

The Parochial Church Council
of
the Ecclesiastical Parish of St. Peter, Pembury

Rev. Richard Worssam
The Vicarage
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Annual Report and Financial Statement
for the year ended
31 December 2021

Registered Charity Number 1193991

AIM AND PURPOSES

The Parochial Church Council (PCC) of St. Peter's, Pembury, has the responsibility of working with the incumbent, the Revd. Richard Worssam, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It upholds the ministry and mission of the Church in the areas of worship, the nurture of faith, pastoral care, service to the village of Pembury and Christian witness. It strives to make known the Christian Gospel according to the doctrines and practices of the Church of England. In all that it does it seeks to share God's love.

OBJECTIVES AND ACTIVITIES OF THE CHARITY¹

When planning our activities for the year the incumbent and the PCC consider the Charity Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion.

We seek to develop the work of the Parish through:

- Sunday and midweek services;
- baptisms, weddings, and funerals;
- children's work;
- teaching adults through midweek groups;
- pastoral care
- involvement in the community
- supporting mission partners in the UK and abroad.

The PCC has specific responsibility for the St Peter's Upper Church in Hastings Road and St Peter's Old Church (also known as the Parish Church), in Old Church Road.

The PCC is also responsible for a fund raising campaign for the design and build of a proposed Community Hall as an annex to St. Peter's Upper Church.

Grant making is not the main way that St Peter's carries out its charitable objectives although St. Peter's does support the work of other Christian mission agencies in the UK and abroad through its away-giving, as described in the work of the Away-Giving Committee below (p.6) and as shown in these accounts.

Many of the activities and services listed in this report are carried out by volunteers and the Parish of St. Peter is very grateful for this.

St. Peter's is affiliated with the national church movement, Inclusive Church.

¹ For Charity Commission purposes the Charity comes within the classification of "Religious Activities" to help the general public particularly within the Parish of Pembury, Kent and the surrounding area but also through mission giving further afield. It provides the services listed in this document.

ACHIEVEMENTS AND PERFORMANCE

Special Circumstances: Covid-19 Pandemic

The work of the PCC and the Parish has been undertaken within the context of special circumstances this year, namely the continuing Covid-19 Pandemic. From the beginning of January until the end of March the worship services were online only. Services in church resumed on Maundy Thursday.

Over the course of rest of the year there was a gradual but incomplete return to in-person worship services, with the continuation of mask-wearing and social distancing following government and national church guidelines.

Worship and Prayer

In 2021 the pattern of Sunday services was:

9.30 am Holy Communion at the Upper Church.

On the last Sunday of each month All Together Worship was held.

10.00 am Zoom service

11.30 am Service at the Old Church, with Matins and Morning Worship on the 1st and 3rd Sundays and Holy Communion on the 2nd, 4th and 5th Sundays of the month.

In the Spring and Summer, attendance at services in the church buildings had to be booked in advance, and congregation members had to sit at 2m social distance intervals and wear masks. Communion was taken only in one kind. Singing was not allowed. However, these restrictions were eased in the latter part of the year. The singing of hymns has been resumed, and communion is taken by intinction of the communion wafer administered by the minister.

The worship is supported by a dedicated team of vergers, servers and sidespeople. This year the new role of Upper Church Verger was created, and the PCC is grateful to Tina Walters for taking on this role. The room above the Junior Church room has been dual-purposed as a vestry for the servers.

From the summer, a midweek service of Holy Communion was resumed each Wednesday at the Upper Church at 10 am, followed by refreshments at 10.45 am, known as "Coffee Stop".

Morning Prayer is held every day via Zoom at 9.15 am, with the exception of Sunday.

Special services were held for the various seasons of the Church's calendar, including Easter, St. Peter's Day, Harvest, Remembrance, Advent and Christmas. The Christmas services were affected by resurgence of the Coronavirus in the form of the Omicron variant leading to reduced attendance at these services.

The authorized ministry team experienced a number of significant changes. Very sadly, in January 2021, Gill Betts died. She was just developing her ministry as a Licensed Lay Minister, and over the years had contributed much to the life of St. Peter's Church, especially its youth work. In March, Judy Cuthbert retired as a Reader after many years of active service. In June, again very sadly, Jill Marchant died. She had served faithfully for many years as a Reader. The PCC expresses its sincere gratitude for the ministry of Gill, Judy and Jill.

In April, Liane Sparks kindly offered her services as a Reader. She has been connected to St. James, Tunbridge Wells, over the years, but lives in Pembury. This offer was gratefully accepted.

