

Annual Report of the Parochial Church Council
of St Peter and St Paul, Great Missenden
for the year ended 31 December 2021

Administrative Information

The parish comprises the churches of St Peter and St Paul, Great Missenden, St Mary's Ballinger, and the Church at Little Hampden. It also acts as the managing trustees of the Oldham Hall, a registered charity (1063630), which owns this parish hall.

The parish office is at 102-104 High Street, Great Missenden, Bucks, HP16 0BE (Tel: 01494 862352).

The Parochial Church Council (the PCC) is a registered charity (1129874), registered with the Charity Commission.

The members of the PCC who served from 1 January 2021 until this report was approved are:

Chairman: David Harris
Licensed Lay Minister Emeritus: Patricia Neale

Churchwardens: Positions Vacant. A small team of Former Wardens and PCC members cover relevant work required, and meet regularly.

Representative on the Deanery Synod: Sue O'Farrell

Elected Members: Christopher Figg, Margaret Gordon, David Harris [Chairman], Philippa Howells, Katherine Shuster, Sally Clark, Guy Priestley, Helen Biggerstaff, Wendy Harris, Laurence Clark, Jamie Gairdner, Sue O'Farrell, John Jeapes, Christopher Nickless, Rosemary Ladd [Secretary], Brenda Harris. Graeme Petrie-Brown, Stephen Tanno.

Members who resigned during the year: Rev'd Canon Rosie Harper, Elizabeth Wormell

Structure, Governance and Management

The PCC members are elected in accordance with the Church Representation Rules.

Regular worshippers are encouraged to register on the electoral roll.

Objectives and Activities

The PCC is in Inter-Regnum pro tem , and is responsible for cooperating with the vicar [when appointed] and clergy to promote the whole mission of the Church in the Parish, and for managing the Oldham Hall.

Achievements and Performance

This is set out in detail in the ensuing sections of the annual report

Financial Review

This is also set out in the annual report. The annual accounts form part of the annual report.

Reserves Policy

It is the policy of the PCC to maintain a balance on unrestricted funds that equates to 6 months expenditure to cover emergency situations that may arise from time to time. However, it has not been possible to adhere to this policy every year because of the pressures on income and expenditure, especially the parish share. 6 months expenditure is approximately £60,000/£65,000. Overall liquid funds of the Parish at 31st December 2021 amounted to £243,421.[2020 £231,836]. See Notes 10 & 16 to the Accounts. However, £199,815 [2020-£199,940] funds are restricted.

Serious Incidents

There were no serious incidents.

Approved by the PCC on 13th March 2022, and signed on their behalf by:

David Harris (Chairman)

BALANCE SHEET AS AT 31 DECEMBER 2021

Parish of Great Missenden with Ballinger and Little Hampden

	Note	Churches		Oldham Hall		CONSOLIDATED FUNDS	
		2021	2020	2021	2020	2021	2020
FIXED ASSETS							
Freehold property				1	1	1	1
Piano	7	1	1			1	1
Lighting System	7	1	962			1	962
Accounting & Office Systems	7	255	789			255	789
CCTV	7	1	1			1	1
Sound System	7	3,537	6,047			3,537	6,047
Camera Streaming System	7	5,327	6,359			5,327	6,359
		<u>9,122</u>	<u>14,159</u>	<u>1</u>	<u>1</u>	<u>9,123</u>	<u>14,160</u>
INVESTMENT ASSETS	11	22,174	19,866	21,085	18,596	43,259	38,462
CURRENT ASSETS							
Debtors	8	16,988	21,797	0	0	16,988	21,797
Short-term deposits	16	0	25,000	0	0	0	25,000
Charibonds and Charifunds	16	60,000	60,000	0	0	60,000	60,000
Cash at Bank and In Hand	16	183,421	146,836	773	6,647	184,194	153,482
		<u>260,409</u>	<u>253,633</u>	<u>773</u>	<u>6,647</u>	<u>261,182</u>	<u>260,279</u>
LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR	9	-14,345	-12,020	-305	-527	-14,650	-12,547
NET CURRENT ASSETS		246,064	241,613	468	6,120	246,532	247,733
Intra-parish balances		-6,367	612	6,367	-612	0	0
NET ASSETS		<u>270,993</u>	<u>276,250</u>	<u>27,921</u>	<u>24,105</u>	<u>298,914</u>	<u>300,355</u>
FUNDS							
Unrestricted		49,004	56,444		0	49,004	56,444
Restricted	10	199,815	199,940	6,836	5,509	206,651	205,449
Endowment	11	22,174	19,866	21,085	18,596	43,259	38,462
TOTAL FUNDS		<u>270,993</u>	<u>276,250</u>	<u>27,921</u>	<u>24,105</u>	<u>298,914</u>	<u>300,355</u>

