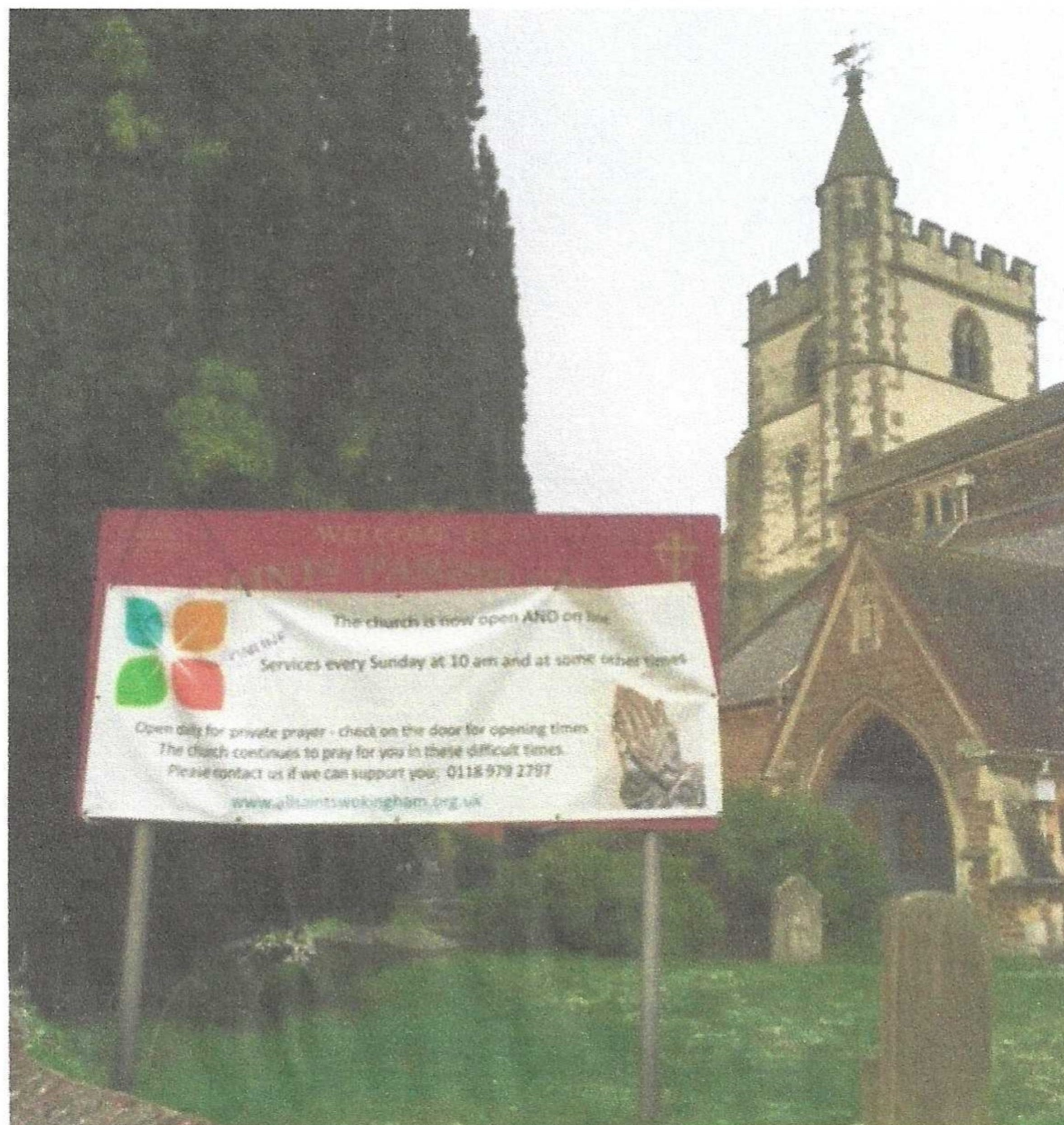


# All Saints Church

## W O K I N G H A M

The Parish Office, The Cornerstone, Norreys Avenue, Wokingham RG40 1UE  
Tel: 0118 979 2797    parishoffice@allsaintswokingham.org.uk    Reg. charity no. 1127585



During lockdown we continued to hold services every Sunday, with a recorded service when we could not use the church.

