

Report of the Trustees and
Financial Statements for the Year Ended 31st December 2020
for
St Peters Church PCC

St Peters Church PCC

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for the year ended 31st December 2020

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The PCC present their report with the financial statements of the PCC for the year ended 31st December 2020. The PCC have adopted the provisions of the Statement of Recommended Practice (FRSSE) 'Accounting and Reporting by Charities' issued in January 2015 together with the Church Accounting Regulations 2006 (the Regulations) and Section 145 of the Charities Act 2011 (the 2011 Act).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The PCC has the responsibility of co-operating with the Vicar, Curate and Assistant Minister in promoting in the ecclesiastical parish the whole mission of the Church. It also has responsibilities to maintain the Church building and Churchyard.

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our church community. Our services reflect this through prayer, Bible readings, worship and sacrament.

When planning our activities, the Vicar, Curate, Assistant Minister and the PCC have considered the Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion. We achieve this through:

- Worship and prayer, learning about the bible and developing a knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish.
- Missionary and outreach work.

Significant activities

When planning activities, the Vicar, Curate, Assistant Minister and the PCC consider the Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion.

The PCC is committed to enabling as many people as possible to worship at the church and to become part of our parish community. The services reflect this through prayer, Bible readings, worship and sacrament.

Public benefit

The PCC is continuing to reach out to those within the community and offering help, especially of a pastoral nature. This is achieved through:

- Worship and prayer, learning about the bible and developing a knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish.
- Missionary and outreach work.

Grantmaking

The PCC continues to make institutional grants at their discretion.

Volunteers

Members of the PCC act in a voluntary capacity and very much rely on the assistance of people outside of Council. It has not been possible to quantify the value of volunteers.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

Income from charitable activities has fallen by £3,376 as a direct result of Covid-19.

Fundraising activities

Income generated from fundraising activities has fallen by £1,462 as a direct result of Covid-19.

ACHIEVEMENT AND PERFORMANCE

The PCC offer a range of services during the course of each month, from the traditional Anglican service to meet the needs of as many people as possible. There is also a meeting every Sunday of Junction Church in the village hall offering an alternative service.

Most outreach activities were suspended during the year due to Covid-19. The church is a member of 'WayPoint' Churches Together in Maidstone.

Rotas operate for the provision of Church Flowers, Church Guiding, Church Refreshments, Sidespersons, Readers, Sound deck operation and the production and distribution of the Church magazine.

There were 149 people on the Electoral Roll. Average attendance was 66 at both services.

Due to Covid-19 most expenditure on repairs were put on hold or reduced as much as possible. Only essential repairs were carried out.

One member of the PCC sit on the Deanery Synod and three members of the PCC sits on the Diocesan Synod. This provides a link with the wider structures of the church.

The PCC is a registered charity.

FINANCIAL REVIEW

Reserves policy

It is the policy of the PCC to maintain sufficient reserves to meet the yearly financial commitments.

FUTURE PLANS

Essential repairs to the fabric of the Church will continue. The way we fund other charities will be reviewed.

Further fundraising will continue to repair the Church roof. This is a long term project.

In 2018 a reduced Parish Share was negotiated with the Diocese. At the same time a new formula for calculating the parish share was introduced by the Diocese. Over the next 2 years the Parish Share will be increased annually until it meets the level calculated by the new formula by 2021.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document.

Recruitment and appointment of new trustees

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

Organisational structure

The Chairman of the PCC will normally be a church warden and will be formally elected. The Vicar, Curate, Assistant Minister and Church Wardens are automatically members. All other members of the PCC are elected.

Induction and training of new trustees

All new members of the PCC are properly mentored by a serving member and handed a leaflet setting out their duties and responsibilities.

Related parties

There were no related party transactions during the year.