Approved by the Parochial Church Council on 13th March 2022 and signed on its behalf by:

David Harris (Chairman)

Mike O'Farrell [Finance]

Parish of Great Missenden with Ballinger and Little Hampden

Statement of Financial Activities
for the year ended 31 December 2021

		Church			
		2021		2020	
		Unrestricted	Restricted	Unrestricted	Restricted
Incoming Resources	Note				
Incoming resources from donors	2a	83,082	2,640	121,866	3,478
Income from operating activities	2b	12,206	0	2,258	0
Income from investments	2c	3,335		3,023	
Other ordinary incoming resources	2d	4,231		1,590	
Grant from the Oldham Hall	2e	204		463	
Total Incoming Resources		103,058	2,640	129,200	3,478
Resources Used					
Grants	3a	0		251	
Activities directly related to the work of the church	3b	95,717	2,766	103,341	15,209
Fund-raising and publicity	3c	1,473		78	
Church management and administration	3d	13,309		9,548	
Total Resources Used		110,499	2,766	113,218	15,209
Net Incoming /(Outgoing) Resources		-7,441	-126	15,982	-11,731
Prior year adjustment					
Net movement in funds		-7,441	-126	15,982	-11,731
Balances brought forward at 1 January		56,445	199,941	40,463	211,672
Balances carried forward at 31 December		49,004	199,815	56,445	199,941

Parish of Great Missenden with Ballinger and Little Hampden

Form of Accounts

These accounts comprise the consolidated accounts of three churches in the parish of Great Missenden and the Oldham Hall charity (the Oldham Hall), a charity under the control of the PCC who are the managing trustees. Separate Oldham Hall accounts have been prepared.

To account for the activities of the whole parish, separate and consolidated balance sheets are included; the income and expenditure for the Oldham Hall have not been consolidated but shown by way of note (12).

1. Accounting Policies

The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and the statement of recommended practice applicable to charities preparing accounts in accordance with the Financial Reporting Standard for Smaller Entities published on 16th July 2014.

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value.

Funds

Endowment funds are funds, the capital of which must be retained; only the income arising may be used - either for the restricted or unrestricted purpose for which the endowment was established. Restricted funds, which may be capital or income funds, are funds that are subject to specific wishes from a donor at the time of the gift or the terms of a public appeal. Unrestricted funds are general funds which can be used by the PCC for general purposes, and may include funds that have been designated by the PCC for particular purposes.

Incoming Resources

Voluntary income and Capital Sources

Collections are recognised when received by or on behalf of the PCC. Planned giving receivable is recognised only when received.

Income tax recoverable on Gift Aid donations is recognised when the income is recognised.

Grants and Legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement and the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain. Funds raised by fund-raising events are accounted for gross as far as is notified by the organisers. Sales of books and magazines from the church book-stall are accounted for gross. Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue.

accounted for when due and payable. Interest entitlements are accounted for as they accrue.

Gains and Losses on Investments

Realised gains or losses are recognised when investments are sold. Unrealised gains or losses are accounted for on revaluation of investments as at 31 December.

Resources Used

Grants

Grants and donations are accounted for when paid over or when an amount is set aside pending imminent payment.

Fixed Assets

Consecrated Land and Buildings and movable church furnishings

Consecrated and benefice property of any kind is excluded from the financial statements by Section 10(2)(a) and (c) of the Charities Act 2011.