## ANNUAL REPORT AND ACCOUNTS 2020



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**INDEPENDENT EXAMINER'S UNQUALIFIED REPORT  
TO THE MEMBERS OF  
THE PAROCHIAL CHURCH COUNCIL OF ALL SAINTS CHURCH, WOKINGHAM**

**Accounts for the year ended 31<sup>st</sup> December 2020  
Charity number 1127585**

Respective responsibilities of the P.C.C. and the examiner

The P.C.C. members acting as the charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for the year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed. It is my responsibility:

- to examine the accounts under section 145 of the Charities Act
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of the Independent Examiner's statement

My examination was carried out in accordance with the general Directions given by the Charity Commission and the guidance published in PCC Accountability (The Charities Act 2011 and the P.C.C.), 5th edition. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with these records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required for 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 material matter has come to my attention which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act, or
- the accounts do not accord to the accounting records.

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

Signed

*Alan A. Clements*

Date

*27th May 2021.*

The Revd. Alan A. Clements MA ACIB FCIE  
Fellow Association of Charity Independent Examiners  
Address: 15 Carleton Road, Great Knowsley, Chorley, Lancashire. PR6 8TQ



**PARISH OF ALL SAINTS, WOKINGHAM**  
**SUMMARY ANNUAL REPORT OF THE PAROCHIAL CHURCH COUNCIL**  
**FOR THE YEAR ENDED 31ST DECEMBER 2020**

**AIM AND PURPOSE**

All Saints Wokingham Parochial Church Council (PCC) has the responsibility of co-operating with the Incumbent, The Reverend Canon David Hodgson, in promoting, in the ecclesiastical parish of Wokingham (All Saints), the whole mission of the Church, pastoral, evangelistic, social and ecumenical. Its primary aim is the promotion of the gospel of our Lord Jesus Christ according to the doctrines and practices of the Church of England.

The vision for the church which the PCC has adopted is to be a loving church, accessible to all including children and youth, which is active in the heart of the community and where all can grow their gifts and faith in God.

**OBJECTIVES AND ACTIVITIES**

All Saints Wokingham is a very active church with, in usual circumstances, worship six days a week, four different regular services on Sundays, a significant programme of community involvement through its community centre The Cornerstone, regular study and discipleship groups, lay-led healing prayer and pastoral care ministries some available to the wider parish as well as the church congregation, and outreach to local schools and residential care homes. The church is a registered charity and the PCC has regard to the Charity Commission's guidance on public benefit in *The Advancement of Religion for the Public Benefit* in the activities it plans. The church provides a benefit to the public by:

- providing resources and facilities for public worship, pastoral care and spiritual, moral and intellectual development, both for its members and for anyone who wishes to benefit from what the Church offers;
- promoting Christian values, and service by the Church and its members to its community, to the benefit of individuals and society as a whole.

The PCC also has maintenance responsibilities for key parts of the town's infrastructure – the church building itself, its four acres of churchyard and The Cornerstone building. It is pleased to be able to keep the church open to visitors every day, with space for private prayer, and to provide a large worship space for important civic events, such as Remembrance Sunday.

**ACHIEVEMENTS AND PERFORMANCE**

The PCC's broad aim for 2020 was to continue to discern and undertake God's mission in Wokingham, with specific objectives to:

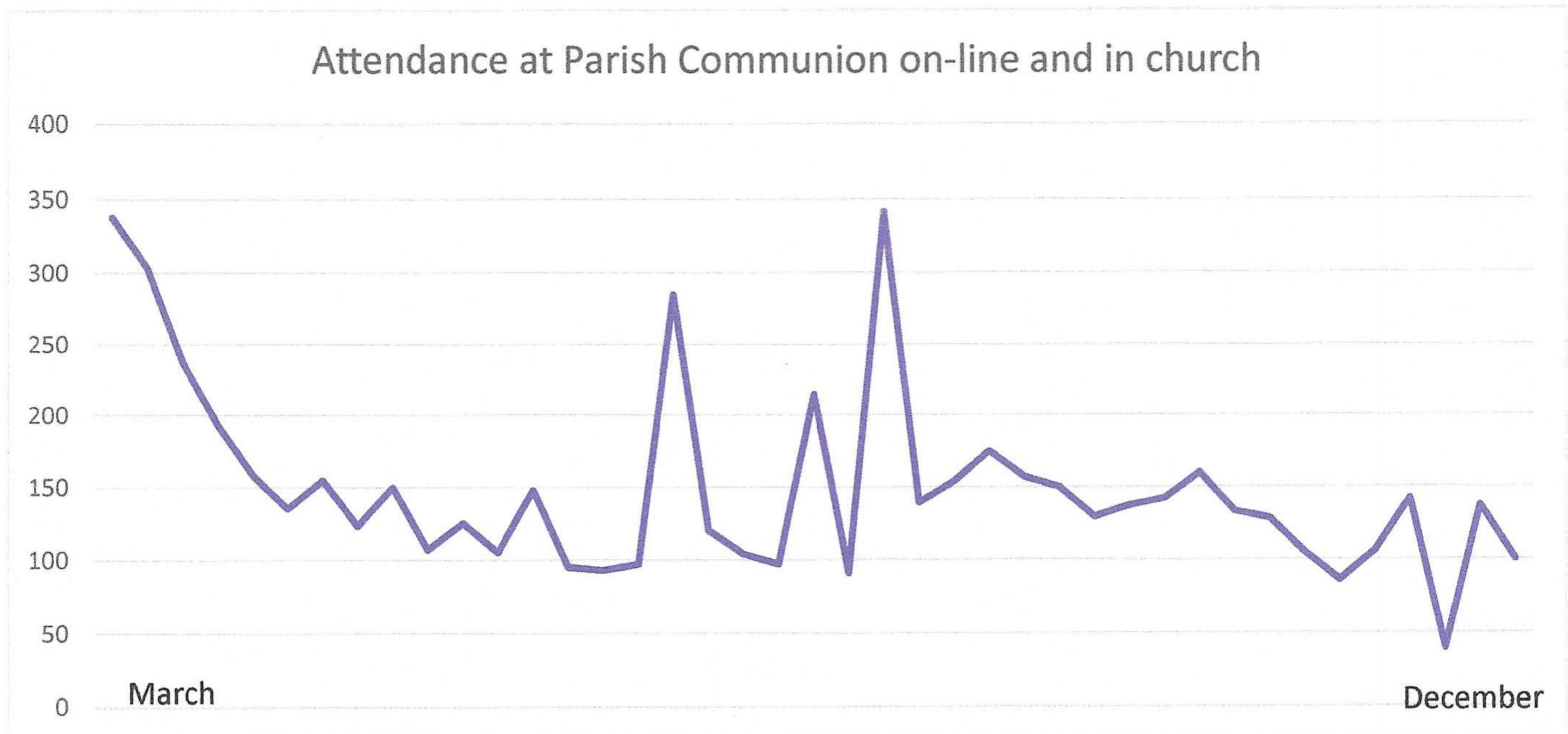
- develop its mission to the new housing areas in Wokingham
- further develop the plans for the **spaceforall** project to turn the church into an active community space
- grow its mission of service to the local community and in particular the most vulnerable
- provide opportunities for the development of Christian discipleship in the congregation and surrounding community
- offer leadership and support in responding to the climate emergency.

**Church Membership & Attendance**

The number on the Electoral Roll at 31<sup>st</sup> December 2020 was 264 (2019: 265).

The attendance at church services was massively affected by the pandemic. We recorded or live-streamed services of Parish Communion and the Family Service weekly. These were both very successful, as were the Youth church meetings on Zoom. The first service we recorded reached over 300 viewers, but as other churches started putting on streamed services our numbers dropped but seldom to below 100. The chart below shows total attendance, with the remote viewing and attendance in person combined for the times when we had a service in the church. In October, the month previously used for comparisons, there was an average of 142 people attending either on line or in person. In October 2019, 113 people on average attended Parish Communion services.





### **Review of the year**

The year was dominated by the pandemic, and the need to adapt to the differing and often rapidly changing requirements, with no element of church life untouched:

**Worship:** The church building was closed completely to the public by Government order for two months including Easter and then re-opened daily for private prayer as soon as this was allowed. There were extensive Covid safety measures put in place, thanks to some very hard work by the clergy and wardens with a team of helpful volunteers.

Sunday worship continued every week, on-line during the ban on communal worship, then in church when allowed between July and October. There was enough advance notice of the first lockdown to enable the Director of Music to record hymns and readings which he subsequently mixed with celebrations of communion from clergy homes, and later from the church to provide a recorded communion on You Tube every week. For people without Internet access, sermons, prayers and notices were available on a phone line.

