



**The Parochial Church Council of  
Hope Church Hounslow**

Registered Charity No. 1164343

**Annual Report and Financial Statements**

For the year ended 31<sup>st</sup> December 2021

# Contents



For the year ended 31<sup>st</sup> December 2021

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# THE PAROCHIAL CHURCH COUNCIL OF HOPE CHURCH HOUNSLOW

## Report and Financial Statements Year ended 31 December 2021

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The Parochial Church Council ("the PCC") presents its report together with the financial statements of the PCC for the year ended 31 December 2021. The financial statements have been prepared in accordance with the accounting policies and comply with the Church Accounting Regulations 2006, applicable law and the requirements of the Statement of Recommended Practice, "Accounting and Reporting by Charities" ("SORP FRS 102").

### **Reference and administrative information**

#### **Church details**

Church addresses	Hope Church Hounslow, St Pauls Location, Bath Road, Hounslow West, TW3 3DA
	Hope Church Hounslow, Good Shepherd Location, 360 Beavers Lane, Hounslow West, TW4 6HJ
Church office address	Church Office, St Paul's Church, Bath Road, Hounslow West, TW3 3DA
Telephone	020 8581 5537
E-mail	<a href="mailto:info@hopehounslow.org.uk">info@hopehounslow.org.uk</a>
Website	<a href="http://www.hopehounslow.org.uk">www.hopehounslow.org.uk</a>

#### **Clergy**

Vicar	Rev. Claire Clarke
Curate	Rev. David Thomas

#### **Membership of the PCC**

Members of the PCC are also charity trustees for the purposes of charity law and those who served from January 2020 to the date this report was approved are as below, unless indicated otherwise:

Chairperson	Rev. Claire Clarke
Secretary	Helen Pearmain
Clergy	Rev Claire Clarke Rev David Thomas
Wardens	Anita Potter & Rina Francis
Deputy Warden	David Pearmain
Treasurer	David Pearmain
Members of the PCC	Henny Pearmain, Anita Potter, Rina Francis, David Pearmain, Wendy Fay, Caroline Ferrier, David Brown, Angela Edison, Barbara Porter, Sandeep Thombre

## THE PAROCHIAL CHURCH COUNCIL OF HOPE CHURCH HOUNSLOW

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#### Church Staff in 2021

Vicar's PA & Good Company Lead	Jo Minton (Part-time)
Youth Lead, Communications & finance	Chris Kettle (Full-time)
Community Lead	Sue Wood (Full-time)
Children & Families Lead	Emily Evans (Part-time – job share)
Children & Families Lead	Dee Sheady (Part-time – job share)
Lay Minister	Wendy Fay (Voluntary) Gena Smith (Voluntary – from 1/9/2021)
Buildings Manager	Graham Neilson (Voluntary)
Placement Students	Victoria Bruce Jake Steell Jordan Ferrier

#### Church membership

The 2021 Electoral Roll has 122 signed up members.

#### Professional advisors and agents

Bankers	Barclays Bank, 368-372 Bath Road, Hounslow West, Middlesex, TW4 7HY
Independent Examiner	Chaweevan Williams, Verdant Accountants Ltd, 20-22 Wenlock Road, London N1 7GU
Quinquennial Inspector	Andy Burrell RIBA AABC Carden & Godfrey Architects 33 Clerkenwell Close, London EC1R 0AU

## THE PAROCHIAL CHURCH COUNCIL OF HOPE CHURCH HOUNSLOW

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#### **Structure and management**

##### **The PCC**

In accordance with the Parochial Church Council (Powers) Measure 1956 the PCC is required to co-operate with the minister in promoting in the parish the whole mission of the Church: pastoral, evangelistic, social and ecumenical. The PCC is a registered charity with the Charity Commissioners. Registration No: 1164343.

The PCC meets six times per year plus PCC Standing Committee meetings. Church members are encouraged to find out about any matters of particular interest to them by speaking to one of the PCC members. The minutes from all PCC meetings can be obtained from the PCC Secretary. Any relevant matters arising from the PCC meetings are raised in church notices and summarised on the weekly What's On email which is accessible on the website with extra copies available in church.

The PCC has committed itself to appointing and financing a paid staff team, working alongside the clergy. In addition, many members of church are involved in activities and responsibilities on a voluntary basis.

The Wardens and Members of the PCC are elected each year at the Annual Vision Meeting (APCM) from members of the electoral roll. The members of the PCC receive induction and ongoing training using appropriate material made available through the Diocese of London.

There are currently no ex-officio members of the PCC.

##### **Annual Vision Meeting (AVM/ APCM)**

The AVM is the main meeting for the church as a whole at which elections are carried out for officers of the church, including the PCC, in line with the normal rotation of elections. The AVM reviews the year just gone and the future vision. This is typically held in April.

##### **Deanery Synod**

Deanery Synod representatives are elected for a three-year term at the respective Annual Vision Meetings. Our current representatives are Jordan Ferrier, Barbara Porter and Rina Francis.

#### **Our vision and purpose**

We are a faith community of **One Church: Two Locations** in Hounslow West, with a desire to worship and serve Jesus Christ. Our purpose is to love Jesus, love our church community and love our local community. We place great value in the bible, gathered worship and prayer and living out our faith in action with each other and within the wider community.