The PCC met for 5 regular meetings. Attendance at PCC meetings was, on average, 11.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1136147

Principal address

The Church Office
The Vicarage
Church Hill, Boughton Monchelsea
Maidstone
Kent
ME17 4BU

Trustees

Members of the PCC are as follows:

Vicar: Rev. Phil Goodey * Chair

Wardens:

Anne Norris (to 05/10/2020)

Nick Willoughby

Elected Members:

David Parry

Sandra Goodey *

Karen Sanders *

Gordon Mackley **

Belinda Knowler

Jeanette Coster (to 05/10/2020)

Ann Cornelius

Margaret Purkiss

Alison Moore (from 05/10/2020)

Freda Files

Christopher McIntyre (from 05/10/2020)

Secretary : Alison Moore

Treasurer : Mandy Stephens

* = Representative for Diocesan Synod

** = Representative for Deanery Synod

Independent Examiner

Ronald Price FCA
Beak Kemmenoe
Chartered Accountants
1-3 Manor Road
Chatham
Kent
ME4 6AE

At the beginning of the year free reserves were £32,381. At 31st December 2020 free reserves were £31,344. At the beginning of the year restricted funds were £23,191 and at the end of the year were £23,191. Included in free reserves are fixed assets at net book value of £1,930. The PCC is aware of the ongoing need to maintain the fabric of the church and this has led Council to be prudent regarding its free reserves policy.

St Peters Church PCC

Report of the Trustees
for the year ended 31st December 2020

Approved by order of the board of trustees on 26th April 2021 and signed on its behalf by:

Rev P J Goodey - Trustee

Statement of Trustees' Responsibilities
for the year ended 31st December 2020

The trustees are responsible for preparing the Report of the Trustees 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 and Wales, the Charities Act 2011, Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charity for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 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.

Independent examiner's report to the trustees of St Peters Church PCC

I report to the charity trustees on my examination of the accounts of St Peters Church PCC (the Trust) for the year ended 31st December 2020.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

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

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

Ronald Price FCA
Beak Kemmenoe
Chartered Accountants
1-3 Manor Road
Chatham
Kent
ME4 6AE

26th April 2021

St Peters Church PCC

Statement of Financial Activities
for the year ended 31st December 2020

	Notes	Unrestricted fund £	Restricted fund £	2020 Total funds £	2019 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	98,039	-	98,039	117,892
Charitable activities					
Charitable activities		9,024	-	9,024	12,760
Other trading activities	3	3,093	-	3,093	6,214
Other income		41	-	41	89
Total		<u>110,197</u>	<u>-</u>	<u>110,197</u>	<u>136,955</u>
EXPENDITURE ON					
Raising funds	5	1,051	-	1,051	3,643
Charitable activities					
Charitable activities	6	110,183	-	110,183	132,880
Total		<u>111,234</u>	<u>-</u>	<u>111,234</u>	<u>136,523</u>
NET INCOME/(EXPENDITURE)		(1,037)	-	(1,037)	432
RECONCILIATION OF FUNDS					
Total funds brought forward		32,381	23,191	55,572	55,140
TOTAL FUNDS CARRIED FORWARD		<u>31,344</u>	<u>23,191</u>	<u>54,535</u>	<u>55,572</u>

The notes form part of these financial statements

St Peters Church PCC

Balance Sheet
31st December 2020

	Notes	Unrestricted fund £	Restricted fund £	2020 Total funds £	2019 Total funds £
FIXED ASSETS					
Tangible assets	11	1,930	-	1,930	241
CURRENT ASSETS					
Debtors	12	6,661	-	6,661	13,942
Cash at bank and in hand		31,164	23,191	54,355	48,204
		<u>37,825</u>	<u>23,191</u>	<u>61,016</u>	<u>62,146</u>
CREDITORS					
Amounts falling due within one year	13	(8,411)	-	(8,411)	(6,815)
NET CURRENT ASSETS		<u>29,414</u>	<u>23,191</u>	<u>52,605</u>	<u>55,331</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>31,344</u>	<u>23,191</u>	<u>54,535</u>	<u>55,572</u>
NET ASSETS		<u>31,344</u>	<u>23,191</u>	<u>54,535</u>	<u>55,572</u>
FUNDS	14				
Unrestricted funds				31,344	32,381
Restricted funds				23,191	23,191
TOTAL FUNDS				<u>54,535</u>	<u>55,572</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 26th April 2021 and were signed on its behalf by:

