# Report of the Trustees and Financial Statements for the Year Ended 31 December 2020

for

St Mary West Acklam

# Contents of the Financial Statements for the Year Ended 31 December 2020

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#### Report of the Trustees for the Year Ended 31 December 2020

The trustees present their report with the financial statements of the charity for the year ended 31 December 2020. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

# **OBJECTIVES AND ACTIVITIES**

#### Objectives and aims

When planning activities for the year the incumbent and the PCC have considered the Charities Commission guidance on public benefit and in particular the specific guidance on charities for the advancement of religion. In particular the Church seeks to preach the Christian Gospel and provide pastoral care for all who seek it. The PCC seeks to support the work and the aims of the Mission Statement drawn up by the Middlesbrough Deanery Synod which describes the mission of the church as follows:

"To bring people to a living faith in Christ and to witness for Christ and his teaching".

#### Significant activities

It can be said that the PCC pursues its aims by supporting eight main areas of work in the parish.

- 1. Worship: Every effort is made to make the regular services accessible to newcomers and also edifying and challenging to the established worshippers. The occasional offices of the church, such as weddings, funerals and baptisms are often a way of making contact with new people.
- 2. Church Organisations: These vary in character and purpose, but they provide social activities for many church and non church people and enable the Church to be in contact with a large number of people.
- Local Institutions: Contact with these has been maintained by the Clergy. They include two one primary academy, Teesside Hospice, a residential home and one care home.
- 4. Publication: This includes the monthly "Parish News", a weekly 'Pew Sheet, occasional information leaflets for special events and introduction letters. Service sheets for Christmas services are also produced. The church has a website which has links and is constantly updated. A 'Facebook' page is maintained so contact through social media is possible.
- 5. Special Events and Activities: These are intended to be both financially and socially beneficial to the parish and its mission, the festival of Christmas trees being a successful and now annual event.
- 6. Stewardship: The PCC is committed to teaching and practising stewardship as a basic Christian duty and a means of promoting God's work in the parish and beyond.
- 7. Teaching: The PCC encourages and supports regular teaching through bible study, Advent and Lent courses, together with preaching and teaching by the incumbent..
- 8. Wider Mission: The parish supports Christian work beyond the parish by giving to mission and charities, and also by the work of individuals in local voluntary groups and clergy visits to schools and hospitals.

NB: during the pandemic occurring from March 2020, of necessity, given rulings by the government, at times the church has been closed and all activities curtailed. Where possible contact and pastoral care has been maintained using telephone calls, e-mails, Facebook and the website.

#### ACHIEVEMENT AND PERFORMANCE

#### Charitable activities

During the last year the PCC has continued the mission of the Church in a number of ways.

# Worship:

The PCC has sought to maintain the worship of Almighty God in the parish. In practice this has meant maintaining the Church building to a high standard. It has involved heating and lighting the Church building and providing the necessary requisites and materials for worship, such as candles, altar wine and worship books When due to the pandemic the building has been closed for services, service material and prayers have been provided by e-mail, Facebook and the website..

During the year there were 5 Baptisms, 2 Marriages, 6 Funerals in Church and 5 Funerals taken at the Crematorium. no people attended worship on Easter Day and 20 attended worship on Christmas Day.

#### Report of the Trustees for the Year Ended 31 December 2020

#### **ACHIEVEMENT AND PERFORMANCE**

#### Mission and ministry

The PCC has provided support for mission and ministry of the Church in a number of ways. It has supported:

- a) The ordained ministry of the Church by paying our 'Freewill Offering' to a sacrificial level.
- b) The wider work of the Church, by donating to missions and caring organisations through parish activities.
- c) The Vicar in her work in the Church and Community by paying her expenses and providing a forum for discussion and planning.
- d) The Church is floodlit to act as a visible sign of the Church's presence in the Community.
- e) Due to the pandemic the Church Hall was mothballed from March 2020 as government rulings meant no organisation could use it.

#### Giving

The PCC seek to set an example in giving both in time and money and make sure that the principles of Christian Stewardship are taught.

#### **FINANCIAL REVIEW**

#### Reserves policy

It is PCC policy to maintain a balance on readily realisable unrestricted funds equal to approximately six months unrestricted payments. This is considered sufficient to cover emergency situations that may arise from time to time.