#### **2021 Report**

What a year full of opportunity and challenge for us as a parish. We have seen the Lord move in our church and in our community in wonderful and unexpected ways, and we have been learning to anchor ourselves firmly in Jesus and the Hope that only He can bring.

In 2021 we moved from being one parish two churches to becoming one church, two locations and it has been so wonderful to see so much growth across the church during a challenging pandemic.

## THE PAROCHIAL CHURCH COUNCIL OF HOPE CHURCH HOUNSLOW

### Report and Financial Statements Year ended 31 December 2021

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We started 2021 with online services, before a summer of ‘garden church’ and then a season of Sunday Services at our St Pauls Location while the refurbishment work was taking place at our Good Shepherd Location. It was wonderful to end the year with carol services at both locations!

#### Staff Team & PCC

The staff team are in great spirits, if a little tired in another year that has not stopped! With an ever-increasing amount of need in our community and church, the team have done a wonderful job at staying flexible, learning new skills, and serving the church and wider community:

- David Thomas (DT) has continued to serve wonderfully during the latter part of his curacy.
- Chris just keeps stepping up in his role as Youth Lead as well as leading on all the rebranding and communication work this year plus the day-to-day finance administration!
- Sue Wood continues to lead our Community Development work with passion and good humour.
- Jo Minton has worked as my PA and also as our Good Company lead doing a wonderful job during the pandemic or looking after our Good Company Community. A huge thank you to Jo who has now stepped down from that part of her role and continues as my PA and doing some other admin work for the church too.
- Emily Kettle & Dee Sheady joined us in 2021 as our Children and Families lead job-share which has been great.
- We have been fortunate that all 3 of our students from last year have stayed with us for a second year – Jordan Ferrier and Victoria Bruce as Kensington Ministry Experience Scheme students and Jake Steell as our Youth Student through St Mellitus. We have also welcomed Amy Clarke as an intern for 6 months. These four have been such a blessing in so many ways!

Graham Neilson, our volunteer buildings manager, has worked so hard this year with refurbishment at our Good Shepherd location and a new fence at our St Pauls location plus many other projects and day-to-day buildings maintenance.

It has been a pleasure and privilege to serve with this staff team, as well as with Wendy Fay and more recently Gena Smith, both of whom serve as Licensed Lay Ministers.

We have a very healthy PCC serving the church with wisdom and insight. We have been meeting over Zoom and occasionally in person over this past year, following a governance calendar over the year with regular agenda items being Vicar’s, Finance and Buildings reports.

A huge thank you to our wardens, Anita Potter (who has continued to serve after her stroke in September 2021), Rina Francis and David Pearmain, and also to Henny Pearmain as secretary to the PCC. They are such a wonderful support, full of wisdom and integrity and they have worked so hard over the past year.

#### PCC 2020-2021

Chairperson	Rev. Claire Clarke
Secretary	Henny Pearmain
Clergy	Rev Claire Clarke & Rev David Thomas
Wardens	Anita Potter & Rina Francis
Deputy Warden	David Pearmain

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# THE PAROCHIAL CHURCH COUNCIL OF HOPE CHURCH HOUNSLOW

## Report and Financial Statements Year ended 31 December 2021

Treasurer  
Members of the PCC

David Pearmain  
David Brown, Angela Edison, Caroline Ferrier (covering for  
Jordan Ferrier), Sandeep Thombre, Wendy Fay, Barbara Porter.

A huge thank you to PCC members for all their input.

### Partners in the Gospel

Many in our church community serve sacrificially in the work of mission and ministry in our parish for which I am incredibly grateful! The church simply could not function without every member playing their part and we are so grateful for all you do in partnering with us in the work of the Lord in this place and in our community, workplaces and networks.

### Vision and Mission Action Plan

In January we launched our new Mission Action Plan having sought the Lord's direction for the next 3 years.



#### Mission Action Plan 2022-2025



WORKING TOWARDS THE VISION

PURPOSE VALUES BEHAVIOUR	Love Jesus, Love Our Church, Love our Community		
	Christ-centred	Community	Connect
	Our focus is always on Jesus and we seek to facilitate Jesus encounters so broken lives can be transformed by the Holy Spirit, prayer and worship. The bible is our reference point. We are seeking to grow as Christ followers and equip & invest in people, so they can be all God is calling them to be.	We are a community of people where all are welcomed, cherished, accepted and valued; meeting in a relaxed atmosphere where God is glorified, with all ages, ethnicities and backgrounds actively involved in the life of our church family. We want our buildings to bless the whole community facilitating people to meet with God, to make friends and live life better.	We seek to be brave and courageous in connecting with those who live and work locally by making the gospel accessible and relevant in this multicultural and diverse part of West London. We believe in teamwork and partnership as we invest in individuals, groups and ministries to bring practical love and kingdom growth. We have a big heart for the marginalised and through the power of the Holy Spirit we seek to be change agents in our local community.
VISION	We want to be a visible, growing and thriving community where people come and find transformation of their lives in Jesus		
MISSION FOCUS	Loving our Local Community	Youth & Children	Discipleship & Belonging
GOALS FOR THE NEXT 3 YEARS	<ul style="list-style-type: none"><li>Initiatives to reduce the risk of people getting into poverty in our local community</li><li>To develop new worshipping communities out of our Good Shepherd Location</li><li>To explore &amp; seek God's guidance re the possibility of a 3<sup>rd</sup> location (church plant)</li><li>Proclaiming the gospel of Jesus to those who don't yet know Him</li></ul>	<ul style="list-style-type: none"><li>Investing in children and families</li><li>To consolidate our youth work and develop partnerships to establish ongoing youth activities</li><li>To attract the missing generation 20's &amp; 30's with new initiatives</li></ul>	<ul style="list-style-type: none"><li>Initiatives to help children, young people, and adults to go deeper in faith &amp; relationship with each other</li><li>Developing our worship services by empowering the full body of the church to play their part in services, mission and ministry.</li><li>To facilitate encounters with Jesus through prayer, preaching, worship, biblical teaching and creativity</li></ul>
MISSION STATEMENT	By God's grace, we express the transforming love of Jesus by seeking to meet the spiritual, practical, emotional and social needs of our local community.		

