and the work is now well under way and at last there is a completion date in sight.

As we will be having a large amount of money to pay for the bell tower repairs, we acknowledge that we have only made a token gesture payment towards our Parish Share this year and hope to remedy this as soon as possible in 2020. We also acknowledge that both St Thomas' and St

Luke's are struggling with finances, as are most churches.

'Songs for You!', singing sessions for Dementia Suffers and their carers continued fortnightly throughout 2019. Numbers at these sessions vary, but the wardens continue to enjoy joining in too. Our Messy Church/Coffee mornings ran as usual on the first Saturday of each month with support from Mike and Sylvia Russell and Heather Hunter- Harris. The adults have continued to come along for a cuppa, cake and a chat, however the numbers of children attending has dropped and some months there were none. Eventually it was agreed with Rev Vicky that we should put 'Messy Church' on hold for a while, whilst continuing with coffee morning as usual. Our aim is that Messy Church will be 're-launched' during 2020.

Rev Alex has continued to take communion to Ashcroft Hollow Nursing Home once a month, assisted by members of the congregation. The residents of the Home who attend the services appreciate this short act of worship. A big thanks, as always, to Sandra Davies who continues to take communion to members of the congregation who are housebound due to illness and who look forward to this contact with St Thomas'. This number has fallen due to different circumstances – movement to nursing home or death.

On 23<sup>rd</sup> February we held a successful Table Top Sale, which made £330 towards our church funds. The atmosphere inside the church was as warm as the weather outside for a February day. Alongside the usual sale of cakes, toasted tea cakes and tea or coffee, there was also hot tomato soup and crusty bread to tempt customers. We held a Bingo Evening on March 15<sup>th</sup> in the Huntington Community Centre, which was not as well attended as previous evenings – possibly due to Comic Relief being held on the same day. There was a large selection of prizes and, those who did attend, enjoyed themselves.

Our Good Friday Workshops in April were very busy as usual. There were various crafts for the children to do involving pipe cleaners, crayons, felt pens and much glue! Rev Peter Harris conducted a short Easter service and helped with the judging of the Easter Bonnet competition. He was also very pleased to win one of the prizes in our chocolate raffle!

We held our Afternoon Tea on 18<sup>th</sup> May and, as usual, the church was full. This is a very popular event on our calendar and involves a lot of hard work and organisation by our 'Social Committee', sandwich making team and cake makers. Gillie Nicholls, who runs the 'Songs for You!' sessions provided this year's musical entertainment, which was greatly enjoyed, and everyone joined in with the sing along at the end of her session. The raffle held during the afternoon raised £102 for Dementia UK. Thanks go to Morrisons of Cannock for providing the bread for the sandwiches.

On Saturday 8<sup>th</sup> June the Huntington Memorial Garden was officially opened and dedicated, by Rev Alex. Work began on the site in February, the refurbished winding wheel was moved into position and the walls were erected; some of the bricks have been "bought" and engraved with the names of ex miners. A very fitting memorial for the mining community. The terrible weather was unable to dampen spirits and refreshments at The Littleton were very welcome.

We were blessed with glorious weather for our Summer Fayre on 22<sup>nd</sup> June. The church was full, with many stall holders, regulars and new people, who enjoyed the friendly atmosphere. There were hot and cold refreshments available and activities inside and outside the church with the usual attractions which the children enjoy - the bouncy castle, 'Splat the Rat' and the 'hook a duck' pool also gave the children some extra enjoyment for cooling down in the hot weather. Again, we were very grateful for all helpers and Morrisons for their support.

In August the wardens and some of the congregation had tables again at The Huntington Village Fun day. Organised by the Parish Council and, with several local organisations represented together with Flip the clown. It was a very enjoyable day though very wet in the first couple of hours when the gazebo walls had to be 'rescued' several times due to the strong wind and rain. St Thomas' cakes were very popular and there were also jams and marmalades on sale, together with books and bric-a-brac. The children's craft tables were eventually abandoned after the downpours.

On Friday 20<sup>th</sup> September we held a Silent Auction in church. Having not held an auction for some years, we were apprehensive as to how many people would show an interest in attending. Our fears were well-founded, as there were only 11 of us. Despite this, we raised £181.30 towards the roof repair funds. If we decide to hold another auction in the future, perhaps a re-

think is required on the timing of the event. Our Harvest Supper was held in church on Friday 11<sup>th</sup> of October. The local chip shop, The Littleton Fryer, very kindly supplied the fish/roe and chips and Ray and Joan Griffiths provided us yet again with a quiz which certainly taxed our brains! The church was full and there was a great atmosphere and much laughter and banter. Together with the raffle we also held, we raised £250 towards the roof repair funds.

Our Christmas Fayre on 30<sup>th</sup> November, was a great success. The church was very busy from start to finish. We had a great selection of stalls "manned" by members of the congregation (plus friends) and members of the public who hired tables to sell Christmas crafts, chocolates, toiletries and various other items. Sales of refreshments were very high, as usual. There was a great selection of cakes, mince pies and teacakes and we also sold pork and stuffing baps and hot dogs, which were a great success and quickly sold out.

On Saturday 7<sup>th</sup> we held our usual Coffee Morning and Messy Church, which included a Christmas party for the children, who were first "entertained" by Rev Vicky, who talked about the Christmas story. They then went on to play pass the parcel and musical chairs and enjoy the party food. They each left with a Christmas book and tub of popcorn.

The Chase Choral Society performed another wonderful Christmas concert in St Thomas' on Friday 20<sup>th</sup> December. As usual, there was a mix of Christmas carols and popular music, together with amusing recitations.

In addition to St Thomas' own events, the wardens and members of the congregation took part in a table top sale at St Luke's Church in March and we also entered a tree in their Christmas Tree Festival. The wardens and Debbie Brown, St Thomas' committee secretary, were also involved in the Inauguration service and welcome for Rev Vicky, a very important service we were pleased to be part of.

