

ST. NICOLAS NEWBURY PAROCHIAL CHURCH COUNCIL

INDEPENDENTLY EXAMINED

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2020

ST. NICOLAS NEWBURY PAROCHIAL CHURCH COUNCIL

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ST. NICOLAS NEWBURY PAROCHIAL CHURCH COUNCIL

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS MEMBERS AND
ADVISERS
FOR THE YEAR ENDED 31 DECEMBER 2020**

PCC Membership

Members of the PCC are ex officio, elected by the Annual Parochial Church Meeting (APCM), or co-opted by decision of the PCC. During the year, the following served as members of the PCC:

Incumbent: Revd Will Hunter Smart (Chairman)

St Nicolas' Ordained & Licensed Staff: Revd Joy Mawdesley (Associate Rector)
Revd Janice Macdonald (Associate Minister)
Revd Jackie Fountain (Curate - appointed July 2020)

Churchwardens: Philip Davis (retired November 2020)
Tania Wolak
Richard Coward (elected November 2020)

Treasurer: James Lancaster

Secretary: Chris Philip

Member of the General Synod Graham Caskie

**Representatives on the Deanery Synod
(All elected until 2023)** Mark Knight
Helen Dean
Chris Davis.
Chris Philip
Samantha Mullender
Philip Davis (PCC Lay Vice Chair)

Elected Members (10)

Elected until 2021 Steve Wolak
James Wadham
Dawn Aldridge
Andrew Laidler

Elected until 2022 Jonathan South
Rebecca Bird
Nigel Freeman

Elected until 2023 James Lancaster (Treasurer)
Vivien Staunton
Sharon Coward

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**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS MEMBERS AND
ADVISERS
FOR THE YEAR ENDED 31 DECEMBER 2020**

Charity registered number

1128145

Principal office

Church Office,
St Nicolas Hall,
West Mills, Newbury,
Berkshire,
RG14 5HG

Accountants

James Cowper Kreston,
2 Communications Road,
Greenham Business Park,
Greenham,
Newbury,
Berkshire,
RG19 6AB

Bankers

Lloyds Bank plc,
3-5 Bridge Street,
Newbury,
Berkshire,
RG14 5BQ

Architects

Andrew Townsend,
Marlborough House,
2 Bromsgrove,
Faringdon,
Oxfordshire,
SN7 7JQ

ST. NICOLAS NEWBURY PAROCHIAL CHURCH COUNCIL

ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2020

The Members present their annual report together with the financial statements of the Parochial Church Council of the Ecclesiastical Parish of Newbury St Nicolas (the charity) for the year ended 31 December 2020. The Members confirm that the annual report and financial statements of the charity comply with the current statutory requirements, the requirements of the charity's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

1. STRUCTURE, GOVERNANCE AND MANAGEMENT

General

The parish covers the central area of Newbury, a mixture of residential and retail areas. St. Nicolas' Church is situated at the junction of West Mills and Bartholomew Street in the centre of Newbury, and the Church Hall is directly opposite the church building. The PCC also owns St. Nicolas' House, West Mills, and part owns the Curate's house in Braunfels Walk.

Correspondence for the PCC should be addressed to:
PCC Secretary
Church Office
St Nicolas Hall
West Mills
Newbury
Berkshire
RG14 5HG or sent via email to pccsecretary@st-nics.org

Day to day management is carried out by the Incumbent, the Revd Will Hunter Smart.

St Nicolas' is part of the benefice of St Nicolas' Newbury and St Mary's Speen which came into being on 1st April 2015 when the "Newbury Team" formally came to an end.

Method of Appointment or Election of Members

The appointment of PCC members is governed by and set out in the Church Representation Rules. This means that the membership of the PCC varies over time, with roughly a third of the elected membership being due for election each year at the church's annual meeting (the Annual Parochial Church Meeting). At the APCM in 2004, in accordance with Synodical Government Amendment Measure 2003, the PCC of St. Nicolas Newbury with St. Mary Speenhamland* was determined to include:

- 6 lay representatives if there are no more than 50 names on the Electoral Roll;
- 9 lay representatives if there are no more than 100 names on the Electoral Roll;
- if there are more than 100 names on the Electoral Roll, then 9 lay representatives plus 1 per additional 100 names or part thereof (up to a maximum of 13 members).

*As part of the re-structuring in 2015 the name St Nicolas Newbury with St Mary Speenhamland was changed to St Nicolas Newbury to avoid confusion with the name of the new benefice, St Nicolas' Newbury and St Mary's Speen.

Policies Adopted for the Induction and Training of Members

There are no formal induction procedures for new members, although advantage would be taken of any training courses arranged by the Diocese or Deanery as and when they occur. At the first meeting of the new PCC a briefing is given concerning the responsibilities of the members as trustees of the charity. Copies of the Church Representation Rules (2020) and A Handbook for Churchwardens and Parochial Church Councillors (2010 Edition) are available on request.

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ANNUAL REPORT (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

Organisational Structure and Decision Making

The PCC meets around ten times a year and operates through committees and a number of empowered teams who work day to day in support of the church's life. Where formal decisions are required, or matters of policy need to be approved, recommendations are made for consideration by the full PCC. The current structures operate as follows:

Standing Committee: This is the only committee required by law. Chaired by the Rector, it comprises the Associate Rector, Churchwardens, Treasurer, Secretary and Lay Vice Chair. It meets most months and has the power to transact the business of the PCC between its meetings, subject to any directions given by the Council.

Finance Committee: Chaired by the Treasurer, this committee oversees the general financial aspects of the work of St. Nicolas' by monitoring income and expenditure, budgeting, and co ordinating the annual review of the Christian Stewardship of money through planned giving.

Outreach Committee: This committee supports our missionary links, and recommends how our giving should be allocated between local, national and international charities as well as other groups or individuals.

Fabric: The fabric is managed by the Churchwardens and the Facilities Manager with the help of volunteers from members of the congregation recruited for specific tasks.

Town Team: This group was set up to lead and co-ordinate the response to the TOWN area of the 2012 St Nicolas Vision document; in particular "to dramatically increase the number of church members involved in existing church and community work"; and "to establish at least one significant new ministry for a particular local need we feel called to address".

Pastoral Care Team: As part of the St Nicolas Vision, we are committed to developing a reliable structure for pastoral care, covering every member of our congregation. A small leadership team oversees this work and responds to requests and information from the church office and members of the clergy with the help of volunteers.

Youth & Children: Amba Kennedy, our under 5's part time Minister, was on maternity leave from mid-February 2020. Hattie Norman was appointed on a temporary basis to cover the maternity leave. However, Amba resigned from her post in October 2020. Because of the inability to conduct face to face group meetings due to Covid 19 restrictions, it was decided not to fill the vacant post this year. Our Children's Minister, Caroline Chichester, continued to work online with the 5-10 year old children and Edward Carthy, Youth Minister, was in charge of the work with young people up to 18 years ("Pathfinders" and "the Firm"). The children's and youth work were both supported by a small team of parents so as to enable the Young People's ministry to continue as effectively as possible online using Zoom.