Total receipts on ordinary unrestricted funds were £112,449 and are detailed in the Financial Statements. This includes a legacy of £30,000 and a single donation of £22,000. £77,087 was spent to provide the Christian ministry from St. Mary's Church, including the Freewill Offering to the diocese. During 2020 the Freewill Offering by St. Mary's was £43,800.

The net surplus on unrestricted fund was £35,362 as detailed in the Financial Statements.

Without the generosity of the two individuals who provided the legacy and the donation referred to above unrestricted fund would show a deficit of £16,638.

# STRUCTURE, GOVERNANCE AND MANAGEMENT

#### Governing document

The charity is an unincorporated charity controlled by its governing document, the Parochial Church Powers Measure (1956) as amended, and the Church Representation Rules.

# Recruitment and appointment of new trustees

The method of appointment of PCC members is set out in the Church Representation Rules 2011. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

#### Organisational structure

The PCC has one member of ordained clergy, one church warden and nine lay members.

With the following sub-groups:

Standing: -prepares for PCC meetings and carries out essential business between the meetings.

Finance: -assists the treasurer in developing the financial policy of the PCC.

Pastoral and Mission: - looks to support those who are housebound by regular visits and ways of furthering the mission of the church. Also looks at music and worship within the church.

Fund Raising: - arranges events and special occasions to raise funds for the church and its mission.

Church Buildings: - oversees maintenance of the church, churchyard, church hall and 41 Ambleside Grove.

Children and Young People: - oversees all the work involving children and young people.

Friends of St Mary's: - encourages stewardship in the wider community.

Child Protection Officer: - Mrs G Dorman-Smith.

Magazine editors: -Due to the pandemic the magazine could not be delivered and therefore from the April 2020 issue it has been placed on the website. The editors run the two websites and also the Facebook entries.

#### Report of the Trustees for the Year Ended 31 December 2020

#### REFERENCE AND ADMINISTRATIVE DETAILS

St. Mary's West Acklam Church is situated in Middlesbrough. It is part of the Diocese of York within the Church of England. The Parochial Church Council (PCC) is a charity and has registered with the Charities Commission. Its registered charity number is 1133302. Its members act as trustees of the Church's resources.

Membership following the AGM April 2019: NB the 2020 AGM did not take place until 8 November and the churchwarden, PCC members and Deanery representatives stayed in post until that meeting with the retiring churchwarden having to stay in post until 21 February 2021.

Incumbent: Rev Norma Rao Church Warden: Mr R Willis

Deanery Synod Representatives until November 2020 (ex officio members) : Mrs M Morrell, Mrs J Carr, Mr B Livingstone.

Elected Members: Mr A Carr Mrs W Hirst Mrs C Marchant Mrs J Foley Mrs J Lomas

There are 84 on the Electoral Roll at 31 December 2020 (68 live in the parish and 16 outside the parish boundary). Regular attendances at Church main services average 36 adults and 1 under the age of 16.

#### **EVENTS SINCE THE END OF THE YEAR**

Information relating to events since the end of the year is given in the notes to the financial statements.

The Parochial Church Council are responsible for the maintenance and integrity of corporate and financial information included on the charity's website.

The Vicar, Churchwarden and PCC are grateful to all who contributed to the work of the Church during the year.

Approved by order of the board of trustees on 6 May 2021 and signed on its behalf by:

R Willis - Trustee

## Independent Examiner's Report to the Trustees of St Mary West Acklam

## Independent examiner's report to the trustees of St Mary West Acklam

I report on the accounts of St Mary West Acklam Church for the year ended 31 December 2020 which are set out on pages 5 to 13.

## Respective Responsibilities of Trustees and Examiner

The church's trustees are responsible for the preparation of the accounts. The church's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 ('the Act') and that an independent examination is needed.

It is my responsibility to:

- · Examine the accounts under section 145 of the Act
- Follow all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act; and
- . To state whether particular matters have come to my attention.