In June, we were asked by the Bishop to be a training parish for Simon Whiteside during his curacy, which is due to begin in September 2022. Simon will be a self-supporting minister, and he will be able to offer Sundays plus one day in the parish. We look forward to him joining us.

In the autumn Robert Dammers and Kathryn Gilbert began their training for the Bishop's Certificate course run by the Diocese.

Nurture of Faith

A number of online study courses have been held during 2021. During Lent the Vicar delivered a 5-session series on the history of the parish, from Saxon times to the present day.

From May to July a fortnightly "Summer School of Prayer" was held, based on the book "How to Pray" by John Pritchard.

In the autumn, a 4-session Study Series was held on a fortnightly basis, led by the Vicar, based on the book "The Meaning of Jesus – Two Visions" by Marcus Borg and Tom Wright.

The Vicar continued to teach a module on Congregational Studies for the Diocese as part of the training programme for Licensed Lay Ministers.

The Church library in the North porch of the Upper Church was enhanced with the addition of two new bookcases, and books from Douglas Robertson and Gill Betts.

Children and Young People

Due to the Pandemic, Junior Church could not be held on a regular basis for much of the year. However, from April onwards a special all-age service, known as All Together Worship, was held on the last Sunday of each month at the Upper Church. In preparation for this, activity packs with Bible stories, puzzles and suggestions for crafts were prepared the week beforehand and distributed to the young families associated with St. Peter's Church.

Safeguarding

Safeguarding of children and vulnerable adults continues to be a priority.

As with previous years, there have been no reported child protection or safeguarding concerns this year.

Safeguarding is a standing agenda item at every PCC meeting. Safeguarding posters, "Promoting a Safer Church" are displayed in both church buildings. These give key contact details for anyone to access, whether they feel vulnerable or would like to share a concern.

All volunteers working with our children, young people and vulnerable adults hold a current DBS certificate as do all our PCC members, the Pastoral Team, and Churchwardens.

PCC members have accessed and completed various levels of Safeguarding Training provided by the Church of England, relevant to their roles and responsibilities. All training is monitored by the Parish Safeguarding Officer and renewed every three years.

Any concerns of child protection or issues relating to safeguarding are responded to promptly.

Pastoral Care

A pastoral calling team which was formed in 2020 in response to the Pandemic continued its work, led by Rev. Heather Hughes. All members on the Church Electoral Roll have been divided into ten groups, and members of the pastoral calling team have had responsibility for telephoning the members of the group allocated to them to check how they were doing. During the first part of 2021 the team met every couple of months, but this frequency has been reduced as we emerge from the

Pandemic. The team supplemented the work of our two Pastoral Assistants, Mrs. Pauline Hawker and Mrs. Jo Finlay.

From the summer onwards, home communion was resumed, being taken to housebound parishioners who requested it.

During 2021 just three weddings were held. All of these were rescheduled from 2020 when weddings in church were not allowed to take place due to the Pandemic regulations.

In a significant move, the Government introduced a new system for marriage registration. Whilst the calling of banns and the wedding ceremony remain the same, the newly married couple are now issued with a "Marriage Document" at the end of the wedding service which then has to be received by the local Registry Office who arrange for the issue of the Marriage Certificate.

Eleven baptisms were held in 2021. Whilst each of the families had connections with the parish (e.g. through one or both of the parents having grown up in Pembury, or attended Kent College, or having had their wedding in the parish, or having parents still living in the village), only two of the families actually live in Pembury.

Fourteen funerals were held (of which 4 were conducted only in the crematorium).

Monthly services at one of the nursing homes in the parish, Cornford House, were resumed from September.

Fellowship and Special Events

The regular Coffee Stop that meets on a weekly basis on Wednesday mornings after the midweek communion service was suspended in the first half of the year, but resumed in the early Summer.

Mission Links

The parish supported four charities operating locally, nationally and overseas: ShelterBox, Fegans, the Pilsdon at Malling Community, and our Diocesan Link Parish of St. Stephen's, Maziwa, Kondo, Tanzania.

Wider Community

- * St. Peter's Church has a good working relationship with the Pembury Parish Council and other local organisations. Congregation members are involved in many other village clubs and societies.
- * The Vicar is a Trustee of the Charles Amhurst's Almshouses.
- * Church members continue to give food and other provisions to a local food bank based at the Baptist Church.
- * The Upper Church is being used fortnightly by the Hospice Choir for their rehearsals on Tuesday evenings.
- * The Pembury Society continues to use the Upper Church for their semi-annual meetings
- * The Old Church took part in the national Heritage Weekend in September with the theme "Weddings over the Ages."
- * The midweek Coffee Stop attracts a wide range of people from the village.