Explore youth church was a particular success in Zoom and broadened its age range to include the seniors from Junior Church. Junior Church was not able to continue in person but family service continued – sometimes on-line and sometimes in The Cornerstone. A change of time allowed Family Service to cover the Junior Church slot with parents attending in The Cornerstone and then going through to the Communion service in church.

Funerals, christenings and weddings were held following the rules applicable at whatever time they were held. There was a significant reduction in the number of all these occasional services.

The first two of our Christmas services (Christingle and the Nativity) were held as planned, but the PCC decided to restrict all of the others to on-line only as the evidence of the spread of Covid grew in the third week in December.

Morning Prayer remained online by Zoom from March until the end of the year with slightly increased attendance. Night Prayer on Zoom weekly was added to the services schedule early in the lockdown and also continued through the rest of 2020.



**Pastoral care:** Keeping in touch with people was at the very top of the priority list for the first lockdown and has remained that way. A telephone call plan was developed to make sure we kept in touch with those not known to have internet access. Regular contact was made with the care homes, including occasional visits (to the front door only of course).

**Governance and staff:** All meetings, including the Annual Parochial Church meeting, went on-line and at the beginning of the first lock down most were held much more frequently than usual to ensure as much business as possible continued with minimum risk.

We welcomed Jane Hodgson as our new Parish Administrator and Amanda Lambourne as Cornerstone Administrator in August. They have adapted cheerfully with the additional challenges to settling in, working part from home, part in the office as required by the different Covid restrictions.

**In the new communities** one of the main events was the distribution of sunflower seeds in the spring, during Lockdown #1. A few volunteers distributed small packets of seeds across new estates including Montague Park and Keephatch Gardens, with simple instructions on how to plant and care for them – both an activity for families and something to brighten up the neighbourhood. It was something that people really appreciated and engaged with: the results were lovely and quite a few photos were posted on the Facebook page. Meetings and events have been very limited but the ladies group met for dinner in early 2020 and keep in touch via WhatsApp.

**The spaceforall project** ([www.spaceforall.org.uk](http://www.spaceforall.org.uk)): Work on this project slowed after the first lockdown for Covid but we subsequently took a hard look at this and realised that it was essential to move forward as quickly as we could to create an open and accessible community hub. We were granted a faculty in December and recruited a fund-raising consultant to help us realise the much cut down Phase 1 of our building plans.

**Our mission to the more vulnerable members of the community** was much reduced. There was a real success in the first two months, when, with a team of volunteers, we ran a Winter Night Shelter for two months from January 2020. We hosted Sunday nights and, in co-operation with six other churches in the town, every night was covered. This was enthusiastically welcomed by all the visitors. Statutory provision for the homeless was increased as result of Covid and in any event our early 2020 provision for a shelter would not be considered Covid secure. We hope that local authority provision for the homeless will continue, but if a shelter is required again there will be some residual momentum from 2020. The Lunch Club continued to meet enthusiastically for the first ten weeks of the year, but was forced to close, though contact has continued with its members.

### **The Cornerstone**

As the Covid requirements unfolded we became increasingly aware of the difference between the Cornerstone as a community venue (the halls and the de Vitre room) which had to close almost all the time and a rented space (the Wokingham Job Support Centre and counselling rooms) and our own offices which had to stay open. The requirements for each were very different but all our users were very sympathetic to the new requirements. Judi Arnold retired as manager in September and Monica Martin retired as bookings secretary in June after 15 years of excellent support. We held a socially distanced farewell for her (no more than six at a time) outdoors in June.

## **FINANCIAL REVIEW**

We were really blessed by the ongoing financial support from our congregation and others. Regular giving held up well during the pandemic but our special collections and money on the plate were massively reduced. However almost all church expenditure is fixed – we have continued to pay our Parish share and give 10% of our previous year's income to mission charities. To help bridge the gap a Covid appeal was launched at the end of the year which brought in some useful one-off donations amounting to over £3,000.

The Cornerstone finances were very hard hit by the pandemic. Although we had a very few bookings, the community use of the downstairs halls has effectively only operated for three months, reducing the income by 75%.



We benefitted from extensive furlough grants for our cleaning and caretaking and office staff, and a discretionary local authority grant as well as rate relief. Fortunately, the Job Support Centre and the counsellors who use upstairs rooms were able to make some use of the building were able to function for more months than that.

Expenditure was slightly reduced with less heating needed, some of the time without any paid office staff and a rate rebate, but overall the operating deficit of £3000, compared with a usual surplus of £15 -20,000 has meant the contribution we make to the reserves we hold for refurbishment of the building has suffered significantly.