Our Bible Passage for this year is Romans 15: 13: "May the God of hope fill you with all joy and peace as you trust in him, so that you may overflow with hope by the power of the Holy Spirit."

In this season of covid, job loss, health worries, mental health troubles increasing etc we look to Jesus – the God of hope to fill us with joy and peace as we chose to trust in Him during this uncertain season.

## THE PAROCHIAL CHURCH COUNCIL OF HOPE CHURCH HOUNSLOW

### Report and Financial Statements Year ended 31 December 2021

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#### Services in 2021

We started 2021 with online services, before a summer of Garden Church and then a season of Sunday Services at our St Pauls Location while the refurbishment work was taking place at our Good Shepherd Location.

We've looked in our sermon series in 2021 at Vision, Identity, Easter, The Beatitudes, A word in season, What's next, God never said that, STAND, COP 26, What is...? Advent and Christmas.

#### Funerals, Baptisms & Dedications

There have been some funerals this year but no weddings or baptisms due to COVID-19; we did we have one dedication.

#### Festivals in 2021

EASTER – Holy week was marked online with reflections and then a wonderful celebration on Easter day in the Garden at our Good Shepherd Location!

CHRISTMAS was packed full of activities:

- The main project was LOVE CHRISTMAS where we gave out nearly 300 parcels to members of our community – it was wonderful to have so many involved in helping to pull this off and to give parcels to foodbank guests, women's refuge, care leavers, young people and many more.
- We saw many come to our carol services in person and watching online and it was a joy to see visitors and community folks joining us.
- Christmas Eve and Christmas day ended up online at the last minute due to a rise in covid cases.

#### Prayer

We have continued praying through prayer requests sent into the church from community folks and church members alike and sent to a team of people to pray on a weekly basis.

#### Church Weekend

We had a wonderful church weekend together in July! A great opportunity to have quality time together, enjoy wonderful food, worship, teaching, sharing and fun! We also joined live with HTB's Focus At Home which was streamed across the nation. A special thanks to Anita and Jo for all their hard work on this and to my brother Jonathan Smith who came to lead us in sung worship.

#### Pastoral Work

We commissioned Gillian Fontaine as our Pastoral Care Co-Ordinator in September 2021 and a huge thanks to her for what she has already done. There is much pastoral work going on – most of which is behind the scenes. Thank you to all who have played their part in this work alongside the clergy and staff team – and special thanks to our Lifegroup leaders.

#### Communications

Every week on a Tuesday a WHAT'S ON email is being sent updating everyone with the things that are coming up and sharing information. MY CHURCH SUITE is also helping us to keep up to date and we are using both Facebook Instagram and YouTube as a church on a regular basis so do follow us if you do not already.

## THE PAROCHIAL CHURCH COUNCIL OF HOPE CHURCH HOUNSLOW

### Report and Financial Statements Year ended 31 December 2021

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#### What's to come in 2022

- In the Spring term we have been focusing on preaching through our Mission Action Plan – Vision, Values, Mission statement and goals. We are launching our Lent Series as I write, and we are looking forward to celebrating Easter together.
- In the Summer term we are planning a focus on mission and evangelism with our 'Love Hounslow West' days on May 21st and June 5<sup>th</sup> when we'll also give thanks for 150 years of a worshipping community at our St Paul's location. Then we hope as many as possible will be able to join us for FOCUS holiday together July 28<sup>th</sup>-31<sup>th</sup> 2022.

#### Financial Review

##### Financial Position

The financial position for the year has been underpinned by regular income given under the Gift Aid scheme.

There was a net deficit for the year on unrestricted funds of £6,394 (2020 surplus: £7,083).

During the year, total receipts on unrestricted funds were £159,533 (2020: £143,403) of which £69,285 were unrestricted planned voluntary donations, an increase from £68,870 in 2020, and a further £19,528 was from Gift Aid and £14,336 of grant income. Restricted donations of £83,097 (2020: £64,285) were also received.

Total expenditure during the period was £246,338 (2020: £173,352), with major items including church running costs of £66,530, staff salaries & pensions totalling £85,161, repairs general £20,389 and the PCC's contribution to the Common Fund of £52,721.