2. OBJECTIVES AND ACTIVITIES FOR THE PUBLIC BENEFIT

St. Nicolas' PCC has the responsibility to co-operate with the Incumbent and his staff in promoting in the parish the whole mission of the church: pastoral, evangelistic, social and ecumenical. It also has responsibilities as an employer for the staff it employs and maintenance responsibilities for the church building and other buildings owned by the PCC.

The primary objective of the PCC is the promotion of the Gospel of our Lord Jesus Christ according to the doctrines and practices of the Church of England. We aim to welcome all people from Newbury and the surrounding area, as well as visitors, to join our worship and other activities. When planning activities, the Incumbent and the PCC continue as a matter of course to include consideration of the public good as a major factor in their decision making and have verified that their policies are in line with the Charity Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion.

Our Vision is to become a church of which it can truly be said that we are Good News for Newbury. This means:

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ANNUAL REPORT (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

Being Good News: through being actively involved and engaged at the centre of life in Newbury – meeting real local needs, serving in partnership with local organisations and above all demonstrating God's love in everything we do; and

Bringing Good News: bringing the message of love and life, security and hope, joy and peace, forgiveness, and reconciliation, which is at the heart of the Christian faith to the people of Newbury.

The PCC has for many years had a policy to donate 10% of its unrestricted income to charities or other good causes. Potential recipients are considered by the Outreach Committee and recommendations are made to the PCC; this includes national, international, and local charities, a number of which have local links to the church or its members. In 2020, £34,700 was donated to Outreach activities on the recommendation of the Outreach Committee.

Church Membership

In October 2020 the Church Electoral Roll, was updated resulting in a new total of 286. This compares with 298 members at the end of 2019.

3. ACHIEVEMENTS AND PERFORMANCE

Overview of 2020

In 2020 the church was led by the Rector, Revd Will Hunter Smart, with the support of Revd Joy Mawdesley as Associate Rector. In July Revd Jackie Fountain came to join them as Curate. They were supported by a gifted staff team comprising Edward Carthy (Youth Minister); Caroline Chichester and Hattie Norman (Joint Children's Ministers, Hattie doing a maternity cover for Amba); Marcia Wadham (Ministry Apprentice); Belinda Bowrey (Facilities Manager); Mandy Maskell (Church Administrator); and Libby Lake (Rector's PA).

Inevitably the work of the church could not have been accomplished without the many people who faithfully gave their time and talents, week in week out. From January to March this was much as normal. The bells were rung to welcome people to services, beautiful floral arrangements adorned the church building, the congregation was welcomed by a team of stewards, refreshments were served after the services, the worship, sound, projection and prayer teams all functioned well. In addition, the church grounds were carefully maintained by a wonderful team of volunteers throughout the year.

With the onset of the first lockdown at the end of March, our buildings had to close but the church remained open. We had to find new ways of being a church. Services were pre-recorded from the clergy's homes or even their garden shed! Many new volunteers, including children and young people, got involved by making video recordings of themselves reading the Bible, leading the prayers or talking about life in lockdown. The children and young people did a great job of being presenters in their children's work and many of the adults tuned in to see what they were up to as it was so professional and fun. The worship team became incredibly creative and resourceful recording and mixing worship songs for us, complete with beautiful photography. Many hours were dedicated to making these special recordings which really helped with our worship during the first lockdown.

In July and August, we were able to return to meeting physically in a safe and socially distanced way by running services carefully adhering to the 'Conduct of Public Worship' guidelines from the Church of England. Preparing the building and instructing the stewarding teams to run safe services involved a great deal of preparation and many thanks go to Mandy Maskell and Belinda Bowrey, Church Administrator and Facilities Manager respectively, for making this possible. These in-person services happened alongside the pre-recorded services, so staff members and volunteers were frequently working doubly hard to make everything happen smoothly.

During the second lockdown in November, we began livestreaming our services from the church building. When we opened for a congregation again in December this enabled everyone to be together, joining in the same service either in the building or at home. We were also able to celebrate our Christmas services onsite and online. Over the last few months, we have seen many new volunteers step forward to help with the new livestream team, ably led by Paul Fountain and Steve Wolak.

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ANNUAL REPORT (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

3. ACHIEVEMENTS AND PERFORMANCE (continued)

Throughout the year much work has been done pastorally as well. Printed copies of the service and church news were delivered to those who have been unable to access the internet, many phone calls have been made to the lonely and assistance given to those in need. Christmas cards were also delivered to everyone in the parish as well as every member of the church, reminding them of God's love and that we are here for them.

Worship

The church aims to be one which is constantly growing in relationship with God, both individually and corporately. To this end, from January to March in 2020 we held regular church services every Sunday at 8am, 10am and 6pm. The 10am service also included an occasional All Age Celebration. From the onset of the first lockdown, we have focused on doing one service well, while being careful to include participants from the different congregations so everyone can feel involved.

Prayer is essential to all the church does and with the pandemic the 'Encounter' corporate prayer meetings moved from being held monthly to weekly over Zoom. These have been a kind of engine room for everything else going on in the church.

Fellowship

The church aims to nurture the Christian life that the whole church shares and celebrates together. Naturally much of our fellowship in 2020 had to move online and the planned church weekend away had to be postponed. We did manage to have a men's and women's breakfast and, more recently, a whole church breakfast, over Zoom which were very well attended and appreciated. These have given the church family opportunities to "see" each other and to be encouraged by great testimonies as the speakers shared what God was doing in their lives. Homegroups (usually between 10 and 15 people) and even smaller DNA groups (three people meeting for more personal discussion and prayer) played a more vital role than ever last year, meeting weekly over Zoom and enabling people to connect in a more intimate way, share how they were doing and encourage one another in the faith. Anyone who was not already a member of a homegroup was encouraged to join one, so that everyone had a smaller group of people with whom they could connect in a more meaningful way.

Mission

The church looks to express our desire to work for God's Kingdom in the world. A key part of this is giving people regular opportunities to learn and respond to the good news of Jesus Christ. To this end we held the Alpha course starting in January and in late February began a course called "Talking Jesus" to help equip church members to share their faith. Sadly, this was curtailed with lockdown. "Hidden Treasures", a group for parents and carers of young toddlers, was launched after February half term in the church building itself. With messy play, a construction zone, café, sensory room and together time, its aim was to be a place to find fun, friendship and faith. Once again this had to be put on hold almost as soon as it began. Another important element of the church's outreach is the annual Holiday Club which in 2020 ran for a week online at the end of July with a theme of "Search and Rescue". Craft packs were prepared in advance for families to collect and 87 children from the church and local community booked on and engaged with this, many more than would have been able to participate in the building itself. Other ways in which the church demonstrated its desire to work for God's kingdom in the world included the continued work of the CAP (Christians Against Poverty) Debt Centre. "Meet Monday", led by Pete and Christine Winmill of 'Count Everyone In' continued to reach out to people with learning disabilities and autism, although this, like most things, proved much harder online.

Finally, the church continued to support its valued overseas mission partners. In January 2020 a team of eight volunteers from one homegroup went out to Uganda to help run a holiday club for about 600 children. The holiday club is an annual event organised by one of our mission partners, BIOJEMMSS, so it was great to be able to offer physical support to this venture. In addition to the regular prayer and financial support for our mission partners, the proceeds of the Harvest Festival were gifted to the church's mission partners in Lesotho, Kenya and Uganda. Our Christmas collection was given to help Home-Start West Berkshire with the valuable work they are doing in this country, particularly through the pandemic.