Fortunately, our two tenanted cottages in Wiltshire Road were occupied and rent payments were kept up.

### **RESERVES POLICY**

Our reserves policy is to:

- Hold reserves to cover three months operational cost and £25,000 - £50,000 to cover cash flow for maintenance of the church building. Separate reserves will be held to cover five years of maintenance and refurbishment of the cottages and of The Cornerstone. Major capital projects will be financed through separate fundraising.
- Rebalance our funds annually to keep the reserves close to the agreed range for each fund. The Cornerstone funds will be used first to rebalance others, with any excess added to a Community Projects Fund, which the PCC will use for church mission in the community.
- Ensure the intended use of any designated funds is clear and hence we have renamed our legacies fund this year, following the agreement of the PCC to designate this money to the **spaceforall** project.
- Identify projects on which any surplus above overall reserve requirements can be spent to meet the mission of the church within a five-year time frame.

In relation to our current funds, reserves stand at:

	Policy	End of 2020, reserves
General Fund	£20,000	£14,259
Church and Churchyard Maintenance	£25,000 - 50,000	£34,343
Cornerstone Funds	£70,000 - 85,000	£72,925
Community Projects	£5,000	£77,600
Cottages Management and Maintenance	£10,000	£10,416

The Community Projects fund is earmarked for the **spaceforall** project.

### **FUNDS HELD AS CUSTODIAN FOR OTHERS**

For the Rector and Church Wardens, the PCC continues to hold funds which are the residue of a legacy from the late Helen Victoria Hall. These funds are the remaining proceeds in respect of the sale of her former home in Lowther Road, Wokingham on 18th May 2011. In accordance with the terms of her will these funds are unrestricted and so may be used by the Rector and Church Wardens for general purposes to the benefit of All Saints Church. Historically the Rector and Church Wardens have permitted the PCC of All Saints Wokingham to benefit from interest earned and from any value increase of monies held in the fund without further authority from themselves. This is in addition to any transfers initiated by themselves to the PCC. There was no spend from this fund this year and the income is gifted to the PCC, so the value remains as at the of 2019 – i.e. the value of the fund as at 31st December 2020 was £52,854.

### **PLANS FOR FUTURE PERIODS**

At the end of 2019 the church held an open meeting to review its strategy, and although the pandemic has changed our tactics there have been no major changes to our strategy to provide a broad range of worship, now including streamed and recorded services, and to support this with our pastoral care programme and community outreach.

The following are priorities:

- The **spaceforall** project
- Encouraging new disciples and to increase the understanding and practice of good discipleship for all



- Offering worship beyond the church walls in local schools and care homes, extending pastoral care in the local community, staying in contact with people by phone, video email and social media when personal contact is restricted
- Supporting local provision to combat homelessness as part of the Churches Together in Wokingham initiatives.
- Offering leadership on the climate emergency and the need to restore the environment.

### **RISK MANAGEMENT**

The PCC defines risk as the threat of any action or event which will adversely affect our ability to achieve our objectives or execute our strategies. Risk relates not only to the negative consequences of a threat, but also to the impact of not taking advantage of opportunities.

The Risk Management Policy is reviewed annually and top risks kept constantly under review. The top risks are (1) lack of volunteer input and time and (2) the lack of financial income.

The PCC has a practical Health and Safety Policy covering activities for both the church and its surrounding grounds and The Cornerstone. This is reviewed on a regular basis. An Accident Book is maintained. The PCC is aware of its responsibilities in respect of the Regulatory Reform (Fire Safety) Order 2005 and has appointed the churchwardens to be the responsible persons to ensure we meet the requirements.

All Saints has a Safeguarding Policy (see the web site) in place in respect of children and vulnerable adults. Checks have been and are being made with the Disclosure and Barring Service in respect of persons dealing regularly with young people and vulnerable adults. Training is an important element of this policy. The PCC-appointed officers for this are Mrs Judi Arnold and Mr Tom Lochhead.

The contents and obligations of the Equality Act 2010 are known and complied with to the best of the PCC's ability. The PCC agreed a plan to meet the new legislative requirements under the General Data Protection Regulations and our policy is on our web site.