Through a review of bi-monthly management accounts, which includes comparisons of actual performance with the annually approved budget, the Trustees continue to carefully monitor and manage the Church's finances.

##### Reserves Policy

The PCC regularly reviews its reserves policy in light of existing and anticipated commitments. The latest review took place in January 2020.

The PCC's aim is to have an unrestricted reserve level that is neither deficient nor excessive, and seeks to strike a balance between two competing needs: on the one hand, to have sufficient funds available to meet unexpected costs and/or loss of income, and on the other, to optimise its use of available funds to make the church's vision a reality in the local community. In its approach to this the PCC takes a wide view of its available funds, regarding its total unrestricted net assets (i.e. fixed and net current assets) as available to be utilised as appropriate to the circumstances in order to meet any unexpected financial demands. In its last formal review in 2020, the PCC concluded that the required level of liquid reserves, i.e. excluding fixed assets and designated funds, should be a minimum level at £25,000. The policy was then regularly reviewed at each PCC meeting in the light of potential loss of income due to the COVID-19 crisis, but in the event, no adjustment was deemed necessary.

## THE PAROCHIAL CHURCH COUNCIL OF HOPE CHURCH HOUNSLOW

### Report and Financial Statements Year ended 31 December 2021

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At 31st December 2021, the PCC has unrestricted reserves totalling £119,360 and total reserves of £228,354.

#### **Responsibilities of the Trustees for the financial statements**

The PCC are responsible for the preparation of a statement of accounts for each financial year which gives a true and fair view of the PCC's incoming resources and application of resources during the year and of its state of affairs at the end of the year. In preparing those accounts, the PCC is required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgments and estimates that are reasonable and prudent;
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the accounts; and
- Prepare the accounts on the going concern basis unless it is manifestly inappropriate to presume that the activities of the PCC will continue in operation.

The PCC responsibilities include keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Church and to enable them to ensure that the accounts comply with the Charities Act 2011 and the Church Accounting Regulations 2006.

The PCC are also responsible for safeguarding the Church's assets and hence for taking reasonable steps for the prevention and detection of fraud and breaches of law and regulations.

#### **Public Benefit**

The PCC is aware of the Charity Commission's guidance on public benefit and the specific guidance on charities for the advancement of religion and have taken account of it in the administration of the church.

The PCC believes that by promoting the Christian faith it provides a benefit to the public by:

- Providing facilities for public worship, pastoral care and spiritual development, both for existing church members and for anyone who wishes to benefit from what the church offers; and
- Promoting Christian values and service by members of the church in and to their communities to the benefit of individuals and to society as a whole.

#### **Approval**

On behalf of the PCC:



Rev. Claire Clarke, Vicar.

For the year ended 31st December 2021

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### **Independent Examiner's Report**

I report to the Parochial Church Council on my examination of the accounts of the Charity for the year ended 31 December 2021.

### **Responsibilities and basis of report**

As the charity trustees of 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**

Where the charity's gross income exceeded £250,000 I am qualified to undertake the examination by being a Fellow of the Chartered Association of Certified Accountants which is one of the listed bodies.

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.

Chaweevan Williams FCCA  
Verdant Accountants Limited  
Chartered Certified Accountants  
20-22 Wenlock Road  
London N1 7GU

Date:

## Statement of Financial Activities



For the year ended 31st December 2021

Note	2021			2020		
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
	Funds	Funds	Funds	Funds	Funds	Funds
	£	£	£	£	£	£
<b>INCOME FROM:</b>						
<b>Donations and legacies</b>						
Voluntary Income from donors	122,089	42,261	164,350	98,136	22,083	120,218
Other voluntary income	14,833	40,836	55,669	34,488	42,202	76,690
	<u>136,922</u>	<u>83,097</u>	<u>220,019</u>	<u>132,624</u>	<u>64,285</u>	<u>196,908</u>
<b>Charitable activities</b>	22,576	-	22,576	6,830	-	6,830
<b>Investment income</b>	35	4	39	25	37	62
<b>Furlough income</b>	-	-	-	3,925	-	3,925
<b>TOTAL INCOME</b>	<u>2</u> <u>159,533</u>	<u>83,101</u>	<u>242,634</u>	<u>143,404</u>	<u>64,322</u>	<u>207,725</u>
<b>EXPENDITURE ON:</b>						
<b>Charitable activities</b>	156,282	90,056	246,338	133,390	39,962	173,352
<b>TOTAL EXPENDITURE</b>	<u>3</u> <u>156,282</u>	<u>90,056</u>	<u>246,338</u>	<u>133,390</u>	<u>39,962</u>	<u>173,352</u>
<b>Net income / (expenditure)</b>	3,251	(6,955)	(3,704)	10,014	24,360	34,373
Gross transfers between funds	(9,645)	9,645	-	(2,930)	2,930	-
<b>Net movement in funds</b>	<u>(6,394)</u>	<u>2,690</u>	<u>(3,704)</u>	<u>7,084</u>	<u>27,290</u>	<u>34,373</u>
<b>Other recognised gains and losses</b>						
Gain on investment asset	13,440	-	13,440	8,634	-	8,634
<b>RECONCILIATION OF FUNDS</b>						
Total funds brought forward	128,538	90,080	218,618	112,821	62,790	175,611
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u>13</u> <u>135,584</u>	<u>92,770</u>	<u>228,354</u>	<u>128,538</u>	<u>90,080</u>	<u>218,617</u>

The statement of financial activities includes all gains and losses recognised in the year. All incoming resources and resources expended derive from continuing activities.

