

The Rectorial Benefice of Eglwysilan and Caerphilly



St Ilan St Martin St Peter & St Cenydd St Andrew St Catherine

www.parishofcaerphilly.org.uk

Registered Charity Number 1131172

The Rectorial Benefice of Eglwysilan and Caerphilly PCC

AKA The Benefice of Eglwysilan and Caerphilly, the Benefice of E&C

PAROCHIAL CHURCH COUNCIL TRUSTEE REPORT AND FINANCIAL STATEMENTS 2020

The Benefice is situated in - **Caerphilly and the Aber Valley**

Within the **Area Deanery of - Merthyr Tydfil and Caerphilly**

Within the **Archdeaconry of Morganwg**

Which is part of the **Diocese of Llandaff** within **the Church in Wales**

The dedication of the Church(es) in the Benefice and location(s) is/are

- St Ilan's Church, Eglwysilan,
- St Martin's Church, St Martins Road, Caerphilly
- St Catherine's Church, Mill Road Caerphilly
- St Andrew's church, Troed-y-Bryn, Penyrheol, Caerphilly

Key Names and addresses for the Benefice:

- Incumbent(s) - Revd Mark Greenaway-Robbins, The Rectory, Rectory Close Caerphilly CF83 1EQ
- Principal office - The Rectory, Rectory Close, Caerphilly CF83 1EQ
- Independent Examiner - David Lo, Johns Jones and Lo, 16 Lambourne Crescent, Llanishen, Cardiff, CF14 5GF
- Banker(s) - National Westminster Bank, 31 Cardiff Road, Caerphilly
- Architect - Amanda Needham, Volute Architects Ltd., 22 Merton Green, Caerwent, NP26 5AT
-

The names of the persons who served as PCC members and Trustees during the financial year are:

- Clergy – during the year it was:-
 - Revd Mark Greenaway-Robbins (Rector) – 2/3 time from September 2020,
 - Revd Pauline Smith (Vicar)
 - Revd Edward Le Brun Powell (Curate)/Vicar
 - Ceri Holloway (Ordinand) – to June 2020
 - Revd Andrew Highway (NSM) to June 2020
 - Revd Martine Lewis (NSM) from June 2020
 - Ruth James (Ordinand)
- Church Wardens – AKA Benefice Wardens - Deryn McAndrew, and
 - Amanda Thomas (to May 2020), Barbara Turner from May 2020
- Paid staff – Benefice Administrator – Nerys Beckett
- Sub Wardens –
 - St Martin's – Duncan McAndrew and Mike Charnell-White
 - St Catherine's - None
 - St Andrew's - Angela Anderson, Margaret Ware
 - Eglwysilan - None
- Readers – None

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- Elected Officers
 - Secretary – Nerys Beckett and Deputy, Pat Chucas (until July 2020)
 - Treasurer – Deryn McAndrew, and Deputy, Mary Duggan
 - Gift Aid Secretary – Peter Jones
 - Other PCC
 - St Martin's – John Child, Clive Evans
 - St Catherine's – Janice Roberts, Lynne Weston, Daphne Holdsworth and Alan Dixon
 - St Andrew's – Gwyneth Smart and Laurie Brown
 - Eglwysilan – Ron Lewis, Peter and Julia Rawlins (to vestry), Lesley Owens (to Vestry)
- Co-opted members - Mary Duggan, Peter Jones, and Pat Chucas (until July 2020).

The PCC met 5 times during the year (average attendance of 17).

Subsidiary Groups

This year has again seen ongoing development of the Ministry Area Leadership Team (MALT) – consisting of the Rector, all clergy and the Benefice Wardens, the Benefice Administrator and Ordinand. They continue to meet to review urgent matters requiring action, including pastoral matters and general administration related to the Ministry Area and the PCC meetings. During the COVID pandemic, they have met between 3 and 5 times a week, depending on matters in hand.

The PCC operates through groups that have delegated authority to perform specific tasks, and which report to the PCC at agreed intervals – see "structure and governance" below:-

Parish Share

There are no arrears of parish share or quota due to the Diocesan Board of Finance.