Deanery and Diocese

We are part of Paddock Wood Deanery, and two members of the PCC serve on the Deanery Synod, one of whom serves as the Deanery Lay Chair. We are also part of the Diocese of Rochester, and one member of the PCC serves on the Diocesan Synod.

Ecumenical Relationships

St. Peter's Church has good ecumenical relations with Pembury Baptist Church and St. Anselm's Roman Catholic Church. Ecumenical services could not be held in the first half of the year due to the Coronavirus lockdown, but all three ministers were involved in the service at the War Memorial on Remembrance Sunday. Monthly prayers on Wednesday mornings were resumed in the autumn at the different venues associated with Hope Churches Together.

Communication

Our website (www.pemburychurch.net) is hosted on the Church of England's national platform "A Church Near You" We also operate a Facebook Page: <https://www.facebook.com/stpeterspembury/>

In the course of 2021 we have worked hard on plans to upgrade our audio-visual facilities at both churches, with the additional facilities of projection at the Upper Church and live-streaming services from both churches. This project will be completed in the summer of 2022.

Electoral Roll

There are 157 members on the Electoral Roll, of whom 34 are not resident within the parish.

Land and buildings

The Old Church is listed by Historic England as Grade 1. The Upper Church is listed as Grade 2*

The Friends of Pembury Parish Church was established in 1978 to provide for the preservation and maintenance of the Old Church together with the interior fixtures and fittings. The PCC is very grateful for the work that they do.

In 2020 planning permission was granted for the proposed St. Peter's Community Hall project. However, further work on this project has been put on hold until the completion of the AV upgrade to both our churches and the repair work to the Upper Church tower.

In 2021 the PCC established Fabric Committees as sub-committees of the PCC for both the Upper and Old Churches.

The PCC is grateful to those who have kept both churches clean in the months that they have been open. Likewise, the PCC is also grateful to the teams of flower arrangers for both the Old Church and the Upper Church.

FINANCIAL REVIEW

During the year ending 31 December 2021 the Covid-19 Pandemic has continued to impact our congregation and pattern of worship. During 2021 the overall financial position of St Peter's, Pembury, has been sustained by the continued generosity of the congregation as the principal source of income. The congregation has exceeded the target of 10% of congregational sourced

income for Away Giving. In addition, we are grateful for a **legacy of £127,000** restricted to “the maintenance and repair of the fabric and fixtures of the Old Church of St. Peter, Pembury”. Total funds available to the church buildings of our Parish have risen to £250,089 from £85,541 at the end of 2020. Of this amount:-

- £20,397 is held in the unrestricted **General Fund**, for the operation of the churches;
- £10,802 is held in the **Designated Diocesan Building Fund**, for maintenance of the church buildings. The reduction by £276 is accounted for by 2021 payments related to the 2019 Quinquennial Inspection.
- £218,891 is held in **Restricted Funds** for specific purposes and projects.

Specific financial challenges acknowledged in 2021, that will continue into 2022, have been:

- The work required to restore the Upper Church tower, as identified in the 2019 Quinquennial Inspection. This has been one element of the Revitalising Our Future (ROF) Appeal launched in 2021. Work is planned for the Spring of 2022.*
- The plan to upgrade the audio visual (AV) facilities in both churches, as another element of ROF. The restricted legacy bequeathed to the Old Church will also assist in realising this in that Church. Work is planned for the Summer of 2022.
- Uncertainty over energy supplies which, whilst having some impact in 2021 (our UC gas supplier went out of business), is a larger financial risk for 2022 and is acknowledged in the PCC Budget for next year.

The **ROF Appeal** has so far realised £45,180, of which much qualifies for Gift Aid of 25%. This money is held in a Restricted Fund and we are very thankful for the generosity of the congregation.

General Fund

The PCC agreed and monitored a ‘Break Even’ Budget for 2021 for the General Fund. This was adhered to with the General Fund remaining at £20.4k. The surplus for 2021 was £14 (2020: £897). Key points:-

- Income has become much more dependent on giving and donations by congregation members and regular events run by the congregation such as Coffee Stop. Compared with 2018, the last full year before the Pandemic, the source balance is:
 - Total Income £80,423 (2018 pre Pandemic: £109,199);
 - Proportion from congregation and Coffee Stop 82% (2018 pre Pandemic: 66%)

A key source of non-congregational income is Gift Aid, and also Fund Raising Events, Church Fees and external grants.