The notes on pages 13 to 22 form part of these financial statements

## Balance Sheet

As at 31<sup>st</sup> December 2021

	Note	2021		2020	
		£	£	£	£
<b>Fixed assets</b>					
Tangible fixed assets	9	24,779		1,950	
Investments	10	71,698		58,258	
			96,477		60,208
<b>Current assets</b>					
Debtors	11	13,288		4,453	
Cash at bank and in hand		131,559		162,761	
		144,847		167,214	
<b>Creditors: falling due within one year</b>	12	(12,970)		(8,804)	
<b>Net current assets</b>			131,877		158,410
<b>Net assets less current liabilities</b>			228,354		218,617
<b>TOTAL NET ASSETS</b>			228,354		218,617
<b>RESERVES</b>					
<b>Restricted funds</b>	13				
Children's worker		0		2,123	
The Hub		11,052		21,905	
Foodbank		58,439		29,366	
Kitchen		7,574		7,574	
Good Company		5,254		-	
Spire Project		9,859		28,519	
Kick Academy		0		-	
Mission		0		-	
Youth Sleepout		0		-	
Flooring		592		592	
	13		92,770		90,079
<b>Unrestricted funds</b>	14				
General fund			135,584		128,538
<b>TOTAL FUNDS</b>			228,354		218,617

These accounts have been prepared in accordance with the Charities Smp (FRS 102).

These accounts were approved by the PCC on 20 March 2022 and were signed on its behalf by:

Rev C Clarke (chairperson)

Mr D Pearmain

The notes on pages 13 to 22 form part of these financial statements.

# Statement of Cash Flows



For the year ended 31st December 2021

		2021	2020
	Notes	£	£
<b>Cash flows from operating activities</b>	<b>19</b>	<b>(3,280)</b>	<b>35,568</b>
<b>Cash flows from investing activities</b>			
Purchase of fixed assets		(27,921)	(2,128)
<b>Cash flows from financing activities</b>		-	-
<b>Change in cash and cash equivalents in the year</b>		<b>(31,201)</b>	<b>33,440</b>
<b>Cash and cash equivalents at beginning of year</b>		<b>162,760</b>	<b>129,320</b>
<b>Cash and cash equivalents at end of year</b>		<b>131,559</b>	<b>162,760</b>

The notes on pages 13 to 22 form part of these financial statements.

# Notes to the Financial Statements



For the year ended 31st December 2021

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## 1. ACCOUNTING POLICIES

The following accounting policies have been applied in dealing with items which are considered material in relation to the church's accounts.

### **Basis of preparation**

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the Charities SORP (FRS 102), in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (SORP 2015 FRS 102) and under the historical cost accounting rules.

### **Incoming resources**

The accounts are prepared on the accruals basis of accounting: income is recognised when receivable, except for donations of all kinds that are recognised when received: income tax recoverable is recognised at the same time as the donation. Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC. Legacies are only recognised when received. Donated goods are recognised at fair value.

Government grants are recognised at the fair value of the asset received or receivable when there is reasonable assurance that the grant conditions will be met and the grants will be received. A grant that specifies performance conditions is recognised in income when the performance conditions are met. Where a grant does not specify performance conditions it is recognised in income when the proceeds are received or receivable. A grant received before the recognition criteria are satisfied is recognised as a liability.

### **Resources Expended**

'Resources expended' has a wider meaning than 'expenditure': it excludes the costs of fixed assets that are capitalised but includes their subsequent depreciation on the basis set out below. The categories are defined by the SORP 2015 are:

- Costs of generating funds are those incurred in fundraising.
- Charitable expenditure comprises those costs incurred by the PCC in the delivery of its activities and services. It includes all costs that can be allocated directly to such charitable activities.
- Governance costs include those associated with meeting the constitutional and statutory requirements of the charity and include accountancy fees.
- Support costs are allocated based on usage level.

### **Funds**

General funds represent funds that are not subject to any restrictions regarding their use and are available for application of the PCC ordinary purposes.

### **Fixed assets and depreciation**

Consecrated land and buildings and movable church property are excluded from the accounts by s10 of the Charities Act 2011.

Items of plant and equipment used within the church and others premises are capitalised where acquisition value exceeds £250. Depreciation rates are:

Computer Equipment	4 years
Fixtures & Fittings	10 years

### **Taxation**

The charity is exempt from corporation tax on its charitable activities.

The charity is able to reclaim VAT on repairs to the church because the building is Grade 2 Listed.

### **Leases**

Assets acquired under finance leases are capitalised and the outstanding future lease obligations are shown in creditors. Operating lease rentals are listed where applicable.

# Notes to the Financial Statements



For the year ended 31st December 2021

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## 1. ACCOUNTING POLICIES (cont'd)

### **Cash at bank and in hand**

Cash at bank and in hand includes funds deposited with CBF Church of England funds.

### **Pensions**

The church does not administer a pension fund and accrues for the cost of defined contribution schemes as incurred.