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ANNUAL REPORT (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

3. ACHIEVEMENTS AND PERFORMANCE (continued)

Future Plans

As we look to the future, our vision continues to be 'Good News for Newbury'. We want to be good news and to bring good news to our town. Our specific plans are articulated in the goals of our 2019 Vision Document, which we seek to achieve over the next two years, as follows:

1. Encourage and enable everyone in the church family to connect with our corporate prayer life, at different times and in different ways.
2. Encourage and enable everyone in the church family to commit to a mid-week small group, as part of their growth as a disciple of Christ (e.g. home group; prayer triplet; 'DNA' group; seasonal course).
3. Develop a new welcome and integration process, with a clear 'pathway' for newcomers, to enable them quickly to become part of our church family and able to serve as soon as they feel ready.
4. Conduct a worship review, focusing on our Sunday services, to clarify direction and identify current and future needs (resources, leadership, staffing) so that we better enable corporate worship where we encounter God and connect with one another.
5. Agree and adopt a development plan for our church building to better serve the current and future ministry of our church and the wider Newbury community, and to create a more welcoming, worshipful environment for all visitors, seven days a week.
6. Ensure the successful establishment and full integration of three new outreach ministries within the life of our church, embracing the accompanying challenges and changes they will bring: Newbury CAP Debt Centre; Meet Monday (for adults with learning disabilities); Hidden Treasures (for parents and toddlers).
7. Work with St Mary's Speen, aiming to plant a new congregation in the Benefice, with a focus on the Brummell Grove estate in Speen, for example a regular afternoon 'Messy Church'.

In all our planning for the future, we recognise that we are entirely dependent upon God and his blessing. Our ultimate confidence is in him alone, and we exist for his glory and purposes, not ours. "May God be gracious to us and bless us and make his face shine on us – so that your ways may be known on earth, your salvation among all nations" (Psalm 67:1,2).

4. FINANCIAL REVIEW

Summary of unrestricted fund activity in 2020

In December 2019, as we were finalising our budget for 2020, we anticipated that we would end the forthcoming year having recovered our free reserves position to the extent that we would no longer need to allocate any emergency reserves to cover our day-to-day activities. Note that our free reserves comprise cash funds that are available for allocation over and above the level of reserves we must always keep to hand according to our reserves policy.

This would be achieved with an increase of £9,000 in stewardship giving. The budget for 2020 was purposely set to include a relatively modest challenge compared to the previous year (in which our church family were asked to increase giving by £32,000) in acknowledgement of significant giving increase requests being put to our church family for a number of consecutive years.

Needless to say, within a few months of the start of 2020, our financial outlook for the year had changed dramatically as we entered the first lockdown of the coronavirus pandemic. Most significantly, our lettings income ceased immediately and it also became apparent that our income from giving and donations would become a lot more uncertain as the economic impact of the pandemic was felt by our church family.

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ANNUAL REPORT (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

The uncertainty of the extent to which cost savings would be realised made forecasting a year-end position all the more difficult, but one thing we could be sure of was the obsolescence of our budget as a reflection of how the year would likely pan out.

A number of exceptional items from a financial perspective were again recorded this year, namely:

- an additional tithe grant of £436 relating to the significant legacy received in 2017;
- an insurance prepayment of £9,031 previously paid from a restricted fund;
- expenditure of £1,875 on the first stage of our church building vision project; and
- expenditure of £1,621 towards the launch of Hidden Treasures.

These four items contribute a total of £12,963 to our unrestricted expenditure thus materially impacting our unrestricted activity. So as to meaningfully reflect on our activities in 2020, the remainder of this report will ignore the impact of these items, thus aligning with how they were treated in our 2020 budget.

Thanks to an incredible response to the finance update presented to the church family in November 2020, we recorded an unrestricted surplus of £12,964 against a budgeted deficit of £5,129. This compares to a deficit of £14,792 in 2019.

Our stewardship giving in 2020 increased to £275,923, up from £267,518 in 2019. This reflects the fantastic response to the finance update that was put to the wider church family. A significant number of responses were received in the form of one-off donations that are not included in this stewardship figure, so it is worth noting that our total income from donations and legacies in 2020 increased to £370,265 (up from £351,438 in 2019) which compared to a budgeted figure of £358,242.

Our total unrestricted operational expenditure in 2020 (excluding the four exceptional items mentioned above) decreased materially to £384,675 (down from £422,496 in 2019). Within this, our Parish share (which was paid in full) increased by £1,946.

As mentioned in section 2 above (Objectives and Activities for the Public Benefit), the PCC continues to give 10% of our unrestricted income from donations away to other good causes both close to home and further afield. We feel that this is a vital part of our witness as a church and it is clear from scripture that we are all, individually and collectively, called to give what we can to God's work in the wider world. In 2020 our outreach giving amounted to £34,700, down from £38,143 in 2019. Note that these figures exclude outreach giving grants that were funded by the Shefford legacy and the Greenham Common Trust.

Legacy from Peter Shefford

The PCC continue to prayerfully consider how to use the legacy from the estate of Peter Shefford received in late 2017. The funds from this amazing and significant gift are ring fenced and held in dedicated savings accounts in order to keep them separate from our day-to-day unrestricted reserves.

The main item of expenditure funded by the Shefford legacy in 2020 related to the church building vision project as our Statement of Significance was finalised. This document represents the first step in planning the work we intend to undertake to give our church building the versatility and flexibility needed to deliver our vision.

The remaining legacy funds and those received as a part of the anonymous donation received in 2018 will be considered by the PCC throughout 2021 as we look to deliver our church vision that was launched in the autumn of 2019.

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ANNUAL REPORT (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

Summary of restricted fund activity in 2020

Our restricted fund activity in 2020 has seen a number of existing initiatives continue through the coronavirus pandemic (such as the Newbury CAP Debt Centre) and some new initiatives start as a result of it.

In 2020 we are reporting a restricted fund deficit of £4,118 (compared to £6,576 in 2019). The funds received as a part of the annual maintenance grant from the Newbury Church and Almshouse Charity (NCAAC) were not fully allocated to qualifying works in 2020. The £10,436 that remained at the year-end and the £2,503 that remained at the end of 2019 will be allocated towards qualifying works in 2021.

In late 2020, we set up a CAP Blessings fund which will be used to bless the clients of the Newbury CAP Debt Centre when they are in need of essential items such as white goods or school uniform. Only a very small amount of the donations received into this fund had been utilised by year-end. Depreciation incurred on assets which were purchased using restricted funds is the primary offsetting factor to the surpluses generated by the NCAAC grant and the CAP Blessings fund.

This year we have again made use of the LPW scheme through which Listed Places of Worship can reclaim the VAT on qualifying works to the church building. In 2020, reclaims of VAT on qualifying expenditure totalled £1,986.

Capital projects and church assets

No capital expenditure was recorded during 2020, so no new assets have been added to our Fixed Asset Register.

The capitalisation policy adopted by the church is set out in note 2.6 to the accounts that follow this report.