Treasurer's Report – Financial review - Deryn McAndrew, Benefice treasurer

A report on the financial activities of the Parochial Church Council, including the ways in which the activities of the parish have been funded and the funding proposals for the future

These financial statements have been prepared in accordance with the Statement of Recommended Practice for Charities (SORP FRS102), as amended in February 2016 with Update bulletin 1, and effective from 1/1/16. This Benefice is defined as a "smaller charity", because income does not exceed £500,000.

The PCC policy on reserves used to be to hold 2 months worth of operating costs and a prudent amount to address any serious building issues that may arise as an emergency - hence aiming to hold £60k unrestricted funds. During the year, it became apparent that this was insufficient to meet serious emergencies, and the PCC agreed to raise it to £92k. The year-end value of this fund was £5k below the new target for reserves.

In normal times, the main sources of income are "direct giving" from our congregations, and associated tax refunds. However, the impact of having the churches closed and then open only in a socially distanced way has had a devastating effect, and this year direct giving/tax refunds were £15k short of the Diocesan quota. A forecasting tool developed during the early part of the year indicated that the unrestricted fund would be totally expended before year-end.

Action was taken as follows:-

- Increase in electronic gift direct (£286pm more by year-end)
- Increase in standing orders (£200pm more by year end)

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- Development of "Give a Little" through the web site – resulted in £844 of donations to the unrestricted fund by year-end
- Reduction of expenditure – switching off all that was not needed – this was only partly successful, because we quickly realized that for safety reasons we needed to maintain the buildings adequately for when they would be allowed to re-open
- The most successful action was to pursue grant funding for COVID income replacement, and we were awarded £55k in total - partly from the Diocese to bolster our unrestricted income, and part from the Heritage Lottery Emergency Fund, to offset the unavoidable costs of maintaining the buildings.

The policy of the Benefice is that major works to the buildings are resourced through fundraising and by seeking grant funding. Fundraising has been very low this year (because of COVID), but we have been fortunate to have obtained £72k in grant funding as well as £35k in legacies. The year-end position on all the restricted funds held by the Benefice is shown in detail in Note 9 of the financial statements. It will be noted that:-

- Although there have been major works completed during the year at high cost, this has been balanced by income, so that the net year-end position is reduced by £13k but still healthy.
- Some funds which should by rights be classified as "restricted" are included as "unrestricted" - namely the churchyards and the "Missions" funds, which are always "over-expended" in the year, so having them in the unrestricted fund makes control of that fund easier through the year.
- Details of individual expenditure amounts over £1000 are reported to the PCC 6 monthly.

The "Benefice Mission Action Fund" is the only designated fund, and is intended for strategic mission projects, as well as managing several small areas of mission in the Benefice. During the year, there were two main areas of unexpected and urgent expenditure – namely

- the replacement of lead from the tower which was damaged during an attempted theft (uninsured while scaffolding was in place),
- the building of a new garden of remembrance to allow interments to continue as the old garden of remembrance was rapidly filling up.

The Mission Action Fund was used to support this urgent work, but we were able to obtain a further grant from the diocese of £9000 to restore the fund so that the year-end reduction was only £766.

Monthly financial reporting to the PCC and CAT meetings has continued this year in a simplified way – focussing at Benefice rather than Church level – although the latter can be extracted from the SAGE system which is used to record all financial activity upon request.

As ever, team working is the key to success - the Benefice treasury team includes Mary Duggan on book-keeping, and Lesley Owens/Duncan McAndrew on checking the allocation of payments before input. Additionally, church treasurers have continued to do banking at all churches, and prepare analyses of income for input to our accounting tool, SAGE. A small team of accountants (John Child and Gerald Rees) assist in providing advice on accounting matters. This structure has been invaluable during this difficult year, as has the support we have received from the diocese. My very grateful thanks go to them and to all our advisors, including our auditor – together we can report a job very well and faithfully done, under trying circumstances.