### **Going concern**

The trustees have considered the global impact of the Coronavirus "COVID-19" on the charity. The financial statements has been prepared on a going concern basis as donations have remained consistent which has allowed the charity to carry on providing to the local community. The charity has taken advantage of government support such as furlough scheme.

# Notes to the Financial Statements



For the year ended 31st December 2021

## 2. INCOME

	2021			2020		
	Unrestricted Funds	Restricted Funds	Total Funds	Unrestricted Funds	Restricted Funds	Total Funds
	£	£	£	£	£	£
<b>Voluntary income from donors</b>						
Standing Orders						
direct	69,285	1,330	70,615	68,870	820	69,690
via charitable agencies	18	500	518	185	8,352	8,537
Single gifts						
direct	28,977	36,223	65,200	8,435	8,885	17,320
Income tax recoverable	19,528	1,435	20,963	16,377	500	16,877
Collections at all services	4,281	2,773	7,054	4,268	3,526	7,794
	<b>122,089</b>	<b>42,261</b>	<b>164,350</b>	<b>98,135</b>	<b>22,083</b>	<b>120,218</b>
<b>Other voluntary income resources</b>						
Grants						
Other	14,336	40,836	55,172	34,246	42,202	76,448
Other income	-	-	-	-	-	-
Spire and Stonework	-	-	-	-	-	-
Holiday Club	-	-	-	(45)	-	(45)
Play Cafe	12	-	12	155	-	155
Cafe	-	-	-	25	-	25
Youth Work	100	-	100	-	-	-
Stewardship Account	-	-	-	-	-	-
Church Weekend Away	385	-	385	107	-	107
	<b>14,833</b>	<b>40,836</b>	<b>55,669</b>	<b>34,488</b>	<b>42,202</b>	<b>76,690</b>
<b>Total donations and legacies</b>	<b>136,922</b>	<b>83,097</b>	<b>220,019</b>	<b>132,623</b>	<b>64,285</b>	<b>196,908</b>
<b>Incoming resources from charitable activities</b>						
Fees	3,340	-	3,340	370	-	370
Church hall lettings	19,236	-	19,236	6,460	-	6,460
	<b>22,576</b>	<b>-</b>	<b>22,576</b>	<b>6,830</b>	<b>-</b>	<b>6,830</b>
<b>Investment income</b>						
General fund	35	4	39	25	37	62
	<b>35</b>	<b>4</b>	<b>39</b>	<b>25</b>	<b>37</b>	<b>62</b>
<b>Other income</b>						
Coronavirus Job Retention Scheme Grant	-	-	-	3,925	-	3,925
	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,925</b>	<b>-</b>	<b>3,925</b>
<b>Income from charitable activities</b>	<b>22,611</b>	<b>4</b>	<b>22,615</b>	<b>10,780</b>	<b>37</b>	<b>10,817</b>
<b>TOTAL INCOME</b>	<b>159,533</b>	<b>83,101</b>	<b>242,634</b>	<b>143,403</b>	<b>64,322</b>	<b>207,725</b>

# Notes to the Financial Statements



For the year ended 31st December 2021

## 3. EXPENDITURE

	2021			2020		
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
	Funds	Funds	Funds	Funds	Funds	Funds
	£	£	£	£	£	£
<b>Grants (note 4)</b>						
Christian relief and development	2,434	5,068	7,502	3,701	189	3,890
Home mission and school	-	-	-	-	-	-
	<b>2,434</b>	<b>5,068</b>	<b>7,502</b>	<b>3,701</b>	<b>189</b>	<b>3,890</b>
<b>Activities directly relating to the activities of the church</b>						
Common Fund – Parish standard cost	52,721	-	52,721	40,000	-	40,000
Additional clergy and parish costs	696	-	696	21,120	2,551	23,671
Children's and youth work	1,156	7,867	9,023	1,471	2,102	3,573
Church	1,637	5,838	7,475	27,518	6,935	34,453
Events expenditure (note 7)	1,603	194	1,797	1,290	-	1,290
	<b>57,813</b>	<b>13,899</b>	<b>71,712</b>	<b>91,399</b>	<b>11,588</b>	<b>102,987</b>
<b>Support costs (note5)</b>						
Administrative staff	30,686	54,475	85,161	20,009	27,940	47,949
Communication and publicity	2,336	-	2,336	532	125	657
Church office(Incl Repairs -General)[see below]	49,916	16,614	66,530	10,054	121	10,175
Bank charges	298	-	298	216	-	216
Depreciation	5,092	-	5,092	-	-	-
Governance costs – audit fees	7,707	-	7,707	7,479	-	7,479
	<b>96,035</b>	<b>71,089</b>	<b>167,124</b>	<b>38,290</b>	<b>28,186</b>	<b>66,476</b>
<b>TOTAL EXPENDITURE</b>	<b>156,282</b>	<b>90,056</b>	<b>246,338</b>	<b>133,390</b>	<b>39,963</b>	<b>173,353</b>

Repairs – General = £20,389 (2020: £3,852)