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

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

The PCC is responsible for a wide range of matters affecting the parish, including compliance with health & safety and disability legislation and child protection. In their capacity as trustees, members of the PCC are responsible for the stewardship of the funds and for appropriate accounting and reporting of the parish finances. The PCC works to ensure that each member of the council is equipped to fulfil their role. The PCC is responsible for all legal, financial and policy matters. Responsibility for the church building resides with the churchwardens.

There are also a number of sub-committees and task groups which report to the PCC and are responsible for specific areas of the church's activities.

Standing Committee	Transacts the business of the PCC between meetings. Sets the agenda for PCC meetings and distributes relevant information to PCC members
Finance Committee	Has oversight of all finance and the associated administration.
Giving Campaign and Finance Teams	Promotes and administers pledged giving and the administration of giving, gift aid and the finances of the church
Community Forum	Advises the PCC and the Cornerstone management team on community issues
Cornerstone Management Team	Became the Cornerstone Committee in January 2021, and is responsible for oversight of The Cornerstone
spaceforall team	Responsible for the plans to make our church a lively community space



It is considered that all PCC members and any others who could be understood to be managers in the activities and affairs of All Saints are deemed to be 'fit and proper' persons under the terms of the Finance Act 2010. In-office training is made available to all PCC members as required.

### **ADMINISTRATIVE INFORMATION**

**Status:** The Parish of All Saints Wokingham is part of the Deanery of Sonning and of the Diocese of Oxford.

**Correspondence Address:** All Saints' Parish Office, The Cornerstone, Norreys Avenue, Wokingham, RG40 1UE

#### **Parochial Church Council**

Membership of the PCC is divided into two groups, ex-officio (Priests and Deacons licensed to the Parish, Churchwardens and members of the Deanery Synod) and those elected by the Annual Parochial Church Meeting (APCM) which was held in October 2020 in accordance with Church Representation Rules. Additionally, members may be appointed by the PCC during the course of the year to make up numbers if a vacancy occurs. During this year the following served as members of the PCC. The PCC met eleven times during the year.

#### **Incumbent**

The Revd. Canon David Hodgson (Chairman)

#### **Clergy licensed to the Parish**

The Revd. Hannah Higginson

#### **Wardens**

Clive Charlton

Geoff Davies (until October 2020)

Alun James (from October 2020)

One warden post is vacant

#### **Deanery Synod**

Peter Barrett

John Boylan (from October 2020)

Anne King

Judith Scott (until October 2020)

John Smith (until October 2020)

Stephen Smith (until October 2020)

#### **Elected members**

John Burbury

Michael Freeman

Elizabeth Edge

Geoff Davies (from October 2020)

Jon Helyer

Julie Holmes (until October 2020)

Rachel Knowles

Jason Ndungu

Zara Ross

Stephen Smith (from October 2020)

Hazel Todd

Robert Vacher

Kevin Wernham (until October 2020)

Matthew Woodham

#### **Co-opted**

The Revd. Colin James

Cheryl Field (from October 2020)

#### **Bank:**

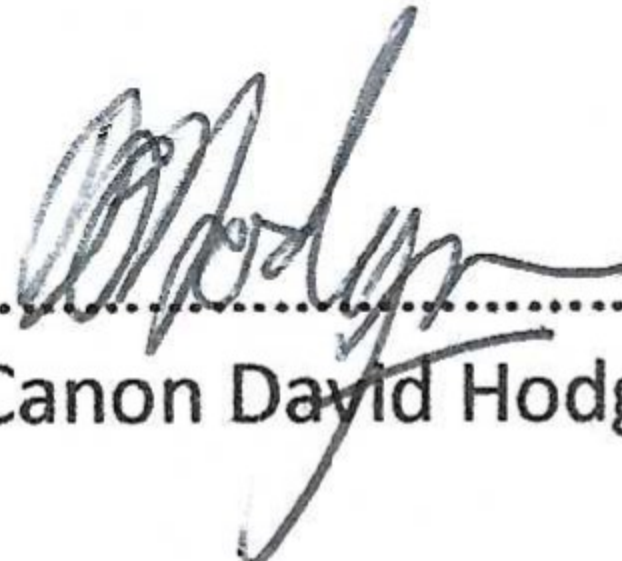
HSBC Bank plc, 1 Market Place, Wokingham, RG40 1AL

#### **Independent Examiner:**

The Revd. Alan A. Clements, 15 Carleton Road, Gt Knowsley, Chorley PR6 8TQ

#### **Legal Status**

Under the terms of section 3 of the Parochial Church Councils (Powers) Measure 1956 the Parochial Church Council (PCC) is a body corporate and is registered with the Charity Commission under number 1127585.