- Coffee Stop (Wednesday) has been back in action during 2021 (Covid compliant) and has generated income of £1,150.

- Expenditure has benefited from volunteer administrative support during 2021 and there has been cost to better equip the work hub in the Vestry, as well as replacement of some furniture in the Junior Church Room.

Reserves Policy

It has been PCC policy to maintain a balance on General Funds that equates to at least three months' unrestricted payments. As at 31 December 2021 this is equivalent to £20,102. It is held to smooth out fluctuations in cash flow and to meet emergencies. The cash balance of £20,397 held in the General Fund complies with this policy.

Gift Aid

The charity is recognised by HMRC for Gift Aid on any relevant donations for the financial year ending 31st December 2021. (See note 5 in the accounts)

Fundraising

The charity raises funds from the public – primarily from church members. It also seeks to raise funds from third party donors such as established trusts for specific projects such as the Community Hall scheme. It does not work with commercial participators in raising funds and does not have a trading subsidiary.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The function and purpose of the PCC is outlined in the Parochial Church Councils (Powers) Measure 1956. The method of appointment of PCC members is set out in the Church Representation Rules.

All members of the PCC are trustees of the charity. Elected members of the PCC are appointed for a period of three years. They may be re-elected for a further period of three years, after which they are required under the PCC's own policy to stand down for a minimum of one year. The PCC meets at least every two months, and sometimes more, to transact the business of the Church. In between meetings of the full Council the Finance and Standing Committee² is authorised, subject to the PCC's directions, to conduct the business of the PCC should decisions need to be taken between full meetings of the PCC.

To ensure the objectives are complied with the PCC meets regularly. There were nine PCC meetings during the year. Topics discussed included:

- * Suspension of public worship in our church buildings from New Year until Holy Week
- * A proposed new Board of Incumbents for the Old Church
- * Registration with the Charity Commission
- * The proposed Community Hall Project
- * The Mary Fenwick bequest of £127,000 "For the maintenance and repair of the fabric and fixtures of the Old Church of St. Peter, Pembury"
- * The Lent Series on the History of the Parish
- * The installation of an upgraded AV system for both church buildings

² Members of the Finance and Standing Committee are the Vicar, the Churchwardens, the Lay Chair of the PCC, the PCC Secretary, the Treasurer and two other members of the PCC.

- * Repairs to the Upper Church tower
- * The establishment of new parish admin hub in the Upper Church Vestry
- * Initial discussion of proposed projects at the Old Church: the refurbishment of the Tower area with the provision of a refreshment station, and the provision of a toilet
- * The pattern of services in the interim period of emerging from lockdown: 9.30 am at the Upper Church, 10 am Zoom and 11.30 am at the Old Church
- * A significant reduction in authorised ministerial support, with the deaths of Gill Betts and Jill Marchant and the retirement of Judy Cuthbert
- * The establishment of Fabric Committees for the Upper and Old Churches
- * The "Revitalising our Future" funding campaign
- * The Summer School of Prayer
- * Significant changes to the national registration of marriages, with the couple now signing a marriage document at the end of the wedding service, which is then taken to the local Registry Office
- * Noting the Church of England's national consultation "Living in Love and Faith"
- * Robert Dammers and Kathryn Gilbert starting training for the Bishop's Certificate
- * Monitoring of Coronavirus restrictions
- * The news of Simon Whiteside joining our parish in September 2022 to do his part-time curacy as a self-supporting minister. He is currently finishing his ordination training at St. Augustine's College, West Malling.
- * The creation of the role of vergers for the Upper Church
- * The need to recruit new members for the Junior Church leadership team
- * The use of the Upper Church by the local community
- * Arrangements for the Heritage Weekend at the Old Church with the theme "Weddings over the Ages"
- * The Autumn Study Series: "The Meaning of Jesus – Two Visions" by Marcus Borg & Tom Wright
- * Discussion of Remembrance and Christmas Services
- * Repairs for the Old Church boiler which was badly affected by a flood in September
- * The creation of a Servers' vestry by dual-purposing the room above the Junior Church room.
- * The arrival of a new headteacher at Kent College, Katrina Handford, starting in January 2022.
- * Arrangements for Away-Giving with 3 foci for 2022: our link parish in the Diocese of Kongo, support for social action projects in the Diocese of Rochester, and Pilsdon at Malling.
- * The enhancement of the Church library with the addition of new bookcases and books from Douglas Robertson and Gill Betts
- * The development of All Together Worship services

Some of the PCC's work is assisted by committees. Those committees report to the PCC and make recommendations for the PCC to consider. The main committees are: -

Finance and Standing. This meets on average at two-monthly intervals between PCC meetings. It has the legal authority to continue the business of the PCC, subject to any directions given by the Council. It also monitors income and expenditure.