# Notes to the Financial Statements



For the year ended 31st December 2021

## 4. GRANTS – MISSIONARY & CHARITABLE GIVING

	2021				2020
	Support of overseas missionaries (incl short term)	Christian relief & development	Home mission	Total	Total
	£	£	£	£	£
<b>To Institutions</b>					
ASHA – donation	-	500		500	-
Transforming Lives for Good	-	150	-	150	900
Hope for Justice	-	-	-	-	625
Operations Mobilisation	-	-	-	-	742
Crosslight -LYN	-	-	4,988	4,988	-
Other	-	-	-	-	-
Various grants less than £1,000	-	750	-	750	-
<b>To individuals</b>					
Various grants less than £1,000	-	1,034	80	1,114	1,623
<b>Total</b>	<b>-</b>	<b>2,434</b>	<b>5,068</b>	<b>7,502</b>	<b>3,890</b>
<b>Being</b>					
Unrestricted Fund				2,434	3,701
Restricted Fund				5,068	189
				<b>7,502</b>	<b>3,890</b>

## Notes to the Financial Statements



For the year ended 31st December 2021

## 5. SUPPORT COSTS

	25%	15%	25%	10%	25%		
	Children's	Pastoral	Youth	Events	Worship	Total	Basis of
	Worker		Work	Expenditure			allocation
	£	£	£	£	£	£	£
Administrative staff	21,290	12,774	21,290	8,516	21,290	85,161	usage
Communication and publicity	584	350	584	234	584	2,336	usage
Church office	16,633	9,980	16,633	6,653	16,633	66,530	usage
Bank charges	75	45	75	30	75	298	usage
Depreciation	1,273	764	1,273	509	1,273	5,092	usage
Governance costs – audit fees	1,927	1,156	1,927	771	1,927	7,707	usage
	<b>41,781</b>	<b>25,069</b>	<b>41,781</b>	<b>16,712</b>	<b>41,781</b>	<b>167,124</b>	

## 6. RESOURCES EXPENDED INCLUDE

	2021	2020
	£	£
Diocesan Common Fund	52,721	40,000
Hire of plant and machinery	-	-
Independent examiner & accounting fees	5,160	5,400
	<b>57,881</b>	<b>45,400</b>

## 7. EVENTS INCOME AND EXPENDITURE

	2021			2020		
	Incoming resources	Resources expended	Net Income / (spend)	Incoming resources	Resources expended	Net Income / (spend)
	£	£	£	£	£	£
Focus	-	0	0	-	-	0
Sleepout Challenge	-	0	0	-	-	0
Other events	-	(1,797)	(1,797)	-	(1,290)	(1,290)
	-	<b>(1,797)</b>	<b>(1,797)</b>	-	<b>(1,290)</b>	<b>(1,290)</b>
<b>Being</b>						
Unrestricted Fund	-	(1,603)	(1,603)	-	(1,290)	(1,290)
Restricted Fund	-	(194)	(194)	-	0	0
	-	<b>(1,797)</b>	<b>(1,797)</b>	-	<b>(1,290)</b>	<b>(1,290)</b>

## 8. STAFF NUMBERS AND COSTS

The average number of staff (full time equivalent but excluding those within the diocesan quota, namely the vicar and curate) working for the church during the year was as follows;

	2021	2020
Lay ministers	3	1
Administration	2	2
Total	<b>5</b>	<b>3</b>

No employee was paid more than £60,000. The aggregate payroll costs were as follows;

	£	£
Wages and salaries	67,817	66,269
Social security costs	-	-
Other pension costs	3,509	1,630
	<b>71,326</b>	<b>67,899</b>

# Notes to the Financial Statements



For the year ended 31st December 2021

## 9. TANGIBLE FIXED ASSETS

	Computer equipment	Fixtures & Fittings	Total
	£	£	£
<b>Cost or valuation</b>			
At beginning of year	23,813	4,134	27,947
Additions	11,784	16,137	27,921
Disposals	-	-	-
At the end of the year	35,597	20,271	55,868
<b>Depreciation</b>			
At beginning of year	21,863	4,134	25,997
Disposals	-	-	-
Charged in year	3,478	1,614	5,092
At the end of the year	25,341	5,748	31,089
<b>Net book value</b>			
At 31 December 2021	10,256	14,523	24,779
At 31 December 2020	1,950	-	1,950

## 10. FIXED ASSET INVESTMENTS

	2021	2020
	£	£
Investment	71,698	58,258
	71,698	58,258

## 11. DEBTORS

	2021	2020
	£	£
Trade debtors	3,941	500
Gift Aid recoverable	4,265	2,548
VAT Recoverable	3,428	417
Prepayments and accrued income	1,654	988
	13,288	4,453

## 12. CREDITORS DUE WITH ONE YEAR

	2021	2020
	£	£
Trade creditors	6,679	2,633
Social Security and other taxes	892	830
Accruals and deferred income	5,399	5,341
Other creditors	-	-
	12,970	8,804