During the year 6 Baptisms took place at St Thomas', 9 Funerals were conducted in the church and another 4 at the crematorium. No weddings were conducted. The average Sunday attendance was 18 adults and 1 child. The total worshipping community was 71 (2018 – 75).

Once again, we would like to thank the congregation for their continued support for all that we do for St Thomas' and Committee members who give up their time to attend meetings and help make decisions which affect St Thomas'. The Wardens would also like to thank the Parish Office and clergy for their continuing support. It is much appreciated by us all.

The Warden Team.

## **Bell-Ringers Report for 2019**

The installation of sound control boarding was taking place at the beginning of the year and it is very pleasing to report that the work, carried out by TLB Services, has been a complete success. Prior to this work we were reluctant to allow visiting bands of ringers during working hours, but we can now significantly reduce the sound emissions when required. This has led to the bells being used regularly by a variety of groups including both the area young ringers' and ladies' groups. All of these visits add to our funds to replace the loss of income from the reduced number of weddings. We are grateful to the Lichfield & Walsall Archdeaonries' Ringers Society who contributed £740 to the work with the balance being split between our own Ringers' Funds and the church Bell Fund.

We have managed to carry out our primary task of ringing for all services during the year but most weeks only 6 bells are sounded. Our numbers are now at their lowest for many years with just 11 active members of the band. Christmas Eve and Christmas morning were particularly pleasing when, despite the absence of some of the band, it was wonderful to ring all 10 bells with the help of 4 junior ringers and two visitors. Two of our juniors, Chad and Holly, leave school this summer and, if all goes well in their exams, will be moving to pastures new, leaving Brandon as our only junior. They will be missed. We have long been known as a teaching band and this makes recruitment our number one priority. It would be excellent if we could find 3 to 4 learners before they leave, ideally a mix of adults and juniors.

Our practice nights are regularly supported by ringers from Brewood, Norton Canes, Pelsall, Penkridge, Stafford and Bloxwich and we continue to battle with more complex 'methods'. This helps our visitors to progress, but also keeps our more experienced ringers on their toes.

Chad, Holly and Aimee again represented the area in the 2019 National Young Ringers' competition in Liverpool with Chad as captain and Brandon as reserve. After a long, but enjoyable, day the team were placed equal 14<sup>th</sup> from 24 teams. Chad, Holly and Brandon have been selected for the 2020 Midlands and National competitions where it is hoped for a top-half finish.

We are fortunate to have a nucleus of competent ringers and quarter-peals continue to be arranged on Sunday evenings to help people from both our own band and from a variety of local towers to progress. Other events during the year have included participation in the area Striking Competition where we finished 3<sup>rd</sup>, an outing to South Derbyshire and monthly provision of coffees after the morning service.

The bells at Cannock have sounded out every Sunday for over 200 years and we need to do all that we can to ensure that this continues.

Covid19 update – Service ringing on Sunday mornings has now resumed, but we are only able to ring every other bell to maintain the 2 metre distancing. It will be some time before we can resume our Wednesday practices and to train new ringers.

## **St. Luke's Church Opening Report 2019**

We continue to open our Church on Friday and Saturday mornings from 10.30 until 12.30. A warm welcome is given to visitors, whether it's is for a quiet moment of prayer, or simply to explore our beautiful church and learn of its history.

Some visitors come from afar, and some come to remember their wedding day. Parents with children are welcomed and made to feel free to explore our church all are welcome.

A special thank you must be given to all those volunteers who give their time –some of them for un-numbered years-which enable us to provide this important outreach to the community.

Joe Parkes and Barbara Battersby

## **St Luke's Craft Group Report 2019**

Over the past few years the group has dwindled down to 4 dedicated people making items to sell at various fairs. The takings at the Christmas tree festival have been more lucrative than the summer fete so we are going to concentrate on Christmas gifts this year. In the meantime we are hoping to attract more people to the group. This has already been advertised and as a result we had 5 more people attend the last meeting.

## **St Luke's Friendship Group Report 2019**

The group has now has now been meeting for nearly 4 years with a membership of 26. Activities have included quizzes, bingo, games and jigsaw puzzles etc. A successful cream tea in the summer and a trip with lunch to the Cotswolds last September. In December we joined Mothers Union for a carol service followed by a buffet tea. Our next meeting on 24th February will be pancakes for all including a tossing the pancake for all competition.

God Bless  
Linda Hopley

## **Mother's Union**

I would like to say thank you to everyone who has helped in any way over the last year. Particularly the committee for their hard work and the members who all help when they can. Last

but not least we must also mention Jon, Mary's husband who kindly compiles our annual accounts for us and for all the other help that he gives to us. I don't know where we would be without him!

Meetings haven't been so well attended this last year which is a shame. Although some of this is due to ill health which a lot of members seem to be suffering from with one thing and another. We must try to keep going as best we can and promote the work that Mothers Union does. It would be such a shame if this group had to close as its been going since 1910 starting with a very large membership but has depleted over the years.

Lillian sadly lost her husband during the latter part of 2019 and our thoughts have been with her. Janet Anderson took over the secretary's position on a temporary basis at our last AGM and Anne our former secretary is still in a care home. Mary is still in touch with her sister although she is not doing too well and doesn't seem to remember any of us now.

We had some interesting speakers during the year including Anne and Mike Bowley who do the Away from it All holidays for MU. Pam Sutton from Troop Aid and Vince Williams talking about funerals and some of the amusing things that can happen at these.

There have been a number of meetings during the year which some of us have been able to attend and various other Branch leader meetings which I have attended the last one being at Wolesley Garden Centre in October.

We held our Mothers Union Ploughman's lunch in March and in September had a Harvest lunch and all monies raised during the year were sent to our MU Charities before Christmas.

This year our Carol service was amalgamated with the Friendship Group and was followed by a buffet in the church centre which was well attended. Thank you to Alex and Vicky for organizing the service and everyone who helped with this. Especially Linda and Margaret from the Friendship group.

Madeline Farnell

## **Deanery Synod**

The parish has two representatives on Deanery Synod. No report has been filed.