#### **Basis of Independent Examiners Report**

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

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

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

Colin Shaughnessy BA FCA Chartered Accountant

C. Short

7 Cleveland Avenue MIDDLESBROUGH

TS5 7RR

6 May 2021

# Statement of Financial Activities for the Year Ended 31 December 2020

	Notes	Unrestricted fund	Restricted funds	2020 Total funds £	2019 Total funds £
INCOME AND ENDOWMENTS FROM Donations and legacies	2	92,611	-	92,611	46,720
Charitable activities Fees for weddings, baptisms and funerals		3,261	-	3,261	5,904
Income from fundraising Investment income	3 4	9,431 7,146	569	10,000 7,146	29,516 8,279
Total		112,449	569	113,018	90,419
EXPENDITURE ON Raising funds	5	20,082	_	20,082	27,522
Charitable activities Church activities Church hall restoration	6	57,005 -	2,281 9,186	59,286 9,186	74,846 9,186
Total		77,087	11,467	88,554	111,554
NET INCOME/(EXPENDITURE)		35,362	(10,898)	24,464	(21,135)
RECONCILIATION OF FUNDS					
Total funds brought forward		500,724	52,173	552,897	574,032
TOTAL FUNDS CARRIED FORWARD		536,086	41,275	577,361	552,897

# Balance Sheet 31 December 2020

		Unrestricted fund	Restricted funds	2020 Total funds	2019 Total funds
FIVER AGGETS	Notes	£	£	£	£
FIXED ASSETS Tangible assets	10	425,432	37,063	462,495	473,513
CURRENT ASSETS					
Debtors	11	5,362	_	5,362	5,040
Cash at bank and in hand		107,191	4,212	111,403	80,104
		112,553	4,212	116,765	85,144
CREDITORS Amounts falling due within one year	12	(1,899)	-	(1,899)	(5,760)
NET CURRENT ASSETS	3	110,654	4,212	114,866	79,384
TOTAL ASSETS LESS CURRENT LIABILITIES		536,086	41,275	577,361	552,897
NET ASSETS	1	536,086	41,275	577,361	552,897
FUNDS	13				
Unrestricted funds	13			536,086	500,724
Restricted funds				41,275	52,173
TOTAL FUNDS					3000 30000 0000
TOTAL FUNDS				577,361	552,897

The financial statements were approved by the Board of Trustees and authorised for issue on 6 May 2021 and were signed on its behalf by:

B Livingstone - Trustee

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J Lomas - Trustee

# Notes to the Financial Statements for the Year Ended 31 December 2020

#### 1. ACCOUNTING POLICIES

#### Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland', the Church Accounting Regulations 2006 and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

#### Income

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

Collections and planned giving are recognised when received by or on behalf of the PCC. Income tax recoverable on gift aid donations is brought into account as the associated income is recognised.

Legacies are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its receipt is reasonably certain.

#### Expenditure

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 a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

The policy of the PCC is to set the freewill offering due to the diocese of York at a level considered fair to both the parish and the wider diocese. The Freewill Offering, once set is considered a constructive obligation and accounted for in the period to which it relates.

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

#### Raising funds

Funds raised by a fête, garden party similar events and the sale of magazines are accounted for before deduction of related expenditure. Such expenditure is included in the appropriate expense account.

Rental income from church premises is recognised as it falls due.

#### Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Church Hall Renovation - Straight line over 15 years

Fixtures and fittings - 25% on cost

All expenditure incurred in the year on individual items under £500 is written off.

The church hall and Ambleside Grove are valued based on insurance valuations as at September 1997.

#### **Taxation**

The charity is exempt from tax on its charitable activities.

# **Fund accounting**

Unrestricted funds represent funds that are not subject to any restriction regarding their use and are available for the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

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# Notes to the Financial Statements - continued for the Year Ended 31 December 2020

## 1. ACCOUNTING POLICIES - continued

#### Consecrated land and buildings and moveable church furnishings

Consecrated and beneficed property of any kind is excluded from the accounts by Section 10(2)(a) of the Charities Act 2011. Movable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require a special faculty for disposal are accounted for as inalienable property unless consecrated. They are listed in the Church's inventory which can be inspected at any reasonable time. For inalienable property acquired prior to 1998 there is insufficient cost information available and therefore such assets are not valued in the accounts. Items acquired since 1 January 1998 have been capitalised and depreciated over their estimated useful life (initially over four years) on a straight line basis. All expenditure incurred in the year on consecrated or beneficed buildings or on the repair of movable church fittings acquired before 1 January 1998 is written off.