Reserves policy

The reserves policy as set out below and re-approved by the PCC in 2020 continues to be used. Our liquidity position in relation to the approved reserves policy is reported to the PCC on a regular basis as a part of our financial reports.

The policy commits the PCC to hold sufficient funds so as to meet our obligations across three expenditure categories. The first is to hold sufficient funds to cover two months' worth of routine expenditure, excluding depreciation and staff salary costs, to be held in an account so as to be immediately available. The second is to hold enough money to meet emergency expenditure on the church or hall building, to be invested so as to be available at no more than four weeks' notice. The third is to hold six months' worth of salary costs for staff employed by the PCC to be invested so as to be available at no more than six weeks' notice.

Per this policy, at the end of 2020 the required reserves based on our 2021 budget totalled £129,000. This was comprised of the following components:

- £46,500 to be immediately available to cover two months' worth of routine expenditure (excluding depreciation and staff salaries);
- £30,000 to cover emergency expenditure to the church or hall building, meaning £76,500 was required to be available at no more than four weeks' notice; and
- £52,500 to cover six months' worth of salary costs for staff employed by the PCC, meaning £129,000 was required to be available at no more than six weeks' notice.

At the end of 2020, the church had a total of £173,017 of current assets held as cash (excluding the ring-fenced funds from the Peter Shefford legacy and the anonymous donation). Of that figure, we held £125,459 as immediately available unrestricted funds. No additional unrestricted funds were invested subject to notice.

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ANNUAL REPORT (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

This therefore met the required liquidity position as set out in our reserves policy for immediately available funds and funds available at no more than four weeks' notice, but it did not meet the required liquidity position for funds available at no more than six weeks' notice. We did however anticipate that the net result of movements in our debtors and creditors within six weeks of the balance sheet date would generate a further £8,800 of cash. On this basis, we met the required liquidity position for funds available at no more than six weeks' notice.

At various stages throughout the year, the PCC reviews our free reserves (defined as the unrestricted funds above the level required to meet the PCC's obligations as set out in our reserves policy) with the aim to fully allocate them to specific special projects and other specific ministry areas.

Major items of expenditure, such as that relating to reordering or restoration of the organ would, by their size, require a separate fundraising activity and will generally not be funded primarily from reserves.

Risk management

The PCC examines the major risks that the Church faces each financial year. The Church has systems to monitor and control these risks to mitigate any impact they may have on the Church in the future.

In 2020, the PCC reviewed and re-approved the Risk Management policy that formalises our approach to the managing of risk across categories covering governance, operational, financial, external and regulatory factors. The accompanying Risk Register sets out the assessed impact and likelihood of the inherent risk for each identified item, the mitigating action the church has taken and the residual risk that remains. While the Risk Management policy is to be reviewed at least annually, the Risk Register is to be updated by the Finance Committee at least quarterly throughout the year as and when required changes are identified.

5. PARISH SAFEGUARDING POLICY

The following policy was agreed at the Parochial Church Council (PCC) meeting held on 20 July 2020. In accordance with the Church of England Safeguarding Policy our church is committed to:

- Promoting a safer environment and culture.
- Safely recruiting and supporting all those with any responsibility related to children, young people and vulnerable adults within the church.
- Responding promptly to every safeguarding concern or allegation.
- Caring pastorally for victims/survivors of abuse and other affected persons.
- Caring pastorally for those who are the subject of concerns or allegations of abuse and other affected persons.
- Responding to those that may pose a present risk to others.

The Parish will:

- Create a safe and caring place for all.
- Have a named Parish Safeguarding Officer (PSO) to work with the Incumbent and the PCC to implement policy and procedures.
- Safely recruit, train and support all those with any responsibility for children, young people and adults to have the confidence and skills to recognise and respond to abuse.
- Ensure that there is appropriate insurance cover for all activities involving children and adults undertaken in the name of the parish.
- Display in church premises and on the Parish website the details of who to contact if there are safeguarding concerns or support needs.
- Listen to and take seriously all those who disclose abuse.
- Take steps to protect children and adults when a safeguarding concern of any kind arises, following House of Bishops guidance, including notifying the Diocesan Safeguarding Adviser (DSA) and statutory agencies immediately.
- Offer support to victims/survivors of abuse regardless of the type of abuse, when or where it occurred.
- Care for and monitor any member of the church community who may pose a risk to children and adults whilst maintaining appropriate confidentiality and the safety of all parties.

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ANNUAL REPORT (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

- Ensure that health and safety policy, procedures and risk assessments are in place and that these are reviewed annually.
- Inform the Diocesan Safeguarding Team if we use an alternative DBS umbrella Body to APCS and if we receive any DBS Disclosures that are not clear.
- Review the implementation of the Safeguarding Policy, Procedures and Practices at least annually.

Each person who works within this church community will agree to abide by this policy and the guidelines established by this church.

This church appoints **Rebecca Bird** as the Parish Safeguarding Officer.

All members of the PCC undertook the C of E level one Safeguarding course this year.

6. TREASURER'S REPORT

Any review of 2020, financial or otherwise, will inevitably be dominated by the coronavirus pandemic. The finances of St Nicolas' were, for much of the year, posing significant challenges primarily due to lost income from lettings. Throughout the summer and autumn, we were anticipating that we would need to call upon between £30,000 and £35,000 of the reserves that we should keep available per our reserves policy to fund our activities to the end of the year.

Following an update in November 2020, in which our financial outlook was presented to the church family, an incredible response followed that transformed our year in a matter of weeks from one of relative dearth to one of significant budget outperformance. We are continuously thankful to God for putting St Nicolas' Church on the hearts of so many people, convicting them of the importance of Christian giving of time and skills as well as money, to enable His work.

A huge debt of gratitude is therefore owed to the congregation of St Nicolas' whose collective response enabled us to record unrestricted income from giving that was £12,000 above budget. Combined with income from lettings that was £23,000 below budget and total expenditure that was £27,000 below budget, we recorded a surplus of nearly £13,000 against a budgeted deficit of just over £5,000 which, given the significant challenges that 2020 presented, is a very blessed position to be in.

While 2020 understandably required us to essentially put projects related to our new vision on hold, the surplus we have recorded provides a strong foundation for our day-to-day finances allowing the PCC to re-focus on our vision of being good news and bringing good news to Newbury.

Thanks to the hard work of the Finance Committee, in particular our Financial Controller who I know the whole church family are thankful for, we have, with God's help, maintained a strong finance function even in light of the restrictions imposed by the pandemic. Aside from the amazingly generous response from the church family to address our financial challenges, highlights include:

- continuing to meet as a PCC, Standing Committee and Finance Committee online, so that the key decisions and considerations affecting the life of St Nicolas' could continue;
- the setting up of a CAP Blessings fund that will support any CAP Debt Centre clients who are in need of essential items such as white goods or school uniforms for their children; and
- helping to provide free hand sanitizer to local volunteer groups by facilitating a grant being made by the Greenham Common Trust to a local gin distillery who were able to amend their processes to play their part in tackling the spread of coronavirus.