## **Report from the Treasurer for St. Thomas**

We had £19,549 in the bank at 31 December 2019, but the church only has income from collections and social events, and due to the amount of repair work necessary we were unable to meet our parish share in full.

Building work during this year has cost just over £12,000 and we have paid parish share last year of £2,500.

The shutdown due to Covid brought an end to our income other than a few regular small donors who continued paying by bank transfer.

The bank balance remaining is currently sufficient to cover the running costs that still continue to accrue even when the building is shut (ie. insurance, utilities, etc), but it is very unlikely that the church will be able to meet its parish share obligations this year.

David Wheatley

St. Thomas' Treasurer

## **Report of Treasurer of St. Luke's for 2019**

The report covers the St. Luke's Church building, the Church Centre and the St. Barnabas Hall.

I would like to thank the various people who do the actual work, namely Andy Brittle (Church Centre Treasurer), Gillian Gethin (St Barnabas Hall Treasurer), Ann Jones (Stewardship Recording and Gift Aid Claims), Donna Wilkinson (Weddings/Funerals payments and Office Funds) and to the Wardens for counting and banking cash receipts. I would also single out Barbara Battersby for her enthusiasm in trying to get people to join one of our Giving schemes.

### **Expenditure**

The 2019 unrestricted expenditure was £198,000, i.e.£3,800 per week. The main items of expenditure were:-

Diocese Share	£84,000
Salaries (D Wilkinson, M Heeley, D Smith, T Anderton)	£27,000
Cleaning	£11,000
Heat, Light and Water	£10,000
Gardening	£ 8,500
Charitable Giving	£ 7,000

### **Income**

Unrestricted income was £169,000 ,with Stewardship Giving falling to below the amount being given 10 years ago for the first time. The most significant income amounts were:-

Stewardship Giving	£38,300
Gift Aid Recovery	£16,700
Car Park Charges	£11,100
Weddings & Funerals	£9,200
Cash Collections and Boxes	£6,600
Interest and Dividends	£5,700
Rent – Gloucester Way	£5,000
Summer Fete and Tree Festival	£9,700

We are particularly grateful to Janet and Nigel Bailey for their efforts in staging the Summer Fete and Tree Festival and also for organising the Café which provides around £4,000 each year to Church Centre Funds. Ilma Titley’s continues to contribute through sale of preserves.

### **Funds**

The amounts allocated to our various Funds increased overall by £3,000 in 2019. Balances at 31/12/2019 are:

Bell Fund	£3,534
Organ Fund	£11,728
Car Park Fund	£7,486
D Linford Trust	£770
Bequest Fund	£75,259
Fabric Fund	£17,846
Barnabas Mission Fund	£5,252

## **Summary**

The 2019 accounts show that we more or less broke even in 2019, but they do not tell the full story. Our bank and cash balances fell by £21,000 in a year when there were no significant one-off projects. Our investments, however, rose in value significantly, thanks to a buoyant stock market, to give the break-even position. The reduction in cash held would be much greater were it not for the contribution of our halls which are both profitable.

We are fortunate to have two major investments: 23, Gloucester Way, Heath Hayes of which we own 75% and the Diocese 25%; and Unit Trusts held with the Central Board of Finance which have a value of £140,000 at the end of 2019. Additionally we have £40,000 in current bank accounts although the Fund balances are part of these assets and are not fully covered by the bank accounts.

The reduction in our unrestricted reserves of £25,000 - £30,000 has become the norm over recent years and is increasing year on year due to inflation, the main factors which cause this to vary being Bequests (good!) and significant one-off projects (bad!). Costs have been cut wherever possible but we need to keep our office open and to pay our Parish Share to the Diocese, the cost of both of these being shared with St Thomas's. Unfortunately, they were only able to contribute £2,500 due to major unexpected work on their roof and bell-tower which has placed an extra burden on St Luke's.

The priority for 2020 is to increase Giving. Our costs increase year on year but Giving by most people remains the same so we would particularly like members to join the Diocesan Giving Direct scheme. This not only removes the need for counting and banking but also provides the Treasurer with a predictable income each month. The Diocesan scheme provides for donors to be reminded once a year to consider increasing in line with inflation. An inflation increase would at least help to prevent the deficits from increasing each year.

## **Covid19 Update**

Every church and Diocese have suffered financially because of Covid-19. Income has fallen significantly at St. Luke's with the loss of all bookings in both halls, closure of the Café, cancellation of the Church Fete and Tree Festival and the loss of Weddings and other special services. There have, however, been savings in heating and lighting and in other purchases. The biggest saving has been in salaries with Donna and Theresa being furloughed.

It is difficult to assess the additional loss as arrears of stewardship payments are now being received and additional donations gratefully received. We will, however, suffer a bigger loss than anticipated and almost certainly not have enough cash to pay around £20,000 of Parish Share without starting to sell our unit trusts which have reduced significantly in value over the year. St Thomas's have been unable to contribute anything so far this year. This is not an ideal situation and it is hoped that Giving will continue to increase as normality returns and that members will be able to contribute their arrears once they return to Services.

One positive is that there was a good response from our request to switch to payment to Standing Order with about £2,800 per month now being paid this way. The ideal situation would be for this to equate to the amount being paid out each month in Standing Orders, currently £4,500. An online JustGiving site has also been introduced. I am extremely grateful to all of those members who have gone out of their way to assist with this difficult financial position.

Geoff Pick

Treasurer



**Trustees' Annual Report for the year ended 31<sup>st</sup> December 2019**  
**Charity registration number 1157373**

## **Statement of Trustees Responsibilities**

Charity Law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of its financial activities for that period. In preparing those financial statements the trustees are required to:

- (a) Select suitable accounting policies and then apply them consistently
- (b) Make judgements and estimates that are reasonable and prudent
- (c) State whether the policies adopted are in accordance with the Statement of Recommended Practice – Accounting by Charities and with applicable accounting standards, subject to any material departures disclosed and explained in the financial statement.
- (d) Prepare the financial statements on the going concern basis unless it is inappropriate to assume that the charity will continue in business.
- (e) The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time, the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 1993. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.