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Public Benefit

The Trustees have been made aware of the Charity Commission guidance on public benefit.

Structure, Governance and Management

The **governing document** is the constitution of the Church in Wales which is available online at

<http://www.churchinwales.org.uk/structure/representative-body/publications/downloads/the-constitution/>

The Benefice was created in January 2015 by combining the previous parishes of Eglwysilan and Caerphilly. The Trustees are listed above, and they make up the **Parochial Church Council (PCC)**, which is the body of trustees with legal responsibility for the running of the charity.

The Trustees are appointed according to the rules in the constitution, each for a term of one year. They include the whole team of full-time clergy, two Benefice wardens, four members from each church, and a few co-opted members – all having equal voting rights. One churchwarden is appointed by the Rector, and the other warden and PCC members are appointed by nomination and then (if necessary) by vote. The constitution allows for the option of sub-wardens being appointed for the individual churches, but in 2018, they were appointed for two of the churches only. During 2019, this was reviewed and the PCC agreed that this “mixed model” was not effective, and it was agreed that from the Vestry meeting in 2020, there would be no sub-wardens in any of the churches. One of the impacts of COVID was that we could not hold a Vestry meeting – so the structure remained as in 2019.

In normal times, all members of the electoral roll are able to stand for appointments, nominate candidates, and vote in the elections which are held in the Annual Vestry meeting each year. The electoral roll is updated once a year, and made available for checking by the congregation for at least 2 weeks before being accepted at the Annual Vestry meeting. In 2020, because of COVID, this did not happen, as advised by the Church in Wales and accepted by the PCC, so all officers remained in place from 2019.

The structure of the Benefice reporting to the PCC is as follows:-

- The **Ministry Area Leadership Team** (including Rector, clergy team, paid staff and Benefice Wardens) meet regularly to oversee Pastoral, Liturgical and all administrative matters in the Benefice, and to liaise with Diocesan and Church in Wales officers to obtain assistance and guidance as required to take new initiatives forward. They also facilitate preparation of proposals to the PCC.
- **Church Action Teams (CATs)** are established for each church family. These teams oversee the care of their assigned buildings and inventory, local fundraising to support their churches, and implementation of agreed procedures in their areas of responsibility. They make proposals to the PCC for major work, and any major spend.
- There is a set of **working groups** covering key areas of responsibility such as Health and Safety, Disability, Governance, Stewardship, Protection of Vulnerable people, Churchyard and buildings etc. All these typically include representatives from each of the four church families. They all report to the PCC as required – normally in the form of a summary report developed by the Benefice Wardens in consultation with the groups themselves.

During 2020, there has been a strategic review of these 70 separate working groups, resulting in a proposal to have 12 **development groups** to coordinate the work undertaken by the working groups in that area of ministry, and to develop improved ways of working and/or new areas of mission. This will be implemented in **2021**, along with the Diocesan Vision within which we will become one of 29 new Ministry Areas in the diocese.

Meetings were held in 2020 to drive forward the business of the Benefice, namely:-

- The normal business schedule of PCC meetings – meeting 5 times in 2020 with an average attendance of 17 people (out of a potential 24). Meetings after March were held on Zoom.
- MALT meetings held up to 5 times a week, depending on volume of business

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- Church Action Team meetings – fewer meetings were held because of COVID, but later in the year were held with Zoom - again attendances normally good.
- Pre-vestry and Vestry meetings were not held because of COVID, so the membership of the PCC and CATs remained as in 2019.
- Working group meetings were held as required, albeit most of them operate informally by e-mail. Many of them were not able to perform their duties or to meet because of COVID. However, some areas of activity this year were -
 - The magazine meeting continued to contribute to the new “Home resources” publication produced by the MALT
 - The Worship Leaders became involved in delivering “digital” services
 - The Pastoral Visiting Team was expanded to include people prepared to telephone regularly, and worked alongside the MALT in delivery of telephone pastoral services to all parishioners
 - The “green teams” continued to do (limited) work on the gardens in St Martin’s and St Andrew’s, and entered these gardens into “Wales in Bloom”, RHS “It’s Your Neighbourhood”, and Green Flag awards. They were both rewarded with certificates of achievement, despite no inspections having taken place because of COVID. They also promote recycling and wildlife activities.
 - The ECO-Church team was expanded to include representatives from all churches, and managed to win “Silver” for St Martin’s and “Bronze” for St Andrew’s. This was mostly done on Zoom.
 - The Property and Finance teams have been very busy – working over Zoom and e-mail to obtain grants to cover COVID and to help with urgent building works.