As we look ahead to 2021, we must not become complacent about potential future financial challenges, especially given the uncertainty facing all charities in the current climate. We will again need to trust in God and the generosity of our committed church family to ensure our income and cost bases are in balance so as to enable the continuance of our existing ministries.

ST. NICOLAS NEWBURY PAROCHIAL CHURCH COUNCIL

**ANNUAL REPORT (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2020**

I would like to finish by again thanking our dedicated church family for their generosity, without which St. Nicolas' would be unable to minister to Newbury with the breadth and depth of community engagement that has become the norm in recent years. Thank you!

Approved by order of the members of the board of Members and signed on their behalf by:


.....

James Lancaster

Treasurer

Date: 21 April 2021

ST. NICOLAS NEWBURY PAROCHIAL CHURCH COUNCIL

**STATEMENT OF MEMBERS' RESPONSIBILITIES
FOR THE YEAR ENDED 31 DECEMBER 2020**

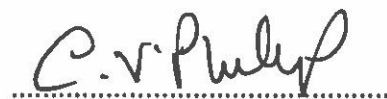
The Members are responsible for preparing the Members' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the Members 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 incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Members are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

The Members are responsible for keeping adequate accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the Trust deed. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Members and signed on its behalf by:



Chris Philip
PCC Secretary

Date: 21 April 2021

ST. NICOLAS NEWBURY PAROCHIAL CHURCH COUNCIL

INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 31 DECEMBER 2020

Independent examiner's report to the Members of St. Nicolas Newbury Parochial Church Council ('the Charity')

I report to the charity Members on my examination of the accounts of the Charity for the year ended 31 December 2020.

Responsibilities and basis of report

As the Members of the Charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the 2011 Act').

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

Independent examiner's statement

Since the Charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of The Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

Your attention is drawn to the fact that the Charity has prepared the accounts in accordance with 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) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has been withdrawn.

I understand that this has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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 Charity as required by section 130 of the 2011 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

ST. NICOLAS NEWBURY PAROCHIAL CHURCH COUNCIL

**INDEPENDENT EXAMINER'S REPORT (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2020**

This report is made solely to the Charity's Members, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Charity's Members those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Members as a body, for my work or for this report.

Signed: 

Mr M Farwell MA FCA DChA

Dated: 22/4/2021

James Cowper Kreston
Chartered Accountants
2 Communications Road
Greenham Business Park
Greenham
Newbury
Berkshire
RG19 6AB

ST. NICOLAS NEWBURY PAROCHIAL CHURCH COUNCIL

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2020**

	Note	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £	Total funds 2019 £
Income from:					
Donations and legacies	4	370,265	45,475	415,740	384,128
Charitable activities	5	7,338	12,027	19,365	27,770
Other trading activities	6	16,086	854	16,940	37,267
Investments	7	3,950	-	3,950	4,690
Other income	8	-	3,038	3,038	11,081
Total income		397,639	61,394	459,033	464,936
Expenditure on:					
Raising funds	9	8,271	-	8,271	25,022
Charitable activities	10	389,367	65,689	455,056	485,523
Total expenditure		397,638	65,689	463,327	510,545
Net gains on investments		-	177	177	1,006
Net income/(expenditure)		1	(4,118)	(4,117)	(44,603)
Net movement in funds		1	(4,118)	(4,117)	(44,603)
Reconciliation of funds:					
Total funds brought forward		471,963	451,022	922,985	967,588
Net movement in funds	1	(4,118)	(4,117)	(4,117)	(44,603)
Total funds carried forward		471,964	446,904	918,868	922,985

The Statement of financial activities includes all gains and losses recognised in the year.

The notes on pages 19 to 39 form part of these financial statements.

ST. NICOLAS NEWBURY PAROCHIAL CHURCH COUNCIL

**BALANCE SHEET
AS AT 31 DECEMBER 2020**

	Note	2020 £	2019 £
Fixed assets			
Tangible assets	17	487,510	512,240
Investments	18	-	6,384
		<u>487,510</u>	<u>518,624</u>
Current assets			
Debtors	19	26,803	33,296
Cash at bank and in hand		429,704	420,482
		<u>456,507</u>	<u>453,778</u>
Creditors: amounts falling due within one year	20	(20,149)	(31,383)
Net current assets		<u>436,358</u>	<u>422,395</u>
Total assets less current liabilities		<u>923,868</u>	<u>941,019</u>
Creditors: amounts falling due after more than one year	21	(5,000)	(18,034)
Total net assets		<u><u>918,868</u></u>	<u><u>922,985</u></u>
Charity funds			
Restricted funds	22	446,904	451,022
Unrestricted funds	22	471,964	471,963
Total funds		<u><u>918,868</u></u>	<u><u>922,985</u></u>

The financial statements were approved and authorised for issue by the Members and signed on their behalf by:


.....
Rev Will Hunter Smart


.....
James Lancaster
Treasurer

Date: 21 April 2021

The notes on pages 19 to 39 form part of these financial statements.

ST. NICOLAS NEWBURY PAROCHIAL CHURCH COUNCIL

**STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 DECEMBER 2020**

	Note	2020 £	2019 £
Cash flows from operating activities			
Net cash used in operating activities	25	(1,289)	(10,798)
Cash flows from investing activities			
Interest		3,950	4,690
Purchase of tangible fixed assets		-	(32,982)
Proceeds from sale of investments		6,561	-
Net cash provided by/(used in) investing activities		10,511	(28,292)
Change in cash and cash equivalents in the year		9,222	(39,090)
Cash and cash equivalents at the beginning of the year		420,482	459,572
Cash and cash equivalents at the end of the year	26	429,704	420,482

The notes on pages 19 to 39 form part of these financial statements

ST. NICOLAS NEWBURY PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

1. General information

St Nicolas PCC is an unincorporated charity. It is registered in England and Wales with charity registered number 1128145. The principal address of the Charity is Church Office, St Nicolas Hall, West Mills, Newbury, Berkshire, RG14 5HG.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements 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 2015), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

St. Nicolas Newbury Parochial Church Council meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

2.2 Going concern

The members consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

2.3 Income

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

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Trust that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

ST. NICOLAS NEWBURY PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

2. Accounting policies (continued)

2.3 Income (continued)

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

Collections are recognised when made.

Grants made to the PCC are accounted for as soon as the PCC is notified of entitlement and the likely amount due and are recognised in full on receipt. Such income is only deferred when the grant received specifically relates to expenditure on goods and services that contractually relate to post year end expenses.

Sales and publications are accounted for gross.

Rental income from the letting of church premises is accounted for when earned.

Parochial fees due to the PCC for weddings, funerals etc are accounted for on an event by event basis.

2.4 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. All expenditure including support costs and governance costs are allocated to the applicable expenditure headings.

Expenditure on raising funds are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities. .

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Charity's objectives, as well as any associated support costs. Support costs are those costs incurred directly in support of expenditure on the objects of the Charity.

Grants payable are charged in the year when the offer is made except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the year end are noted as a commitment, but not accrued as expenditure.

All expenditure is inclusive of irrecoverable VAT.

The Diocesan Quota or Parish Share is accounted for when payable and any quota unpaid at 31 December is shown as a creditor in the balance sheet. Other than grants payable, expenditure is included in the accounts on an accruals basis.