## **Governance and Management**

The Parochial Church Council (PCC) is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. PCC members are elected annually from those on the Electoral Roll. It has been formally agreed by the PCC that each church shall have a maximum number of representatives, according to the numbers each church has on the Electoral Roll, as follows:

St Luke's - 15  
St Thomas' – 7

## **Objectives, Activities and Achievements**

- (a) Promoting the Gospel and the Doctrines of the Church of England. The PCC through the work of its Leadership Team has developed a Mission Action Plan which states the priorities of the parish in the following areas:
- (b) To develop worship across the parish that engages with the community “out there”
- (c) To develop the ways in which we share together as a parish
- (d) To recognise, encourage and develop leadership within the parish
- (e) To develop our means of communication to include the parish website
- (f) To encourage children and families in faith across the parish.

## **Public Benefit statement**

The trustees of the Charity are aware of the Charity Commission's guidance on public benefit in The Advancement of Religion for the Public Benefit and have had regard to it in the administration of the Charity. The trustees believe that, by promoting the work of the Church of England in the Ecclesiastical Parish of Cannock and Huntington, it helps to promote the whole mission of the Church (pastoral, evangelistic, social and ecumenical) more effectively, within the Ecclesiastical Parish, and that in doing so it provides a benefit to the public by:

- Providing facilities for public worship, pastoral care and spiritual, moral and intellectual

development, both for its members and for anyone who wishes to benefit from what the Church offers; and

- Promoting Christian values and service by members of the Church in and to their communities, to the benefit of individuals and society as a whole.

### **Reserves Policy**

It is PCC policy to try to maintain a balance on free reserves (net current assets) which equates to at least three months unrestricted payments. This is equivalent to £51,000 It is held to smooth out fluctuations in cash flow and to meet emergencies. The balance of the free reserves (including designated) at the year end was £128,000 which is higher than this target. There are no funds that are in deficit at the year end.

### **Safeguarding**

The PCC believe that they have fulfilled their duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have regard to House of Bishops guidance on safeguarding children and vulnerable adults).

### **Risks**

No major risks were identified during the year.

### **Related Parties**

#### **Donations from Related Parties**

Donations from related parties during the year totalled £7,438. All these donations were received without conditions.

#### **Remuneration paid to Trustees**

None of the trustees have been paid any remuneration or received any other benefits from employment with the PCC.

#### **Expenses paid to Trustees**

1 trustee was reimbursed £1,419 for travel and subsistence during the year.

### **Investment Policy**

The charity is granted power to invest in suitable investments under the PCC Powers Measure 1956 and the Trustees Act 2000. As a charity, the Trustees have a duty of care to take such advice as is appropriate before investments are undertaken. This advice is sought from the Central Board of Finance (CCLA) in London, the Diocesan Office in Lichfield.

The charity's investment policies are based on two key principles: -

- Ethical Investment – this includes ensuring that investments are held in companies which have high standards of corporate governance and act in a responsible way towards stakeholders. Long-term responsibilities – the trustees are aware of their long-term responsibilities in respect of the Restricted and Unrestricted reserves and as a result follow a prudent approach to investment decisions.

### **Reference and Administrative details**

The Parish Church of St. Luke's is situated in Cannock town Centre and is part of the Deanery of Rugeley, in the Diocese of Lichfield. The correspondence address is the. Our website address is: <http://www.stlukescannock.org.uk/>





# **Annual Report and Financial Statements of the Parochial Church Council of Cannock and Huntington**

**Registered Charity number 1157373**

**For the year ended 31st December 2019**

# Independent Examiner's Report to the trustees/members of the PCC of Cannock and Huntington

Registered Charity number: 1157373

I report on the accounts for the year ended 31st December 2019 which are set out on the following pages.

## **Respective responsibilities of the Trustees and Independent Examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under Section 144 of the Charities Act 2011 (the Charities Act) that an independent examination is needed.

It is my responsibility

- to examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

## **Basis of Independent Examiner's Statement**

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair" view and the report is limited to those matters set out in the statement below.

## **Independent Examiner's statement**

In connection with my examination, no material matters have come to my attention which give me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records
- 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 come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed: .....

Date: .....

Jonathan Hill FCMA CGMA  
Lichfield Diocesan Board of Finance  
St Marys House, The Close, Lichfield Ws13 7LD

The PCC of Cannock and Huntington

Financial Statements for the Year Ended 31st December 2019

Statement of Financial Activities

		Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2019 £	Total Funds 2018 £
<b>Incoming Resources</b>							<i>*see note 12 for full comparatives</i>
<b>Income and Endowments from:</b>							
Donations and Legacies	2a	72,105	5,938	2,196	-	80,239	112,994
Activities for Generating Funds	2b	14,647	-	-	-	14,647	18,343
Income from Investments	2c	192	93	5,445	-	5,730	5,604
Church Activities	2d	65,036	12,230	-	-	77,266	69,824
Other	2e	10,503	-	1,049	3,924	15,475	3,117
<b>Total</b>		162,482	18,261	8,690	3,924	193,357	209,882
<b>Resources Expended</b>							
<b>Expenditure on:</b>							
Raising Funds	3a	1,884	-	-	-	1,884	1,153
Church Activities	3b	190,442	14,068	6,040	-	210,550	186,092
Other	3c	-	-	-	-	-	-
<b>Total</b>		192,326	14,068	6,040	-	212,434	187,245
<b>Net Income/(Expenditure) before investment</b>		(29,844)	4,193	2,650	3,924	(19,077)	22,637
Net gain/(losses) on investments	7(b)	-	-	-	29,297	29,297	(2,325)
<b>Net Income/(Expenditure)</b>		(29,844)	4,193	2,650	33,221	10,220	20,312
Transfer between Funds	6	-	-	-	-	-	-
<b>Net Movement in Funds</b>		(29,844)	4,193	2,650	33,221	10,220	20,312
<b>Total Funds brought forward</b>	11	1,436,950	93,814	22,897	153,996	1,707,657	1,687,345
<b>Total Funds carried forward</b>		1,407,106	98,006	25,547	187,217	1,717,877	1,707,657