This has been a year of change, as ever – with changes in the clergy team and lay ministry as detailed above, but mostly because the COVID pandemic resulted in new and different challenges for the Benefice. The restriction on physical meetings required a new way of working, and meetings are now held on Zoom rather than in person.

The MALT has continued to further develop tools and equipment to assist in planning pastoral care and deployment of members of the team – new tools added this year to manage the workload and regulations include -

- “Pastoral Tracker” for planning and tracking telephone contact with parishioners
- The new website for communication, linked to Facebook and YouTube
- Digitally recorded services - including Zoom services and recorded reflections, sermons, study resources etc.
- A weekly e-mail broadcasting tool.
- The Home Resources set of documents which are posted out to all parishioners once a month
- Deadlines and Digital trackers to manage the varied workload.
- Sets of risk assessments for COVID-secure services – with associated “socially distanced” layouts
- A booking system with a dedicated phone line for managing numbers at services to avoid over-crowding
- Live streaming equipment to record in-person services – also for recording historical information for community interest and education

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Objectives and Activities

The declared purposes in our charity registration are:-

1. The provision of regular public worship.

The normal pattern of regular services was not delivered in 2020, other than for the first 3 months. After that smaller (socially distanced) services were offered as lockdown restrictions allowed. The timetable was:-

- Normal spread of services in all 4 churches on Sundays and weekdays until end March
- Churches closed in first lockdown – no services until 2nd August – after which one service each Sunday was offered at all except St Ilan (by their choice)
- Local lockdown – services cancelled in October
- Services resumed in November, but shut down again before Christmas - Christmas services curtailed to 2 services in St Martin's on Christmas Eve, plus one in each church on Christmas morning-

Weddings, Baptism and Funerals are normally offered to all parishioners, in all churches, under the rules set out by the Church in Wales. Holy Baptism is no longer required before Holy Matrimony, but Godparents at Holy Baptism must themselves be baptized. Numbers in 2020 were:-

- Funerals - 133 including interments and funerals held in the chapels of rest.
- Weddings - 3, including blessings and renewal of vows – none allowed for remainder of year.
- Baptisms – 5 – none allowed since late March (lockdown)

Special services are held to mark Saints days, the various seasons of the church, and other appropriate occasions.

During 2020, because the churches were closed, the concept of "digital services" was introduced – open to all via links on the website. Services as follows:-

- Ante communion on Zoom every Sunday at 9am from 9th August onwards
- Garden services through September
- Special services on Zoom for All Saints, All Souls, Remembrance, Advent carols, Advent Lessons and Carols, Christingle/nativity and St Catherine's Church 20th anniversary
- Cinema Church – when Zoom services was projected onto a screen in St Martin's for those without online facilities

1 Sacred space for personal prayer and contemplation

- this was provided when churches were allowed to be open

2 Pastoral work, including visiting the sick and bereaved

- visiting has not been possible, but has been replaced by telephone and "door-step" conversations – and (exceptionally) by clergy in cases of extreme need (e.g. end-of life)

3 Teaching of Christianity through sermons, small groups and assemblies in local schools

- Sermons are included in Zoom services,
- recorded reflections have been made available on YouTube
- Zoom study groups, and recorded school assemblies have been made available

4 Promoting the mission of the Church in Wales in aiding community cohesion through provision of activities for older people, children and other specific groups

While some of our activities ran in the first 3 months of 2020, lockdown in March meant that most of our activities had to stop.