Away-Giving Committee. This recommends to the PCC charities to be supported during the year, providing information on those charities and distributing the money raised. The Committee is elected on an annual basis by the PCC, and co-opts other members. In 2021 the charities supported were ShelterBox, Fegans, the Pilsdon at Malling Community, and our Diocesan Link Parish of St. Stephen's, Maziwa, Kondo, Tanzania.

St. Peter's Community Hall Committee. This committee has worked on the project of building a new Community Hall as an annex to the Upper Church. Its goal was to bring the project to the stage of achieving planning permission. This has now been gained. Therefore, the existing committee has been dissolved and the project will be reviewed by the PCC once the two projects of upgrading the AV systems at both our churches and the repair of the Upper Church tower have been completed.

Upper Church Fabric Committee and Old Church Fabric Committee. These two committees were established by the PCC in the course of 2021 with the aim of maintaining and enhancing the fabric and fixtures of both our churches.

Statement of Compliance

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due regard to the House of Bishops' guidance on safeguarding children and vulnerable adults).

ADMINISTRATIVE INFORMATION

The Parish of St. Peter, Pembury, is part of the Diocese of Rochester within the Church of England. It operates through two church buildings, known as the Upper Church (Hastings Road, Pembury, Kent TN2 4PD) and the Old Church, (Old Church Road, Pembury, Kent TN2 4AX).

The correspondence address is: The Vicarage, 4 Hastings Road, Pembury, Tunbridge Wells, Kent TN2 4PD.

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2011) and is a charity registered with the Charity Commission, no. 1193991.

The PCC is grateful to Liza Nicholson who offered her services as a volunteer church admin assistant on Tuesday mornings, working from the newly established church admin hub based in the Vestry of the Upper Church. The PCC also expresses its thanks for many others who help with the administrative tasks of the parish and its two churches.

Trustees

The Trustees are the members of the Parochial Church Council (PCC). Those members are either ex-officio or elected at the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules. The PCC may also co-opt members to serve for one year at a time. Trustees are not remunerated.

During the year ended 31 December 2021 the following served as members of the PCC:

Vicar The Revd Richard Worssam, Chairman

Wardens Richard Angell-Payne
 Sharon Melville

Representative on the Diocesan Synod
 Christopher Walters

Representatives on the Deanery Synod
 Christopher Walters (2020-2023)
 Robert Dammers (2020-2023)

Elected Members

2018-2021 cohort Gill Betts (until 19.1.21)
 Pauline Hawker (until 29.4.21)
 Agnes Ridge (until 29.4.21)
 Karen Wallace (until 29.4.21)

2019-2022 cohort Martin Swindlehurst (1st cycle)
 Terence Moore (filling a casual vacancy from 15.10.20)
 Liza Nicholson (filling a casual vacancy from 15.10.20)
 Simon Richards (filling a casual vacancy from 15.10.20)

2020-2023 cohort Sarah Clarke (1st cycle)
 Kathryn Gilbert (1st cycle)
 Adaeze Okoye (1st cycle)
 Derek Von Bethmann-Hollweg (2nd cycle)

2021-2024 cohort Teresa Brewster (1st cycle)
 Judith Coggles (1st cycle)
 Veronica Knight (1st cycle)
 Maurice Marchant (2nd cycle)

Co-opted Karen Wallace (from 29.4.21)

Bankers

CAF Bank Ltd, 25 Kings Hill Avenue, Kings Hill, West Malling, Kent, ME19 4TA

NatWest Bank Ltd, 89 Mount Pleasant Road, Tunbridge Wells, Kent TN1 1QJ

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF ST PETER'S PAROCHIAL CHURCH COUNCIL

I report on the accounts of the church for the year ended 31 December 2021 which are set out on pages 14 to 21.

Respective Responsibilities of Trustees and Examiner

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

It is my responsibility to:

- Examine the accounts (under section 145 of the 2011 Act);
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the 2011 Act); and
- To state whether particular matters have come to my attention.