**Balance Sheet**

		Total 2019 £	Total 2018 £
<b>Fixed Assets</b>			
Tangible Assets	7(a)	1,384,218	1,384,218
Investment Assets	7(b)	185,921	152,700
<b>Total Fixed Assets</b>		<b>1,570,139</b>	<b>1,536,918</b>
<b>Current Assets</b>			
Current Investments	8(a)	-	-
Debtors and prepayments	8(b)	1,944	3,507
Cash at bank and in hand	8(c)	147,041	168,182
<b>Total Current Assets</b>		<b>148,985</b>	<b>171,689</b>
<b>Current Liabilities - due within 1 year</b>			
Creditors and accruals	9(a)	1,247	950
Diocesan Parish Share		-	-
<b>Total Current Liabilities</b>		<b>1,247</b>	<b>950</b>
<b>Net Current Assets/(Liabilities)</b>		<b>147,737</b>	<b>170,739</b>
<b>Liabilities due after one year</b>			
Creditors	9(b)		-
Deferred Parish Share			-
<b>Total Liabilities due after one year</b>		<b>-</b>	<b>-</b>
<b>Total Net Assets/(Liabilities)</b>		<b>1,717,877</b>	<b>1,707,657</b>

		Total 2019 £	Total 2018 £
<b>Funds of the PCC</b>			
Unrestricted Funds			
General Fund		1,407,106	1,436,950
Designated Funds		98,006	93,814
Restricted Funds			
Endowment Funds		25,547	22,897
		187,217	153,996
<b>Total Funds</b>		<b>1,717,877</b>	<b>1,707,657</b>

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

Signature: .....

Name: ..... (PCC Chairman)



# The PCC of Cannock and Huntington

## Financial Statements for the Year Ended 31st December 2019

### Accounting Policies

The PCC is a public benefit entity within the meaning of FRS 102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' "true and fair view" provisions. They have also been prepared in accordance with the Charities SORP (FRS 102).

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body nor those that are informal gatherings of Church members.

There may be minor discrepancies in the totals as the pence are not being shown.

### Cashflow Statement

The Charity has taken advantage of the exemption in FRS102 from the requirement to produce a Cash flow statement on the grounds that the income does not exceed £500,000.

### Going Concern

There are no material uncertainties related to events or conditions that cast significant doubt on the charity's ability to continue as a going concern

### Post-Balance Sheet Events

The worldwide outbreak of the COVID-19 virus represents a significant event since the end of the financial year. The Charity has reviewed its cash flow forecasts and considered the impact on going concern, concluding that the going concern basis remains an appropriate basis of preparation for these financial statements given the likely cash flow impact of operations for 12 months from the date of signing this report. COVID-19 is considered to be a non-adjusting post year end – for accruals) event and therefore has not been taken into account in preparing these Financial Statements as at 31 December 2019.

### Accounting Estimates and Prior Year Errors

No changes to accounting estimates have occurred in the reporting period.

No material prior year errors have been identified in the reporting period.

### Description of Funds

**Unrestricted funds** are income funds of the PCC that are available for spending on the general purposes of the PCC, including amounts designated by the PCC for fixed assets for its own use or for spending on a future project and which are therefore not included in its "free reserves" as disclosed in the trustees' annual report.

**Restricted funds** comprise of two elements :-

- a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest
- 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 restricted funds that must be retained as trust capital either permanently or subject to a discretionary power to spend capital as income, and where the use of any income or other benefit derived from the capital may be restricted or unrestricted. Full details of all their restrictions are shown in the notes to the accounts.

### **Income**

Planned giving, collections and donations are recognised when received or when the PCC becomes entitled to the resource and the monetary value can be measured with sufficient reliability. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and Legacies are accounted for when the PCC is legally entitled to the amounts due and the monetary value can be measured with sufficient reliability. Dividends are accounted for when receivable, interest is accrued. All other income is recognised when it is receivable. All incoming resources are accounted for gross.

### **Expenditure**

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The diocesan parish share is accounted for when due. Amounts received specifically for mission are dealt with as restricted funds. All other expenditure is generally recognised when it is incurred and is accounted for gross.

### **Governance and Support Costs**

Support costs should be allocated between governance costs and other support. Governance costs comprise all costs involving public accountability of the PCC and its compliance with regulation and good practice.

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources eg by allocating staff costs by time spent and other costs by their usage.

### **Fixed Assets**

Consecrated and benefice property is not included from the accounts by s.10(2)(a)&(C) of the Charities Act 2011.

Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the Church's inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements.

No depreciation is provided on buildings as the currently estimated residual value of the properties is not less than their carrying value and the remaining useful life of these assets exceeds 50 years, so that any depreciation charges would be immaterial.

Other tangible fixed assets, relating to small fixtures and fittings within the church, are valued at historical cost. All items are now fully depreciated and have been disposed of during the year. The depreciation rates and methods used are disclosed in note 7.

### **Investments**

Investments in quoted shares, traded bonds and similar investments are valued initially at cost and subsequently at market value at the year end. Investments held for re-sale are treated as current asset investments.

### **Debtors**

Debtors are measured on initial recognition at settlement amount. Subsequently they are measured at cash expected to be received.

### **Creditors and Accruals**

Creditors are measured at settlement amounts less any trade discounts. Accruals are measured on best estimate of the amount required to settle the obligation at the reporting date.