Movable church furnishings held by the Vicar and Church Wardens on special trust for the PCC, and which require a faculty for disposal, are accounted for as inalienable property unless consecrated. They are inspected annually by the Deanery. For inalienable property acquired prior to January 2000 there is insufficient cost information available and therefore such assets are not valued in the accounts. No such property has been acquired since January 2000.

All expenditure incurred in the year on consecrated or beneficed buildings, individual items under £1,000 or the repair of removable church furnishings acquired before January 2000 is written off.

Freehold Property

The property of the Oldham Hall is included in the Balance Sheet at the nominal value of £1 as the cost and effort of obtaining a valuation is not justified for the purposes of any additional clarity or for the better understanding of these financial statements.

Other fixtures, fittings and office equipment

The Piano gifted in 2005 has been written off, and has a nominal value of £1.

The CCTV system (purchased halfway through 2013) has been written off and has a nominal value of £1. The sound system (purchased in 2013 and deck in 2018) is being written off over 10 years.

The accounting system software/laptop (purchased early 2016 and 2018) is being written off over 3 years, as is the laptop for the Office acquired in 2020. Individual items of equipment with a purchase price of £1000 or less are written off when the asset is acquired.

The lighting system installed in 2017 has been written off and has a nominal value of £1.

The newly installed camera system for livestreaming is being depreciated over 5 years from 2021.

Investments

Investments are valued at market value at 31st December 2021.

Parish of Great Missenden with Ballinger and Little Hampden
Statement of Financial Activities
for the year ended 31 December 2021

2 Incoming Resources

	Churches			
	2021		2020	
	Unrestricted	Restricted	Unrestricted	Restricted
2a Incoming resources from donors				
Bank Giro Credits	53,701	2,570	51,895	1,820
Envelopes	285		5,082	50
Donations & Good box & Website donations	9,990	70	38,928	1,608
Bequests			0	
Income tax (to be) recovered	15,930		22,126	
Collection at all services	2,582		3,708	
Wallsafe	594		127	
	<u>83,082</u>	<u>2,640</u>	<u>121,866</u>	<u>3,478</u>
2b Income from operating activities				
Fees	17,596		7,255	
Less: Fees expended	-11,764		-5,268	
Cream Teas	3,512		0	
Other fundraising	2,686		140	
Bookstall	176		131	
Newsletter/magazine				
	<u>12,206</u>	<u>0</u>	<u>2,258</u>	<u>0</u>
2c Income from investments and deposits				
Investment income	3,335		3,023	
	<u>3,335</u>	<u>0</u>	<u>3,023</u>	<u>0</u>
2d Other ordinary incoming resources				
Miscellaneous	4,231		1,590	
	<u>4,231</u>	<u>0</u>	<u>1,590</u>	<u>0</u>
2e Grant from the Oldham Hall	204		463	
Total Incoming Resources	<u>103,058</u>	<u>2,640</u>	<u>129,200</u>	<u>3,478</u>

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Parish of Great Missenden with Ballinger and Little Hampden
Statement of Financial Activities
for the year ended 31 December 2021

3 Resources Used		Churches			
		2021		2020	
		Unrestricted	Restricted	Unrestricted	Restricted
3a Grants	Note				
Mission Giving	13				
Charities (inc. Spec. Collections)	13				
Donations	13			251	
		0	0	251	0
3b Activities directly related to the work of the Church					
Ministry					
Parish share		66,387		75,000	
Priest's expenses		238		1,498	
Assistant clergy		132		649	
Junior church			476		450
Organists+Musical Director & Organ	5	6,165	60	6,260	
Choir robes & Music				225	
Altar requisites		62		36	
Flowers			317		18
Maintenance & Repairs, Cleaning		4,764	-2,435	2,444	23,836
Contributions re fabric from the Church Friends			0		-12,112
Churchyards		2,391		2,707	
Energy & Water		5,261		4,992	
Insurance		5,628		5,630	
Printing, Stationery & Postage		1,998		1,752	
Newsletter/Magazine				260	
Depreciation of Lighting			961		962
Depreciation of Streaming System			1,332		0
Depreciation of Accounting System		534		534	
Depreciation of Sound Deck		454		454	
Depreciation of Sound System			2,055		2,055
Bookstall		116		47	
GM Vicarage		96			
Miscellaneous		1,491		853	
		95,717	2,766	103,341	15,209
3c Fundraising & Publicity					
Cream teas & other Fund Raising expenses		1,473		78	
		1,473	0	78	0
3d Church Management & Administration					
Office Rent & Expenses		328			
Administration, Telephones & IT	5	12,981		9,548	
		13,309	0	9,548	0
Total Resources used		110,499	2,766	113,218	15,209