ST. NICOLAS NEWBURY PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

2. Accounting policies (continued)

2.5 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Charity; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

2.6 Tangible fixed assets and depreciation

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Consecrated and beneficed property is excluded from the accounts by the Charities Act 2011.

No value is placed on movable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this to be an inalienable property. All expenditure incurred during the year on consecrated or beneficed buildings and movable church furnishings, whether maintenance or improvement, is written off.

Other land and buildings held on behalf of the PCC for its own purposes are carried at cost. Depreciation is charged against the cost of the building to write this off over a period of 50 years. Any significant expenditure on building improvements is capitalised, whilst more minor repairs and general maintenance are written off as incurred.

Equipment used within the church premises is depreciated on a straight line basis either over 4 years or 10 years.

Individual items of equipment with a purchase price of £1,000 or less are written off in the period in which the asset is acquired.

2.7 Investments

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the balance sheet date, unless the value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and presented as 'Gains/(Losses) on investments' in the Statement of Financial Activities.

2.8 Current Assets

Amounts owing to the PCC at 31 December 2020 in respect of fees, rents or other income are shown as debtors less any provision for amounts that may prove uncollectible.

2.9 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

2.10 Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

ST. NICOLAS NEWBURY PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

2. Accounting policies (continued)

2.11 Creditors

Creditors are recognised when there is an obligation at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Creditors are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

2.12 Financial instruments

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2.13 Pensions

The Charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Charity to the fund in respect of the year.

2.14 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Members in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

The financial statements include transactions, assets and liabilities which the PCC control and can be held responsible for. They do not include the accounts of the church groups that owe an affiliation to another body nor those that are informal gatherings of church members.

ST. NICOLAS NEWBURY PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

3. Critical accounting estimates and areas of judgment

Estimates and judgments are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions:

The Charity makes estimates and assumptions concerning the future. The resulting accounting estimates and assumptions will, by definition, seldom equal the related actual results. The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are discussed below.

Critical areas of judgment:

Tangible fixed assets

Tangible fixed assets are depreciated over their useful lives taking into account residual values, where appropriate. The actual lives of the assets and residual values are assessed annually and may vary depending on a number of factors. Residual value assessments consider issues such as the remaining life of the asset and projected disposal values.

4. Income from donations and legacies

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £	Total funds 2019 £
Stewardship	275,923	-	275,923	267,518
Legacies	-	-	-	1,008
Offertories	2,556	-	2,556	7,135
Income Tax recoverable	66,061	1,500	67,561	60,809
Donations	25,725	43,975	69,700	47,658
	<u>370,265</u>	<u>45,475</u>	<u>415,740</u>	<u>384,128</u>
Total 2019	<u>351,438</u>	<u>32,690</u>	<u>384,128</u>	

ST. NICOLAS NEWBURY PAROCHIAL CHURCH COUNCIL

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020**

5. Income from charitable activities

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £	Total funds 2019 £
Church family events	-	-	-	163
Income from youth work and activities	469	-	469	3,178
Alpha	50	-	50	20
Town Team	-	15	15	819
Weddings and funerals	6,089	-	6,089	5,893
Evangelism	-	-	-	60
Discipleship	77	-	77	176
PRS	370	-	370	371
Men's ministry	-	-	-	5,813
St Nic's Kids	283	-	283	767
CAP DCM	-	11,600	11,600	8,846
Meet Monday	-	-	-	1,400
Hidden Treasures	-	412	412	264
	<u>7,338</u>	<u>12,027</u>	<u>19,365</u>	<u>27,770</u>
Total 2019	<u>16,441</u>	<u>11,329</u>	<u>27,770</u>	

ST. NICOLAS NEWBURY PAROCHIAL CHURCH COUNCIL

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020**

6. Income from other trading activities

Income from fundraising events

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £	Total funds 2019 £
Hall lettings	6,893	-	6,893	23,849
Braunfels walk rent	5,187	-	5,187	2,123
Newbury Spring Festival	-	-	-	5,367
Bellringers	-	189	189	450
Women's events	-	665	665	1,682
Other	4,006	-	4,006	3,796
	<u>16,086</u>	<u>854</u>	<u>16,940</u>	<u>37,267</u>
Total 2019	<u>35,135</u>	<u>2,132</u>	<u>37,267</u>	

7. Investment income

	Unrestricted funds 2020 £	Total funds 2020 £	Total funds 2019 £
Interest received	<u>3,950</u>	<u>3,950</u>	<u>4,690</u>
Total 2019	<u>4,690</u>	<u>4,690</u>	

In 2019 all of the income was to unrestricted funds.

ST. NICOLAS NEWBURY PAROCHIAL CHURCH COUNCIL

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020**

8. Other incoming resources

	Restricted funds 2020 £	Total funds 2020 £	Total funds 2019 £
Insurance claims	-	-	11,081
Government grants	3,038	3,038	-
	<u>3,038</u>	<u>3,038</u>	<u>11,081</u>
 Total 2019	 <u>11,081</u>	 <u>11,081</u>	

In 2019 all of the income was to restricted funds.

9. Expenditure on raising funds

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £	Total funds 2019 £
St Nicolas' House	3,828	-	3,828	20,833
Braunfels walk	4,443	-	4,443	4,189
	<u>8,271</u>	<u>-</u>	<u>8,271</u>	<u>25,022</u>
 Total 2019	 <u>13,941</u>	 <u>11,081</u>	 <u>25,022</u>	

ST. NICOLAS NEWBURY PAROCHIAL CHURCH COUNCIL

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020**

10. Analysis of expenditure on charitable activities

Summary by fund type

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £	Total funds 2019 £
Charitable activities - other activities	354,231	64,689	418,920	426,130
Charitable activities - grants	35,136	1,000	36,136	59,393
	<u>389,367</u>	<u>65,689</u>	<u>455,056</u>	<u>485,523</u>
Total 2019	<u>431,790</u>	<u>53,733</u>	<u>485,523</u>	

Summary by expenditure type

	Staff costs 2020 £	Depreciation 2020 £	Other costs 2020 £	Total funds 2020 £	Total funds 2019 £
Charitable activities - other activities	119,057	24,730	275,133	418,920	426,130
Charitable activities - grants	-	-	36,136	36,136	59,393
	<u>119,057</u>	<u>24,730</u>	<u>311,269</u>	<u>455,056</u>	<u>485,523</u>
Total 2019	<u>115,316</u>	<u>23,602</u>	<u>346,605</u>	<u>485,523</u>	

ST. NICOLAS NEWBURY PAROCHIAL CHURCH COUNCIL

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020**

11. Charitable activities - Other activities

	2020	2019
	£	£
Parish share	168,083	166,137
Church running expenses	56,564	55,309
Church family event	80	1,260
Ministry staff	46,773	48,224
Youth department	924	5,918
Clergy and staff expenses	6,476	10,511
Organist, choir and organ	2,076	4,231
Collections for charities	10,955	6,476
Reordering costs	1,875	-
Welcome	424	2,155
Evangelism and discipleship	537	2,191
Bellringers	240	693
Pastoral care	471	163
St Nics' Kids	2,107	2,762
Women's ministry	-	7
Men's ministry	-	5,970
Services	430	321
Town Team	1,139	355
Weddings and funerals	3,946	3,641
Churchwardens' account	-	-
Bursaries	-	272
Women's events	1,213	1,490
CAP DCM	11,066	5,952
CAP Blessings	90	-
Meet Monday	331	44
Hidden Treasures	1,982	2,075
Memorial garden	44	-
Rector's discretionary fund	262	-
Support costs	100,832	99,973
	418,920	426,130