# The PCC of Cannock and Huntington

## Financial Statements for the Year Ended 31st December 2019

Finance Form  
Box Number

### INCOME AND ENDOWMENTS

		Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2019 £	Total Funds 2018 £
	<b>2</b>						
<b>Donations and Legacies</b>							
<i>Voluntary Income</i>							
<b>1</b>	Tax efficient planned giving	47,180	-	-	-	47,180	49,669
<b>2</b>	Other planned giving	-	-	-	-	-	-
<b>3</b>	Collections at services	6,317	-	-	-	6,317	9,412
<b>4</b>	All other giving and voluntary receipts including special appeals	1,832	-	2,196	-	4,028	11,137
<b>6</b>	Gift Aid Recoverable	16,776	-	-	-	16,776	7,375
<b>7</b>	Legacies	-	1,500	-	-	1,500	32,163
<b>8</b>	Grants (recurring and one-off)	-	4,438	-	-	4,438	3,239
		<b>72,105</b>	<b>5,938</b>	<b>2,196</b>	<b>-</b>	<b>80,239</b>	<b>112,994</b>
<b>Charitable Activities</b>							
<i>Activities for Generating Funds</i>							
	<b>2b</b>						
<b>9</b>	Summer Fete	5,908	-	-	-	5,908	-
<b>9</b>	Tree Festival	3,881	-	-	-	3,881	-
<b>9</b>	Other Fundraising Activities	4,858	-	-	-	4,858	18,343
		<b>14,647</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>14,647</b>	<b>18,343</b>

**INCOME AND ENDOWMENTS** *continued*

		Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2019 £	Total Funds 2018 £
<b>Income from Investments</b>	<b>2c</b>						
10 Dividends		-	-	5,269	-	5,269	-
10 Bank Interest		192	93	176	-	461	5,604
		<b>192</b>	<b>93</b>	<b>5,445</b>	<b>-</b>	<b>5,730</b>	<b>5,604</b>
<b>Income from Church Activities</b>	<b>2d</b>						
11 Statutory Fees (retained by PCC)		8,758	-	-	-	8,758	19,139
11 Local Fees (retained by PCC)		-	1,110	-	-	1,110	-
12 Church Hall & Centre Hire		48,476	-	-	-	48,476	44,771
12 Sunday morning coffee		416	-	-	-	416	-
12 Gloucester Way Rental		4,928	-	-	-	4,928	2,851
12 Parish Magazine		2,258	-	-	-	2,258	3,062
12 Other trading activities		200	-	-	-	200	-
12 Car Park income		-	11,120	-	-	11,120	-
		<b>65,036</b>	<b>12,230</b>	<b>-</b>	<b>-</b>	<b>77,266</b>	<b>69,824</b>
<b>Other Income</b>	<b>2e</b>						
Vacancy Support from Diocese		6,229	-	-	-	6,229	3,000
Other Income		1,975	-	-	-	1,975	117
13 Insurance claim		100	-	-	-	100	-
Assets introduced		2,199	-	1,049	3,924	7,172	-
		<b>10,503</b>	<b>-</b>	<b>1,049</b>	<b>3,924</b>	<b>15,475</b>	<b>3,117</b>
<b>A Total Income</b>		<b>162,482</b>	<b>18,261</b>	<b>8,690</b>	<b>3,924</b>	<b>193,357</b>	<b>209,882</b>

# The PCC of Cannock and Huntington

## Financial Statements for the Year Ended 31st December 2019

Finance Form  
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<b>EXPENDITURE</b>		<b>3</b>	<b>Unrestricted Funds</b>	<b>Designated Funds</b>	<b>Restricted Funds</b>	<b>Endowment Funds</b>	<b>Total Funds 2019</b>	<b>Total Funds 2018</b>
			£	£	£	£	£	£
<b>Raising Funds</b>		<b>3a</b>						
<b>Costs of Generating Funds</b>								
17	Stewardship Costs		-	-	-	-	-	195
17	Costs of Fund Raising		1,838	-	-	-	1,838	958
17	Coffee Morning Costs		46	-	-	-	46	-
			<b>1,884</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,884</b>	<b>1,153</b>
<b>Charitable Activities</b>		<b>3b</b>						
<b>Church Activities</b>								
18	Mission Giving and Donations		7,261	-	-	-	7,261	7,939
19	Diocesan Parish Share - current year		84,608	-	-	-	84,608	80,545
19	Diocesan Parish Share - prior year		2,000	-	-	-	2,000	-
20	Salaries and Wages		27,731	-	-	-	27,731	27,919
21	Clergy and Staff Expenses		1,419	-	-	-	1,419	4,975
21	Vacancy Costs		3,684	-	-	-	3,684	-
<b>Church Expenses</b>								
22	Church Expenses (Mission and Evangelism)		54	-	530	-	584	399
23	Church Running Expenses (incl Governance)		9,470	14,068	5,510	-	29,049	17,490
23	Church Running Expenses - Insurance		3,954	-	-	-	3,954	3,814
	Depreciation written back/on disposals		-	-	-	-	-	(24,579)
24	Church Utility Bills		11,278	-	-	-	11,278	11,909
25	Cost of Trading (Magazine, bookstall etc)		3,042	-	-	-	3,042	2,650
25	Church Hall & Centre Running Costs		25,138	-	-	-	25,138	-
25	Church Hall & Centre Utility Bills		6,387	-	-	-	6,387	-
<b>Major Capital Expenditure</b>								
27	Major Repairs to the Church		1,888	-	-	-	1,888	53,031
28	Major Repairs to Church Hall & Centre		2,527	-	-	-	2,527	-
29	New Building Work		-	-	-	-	-	-
			<b>190,442</b>	<b>14,068</b>	<b>6,040</b>	<b>-</b>	<b>210,550</b>	<b>186,092</b>
<b>Other Expenditure</b>		<b>3c</b>						
99	Other Expenditure		-	-	-	-	-	-
			-	-	-	-	-	-
<b>C</b>	<b>Total Expenditure</b>		<b>192,326</b>	<b>14,068</b>	<b>6,040</b>	<b>-</b>	<b>212,434</b>	<b>187,245</b>

# The PCC of Cannock and Huntington

## Financial Statements for the Year Ended 31st December 2019

Finance  
Form Box  
Number

### 4 Allocation of Support Costs

Support costs comprise Trustee Training and Governance Costs etc. Due to the nature of the financial activities of the PCC, these would be allocated across Charitable Expenditure which comprises the majority of its expenditure and as such are automatically charged there.