P J Goodey - Trustee

The notes form part of these financial statements

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

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

Income

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

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Tangible fixed assets

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

Computer equipment - 20% on reducing balance

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

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

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Notes to the Financial Statements - continued
for the year ended 31st December 2020**2. DONATIONS AND LEGACIES**

	2020	2019
	£	£
Gifts	1,330	3,190
Donations	3,971	4,554
Planned giving	68,867	78,451
Grants	-	9,275
Collections	23,871	22,422
	<u>98,039</u>	<u>117,892</u>

Grants received, included in the above, are as follows:

	2020	2019
	£	£
Other grants	-	9,275
	<u>-</u>	<u>9,275</u>

3. OTHER TRADING ACTIVITIES

	2020	2019
	£	£
Fundraising events	556	2,018
Magazines	2,537	4,196
	<u>3,093</u>	<u>6,214</u>

4. INCOME FROM CHARITABLE ACTIVITIES

	2020	2019
	£	£
Fees	9,024	12,760
	<u>9,024</u>	<u>12,760</u>

5. RAISING FUNDS**Other trading activities**

	2020	2019
	£	£
Fund raising costs	142	85
Fund raising hall hire	909	3,558
	<u>1,051</u>	<u>3,643</u>

Notes to the Financial Statements - continued
for the year ended 31st December 2020**6. CHARITABLE ACTIVITIES COSTS**

	Direct Costs (see note 7) £	Grant funding of activities £	Support costs (see note 8) £	Totals £
Charitable activities	97,354	60	12,769	110,183

7. DIRECT COSTS OF CHARITABLE ACTIVITIES

	2020 £	2019 £
Youth work	323	1,547
Books and periodicals	698	920
Insurance	4,715	4,994
Light and heat	3,027	5,322
Upkeep	2,476	10,790
Gifts	305	112
Parish share	80,000	70,000
Church services	4,070	7,681
Organ	293	1,147
Sundry expenses	719	1,945
Motor expenses	728	2,375
	97,354	106,833

8. SUPPORT COSTS

	Management £
Charitable activities	12,769

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

Management

	2020 Charitable activities £	2019 Total activities £
Telephone	2,642	3,182
Postage and stationery	1,763	3,332
Independent examiners fees	600	600
General administration	7,281	6,893
Depreciation of tangible and heritage assets	483	11,980
	12,769	25,987

Notes to the Financial Statements - continued
for the year ended 31st December 2020**9. TRUSTEES' REMUNERATION AND BENEFITS**

There was no trustees' remuneration or other benefits for the year ended 31 December 2018 nor for the prior year.

Trustees' expenses

Trustees were reimbursed for any out of pocket expenses only.

10. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted fund £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	117,892	-	117,892
Charitable activities			
Charitable activities	12,760	-	12,760
Other trading activities	6,214	-	6,214
Other income	89	-	89
Total	<u>136,955</u>	<u>-</u>	<u>136,955</u>
EXPENDITURE ON			
Raising funds	3,643	-	3,643
Charitable activities			
Charitable activities	<u>132,880</u>	<u>-</u>	<u>132,880</u>
Total	<u>136,523</u>	<u>-</u>	<u>136,523</u>
NET INCOME	432	-	432
RECONCILIATION OF FUNDS			
Total funds brought forward	31,949	23,191	55,140
TOTAL FUNDS CARRIED FORWARD	<u>32,381</u>	<u>23,191</u>	<u>55,572</u>

Notes to the Financial Statements - continued
for the year ended 31st December 2020**11. TANGIBLE FIXED ASSETS**

	Fixtures and fittings £	Computer equipment £	Totals £
COST			
At 1st January 2020	67,212	3,342	70,554
Additions	-	2,172	2,172
	<u>67,212</u>	<u>5,514</u>	<u>72,726</u>
At 31st December 2020			
DEPRECIATION			
At 1st January 2020	66,972	3,341	70,313
Charge for year	48	435	483
	<u>67,020</u>	<u>3,776</u>	<u>70,796</u>
At 31st December 2020			
NET BOOK VALUE			
At 31st December 2020	192	1,738	1,930
	<u>192</u>	<u>1,738</u>	<u>1,930</u>
At 31st December 2019	240	1	241
	<u>240</u>	<u>1</u>	<u>241</u>

12. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020 £	2019 £
Other debtors	2,497	10,001
Prepayments	4,164	3,941
	<u>6,661</u>	<u>13,942</u>

13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020 £	2019 £
Other creditors	8,411	6,815
	<u>8,411</u>	<u>6,815</u>

14. MOVEMENT IN FUNDS

	At 1.1.20 £	Net movement in funds £	At 31.12.20 £
Unrestricted funds			
General fund	32,381	(1,037)	31,344
Restricted funds			
Roof fund	23,191	-	23,191
	<u>55,572</u>	<u>(1,037)</u>	<u>54,535</u>
TOTAL FUNDS			
	<u>55,572</u>	<u>(1,037)</u>	<u>54,535</u>

Notes to the Financial Statements - continued
for the year ended 31st December 2020**14. MOVEMENT IN FUNDS - continued**

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	110,197	(111,234)	(1,037)
TOTAL FUNDS	<u>110,197</u>	<u>(111,234)</u>	<u>(1,037)</u>

Comparatives for movement in funds

	At 1.1.19 £	Net movement in funds £	At 31.12.19 £
Unrestricted funds			
General fund	31,949	432	32,381
Restricted funds			
Roof fund	23,191	-	23,191
TOTAL FUNDS	<u>55,140</u>	<u>432</u>	<u>55,572</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	136,955	(136,523)	432
TOTAL FUNDS	<u>136,955</u>	<u>(136,523)</u>	<u>432</u>

Notes to the Financial Statements - continued
for the year ended 31st December 2020**14. MOVEMENT IN FUNDS - continued**

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

	At 1.1.19 £	Net movement in funds £	At 31.12.20 £
Unrestricted funds			
General fund	31,949	(605)	31,344
Restricted funds			
Roof fund	23,191	-	23,191
TOTAL FUNDS	<u>55,140</u>	<u>(605)</u>	<u>54,535</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	247,152	(247,757)	(605)
TOTAL FUNDS	<u>247,152</u>	<u>(247,757)</u>	<u>(605)</u>

15. RELATED PARTY DISCLOSURES

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

St Peters Church PCC

Detailed Statement of Financial Activities
for the year ended 31st December 2020

	2020 £	2019 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Gifts	1,330	3,190
Donations	3,971	4,554
Planned giving	68,867	78,451
Grants	-	9,275
Collections	23,871	22,422
	<hr/>	<hr/>
	98,039	117,892
Other trading activities		
Fundraising events	556	2,018
Magazines	2,537	4,196
	<hr/>	<hr/>
	3,093	6,214
Charitable activities		
Fees	9,024	12,760
Other income		
Interest	41	89
	<hr/>	<hr/>
Total incoming resources	110,197	136,955
EXPENDITURE		
Other trading activities		
Fund raising costs	142	85
Fund raising hall hire	909	3,558
	<hr/>	<hr/>
	1,051	3,643
Charitable activities		
Youth work	323	1,547
Books and periodicals	698	920
Insurance	4,715	4,994
Light and heat	3,027	5,322
Upkeep	2,476	10,790
Gifts	305	112
Parish share	80,000	70,000
Church services	4,070	7,681
Organ	293	1,147
Sundry expenses	719	1,945
Motor expenses	728	2,375
Grants to institutions	60	60
	<hr/>	<hr/>
	97,414	106,893

This page does not form part of the statutory financial statements

St Peters Church PCC

Detailed Statement of Financial Activities
for the year ended 31st December 2020

	2020 £	2019 £
Support costs		
Management		
Telephone	2,642	3,182
Postage and stationery	1,763	3,332
Independent examiners fees	600	600
General administration	7,281	6,893
Fixtures and fittings	48	11,955
Computer equipment	435	25
	<u>12,769</u>	<u>25,987</u>
Total resources expended	<u>111,234</u>	<u>136,523</u>
Net (expenditure)/income	<u>(1,037)</u>	<u>432</u>

This page does not form part of the statutory financial statements