Signed ..........  
The Reverend Canon David Hodgson, Rector

Date .....13<sup>th</sup> April 2021



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

	Notes	General Funds	Designated Funds	Restricted Funds	Endow ment Funds	Total  2020	Total  2019
<b>Income and Endowments</b>	[1]						
Donations and legacies		171,359	1,020	126,612	0	298,991	196,478
Income from charitable activities		9,579	25,025	0	0	34,604	80,696
Other trading activities		1,324	0	0	0	1,324	6,673
Investments		1,110	22,691	2,706	0	26,507	28,980
Other income		12	17,089	3,992	0	21,093	16,411
<b>Total income and endowments</b>		<b>183,384</b>	<b>65,825</b>	<b>133,310</b>	<b>0</b>	<b>382,519</b>	<b>329,238</b>
<b>Expenditure</b>	[2]						
Raising funds		898	2,508	8,542	0	11,948	7,217
Expenditure on charitable activities		191,150	31,323	141,684	0	364,157	324,556
Other expenditure		15,890	16,311	4,100	0	36,301	34,933
<b>Total expenditure</b>		<b>207,938</b>	<b>50,142</b>	<b>154,326</b>	<b>0</b>	<b>412,406</b>	<b>366,706</b>
<b>Net Income / (Expenditure) before Transfers &amp; Gains</b>		<b>-24,554</b>	<b>15,683</b>	<b>-21,016</b>	<b>0</b>	<b>-29,887</b>	<b>-37,468</b>
Gross transfers between funds - in		15,000	7,600	76,800		99,400	97,613
Gross transfers between funds - out			-96,800	-2,600		-99,400	-97,613
Gains/(losses) on investment assets	[5]		0	2,760	-5,115	-2,355	11,082
<b>Net movement in funds</b>		<b>-9,554</b>	<b>-73,517</b>	<b>55,944</b>	<b>-5,115</b>	<b>-32,242</b>	<b>-26,461</b>
Total funds brought forward as at 1st January		<b>23,813</b>	<b>519,760</b>	<b>885,586</b>	<b>32,256</b>	<b>1,461,415</b>	<b>1,487,858</b>
<b>Total funds carried forward at 31 December</b>		<b>14,259</b>	<b>446,243</b>	<b>941,531</b>	<b>27,141</b>	<b>1,429,173</b>	<b>1,461,397</b>


The accounting policies and notes on pages 12 - 18 form part of these financial statements.



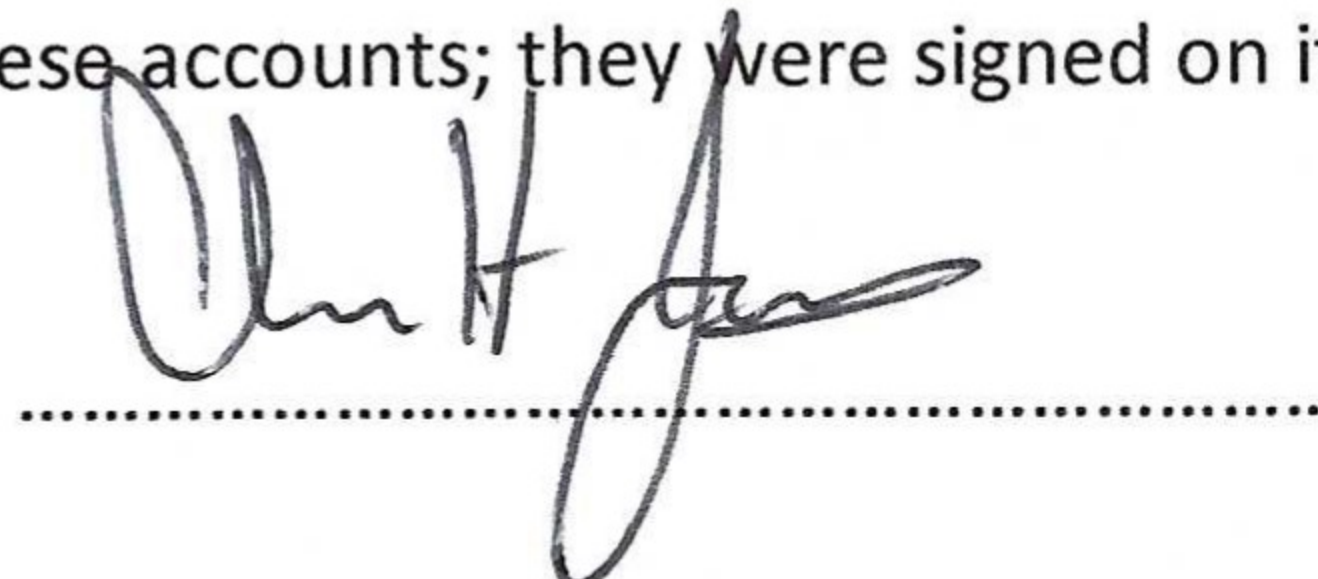
**BALANCE SHEET**  
**AS AT 31ST DECEMBER 2020**