### 5 (a) Staff Costs

	2019	2018
Wages & Salaries	£23,805	£27,919
Average number of employees	3	3

During the year the PCC employed 2 administrative officers, and 1 verger (all part-time). The related pension contributions were £202 (2018: £67) for these employees.

There were no employee benefits to key management personnel in the previous or current year.

The PCC use the National Employment Savings Trust (NEST), via the Diocesan Payroll Scheme, for its pension payments

### 5 (b) Related Parties

1 Trustee has been reimbursed £1,419 for travel and phone expenses incurred during the year.

No other expenses were paid to any other PCC member, persons closely connected to them or related parties.

Donations from related parties (PCC members) totalled £7,438

### 5 (c) Fees for the examination of the accounts

	2019	2018
Independent Examiner's fees	£150	£150

### 6 Analysis of Transfer between Funds

W Bowen Trust - *reanalysis of investments held*  
investments - *reanalysis of investments held*  
Total

Endowment Funds
£
(4,787)
4,787
-

## 7 (a) Tangible Fixed Assets

<i>All unrestricted</i>	Freehold Buildings £	Fixtures, Fittings & Equipment £	Total £
<b>At Cost or Valuation</b>			
As at 1st Jan	1,384,218	11,712	1,395,930
Additions in the Year	-	-	-
Disposal in the Year	-	(11,712)	(11,712)
Revaluation (if any)	-	-	-
<b>Value at 31st Dec</b>	<b>1,384,218</b>	<b>-</b>	<b>1,384,218</b>
<b>Accumulated Depreciation</b>			
As at 1st Jan	-	11,712	11,712
Charge for the Year	-	-	-
Depreciation written back	-	-	-
Disposals	-	(11,712)	(11,712)
<b>Value at 31st Dec</b>	<b>-</b>	<b>-</b>	<b>-</b>
Net Book Value at 1st Jan 2019	1,384,218	-	1,384,218
<b>33 Net Book Value at 31st Dec 2019</b>	<b>1,384,218</b>	<b>-</b>	<b>1,384,218</b>

Freehold buildings are shown at cost, and relate to Gloucester Way, St Luke's Centre, and St Barnabus Church Hall. Fixtures and fittings are depreciated at 20% per year on a straight line basis.

## 7 (b) Fixed Asset Investments

	At 1st Jan £	Additions £	Disposals £	Transfers £	Change in Market Value £	At 31st Dec £
<b>Unrestricted funds</b>	-	-	-	-	-	-
<b>Restricted funds</b>	-	-	-	-	-	-
<b>Endowment funds</b>						
Dorothy Linford Trust	27,033	-	-	-	5,056	32,089
Fabric Fund	125,667	-	-	-	23,507	149,174
Cannock Ecclesiastical Purposes	-	3,924	-	-	734	4,658
<b>32 Total</b>	<b>152,700</b>	<b>3,924</b>	<b>-</b>	<b>-</b>	<b>29,297</b>	<b>185,921</b>

All investments are held with CCLA in the Investment Fund. There are 1,674 shares for the Dorothy Linford Trust, 7,782 shares held for the Fabric Fund and 243 shares in the Cannock Ecclesiastical Purposes Charity.

There is a connected charity, called St Luke's Charity (registered with the Charities Commission, no. 243361) with 2 Trustees, that are also Trustees of this charity. St Luke's Charity has investments vested in the Vicar and Wardens of Cannock and Huntingdon.





## 8 Current Assets

### 8 (a) Current Asset Investments

There are no current asset investments

### 8 (b) Debtors

*All unrestricted*

Gift Aid recoverable  
Prepayments and accrued interest  
Other debtors

34

	2019 £	2018 £
Gift Aid recoverable	-	1,344
Prepayments and accrued interest	1,944	2,163
Other debtors	-	-
	<b>1,944</b>	<b>3,507</b>

### 8 (c) Cash at Bank and in hand

CBF Deposit Accounts  
St Luke's Current Account  
St Barnabas Church Hall  
St Luke's Advance Fees  
St Thomas's Current Account  
St Luke's Church Centre  
St Luke's Office Account  
Interior Decorating Scheme

31

	Unrestricted £	Designated £	Restricted £	Endowment £	2019 Total £	2018 £
CBF Deposit Accounts	(56,478)	98,006	23,868	1,296	66,692	59,231
St Luke's Current Account	23,528	-	-	-	23,528	55,978
St Barnabas Church Hall	7,217	-	-	-	7,217	11,732
St Luke's Advance Fees	2,815	-	-	-	2,815	5,086
St Thomas's Current Account	18,919	-	631	-	19,549	13,517
St Luke's Church Centre	25,600	-	-	-	25,600	22,638
St Luke's Office Account	590	-	-	-	590	-
Interior Decorating Scheme	-	-	1,049	-	1,049	-
	<b>22,191</b>	<b>98,006</b>	<b>25,547</b>	<b>1,296</b>	<b>147,041</b>	<b>168,182</b>

## 9 Liabilities

*All unrestricted*

### 9 (a) Amounts falling due in one year

Accruals of Utilities  
Diocesan Parish Share  
Other Creditors

35

	2019 £	2018 £
Accruals of Utilities	710	950
Diocesan Parish Share	-	-
Other Creditors	537	-
	<b>1,247</b>	<b>950</b>

### 9 (b) Amounts falling due after one year

Deferred Parish Share  
Other Creditors

35

Deferred Parish Share	-	-
Other Creditors	-	-
	-	-

## 10 Summary of Assets by Fund

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total £
Fixed Assets	1,384,218	-	-	-	1,384,218
Investment Assets	-	-	-	185,921	185,921
Current Assets	24,135	98,006	25,547	1,296	148,985
Current Liabilities	(1,247)	-	-	-	(1,247)
<b>F</b>	<b>1,407,106</b>	<b>98,006</b>	<b>25,547</b>	<b>187,217</b>	<b>1,717,877</b>