ST. NICOLAS NEWBURY PAROCHIAL CHURCH COUNCIL

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020**

12. Included in charitable activities are the following support costs:

	2020	2019
	£	£
Stationery and advertising	3,457	3,949
Telephones and IT	6,751	7,340
Postage	2,208	169
Printing	2,436	3,431
Office salaries	52,617	52,859
Depreciation	24,730	23,602
Other costs	1,689	2,098
Copyright/licences	1,723	1,300
Governance costs	5,221	5,225
	100,832	99,973

ST. NICOLAS NEWBURY PAROCHIAL CHURCH COUNCIL

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020**

13. Analysis of grants

	Institutions and individuals 2020 £	Total funds 2020 £	Total funds 2019 £
Grants	36,136	36,136	59,393

The Charity has made the following material grants to institutions during the year:

	2020 £	2019 £
COINS	10,000	10,000
Shoemakers	1,500	1,000
Bible Society	1,000	1,000
Mark & Ruth Zealey	4,200	4,400
Miriam Dean Fund	2,000	1,400
FHAM	-	9,250
Newbury YMCA	5,000	5,000
Sat 7	1,250	1,000
Bus of Hope	1,000	1,000
Hawkridge Distillers Ltd	1,000	-
Biojemss Organisation UK	3,000	2,400
Churchcentral Trust	-	2,000
P & C Winmill	2,500	2,000
Newbury Street Pastors	1,000	1,000
Christians Against Poverty (CAP)	-	15,000
St Lawrence's, Hungerford	436	-
Other	2,250	2,943
	36,136	59,393

The grants paid in the year relate to evangelical, mission and social justice purposes which extend the activities of the PCC.

Grants paid to institutions were £28,686 (2019: £51,950).

Grants paid to individuals were £7,450 (2019: £7,443).

ST. NICOLAS NEWBURY PAROCHIAL CHURCH COUNCIL

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020**

14. Independent examiner's remuneration

	2020	2019
	£	£
Fees payable to the Charity's independent examiner for the independent examination of the Charity's annual accounts	5,221	5,225
	<u><u>5,221</u></u>	<u><u>5,225</u></u>

15. Staff costs

	2020	2019
	£	£
Wages and salaries	110,482	106,878
Social security costs	6,670	6,785
Pension costs	1,905	1,653
	<u><u>119,057</u></u>	<u><u>115,316</u></u>

The average number of persons employed by the Charity during the year was as follows:

	2020	2019
	No.	No.
	10	10
	<u><u>10</u></u>	<u><u>10</u></u>

The average headcount expressed as full-time equivalents was:

	2020	2019
	No.	No.
	5	5
	<u><u>5</u></u>	<u><u>5</u></u>

No employee received remuneration amounting to more than £60,000 in either year.

16. Members' remuneration and expenses

During the year, 1 Member received £120 remuneration (2019 - 1 Member - £90) for stewarding.

During the year, no Members received any benefits in kind (2019 - £NIL).

During the year ended 31 December 2020, expenses totalling £3,024 were reimbursed or paid directly to 8 Members (2019 - £4,033 to 8 Members).

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020**

17. Tangible fixed assets

	Freehold property £	Fixtures & fittings £	Total £
Cost or valuation			
At 1 January 2020	507,844	228,509	736,353
At 31 December 2020	<u>507,844</u>	<u>228,509</u>	<u>736,353</u>
Depreciation			
At 1 January 2020	121,025	103,088	224,113
Charge for the year	7,722	17,008	24,730
At 31 December 2020	<u>128,747</u>	<u>120,096</u>	<u>248,843</u>
Net book value			
At 31 December 2020	<u>379,097</u>	<u>108,413</u>	<u>487,510</u>
At 31 December 2019	<u>386,819</u>	<u>125,421</u>	<u>512,240</u>

The PCC is of the opinion that the market value of the freehold land and buildings significantly exceeds its cost.

18. Fixed asset investments

	Listed investments £
At 1 January 2020	6,384
Disposals	(6,561)
Revaluations	177
Net book value	
At 31 December 2020	-
At 31 December 2019	<u>6,384</u>

All the fixed asset investments are held in the UK.

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020**

19. Debtors

	2020	2019
	£	£
Due within one year		
Other debtors	22,750	17,929
Prepayments and accrued income	4,053	15,367
	<u>26,803</u>	<u>33,296</u>

20. Creditors: Amounts falling due within one year

	2020	2019
	£	£
Other creditors	8,860	14,389
Accruals and deferred income	6,289	6,994
Grants accrued	5,000	10,000
	<u>20,149</u>	<u>31,383</u>

21. Creditors: Amounts falling due after more than one year

	2020	2019
	£	£
Grants accrued	5,000	18,034

ST. NICOLAS NEWBURY PAROCHIAL CHURCH COUNCIL

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020**

22. Statement of funds

Statement of funds - current year

	Balance at 1 January 2020 £	Income £	Expenditure £	Gains/ (Losses) £	Balance at 31 December 2020 £
Unrestricted funds					
General Funds - all funds	471,963	397,639	(397,638)	-	471,964
Restricted funds					
Property	380,811	-	(7,597)	-	373,214
Sound system	20,360	-	(4,142)	-	16,218
Choir and worship - legacy	2,211	-	-	-	2,211
Morden College	5,452	-	-	-	5,452
Church funds	2,503	26,000	(15,564)	-	12,939
Schneider memorial	4,525	-	-	-	4,525
Investments	6,384	-	(6,561)	177	-
Church projection system	11,004	-	(1,389)	-	9,615
Collections for charities	-	10,955	(10,955)	-	-
CAP DCM	2,279	11,600	(11,484)	-	2,395
CAP Blessings	-	7,500	(90)	-	7,410
Other miscellaneous funds	15,493	5,339	(7,907)	-	12,925
	<u>451,022</u>	<u>61,394</u>	<u>(65,689)</u>	<u>177</u>	<u>446,904</u>
Total of funds	<u><u>922,985</u></u>	<u><u>459,033</u></u>	<u><u>(463,327)</u></u>	<u><u>177</u></u>	<u><u>918,868</u></u>