Basis of Independent Examiner's report

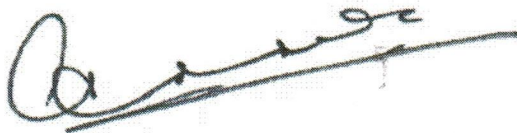
My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below. Independent examiner's statement

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name Mr. Robin Apps

Date 4 March 2022



Relevant professional qualification or body: ACIB

Address 14 Malton Way, Tunbridge Wells, Kent TN2 4QE

Parochial Church Council of St Peter, Pembury

Financial Statements for the Year Ended 31 December 2021

Receipts and Payments Accounts

Financial Statements for Year End 31 December 2021

	Notes	General Funds	DBF	TOTAL	Restricted Note 2	Total	2020
		General £	£	£	£	£	
RECEIPTS							
Voluntary Income							
Planned Giving Scheme		58,613	0	58,613	0	58,613	54,475
Collections at Services		884		884	0	884	5,694
Legacies				0	127,000	127,000	0
All other Giving	4	1,700		1,700	54,501	56,201	34,937
Gift Aid Recovered	5	11,066	0	11,066	0	11,066	13,363
		72,262	0	72,262	181,501	253,763	108,469
Activities for Generating Funds							
Coffee Stop	6	1,150	0	1,150	0	1,150	486
Investment Income			19	19		19	0
Income from Church Activities		3,765	0	3,765	0	3,765	2,948
Other Incoming Resources							
TRF from DBF		3,245	-3,245	0	0	0	437
Total Receipts		80,423	-3,226	77,197	181,501	258,698	112,340
PAYMENTS							
Costs of Generating Funds							
Coffee Stop	6	242	0	242	0	242	125
Church Activities							
Donations to Charities	3				9,472	9,472	1,610
Freewill Pledge to Diocese		53,364	0	53,364	0	53,364	56,364
Clergy & Administrator Expenses	7	548	0	548	0	548	3,509
Church Running Expenses	7	15,991	0	15,991	2,259	18,250	14,974
Vicarage costs		3,239	0	3,239	0	3,239	3,091
Mission & Evangelism	7	830	0	830	0	830	313
TRF to DBF		2,950	-2,950	0	0	0	
		76,921	-2,950	73,971	11,731	85,702	79,861
Quinquennial repairs		3,245	0	3,245	0	3,245	1,692
Community Hall Expenditure	8				4,870	4,870	11,069
Total Payments		80,409	-2,950	77,459	16,601	94,059	92,747
Surplus/(Deficit)		14	-276	-262	164,900	164,638	19,593
General Funds B/F 31 Dec 2020							
		20,383	11,078	31,461	53,991	85,451	65,859
General Fund at 31 Dec 2021							
		20,397	10,802	31,199	218,891	250,089	85,451

Statement of Assets and Liabilities as at 31 December 2021

	Notes	As at 31 December 2021	Brought Forward from 31 December 2020	Movement during the 12 months to 31 December 2021
Cash at Bank				
Nat West Current Account		156,727	14,400	142,327
Nat West Hall Account		43,041	46,329	-3,288
CAF Current Account		40,055	12,925	27,129
CAF Deposit Account		719	719	0
Diocese Building Fund (DBF)		10,802	11,078	-276
Cash in Transit		-1,324		-1,324
Petty Cash		70		70
		250,089	85,451	164,638
Funds				
General Fund		20,397	20,383	14
DBF		10,802	11,078	-276
TOTAL UNRESTRICTED		31,199	31,461	-262
Sally Ashoke	Restricted 2	2,569	2,569	0
Away Giving	Restricted 2	74	2,675	-2,601
Friends	Restricted 2	1,600	1,750	-150
Gill Marshall	Restricted 2	1,000	1,000	0
Old Church	Restricted 2	125,427	-333	125,760
Church Buildings Fund	Restricted 2,8	20,000		20,000
Hall	Restricted 2,8	23,041	46,329	-23,287
ROF	Restricted 2	45,180		45,180
TOTAL RESTRICTED		218,891	53,991	164,900
TOTAL		250,089	85,451	164,638



Fixed Assets

Church furnishings and other assets are included in the Inventory and vested in the Churchwardens on special trust.

Creditors and Other Liabilities

As at 31.12.21 there were Six months remaining on a lease contract for a Minolta copier printer at a cost of £780pa.

Cash in Transit of £1,324 is recorded in the Balance Sheet as payments due for equipment delivered during the financial year for Office Upgrade, the Youth Room and for conduct of Services. These payments were recorded in the Bank as 8 January 2022.