## 11 Summary of Fund Movements

	Reserves at 1st Jan £	Incoming Resources £	Resources Expended £	Investment Gains/Losses £	Transfers £	Reserves at 31st Dec £
Unrestricted Fund	1,436,950	162,482	(192,326)	-	-	1,407,106
Designated Funds						
Bell Fund	3,807	28	(301)	-	-	3,534
Organ Fund	11,485	1,139	(895)	-	-	11,728
Car Park & Grounds	5,134	11,157	(8,806)	-	-	7,486
Bequest Fund	73,387	5,938	(4,066)	-	-	75,259
	<b>93,814</b>	<b>18,261</b>	<b>(14,068)</b>	<b>-</b>	<b>-</b>	<b>98,006</b>
Restricted Funds						
Dorothy Linford Trust	985	961	(1,176)	-	-	770
Fabric Fund	15,808	4,485	(2,446)	-	-	17,846
Fabric Fund - St T	-	2,196	(1,888)	-	-	308
Chair Fund - St T	322	-	-	-	-	322
Barnabas Mission Fund	5,782	-	(530)	-	-	5,252
Interior Decorating	-	1,049	-	-	-	1,049
	<b>22,897</b>	<b>8,690</b>	<b>(6,040)</b>	<b>-</b>	<b>-</b>	<b>25,547</b>
Endowment Funds						
W Bowen Trust	6,083	-	-	-	(4,787)	1,296
Investments	147,913	3,924	-	29,297	4,787	185,921
	<b>153,996</b>	<b>3,924</b>	<b>-</b>	<b>29,297</b>	<b>-</b>	<b>187,217</b>
<b>Total Funds</b>	<b>1,707,657</b>	<b>193,357</b>	<b>(212,434)</b>	<b>29,297</b>	<b>-</b>	<b>1,717,877</b>

### Designated funds

**Bell Fund** - monies held for the maintenance of the bells

**Organ Fund** - monies held for the maintenance and upkeep of the organ

**Car Park & Grounds** - monies held for the maintenance of the church grounds

**Bequest Fund** - monies left to the parish for specific purposes

## Restricted funds

**Dorothy Linford Trust** - maintenance, repair and preservation of the Parish Church, the church furnishings & equipment

**Fabric Fund** - monies held for the maintenance of the fabric of the church

**Chair Fund** - to replace the chairs at St Thomas'

**Barnabas Mission Fund** - monies held for the St Barnabas Mission building

**Interior Decorating Scheme** - Funds set aside for the interior decorating of the vicarage at 11 Sherbrook Road. For up to £250 added to this account by the parish each year, the Diocese add a bonus of 25% (maximum £62.50). The funds are held by the Diocese on behalf of the parish.

## Endowment funds

**W Bowen Trust** - an endowment held in CBF Deposit account. The income can be used for general church purposes.

**Investments** - monies held in investments, the income from which can be used by the Church.

## 12 SOFA Comparatives

*(previous year)*

### Income and Endowments

Voluntary Income

Activities for Generating Funds

Investments

Church Activities

Other

**Total Income**

### Expenditure

Church Activities

Raising Funds

Other

**Total Expenditure**

**Net income/(expenditure)**

Net gain/(losses) on investment

**Net Income/(Expenditure)**

Transfer between Funds

**Net Movement in Funds**

**Total Funds brought forward**

**Total Funds carried forward**

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total Funds £
Voluntary Income	70,518	42,476	-	-	112,994
Activities for Generating Funds	6,969	11,374	-	-	18,343
Investments	288	62	5,254	-	5,604
Church Activities	69,824	-	-	-	69,824
Other	3,117	-	-	-	3,117
<b>Total Income</b>	<b>150,716</b>	<b>53,912</b>	<b>5,254</b>	<b>-</b>	<b>209,882</b>
<b>Expenditure</b>					
Church Activities	1,153	-	-	-	1,153
Raising Funds	148,924	30,928	6,240	-	186,092
Other	-	-	-	-	-
<b>Total Expenditure</b>	<b>150,077</b>	<b>30,928</b>	<b>6,240</b>	<b>-</b>	<b>187,245</b>
<b>Net income/(expenditure)</b>	<b>639</b>	<b>22,984</b>	<b>(987)</b>	<b>-</b>	<b>22,637</b>
Net gain/(losses) on investment	-	-	-	(2,325)	(2,325)
<b>Net Income/(Expenditure)</b>	<b>639</b>	<b>22,984</b>	<b>(987)</b>	<b>(2,325)</b>	<b>20,312</b>
Transfer between Funds	29,000	(29,000)	-	-	-
<b>Net Movement in Funds</b>	<b>29,639</b>	<b>(6,016)</b>	<b>(987)</b>	<b>(2,325)</b>	<b>20,312</b>
<b>Total Funds brought forward</b>	<b>1,407,310</b>	<b>99,829</b>	<b>23,884</b>	<b>156,321</b>	<b>1,687,345</b>
<b>Total Funds carried forward</b>	<b>1,436,950</b>	<b>93,814</b>	<b>22,897</b>	<b>153,996</b>	<b>1,707,657</b>

# Independent Examiner's Report to the trustees/members of the PCC of Cannock and Huntington

Registered Charity number: 1157373

I report on the accounts for the year ended 31st December 2019 which are set out on the following pages.

## **Respective responsibilities of the Trustees and Independent Examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under Section 144 of the Charities Act 2011 (the Charities Act) that an independent examination is needed.

It is my responsibility

- to examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

## **Basis of Independent Examiner's Statement**

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair" view and the report is limited to those matters set out in the statement below.

## **Independent Examiner's statement**

In connection with my examination, no material matters have come to my attention which give me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records
- 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 come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed: .....

Date: .....

Jonathan Hill FCMA CGMA  
Lichfield Diocesan Board of Finance  
St Marys House, The Close, Lichfield Ws13 7LD