# Notes to the Financial Statements



For the year ended 31st December 2021

## 13. UNRESTRICTED AND RESTRICTED – MOVEMENT IN FUNDS

	Balance at 31 Dec 2020 £	Incoming Resources £	Resources Expended £	Transfers £	Balance at 31 Dec 2021 £
<b>Unrestricted Funds:</b>					
General Fund	95,372	159,533	(156,282)	(9,645)	88,978
<b>Other recognised gains and losses</b>					
Gain on investment asset	33,166	13,440	-	-	46,606
<b>Total unrestricted funds</b>	<b>128,538</b>	<b>172,973</b>	<b>(156,282)</b>	<b>(9,645)</b>	<b>135,584</b>
<b>Restricted Funds:</b>					
Children's worker	2,123	0	(9,207)	7,084	0
The Hub	21,905	0	(10,853)	0	11,052
Foodbank	29,366	67,978	(38,905)	0	58,439
Kitchen	7,574	0	0	0	7,574
Good Company	-	11,279	(6,025)	0	5,254
Spire Project	28,519	4	(18,664)	0	9,859
Kick Academy	-	3,840	(6,401)	2,561	0
Mission	-	0	0	0	0
Flooring	592	0	0	0	592
Youth Sleepout	-	0	0	0	0
<b>Total restricted funds</b>	<b>90,079</b>	<b>83,101</b>	<b>(90,055)</b>	<b>9,645</b>	<b>92,770</b>
<b>Total funds</b>	<b>218,617</b>	<b>256,074</b>	<b>(246,337)</b>	<b>-</b>	<b>228,354</b>

## 14. UNRESTRICTED FUND

	2021 £	2020 £
Reserves at the beginning of the year	128,538	112,821
Net (outgoing) / incoming reserves	7,046	15,717
Reserves at the end of the year	135,584	128,538

## 15. COMMITMENTS

There were no capital commitments entered into during the year.

## 16. PENSIONS

The church may make discretionary defined contributions to employees' personal pension schemes. The assets of such schemes are held separately from those of the church in independently administered funds. The pension cost charge represents contributions payable by the church to the funds and amounted to £3,509 (2020: £1,630). Contributions amounting to £Nil (2020: £Nil) were outstanding at the year end and are included in accruals.

# Notes to the Financial Statements



For the year ended 31st December 2021

## 17. ANALYSIS OF FUND ASSETS

	Children's Worker £	Foodbank £	Kitchen £	Spire Project £	The Hub £	Sub total £
<b>As at 31 December 2021</b>						
Cash at bank and in hand	-	58,439	7,574	9,859	11,052	86,924
Debtors	-	-	-	-	-	-
	-	58,439	7,574	9,859	11,052	86,924
Current creditors	-	-	-	-	-	-
Net current assets	-	58,439	7,574	9,859	11,052	86,924
Fixed assets	-	-	-	-	-	-
	-	58,439	7,574	9,859	11,052	86,924

	Children's Worker £	Foodbank £	Kitchen £	Spire Project £	The Hub £	Sub total £
<b>As at 31 December 2020</b>						
Cash at bank and in hand	2,123	29,358	7,574	28,519	21,905	89,479
Debtors	-	8	-	-	-	8
	2,123	29,366	7,574	28,519	21,905	89,487
Current creditors	-	-	-	-	-	-
Net current assets	2,123	29,366	7,574	28,519	21,905	89,487
Fixed assets	-	-	-	-	-	-
	2,123	29,366	7,574	28,519	21,905	89,487

	Good Company £	Kick Academy £	Mission £	Flooring £	General £	Total £
<b>As at 31 December 2021</b>						
Cash at bank and in hand	5,254	-	-	592	38,789	131,559
Debtors	-	-	-	-	13,288	13,288
	5,254	-	-	592	52,077	144,847
Current creditors	-	-	-	-	(12,970)	(12,970)
Net current assets	5,254	0	0	592	39,107	131,877
Fixed assets	-	-	-	-	96,477	96,477
	5,254	-	-	592	135,584	228,354

	Good Company £	Kick Academy £	Mission £	Flooring £	General £	Total £
<b>As at 31 December 2020</b>						
Cash at bank and in hand	-	-	-	592	72,690	162,761
Debtors	-	-	-	-	4,444	4,452
	-	-	-	592	77,134	167,213
Current creditors	-	-	-	0	(8,804)	(8,804)
Net current assets	-	-	-	592	68,330	158,409
Fixed assets	-	-	-	0	60,208	60,208
	-	-	-	592	128,538	218,617

## Notes to the Financial Statements



For the year ended 31st December 2021

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### 18. RELATED PARTY DISCLOSURES

No payments were made to members of the PCC in the year.

### 19. RECONCILIATION OF NET INCOME / (EXPENDITURE) TO NET CASH FLOWS FROM OPERATING ACTIVITIES

	<u>2021</u>
	<u>£</u>
Net income/(expenditure) for year	9,736
Depreciation	5,092
(Gain) / Loss on investment asset	(13,440)
(Increase) / decrease in debtors	(8,834)
Increase / (decrease) in creditors	4,166
	<u>(3,280)</u>

### 20. EVENTS AFTER THE REPORTING DATE

Since the reporting date, the growth of the COVID-19 pandemic across the world has led to some concerns for many charities.

The trustees have performed stress tests and applied these to various budgets and forecasts and have made cost savings where possible. The trustees therefore believe this will not have a significant impact on the charity continuing as a going concern. Given the level of cash held by the charity and high levels of reserves available, the charity is in a position to continue as a going concern for the next twelve months.

The ability to be able to provide services virtually plays a key role in the charity meeting its needs.