Approved by the Parochial Church Council on 23 March 2022 and signed on its behalf by:	
Reverend Richard Worssam (Chair of PCC) 	Richard Angell- Payne (Church Warden) 

Notes to the Accounts

1 Accounting Policies and Basis of Preparation

The Accounts have been prepared on a Receipts and Payments basis as permitted under the Charities Act 2011 applying the Charities SORP ('Accounting and Reporting by Charities: Statement of Recommended Practice'). The accounts have been prepared using the guidance from the Church of England publication 'PCC Accounting' 2016.

Specific treatment notes are set out below:-

- a) Away Giving – where Away Giving has been collected at Church Services or donated through the Church and banked in the PCC Bank Account before onward payment to the respective charities, this has been shown under a Restricted Fund as a Receipt and Payment.
- b) Income from Church Activities, being Weddings and Funerals, is shown in the Accounts as Income net of those fees payable to the Dioceses, as the Diocese portion is a passthrough.

2 Restricted Funds

	Restricted Funds					2020 Balance of Fund £
	2021 Receipts £	2021 Payments £	2021 Transfers £	2021 Surplus/ (Defecit) £	2021 Balance of Fund £	
Special Collections	615	615				
Friends Together		150		-150	1,600	1,750
Sally Asoke Fund				0	2,569	2,569
Gill Marshall Piano Fund				0	1,000	1,000
Away Giving Fund	5,280	7,881		-2,601	74	2,675
2021 Christmas Card	1,520	1,520		0	0	0
ROF AV	26,150			26,150	26,150	0
ROF UC Tower	19,030			19,030	19,030	0
Old Church Building and Fabric	127,324	1,565		125,760	125,427	-333
Church Buildings Fund			20,000	20,000	20,000	0
Community Hall	1,582	4,870	-20,000	-23,287	23,041	46,329
	181,500	16,601	0	164,900	218,891	53,991

Funds

- a) Friends Together - a restricted fund of cash received from KCC and Abbey Funeral Services to provide monthly lunches for the bereaved, less expenses.
- b) The Sally Ashoka Fund - a restricted fund (as determined by the PCC) in memory of Sally, for future fixed costs of Junior Church.

- c) The Gill Marshall Piano fund - a restricted fund for the maintenance of the John Marshall memorial piano in the Upper Church.
- d) Away Giving Fund – as described in Note 3.
- e) 2021 Christmas Card – as described in Note 3
- f) ROF – an appeal was launched in 2021 for 'Revitalising Our Future', specific to the installation of new Audio Visual systems in the Churches and the restoration of the UC Tower (as required by the 2019 Quinquennial). The PCC have 'designated', within the overall Restriction, amounts to each of the two projects.
- g) Old Church Building and Fabric fund – a restricted fund for donations from the charity 'The Friends of the Pembury Parish Church' restricted to building and maintenance work on the Old Church and any legacies or Giving specific to this purpose. In 2021 a legacy of £127,000 was received restricted to the maintenance of the St Peter's Pembury Old Church. Monies from this restricted fund were used to restore the Old Church Heating System, which had ceased to work during 2021.
- h) Church Buildings Fund – monies and legacies donated for the specific purpose of maintaining the Church Buildings, donated outside of the ROF appeal.
- i) Community Hall – as described in Note 8.

3 Away Giving Collection and 2021 Christmas Card Appeal

Specific Collections at Church Services and appeals for donations by bank transfer are designated for Away Giving to the Charities and bodies nominated by the Church. Receipts collected from these Service collections are banked and held by the PCC, as Restricted Funds, for distribution to the Charity or Body nominated for a specific collection. These monies are shown in the Accounts as Restricted Collections and as payments through Donations to Charities. In tables below are set out the collections and donations from Monthly Appeals and the 2021 Christmas Card Appeal, which was advertised to be split between Pilsdon and Fegans.