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Casualties are - The Food Co-op and Community Café, , The Night Shelter, St Teilo Café, Cup'n'Chat, lunchtime concerts, craft and hobbies clubs, film club, Bingo, "Knit and Natter". "Open church" at St Martin's, St Ilan's church open all day, unattended, Contact the Elderly (now called "Engage"), Junior Church, carol concerts at Christmas, attending several care homes, Club 707, and Street Pastors. Also, the "children's corner" in each of St Martin's and St Catherine's and the Benefice Choir and Family Orchestra, and community use of buildings for Rainbows, Brownies and Guides, Aikido, Yoga, Dance classes, fitness dance, Slimming World, Toddlers group, etc., and the "recycling centre", has been closed.

New activities include

- the new website for communication, linked to FaceBook and YouTube
- digitally recorded services -including Zoom services and recorded reflections, sermons, study sources etc.
- a weekly e-mail broadcasting tool.
- The Home Resources set of documents which are posted out to all parishioners once a month
- A booking system with dedicated phone line for managing numbers at services to avoid over-crowding
- Live streaming equipment to record "in-person" services – also for recording historical information for community interest and education

Gifts, donations, grants and legacies

Donations amounted to £25k in the year

Grants were obtained as follows:-

- £55k for COVID income and expenditure replacement
- £72k for necessary work on property,
- £9k for the designated fund to replace funds made available for urgent pastoral matters
- £800 for youth work – not able to be used.

Legacies of £35k were received for work on the churches

Full details of these have been made available to the PCC.

Prepared by Deryn McAndrew - Benefice- Warden

Approved by the PCC on 18/3/21, and signed on their behalf by the Rector:-

Name: M. GREENAWAY ^{ROBBINS.} Signature: M. Gwyn-Robbins
Date:- 21 / 03 / 21

The Rectorial Benefice of Eglwysilan and Caerphilly PCC

aka The Benefice of Eglwysilan and Caerphilly, The Benefice of E&C



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**PAROCHIAL CHURCH COUNCIL FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020**

Areas which are not included in the parish accounts:-

- The Bellringers are members of the Bellringers Association in the Monmouth Diocese, and so their accounts are not part of the benefice accounts
- The Mother's Union is part of the world-wide association, so not included in the benefice accounts
- Similarly, GirlGuiding, Scouting, and other such church-related organizations are part of other organizations, and they contribute to the benefice with donations at Gift Day.

APPROVED by the Parochial Church Council (date)

and signed on its behalf

by (name) Rev'd Mark Greenaway-Robbins (Rector)

(signature)

M. Greenaway-Robbins

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THE BENEFICE OF EGLWYSILAN AND CAERPHILLY

INDEPENDENT EXAMINERS REPORT TO THE MEMBERS OF THE PAROCHIAL CHURCH COUNCIL

I report on the Financial Statements of the Benefice of Eglwysilan and Caerphilly:-
for the year ended 31 December 2020 which are set out on pages 4 to 10

Respective responsibilities of Parochial Church Council and 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") and that an independent examination is needed. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the institute of chartered accountants in England and Wales

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 report:

My examination was carried out in accordance with 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 matter has come to my attention

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Acthave not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Independent Examiner:

Signature:

Name:

Qualification:

Address:

David Lo
DAVID LO
CHARTERED ACCOUNTANT
16 LAMBOURNE CRESCENT
LLANISHEN
CARDIFF CF14 5GT

Date: 26.3.21

BENEFICE OF EGLWYSILAN & CAERPHILLY					
Statement of Financial Activities Benefice - to end december 2020 (after accruals)					
	Unrestricted Funds £	Restricted Funds £	designated Funds £	Total £	last year (inc. accruals)
Incoming resources					
DIRECT GIVING	69864			69864	93245
DONATIONS	16092	8015	1538	25645	18774
(fundraising) FOR MISSION	997			997	5697
TAX REFUNDS	20388	675		21063	22548
LEGACY GIFTS RECEIVED		35000		35000	2500
GRANTS RECEIVABLE	55551	71782	9800	137132	22874
MONEY RAISING (Fundraising)	1788	2373	39	4199	28073
FEES FOR SERVICES	18749			18749	27914
INVESTMENT INCOME inc fixed bonds	245	2577		2822	6069
Revaluation of CinW assets		2299		2299	5040
OTHER - PROPERTY & MISC	5565	758		6323	17664
Total incoming resources	189240	123478	11376	324094	250398
Resources expended					
BENEFICE SHARE	96117			96117	89626
PAROCHIAL EXPENSES STAFF	12386	161		12547	16634
OTHER SUPPORT FOR MINISTRY		21858		21858	14909
MAINTENANCE OF SERVICES	1990	289		2279	4751
GENERAL BENEFICE EXPENSES	11550	4712	511	16773	18376
MAINT. CHURCHES & CH YDS	29472	506		29978	38663
MAINT. HALLS & PROPERTY	5897			5897	9076
EXCEPTIONAL EXPENDITURE	386	120055		120441	43704
MISSIONS, WORLD & HOME	4784			4784	10835
COST OF MONEY RAISING	237			237	0
Total resources expended	162819	147580	511	310910	246574
Net of incoming/outgoing resources before transfers	26421	-24102	10865	13185	3824
Internal fund transfers					
- garden of remembrance design		1800	-1800	0	
- ST Martin's leadwork		2725	-2725	0	
- garden of remembrance - build		7000	-7000	0	
- NS cleared for charity	393		-393	0	
- garden funds reinstated	-286		286	0	
- food coop fund cleared to charity	300	-300		0	
Net increase/decrease of funds	26828	-12877	-766	13185	3824
Fund balances b/f at 1st January	59822	229350	41253	330424	326673
Fund balances c/fwd	86649	216473	40486	343608	330497
policy	92000				
difference	-5351				

Benefice of Eglwysilan and Caerphilly

BALANCE SHEET AT 31ST DECEMBER 2020

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	This Year Total £	Last Year Total £
Fixed assets							
Tangible assets	7	0.00				0.00	0.00
Investments - CinW	8			47283.77		47283.77	44984.74
Investments - Bond				155786.10		155786.10	153209.34
Total of Fixed Assets		0.00	0.00	203069.87	0.00	203069.87	198194.08
Current assets							
Debtors and stocks		7231.56		675.00		7906.56	6613.34
short-term investments						0.00	0.00
Bank Balance		81344.70	40486.34	129381.35		251212.39	248262.68
		88576.26	40486.34	130056.35	0.00	259118.95	254876.02
					check	259118.95	
Current Liabilities							
Creditors, short term		1926.97		186.31		2113.28	6106.63
Bank account							
Net Current Assets		86649.29	40486.34	129870.04	0.00	257005.67	248769.39
					check	257005.67	
Total assets less current liabilities		86649.29	40486.34	332939.91	0.00	460075.54	446963.47
					check	460075.54	
LESS.....							
Creditors falling due after one year				116466.00		116466.00	116466.00
N.B. BUT provision for repayment of the loan has been made within the re-ordering restricted fund							
TOTAL NET ASSETS		86649.29	40486.34	216473.91	0.00	343609.54	330497.47
					check	343609.54	
Capital funds							0.00
Permanent endowments						0.00	0.00
Expendable endowments						0.00	
Income funds							
Restricted	9			216472.56		216472.56	229349.61
Unrestricted: Ordinary	9	86649.29				86649.29	59895.28
Designated	9		40486.34			40486.34	41252.53
TOTAL FUNDS		86649.29	40486.34	216472.56	0.00	343608.19	330497.44
		0.00	0.00	1.35	check	343,608.19	

APPROVED by the Parochial Church Council

and signed on its behalf by

Rev'd Mark Greenaway-Robbins (Rector)

(Signature)

M. Greenaway-Robbins

Benefice of Eglwysilan and Caerphilly
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER

2020

1. Accounting policies

The Financial Statements have been prepared in accordance with applicable United Kingdom accounting standards, the "Statement of Recommended Practice" (SORP FRS102) issued by the Charity Commissioners and the Church in Wales Accounting Regulations. The historical cost convention is used except for the valuation of certain fixed assets, whose valuation basis is detailed in note 1a below. The accruals basis of accounting has been adopted. The principal accounting policies are applied consistently.

a. Fixed assets

Freehold property: Churches, Churchyards and Vicarages are vested in the Representative Body of the Church in Wales; such property forms no part of the assets of the Parish. Moveable Church contents require a faculty for disposal so are considered to be inalienable property and are not valued, nor recognised on the Balance Sheet. Expenditure incurred on Churches (including contents), Churchyards and Vicarages is written off when incurred.

Other freehold land and buildings are held in trust for the Parish by either the Representative Body, or the Llandaff Diocesan Board of Finance

The basis for valuation of other freehold land and buildings is :

Church Halls are stated at

section 7 below

Other freehold property at

section 7 below

No provision for depreciation of land and buildings is made.

Routine additions and replacements to Church Hall contents are charged to current expenditure.

Equipment; stated at **note 7**, is written off by depreciation over Five years.

Investment assets: are stated at mid-market values on the balance sheet date.

b. Funds

Endowments funds: are funds the capital of which must be maintained; 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.

Restricted funds: represent a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and by 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.

Unrestricted funds: are general funds which can be used for PCC ordinary purposes.

Designated Funds: are sums set aside out of General Funds for specific designated purposes. They can be transferred back to unrestricted funds at any time.

c. Incoming resources are all accounted for gross

Planned giving, collections and donations are recognised when received.

Indirect giving: Tax refunds are recognised as soon as the amounts are claimable.

Grants and Legacies are accounted for when the PCC is legally entitled to the amounts due.

Investment income: Dividends are accounted for when receivable; interest and tax recoverable are accrued. Where the PCC has not invested separately for each fund interest is apportioned to individual funds on an average balance basis.

All other income is generally recognised when it is receivable.

d. Outgoing resources

Quota is paid regularly and is included in expenditure for the year to which it relates.

Unrestricted fund grants (including donations to missions) are recognised when determined by the PCC.

Amounts received specifically for missions are dealt with as restricted funds and the liability for payment is recognised when the amounts are received.

All other expenditure is generally recognised when it is incurred.

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Benefice of Eglwysilan and Caerphilly
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER

(continued)

This Year

Last Year

£

£

2. Fees for Financial Statements examination/audit

Independent examiners fees for reporting on the Financial statements

1140

Audit fees

1080 0

Other fees paid to independent examiner or auditor

480 0

3. Paid employees

Gross wages and salaries

20796 13300

Employer's national insurance costs

0

Pension contributions

875 552

Total staff costs

21671 13852

Average number of employees in the year

1 0

4. Payments to PCC members

Expenses paid to PCC members (other than clergy)

0 0

Number of PCC members paid expenses

0 0

Some insignificant clergy expenses may relate to their duties as PCC members.

PCC members receiving other benefits: none

0 0

5 Grants

A Payments to missions:

See Charity List attached

Payments made

Collections (£997) fully expended

C Other grants paid

Total Missions

Unrestricted £	Designated £	Restricted £	Total £	
			4784	13758
0	0	0	4784	13758
			0	
0	0	0	0	0
0	0	0	4784	13758

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Benefice of Eglwysilan and Caerphilly NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 DECEMBER

(continued)

This Year

Last Year

2020

£

£

6. Analysis of resources

incoming and expended

A Analysis of Special Fundraising Events

Fundraising events

less cost of fundraising

B ANALYSIS OF CHURCHYARDS

Income received through specified donations

plus churchyard fees

plus drawdown from endowment fund

plus transfers in for garden work

less remedial work on trees and paths

less expenditure on Grass cutting and refuse

Now treated as part of unrestricted fund

C Legacies

St Martins

St Catherine's

St Andrew's

D N.B. In the spirit of a request made by one member, their "planned giving" is restricted to St Catherine's maintenance and running costs. This has been fully expended in the year, hence not shown as a separate restricted fund.