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Parish of Great Missenden with Ballinger and Little Hampden
Statement of Financial Activities
for the year ended 31 December 2021

4	<u>Trustee Expenses</u>	<u>2021</u>	<u>2020</u>
	Number of Trustees who were paid expenses	1	3
	Nature of Expenses: Travel, course, clergy expenses		
		£	£
	Total amount paid	238	2,147

5 **Related Party Transactions**

The only Charity Trustee who received remuneration from the charity was Wendy Harris, who received £6000 for her role as Church Organist.

6 **Investments**

The Gentle Bequest fund comprises 3077.68 units held in the Black Rock Charishare Fund, which is an Equity Fund.

The Church Hall Charity (Oldham Hall) Fund comprises 1354.88 units held in the M&G Charifund, which is an Equity Fund.

8	<u>Debtors</u>	<u>2021</u>	<u>2020</u>
		£	£
	Income Tax Recovered		
	Unrestricted	15,798	20,408
	Restricted		0
	Sundry		
	Unrestricted	1,190	1,389
	Restricted		0
		<u>16,988</u>	<u>21,797</u>

The Income Tax refund was received on 28th February 2022.

7	<u>Fixed Assets</u>	<u>2021</u>	<u>2020</u>
		£	£
	Piano at historic cost	5,284	5,284
	Depreciation to date	<u>-5,283</u>	<u>-5,283</u>
		<u>1</u>	<u>1</u>
	Lighting system at historic cost	4,810	4,810
	Depreciation to date	<u>-4,809</u>	<u>-3,848</u>
		<u>1</u>	<u>962</u>
	Accounting & Office Systems	4,818	4,818
	Depreciation to date	<u>-4,563</u>	<u>-4,029</u>
		<u>255</u>	<u>789</u>
	CCTV at historic cost	2,695	2,695
	Depreciation to date	<u>-2,694</u>	<u>-2,694</u>
		<u>1</u>	<u>1</u>
	Sound System at historic cost	22,825	22,825
	Depreciation to date	<u>-19,288</u>	<u>-16,778</u>
		<u>3,537</u>	<u>6,047</u>
	Camera Streaming System	6,659	6,359
	Depreciation to date	<u>-1,332</u>	
		<u>5,327</u>	<u>6,359</u>
	Total Fixed Assets	<u>9,122</u>	<u>14,159</u>

9	<u>Liabilities</u>	<u>2021</u>	<u>2020</u>
		£	£
	Expense Creditors	8,129	8,453
	Charities - inc. special collections	6,216	3,567
		<u>14,345</u>	<u>12,020</u>
	Oldham Hall [inc. in Expense Creditors]	<u>305</u>	<u>527</u>

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**Parish of Great Missenden with Ballinger and Little Hampden
Statement of Financial Activities
for the year ended 31 December 2021**

10 Restricted Funds	<u>2021</u>	<u>2020</u>
	£	£
Watson Cottages Sale Proceeds	90,149	90,149
Fabric Fund (see Note 14)	8,579	5,304
Repair and Improvements Appeal	63,124	64,457
Other	<u>-161,852</u>	<u>40,030</u>
watch here!	0	199,940
Oldham Hall	<u>6,836</u>	<u>5,509</u>
	<u><u>6,836</u></u>	<u><u>205,449</u></u>

The principal Restricted Funds are to be used for:

Watson Cottages funds may be used for a house for a curate or caretaker or for any other ecclesiastical purpose in the Parish

Fabric Fund the improvement and maintenance

of St Peter & Paul Church. West end masonry work paid from here.