Monthly Appeals

	2021					2020
	Church Service Collections and Donations	Payments from funds held by PCC	Surplus/ (defecit) TOTAL	Allocation of Other	Balance Carried Forward	Surplus Brought forward TOTAL
	£	£	£	£	£	£
St Stephens, Maziwa	2,890	3,640	-750	611	0	140.00
Shelterbox	1,140	1,849	-709	517	0	193.00
Pilsdon	945	1,566	-622	497	0	123.00
Fegans	70	826	-756	512	0	243.00
Other to be allocated to above	236		236	-2,137	74	1,976.00
TOTAL	5,281	7,881	-2,601	0	74	2,675

Pilsdon £760
Fegans £760

		2021			2020
	Notes	General Fund £	Restricted Fund £	TOTAL £	TOTAL
Donations					
Unrestricted					
Kent College				0	3,000
Other Donations		1,700		1,700	6,248
Restricted					
ROF	2		45,180	45,180	
Old Church Building and Fabric	2		324	324	947
Away Giving	3		5,280	5,280	
2021 Christmas Card Appeal	3		1,520	1,520	
Special Collection			615	615	
Donations for Community Hall	8		1,582	1,582	24,742
TOTAL		1,700	54,501	56,201	34,937

The PCC is able to take advantage of HMRC Gift Aid on Planned Giving and Personal Donations from UK Taxpayers, who have paid Income Tax/Capital Gains of at least the amount of the donation. A declaration form from the Taxpaying donor is required to support the claim. This means we can claim back from the government on your behalf 25p for every £1 donated, boosting the value of the donation by a quarter. The PCC can also claim on collections, but within a limit defined by HMRC. The PCC claims on HMRC are usually 6 months in arrears and are submitted twice per year.

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6 Activities for Generating Funds				
	2021			2020
	General Fund £	Restricted Fund £	TOTAL £	TOTAL £
Receipts				
Fund Raising				
Coffee Stop	1,150		1,150	371
Sunday Coffee			0	115
	1,150	0	1,150	486
Payments				
Cost of Fund Raising				
Coffee Stop	242	0	242	125
Surplus on Fund Raising	908	0	908	361
7 Further Analysis of Payments				
	2021			2020
	General Fund £	Restricted Fund £	TOTAL £	TOTAL £
7a Clergy & Administrator Expense				
Clergy Exp	548		548	525
Administrator			0	2,984
	548	0	548	3,509
7b Church Running Expenses				
Insurance	5,107		5,107	846
Maintenance	1,241	1,644	2,885	784
Service costs	546		546	978
Music costs	612		612	1,966
Church Utility Costs	3,733		3,733	2,926
Church Management Costs	3,103		3,103	3,816
Office Set Up	997		997	0
Miscellaneous	652	615	1,267	3,658
	15,991	2,259	18,250	14,974
7c Mission & Evangelism				
Messy Church			0	77
Youth			0	236
Subs & Training	830		830	0
	830	0	830	313

8 Community Hall Restricted Fund and Church Buildings Fund

8.a Community Hall Fund

The PCC of St Peters Church have defined a Restricted Fund for income generated from an ongoing Appeal for funds for a new Community Hall next to the Upper Church, for use by community groups and users of Church services (e.g. for baptisms, weddings and funerals). The Physical Structure of the proposed hall is as per the Planning Permission granted by TWBC in January 2020 (TWBC Ref: 19/02212/FULL). An update to the Plan was approved by TWBC in December 2020. All income received by the PCC in the name of the Appeal is Restricted to expenditure for the purpose of building the new Community Hall, or if the full appeal does not meet its target, of providing limited facilities to render St Peters Church more accessible for wider community use. At a minimum, better accessible toilet and access facilities would be provided. This specific Community Hall Appeal has been initiated, with the intention of raising funds from the congregation of St Peters Church, local community, local business and Grant Funding bodies. The Appeal was initiated in 2014 and is ongoing. The Appeal is in the name of The St Peters Community Hall, renamed from the initial appeal name of Project 2014.

		Community Hall Restricted Fund	
	Notes	2021 £	2020 £
Receipts			
Donations		1,364	24,742
Other Income		218	485
		1,582	25,227
Payments			
Architect & Engineer Fees			10,932
Consultant Fees		4,870	0
Printing & Admin			137
		4,870	11,069
Surplus/(Defecit)		-3,288	14,158
Transfer Between Funds	8.b	-20,000	
		-23,287	14,158
Cash at Bank and in Hand 1 January		46,329	32,171
Cash at Bank and in Hand 31 December 2021		23,041	46,329

8.b Church Buildings Fund

In 2019 the St Peter's Church received a legacy of £20,000 ' to assist with the maintenance of the Church Buildings. Recognised as a Restricted Fund, this was originally 'designated' to the Community Hall project as building work related to the Church. None of the money has been released for expenditure specific to the Hall. In 2021 the PCC has recognised that the restoration of the Upper Church Tower (as defined in the 2019 Quinquennial) is a major dependency in any plan to construct a Hall at its base. The specific application of the Legacy will be reviewed once the Tower is restored and the full cost of that restoration is realised.