ST. NICOLAS NEWBURY PAROCHIAL CHURCH COUNCIL

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020**

22. Statement of funds (continued)

Statement of funds - prior year

	Balance at 1 January 2019 £	Income £	Expenditure £	Gains/ (Losses) £	Balance at 31 December 2019 £
Unrestricted funds					
General Funds - all funds	509,990	407,704	(445,731)	-	471,963
Restricted funds					
Property	388,407	-	(7,596)	-	380,811
Sound system	24,501	-	(4,141)	-	20,360
Choir and worship - legacy	2,211	-	-	-	2,211
Morden College	5,452	-	-	-	5,452
Church funds	-	26,000	(23,497)	-	2,503
Schneider memorial	4,525	-	-	-	4,525
Investments	5,378	-	-	1,006	6,384
Church projection system	12,394	-	(1,390)	-	11,004
Collections for charities	-	6,476	(6,476)	-	-
SNH Car damage	-	11,081	(11,081)	-	-
CAP DCM	-	8,846	(6,567)	-	2,279
Other miscellaneous funds	14,730	4,829	(4,066)	-	15,493
	<u>457,598</u>	<u>57,232</u>	<u>(64,814)</u>	<u>1,006</u>	<u>451,022</u>
Total of funds	<u>967,588</u>	<u>464,936</u>	<u>(510,545)</u>	<u>1,006</u>	<u>922,985</u>

Property

The properties wholly owned by the church comprise St Nic's Hall and St Nic's House. A 60% share of 10 Braunfels Walk is also held, the remaining share being owned by the Diocese of Oxford. These properties are to be used to further the cause of the PCC, including evangelistic events, pastoral care and outreach. Expenditure from this fund relates to the depreciation charge on the buildings.

Sound system

The sound system was purchased in 2014 to enhance the audio facilities in the church building. Expenditure from this fund relates to the sound system depreciation charge for the year.

ST. NICOLAS NEWBURY PAROCHIAL CHURCH COUNCIL

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

Church projection system

The Church projection system, installed in late 2017, was partially funded by a restricted anonymous donation from the congregation. As this significant project was capitalised, the restricted component of the asset created will depreciate as a restricted fund with a 10 year life.

Morden College

A grant was initially received in 2004 to fund the purchase of a new grand piano for the church. The funds that remain will either be allocated to a suitable project of a related nature or approval of a re-allocation will be sought from the Charities Commission to enable the funds to be used for other purposes.

Church funds

This fund comprises the annual grant received from the Newbury Church and Almshouse Charity which is to be put towards repairs, maintenance, heating and insurance of the church building. Any funds unused by the end of the year will be put towards qualifying works in the following year, with the aim being to fully spend each annual grant in the year of receipt.

Collections for charities

During specific services throughout the year we undertake collections for other charities as considered by the Outreach Committee and recommended to the PCC. These restricted funds are wholly passed on to the relevant charity. In 2020, benefitting charities have included Friends of Hope for Africa Missions, the Miriam Dean Fund, Biojemms and Home-Start West Berkshire.

St Nicolas' House car damage

This fund contains the insurance pay-out relating to the car damage repair works undertaken in 2019 following the car crash in the winter of 2017.

CAP Debt Centre Manager

This fund contains the transfers from the Bridge Church that relate to our Joint Venture to oversee a Christians Against Poverty (CAP) Debt Centre in Newbury. The Bridge Church hold the donations and grants received and pass on to us the funds needed to cover the employment costs associated with the Debt Centre Manager, who is an employee of St Nicolas' PCC.

CAP Blessings

This fund was set up after a number of donations were received to bless the CAP Debt Centre clients who may be in urgent need of certain items (white good, clothes, school uniform etc.) It is administered by St Nicolas' under the guidance of the CAP Debt Centre Manager and the CAP Steering Group that was formed as a Joint Venture between St Nicolas' and the Bridge Church, Newbury.

Investments

This restricted fund is comprised of the CBF Investment as referenced in note 13. It was created upon the sale of land adjacent to the church hall car park when the church hall was being built. During 2020, the investment shares were sold and the cash proceeds created a new restricted fund (see 'CCLA – Parish Share').

Other miscellaneous funds

Other miscellaneous funds relates to various restricted funds which are less than £5,000.

ST. NICOLAS NEWBURY PAROCHIAL CHURCH COUNCIL

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020**

23. Summary of funds

Summary of funds - current year

	Balance at 1 January 2020 £	Income £	Expenditure £	Gains/ (Losses) £	Balance at 31 December 2020 £
General funds	471,963	397,639	(397,638)	-	471,964
Restricted funds	451,022	61,394	(65,689)	177	446,904
	<u>922,985</u>	<u>459,033</u>	<u>(463,327)</u>	<u>177</u>	<u>918,868</u>

Summary of funds - prior year

	Balance at 1 January 2019 £	Income £	Expenditure £	Gains/ (Losses) £	Balance at 31 December 2019 £
General funds	509,990	407,704	(445,731)	-	471,963
Restricted funds	457,598	57,232	(64,814)	1,006	451,022
	<u>967,588</u>	<u>464,936</u>	<u>(510,545)</u>	<u>1,006</u>	<u>922,985</u>

24. Analysis of net assets between funds

Analysis of net assets between funds - current period

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £
Tangible fixed assets	87,124	400,386	487,510
Current assets	407,138	49,369	456,507
Creditors due within one year	(17,298)	(2,851)	(20,149)
Creditors due in more than one year	(5,000)	-	(5,000)
Total	<u>471,964</u>	<u>446,904</u>	<u>918,868</u>

ST. NICOLAS NEWBURY PAROCHIAL CHURCH COUNCIL

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020**

24. Analysis of net assets between funds (continued)

Analysis of net assets between funds - prior period

	Unrestricted funds 2019 £	Restricted funds 2019 £	Total funds 2019 £
Tangible fixed assets	98,560	413,680	512,240
Fixed asset investments	-	6,384	6,384
Current assets	418,730	35,048	453,778
Creditors due within one year	(27,293)	(4,090)	(31,383)
Creditors due in more than one year	(18,034)	-	(18,034)
Total	471,963	451,022	922,985

25. Reconciliation of net movement in funds to net cash flow from operating activities

	2020 £	2019 £
Net expenditure for the period (as per Statement of Financial Activities)	(4,117)	(44,603)
Adjustments for:		
Depreciation charges	24,730	23,603
(Gains)/losses on investments	(177)	(1,006)
Interest	(3,950)	(4,690)
Decrease in debtors	6,493	1,805
Increase/(decrease) in creditors	(24,268)	14,093
Net cash used in operating activities	(1,289)	(10,798)

26. Analysis of cash and cash equivalents

	2020 £	2019 £
Cash in hand	174,536	118,508
Notice deposits (less than 3 months)	255,168	301,974
Total cash and cash equivalents	429,704	420,482

ST. NICOLAS NEWBURY PAROCHIAL CHURCH COUNCIL

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020**

27. Analysis of changes in net debt

	At 1 January 2020 £	Cash flows £	At 31 December 2020 £
Cash at bank and in hand	420,482	9,222	429,704
	<u>420,482</u>	<u>9,222</u>	<u>429,704</u>

28. Pension commitments

The Charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the group in an independently administered fund. The pension cost charge represents contributions payable by the Charity to the fund and amounted to £1,905 (2019: £1,653).

29. Related party transactions

The charity received £58,790 (2019: £63,191) in donations without conditions from 19 (2019: 24) members.

Chris Davis, a PCC member and trustee of the charity, is the Managing Director of Beckett Telecom who provide telephony systems services. During 2020 expenses totalled £585 (2019: £503) of which £46 (2019: £17) was unpaid at the end of the year.

30. Controlling party

The charity is controlled by the members of the PCC as described in the Annual Report.