2.	DONAT	TIONS	AND	LEGACIES

۷.	DUNATIONS AND LEGACIES		
		2020	2019
		£	£
	Gift aided giving	26,746	25,919
	Other giving	6,045	11,316
	Income tax recovered	7,820	8,962
	Legacies	30,000	250
	Donations	22,000	273
	Donations	22,000	
		92,611	46,720
			=
3.	INCOME FROM FUNDRAISING		
		2020	2019
		£	£
	Fêtes, bazaars, etc	3,013	7,323
	Youth group fund	118	603
	Church flowers fund	165	794
	Friends of St Mary's income	286	
			3,141
	Magazine sales and advertising	1,415	2,462
	Church hall lettings	5,003	15,193
		10,000	29,516
		====	====
4.	INVESTMENT INCOME		
	THE	2020	2019
		£	£
	Rents receivable	(575)	
		6,917	7,800
	Church of England deposit fund interest	229	479
		7,146	8,279
5.	RAISING FUNDS		
	Investment management costs		
		2020	2019
		£	£
	Support costs	3,223	1,904
	oupport oodto	5,225	1,904

# Notes to the Financial Statements - continued for the Year Ended 31 December 2020

6.	CHARI	TABLE	ACTIVITIES	COSTS

6.	Charitable activities Church activities Church hall restoration	Direct Costs (see note 7) £ 49,576 9,186	Mission Giving £ 691	Support costs (see note 8) £ 9,019	Totals £ 59,286 9,186
		58,762	<u>691</u>	9,019	68,472
7.	DIRECT COSTS OF CHARITABLE ACTIVITIES				
				2020 £	2019 £
	Trustees' expenses			1,579	2,249
	Upkeep of services			1,796	1,631
	Free will offering			43,800	43,200
	Youth group expenses			125	632
	Church flower costs			31	908
	Church and churchyard restoration Honoraria			413	3,273 75
	Depreciation			11,018	10,362
				58,762	62,330

Charitable activities costs include the sum of £43,800 (2019: £43,200) in respect of the Freewill Offering to the Diocese of York.

As a of result of grant funding of £38,169 and the receipt of a legacy of £150,000 restricted to the purpose, the PCC carried out restoration of the church hall. Depreciation of £9,186 on previously capitalised expenditure has been included in Costs of Charitable Activities on restricted fund. Expenditure in excess of grant funding and the legacy is taken from general church funds. This means that all hall restoration expenditure now comes from the general fund.

#### 8. SUPPORT COSTS

Investment management costs Church activities	Management £ 3,2239,019
	12,242

Support costs, included in the above, are as follows:

#### Management

<u></u>			2020	2019
	Investment			
	management	Church	Total	Total
	costs	activities	activities	activities
	£	£	£	£
Church light, heat and water	-	5,305	5,305	10,956
Church insurance	**	2,622	2,622	2,519
41 Ambleside Grove costs	2,008	-	2,008	1,062
Management fees- Ambleside Grove	1,215		1,215	842
Postage, stationery and copying		182	182	1,445
Church maintenance		910	<u>910</u>	3,489
	3,223	9,019	12,242	20,313

# Notes to the Financial Statements - continued for the Year Ended 31 December 2020

8.	SUPPORT COSTS - continued
	Finance

	2020	2019
	Total	Total
	activities	activities
	£	£
Bank charges	*	25

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9.	TRUSTEES' REMUNERATION AND BENEFITS							
	There were no trustees' remuneration or other benefits for the year ended 31 December 2020 nor for the year ended 31 December 2019.							
	Trustees' expenses				2020	2019		
	Trustees' expenses				£ 1,579 ———	£ 2,249 ——		
10.	TANGIBLE FIXED ASSETS		41	Church	Fixtures			
		Church Hall £	Ambleside Grove £	Hall Renovation £	and fittings £	Totals £		
	COST At 1 January 2020 and 31 December 2020	352,768	72,663	137,770	7,815	571,016		
	DEPRECIATION At 1 January 2020 Charge for year	-	-	94,292 9,186	3,211 1,832	97,503 11,018		
	At 31 December 2020	-	-	103,478	5,043	108,521		
	NET BOOK VALUE							
	At 31 December 2020	352,768	72,663	34,292	2,772	462,495		
	At 31 December 2019	352,768	72,663	43,478	4,604	473,513		
	41 Ambleside Grove is currently	used as an inv	estment asset.					
11.	DEBTORS: AMOUNTS FALLING	DUE WITHIN	ONE YEAR					
	Prepayments and accrued incom	e			2020 £ 5,362	2019 £ 5,040 ———		