Repair and Improvements Appeal the funding of capital projects, some of which were identified in the 2010 Appeal literature

11 Endowments	<u>2021</u>	<u>2020</u>
	£	£
<i>[Value at the end of the year]</i>		
Gentle Bequest	<u>22,174</u>	<u>19,866</u>
Church Hall Charity	<u>21,085</u>	<u>18,596</u>

The endowment funds are:

- (a) Gentle Bequest, of which the income is to be used for the General purposes of Great Missenden and Parish Church
- (b) Church Hall Charity (Oldham Hall) , of which the income is to be used for promoting the religious education of persons who are resident in the Ecclesiastical Parish of St Peter and St Paul, Great Missenden.

12 Oldham Hall

The income and expenditure of this is attached as part of this report package.

All transactions are separately identified, however, following the closure of TSB, Great Missenden, banking is carried out within the PCC bank accounts.

Parish of Great Missenden with Ballinger and Little Hampden
Statement of Financial Activities
for the year ended 31 December 2021

13 Special Collections and Donations (Restricted)	<u>2021</u>	<u>2020</u>
	£	£
<i>Home Mission and other Church Societies</i>		
Childrens' Society	0	178
	<u>0</u>	<u>178</u>
<i>Secular Charities</i>		
Hope Secondary School [Bethlehem]	300	
Starlight re. Cards		83
Chesham Sick Poor Fund	300	
Toilet Twinning		150
A Rocha		325
Abraham's Children in Crisis [ACIC]	50	149
Wycombe Homeless Connection	300	478
Old Tea Warehouse	90	126
Wycombe Womens' Aid		30
Wycombe Refugee Charity	1,493	
	<u>2,533</u>	<u>1,341</u>
Total	<u>2,533</u>	<u>1,519</u>

There are small donations of goods by parishioners each year, mainly to the Old Tea Warehouse. The value of these goods is neither valued nor reflected above.

There will be further payment to ACIC regarding the recipe books when further sales are possible.

Also see Note 9, Liabilities, where any such Special Collections and Donations not paid out at 31st December are held as Restricted Funds liability.

14 Commitment under the Fabric Fund

There were circa £14000 commitments at 31st December 2021.

15 Donations

£600 has been donated by 'The Friends' and has offset the cost of certain ongoing maintenance.

16 Churches - Deposits, Investments, Bank and Cash Balances

	<u>2021</u>	<u>2021</u>	<u>2020</u>	<u>2020</u>
	£	£	£	£
Virgin Money Deposit		0		25,000
see below				
Charibond	30,000		30,000	
Charifund	<u>30,000</u>	60,000	<u>30,000</u>	60,000
Bank Current/Deposits	183,019		146,306	
Petty Cash and Floats	<u>402</u>	183,421	<u>530</u>	146,836
Churches Liquid Funds		<u>243,421</u>		<u>231,836</u>
Charibond value 31-12-21	£34,783	[2020 £35,298]		
Charifund value 31-12-20	£33,823	[2020 £29,832]		

These values have not been reflected in the Balance Sheet as values can rise and fall daily. Income from these investments is reflected in the Accounts.

The Virgin Money Deposit was closed during the year and the £25000 placed in a CAFBank deposit account reflected above.

Independent Examiner's Report to the PCC of the Parish of Great Missenden with Ballinger and Little Hampden

I report on the accounts for the year ended 31st December 2021,
which are set out on pages 1 to 8.

Respective responsibilities of the PCC and Independent Examiner

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

Basis of Independent Examiner's Statement

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 PCC and a comparison of the accounts presented with those records.

It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently I do not express an audit opinion on the accounts.

Independent Examiner's Statement

In connection with my examination, no matters have come to my attention:

1. which give me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with s.130 of the 2011 Act; or
- to prepare accounts which accord with these accounting records

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.