Unrestricted £	Designated £	Restricted £	This Year £	Last Year £
997			997	28073
-237		0	-237	-920
760	0	0	760	27153
660			660	
5132			5132	9382
0			0	982
0			0	286
0			0	-4795
-10720			-10720	-10053
			0	0
-4928	0	0	-4928	-4197
34000			34000	1000
1000			1000	1500
			0	0
35000	0	0	35000	2500

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Benefice of Eglwysilan and Caerphilly NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 DECEMBER

(continued)

This Year

Last Year

2020

£

£

7. Tangible fixed assets

Cost or valuation:

Balance 1st January

Additions during year

Disposals during year

Balance 31December

Major equipment (such as photocopier) is leased

Accumulated depreciation

Balance 1st January

On disposals

Charge for the year

Balance 31December

Net book value 31December

Freehold property
£

Equipment
£

0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0

Freehold property descriptions:

No value has been included in respect of the Parish Hall. It has been sold to CCBC, and we await information on how much of that value will be assigned to the parish from the Board of Finance

Similarly - nothing has been included for St Catherine's church hall, because it is held by the RB under a trust. The nature of the trust - whether parochial or provincial is being examined

The two clergy houses are held by the RB in trust.

Clos Cae'r Wen was purchased using the money from the sale of Bartlett Street to give the parish 50% of the beneficial

interest.

We have 100% of the beneficial interest in St Andrew's house

8. Fixed asset investments

Market value at 1st January	44985.04	50685
Additions during year - none		701
Disposals (values received)		-11442
Net gains/(losses) on revaluation and disposal	2298.73	5041
Market Value at 31st December	47283.77	44985

Fixed asset investment descriptions:

The investments represent shareholdings held by the Representative Body of the Church in Wales, on behalf of St Martin's and St Catherine's Churches, and the Eglwysilan Churchyard.

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Benefice of Eglwysilan and Caerphilly NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 DECEMBER

(continued)

2020

9. Funds: (Permanent endowment = P; Expendable endowment = E; Restricted = R, Designated = D)

A NAME	No.	TYPE	PURPOSE			
			Balance	Incoming	Outgoing	Transfers
			1st Jan.	Resources	Resources	and loans
			£	£	£	£
Movements on major funds						
						Balance
						31st Dec.
						£
Permanent endowments						
St Ilan's Churchyard investment (see Note 3 below)	9		13203.28	702.34		13905.62
Total			13203.28	702.34	0.00	13905.62
Other RB investments						
St Catherine's RB investments	10		18917.39	910.88		19828.27
St M's reordering RB investments	11		12864.37	685.51		13549.88
Total			31781.76	1596.39	0.00	33378.15
Restricted funds						
Benefice Property Fund	5		52824.34	89205.90	-120560.82	20025.00
Benefice admin fund	6		17047.61	27623.00	-26181.53	
ST M Re-ordering (see Note 1)	7		114360.11	3066.29		-8500.00
Food Coop	8		132.20	1284.13	-837.75	-300.00
Total -inc Investments			229349.30	123478.05	-147580.10	11225.00
						216472.25
Designated funds						
Parish Mission fund	4		41252.53	11376.00	-510.52	-11631.67
Total			41252.53	11376.00	-510.52	-11631.67
						check
						40486.34
Unrestricted funds						
Benefice	1		59895.28	180172.85	-147411.57	-285.97
Churchyards	2		0.00	5792.00	-10720.00	
Missions (charity)	3		0.00	3350.20	-4835.74	692.64
Total			59895.28	189315.05	-162967.31	406.67
Grand total			330497			343608
check SOFA			330496.83			343608.19

ok

Note 1. This includes the Margaret Gatehouse legacy and the fixed term bonds

Note 3. This is included in the "restricted" column on the SOFA

10. Material Items

All items of expenditure over £1000 are declared to the PCC on a six monthly basis

Material items of income (Over £500) have been prepared also for the PCC

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Charity payments made in 2020

[illegible]