# Notes to the Financial Statements - continued for the Year Ended 31 December 2020

12.	CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		2020	2019
	Accruals and deferred income		£ 1,899	£ 5,760
13.	MOVEMENT IN FUNDS		Net	
		At 1.1.20 £	movement in funds £	At 31.12.20 £
	Unrestricted funds General fund	500,724	35,362	536,086
	Restricted funds Youth group Church flowers Church hall restoration fund Friends of St Mary's Fund	1,715 593 43,478 6,387 ————————————————————————————————————	(7) 134 (9,186) (1,839) (10,898)	1,708 727 34,292 4,548 ————————————————————————————————————
	TOTAL FUNDS	552,897	24,464	577,361
	Net movement in funds, included in the above are as follows:			
	Unrestricted funds General fund	Incoming resources £	Resources expended £ (77,087)	Movement in funds £ 35,362
	Restricted funds Youth group Church flowers Church hall restoration fund Friends of St Mary's Fund  TOTAL FUNDS	118 165 - 286 - 569 113,018	(125) (31) (9,186) (2,125) (11,467) (88,554)	(7) 134 (9,186) (1,839) (10,898) 24,464
	Comparatives for movement in funds	At 1.1.19 £	Net movement in funds £	At 31.12.19 £
	Unrestricted funds General fund	511,679	(10,955)	500,724
	Restricted funds Youth group Church flowers Church hall restoration fund Friends of St Mary's Fund	1,471 707 52,664 7,511 62,353	244 (114) (9,186) (1,124) (10,180)	1,715 593 43,478 6,387 52,173
	TOTAL FUNDS	574,032	(21,135)	552,897

# Notes to the Financial Statements - continued for the Year Ended 31 December 2020

# 13. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds
Unrestricted funds	05.000	(00 E00)	(40 OFF)
General fund	85,608	(96,563)	(10,955)
Restricted funds			
Youth group	876	(632)	244
Church flowers	794	(908)	(114)
Church hall restoration fund	-	(9,186)	(9,186)
nds of St Mary's Fund	3,141	(4,265)	(1,124)
	4,811	(14,991)	(10,180)
TOTAL FUNDS	90,419	(111,554)	(21,135)

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.1.19 £	Net movement in funds £	At 31.12.20 £
Unrestricted funds General fund	511,679	24,407	536,086
Restricted funds Youth group Church flowers Church hall restoration fund Friends of St Mary's Fund	1,471 707 52,664 7,511	237 20 (18,372) (2,963)	1,708 727 34,292 4,548
	62,353	(21,078)	41,275
TOTAL FUNDS	574,032	3,329	577,361

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds
Unrestricted funds General fund	198,057	(173,650)	24,407
Restricted funds Youth group Church flowers Church hall restoration fund Friends of St Mary's Fund	994 959 - 3,427	(757) (939) (18,372) (6,390)	237 20 (18,372) (2,963)
	5,380	(26,458)	(21,078)
TOTAL FUNDS	203,437	(200,108)	3,329

# Notes to the Financial Statements - continued for the Year Ended 31 December 2020

## 14. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2020.

#### 15. POST BALANCE SHEET EVENTS AND GOING CONCERN

During the year and subsequent to the balance sheet date a global pandemic known as COVID19 has resulted in the intermittent closure of all public buildings including churches. For St Mary's this has resulted in a dramatic fall in income without a corresponding decrease in expenditure. The PCC have addressed this by taking what measures they can to maximise income and minimise expenditure including a drive to encourage people to give by bank transfer which is ongoing. The PCC are confident that as a result of these measures coupled with the likely reopening of places of worship the charity can continue as a going concern for at least twelve months from the date of signing the accounts.