James Innes

17th March 2022

Great Missenden

Great Missenden Church Hall Charity
(operating as "The Oldham Hall")

Balance Sheet as at 31st December 2021

	<u>Note</u>	<u>2021</u>	<u>2020</u>
Fixed Assets			
Freehold Property		1	1
Investment Assets		21,085	18,596
Current Assets			
Debtors			
Cash at Bank and in hand see note 12 PCC accounts		<u>773</u>	<u>6,647</u>
		773	6,647
Current Liabilities		305	527
Net Current Assets		<u>468</u>	<u>6,120</u>
Intra-Parish Balances		6,367	-612
		<u>27,921</u>	<u>24,105</u>
Funds			
General Fund 1st January 2021		5,509	7,320
Net surplus/deficit for the year		<u>1,327</u>	<u>-1,811</u>
		6,836	5,509
Maintenance Fund			
Endowment Fund		21,085	18,596
		<u>27,921</u>	<u>24,105</u>

David Harris Chairman

For and on behalf of The Parochial Church Council of the
Ecclesiastical Parish of St Peter and St Paul, Great Missenden
Managing Trustee of the Charity

James Innes FCA

Independent Examiner

17th March 2022

Great Missenden Church Hall Charity

(operating as "The Oldham Hall")

Income and Expenditure Account- Year to 31st December 2021

	<u>Note</u>	<u>2021</u>	<u>2020</u>
Hall Income			
Rental charges		7,916	5,399
Donations			
Fund raising			
Net proceeds of refreshment sales - opening		<u>7,916</u>	<u>5,399</u>
Hall costs			
Cleaning		2,262	2,262
Light, Heat and Water		1,944	2,460
Insurance	5	941	1,079
Restoration, repairs, equipment and Fees		1,382	1,309
Administration and Sundries		<u>60</u>	<u>100</u>
		<u>6,589</u>	<u>7,210</u>
Net Hall Income/(Deficit)		1,327	-1,811
Interest and Investment Income		<u>634</u>	<u>438</u>
		1,961	-1,373
Grant from Watsons Cottages			
Grant to St Peter & Paul PCC		-634	-438
Transfer from/to Maintenance Fund			
Net Surplus/(Deficit) for the Year		<u>1,327</u>	<u>-1,811</u>

Great Missenden Church Hall Charity

(operating as "The Oldham Hall")

Notes to the Accounts

1 Accounting Policies

- a Accounting Convention - these accounts have been prepared on the historical cost convention using the accruals basis to bring them in line with the accounting policies required under the Church Accounting Regulations 2006 together with applicable accounting standards and the Charities SORP 2005
- b Freehold Property - the property of The Oldham Hall is included in the Balance Sheet at the nominal value of £1 as the cost and effort of obtaining a valuation is not justified for the purpose of any additional clarity or for the better understanding of these financial statements
- c Investment Assets- Investment Assets are revalued at the end of the year using the closing mid-market valuation
- d Maintenance Fund- the Maintenance Fund was established for the purpose of setting aside monies to meet future maintenance expenditure of a substantial nature. This has now been closed after extensive refurbishment of the Hall.

2 Freehold Property

	2021	2020
See note 1	<u>1</u>	<u>1</u>

3 Endowment Fund

	2021	2020
Balance 1st January	18,596	22,500
Unrealised loss/profit for the year	<u>2,489</u>	<u>-3,904</u>
Balance 31st December	<u><u>21,085</u></u>	<u><u>18,596</u></u>

4 Intra Parish Balances

	2021	2020
Current Account with St Peter & St Paul	<u>6,367</u>	<u>-612</u>
This increase due to closing the Oldham Hall TSB account in January 2022 and funds transferred to the PCC CafBank Account in late 2021 and finally in early 2022	<u><u>6,367</u></u>	<u><u>-612</u></u>

5 Insurance

The Insurers [EIO] combined St Mary's Ballinger and Oldham Hall Insurance, and the Premium has been paid and charged within the overall Parish Church Accounts. The correct apportionment of the 2020 Premium has been reflected in the 2020 Accounts.