	Notes	2020	2,019
<b>Fixed Assets</b>			
Tangible Assets	[4]	1,032,792	1,059,436
Investments	[5]	74,335	76,443
<b>Total Fixed Assets</b>		<b>1,107,127</b>	<b>1,135,879</b>
<b>Current Assets</b>			
Debtors and Prepayments & Accrued Income	[6]	21,390	5,327
Cash at bank & in hand	[7]	379,254	401,840
<b>Total current assets</b>		<b>400,644</b>	<b>407,167</b>
<b>Liabilities</b>			
Creditors: Amounts falling due after less than one year	[8]	15,680	8,417
Liabilities & charges due within one year	[8]	61,298	64,282
<b>Net current assets</b>		<b>323,666</b>	<b>334,468</b>
<b>Total assets less current liabilities</b>		<b>1,430,793</b>	<b>1,470,347</b>
Creditors: amounts falling due after more than one year	[8]	0	7,314
Provision for liabilities after one year	[8]	1,620	1,620
<b>Net Assets</b>		<b>1,429,173</b>	<b>1,461,413</b>
<b>Represented by:</b>			
Endowment funds	[10]	27,141	32,256
Restricted income funds	[10]	941,531	885,586
Designated funds	[10]	446,242	519,760
Unrestricted funds	[10]	14,259	23,813
<b>Total funds of the charity</b>		<b>1,429,173</b>	<b>1,461,415</b>

On 13<sup>th</sup> April 2021 the Parochial Church Council adopted these accounts; they were signed on its behalf by:

.....  


Chair of the Meeting

.....  


Church Warden



## ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the Charities SORP 2015.

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**

General funds represent the funds of the PCC that are not subject to any restriction regarding their use and are available for application on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted.

Restricted funds are those funds that must be spent for a particular purpose as specified by the donor.

By policy, the PCC must approve the transfer of money between designated Funds.

Endowment funds are funds given in perpetuity, the income from which may be used only for the specified purpose. The capital may not be spent. These funds must be held for us by the Diocesan Trustees (Oxford) Ltd.

The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the financial statements of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members.

### **INCOMING RESOURCES**

#### **Voluntary income and capital sources**

Collections and donations are recognised when received by or on behalf of the PCC. Planned giving receivable under pledge is recognised only when received. The church reclaims tax on gift-aided donations and this represents a substantial element of the church's income. Gift-aid unclaimed at the year-end is estimated and accrued.

**Grants and legacies to the PCC** are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable, and its ultimate receipt by the PCC is reasonably certain.

#### **Other income**

Income from the letting or hire of church premises is recognised when the amounts are due.

### **Income due to other parties**

Most income due to other parties is immediately recorded as a liability and is not recorded as the PCC's income. Examples are \* expenses from funeral directors that are intended for clergy, and \* clergy fees for weddings (these are remitted directly to the diocese). However charitable income on which the PCC claims gift-aid benefits is now recorded as income (and subsequent expense) to comply with HMRC rules.

### **Income from investments**

Dividends and interest are accounted for when receivable.

### **Gains and losses on investments**

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

### **RESOURCES USED**

#### **Grants**

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC.

#### **Activities directly relating to the work of the Church**

The diocesan parish share is accounted for when due. Any unpaid parish share at 31st December is provided for in these financial statements as an operational (though not a legal) liability and is shown as a creditor in the balance sheet.

### **FIXED ASSETS**

#### **Consecrated property and moveable church furnishings**

Consecrated and beneficed property of any kind is excluded from the financial statements by Section 10.2 of the Charities Act 2011.

Moveable church furnishings held by the Rector and churchwardens on special trust for the PCC and which require a faculty for disposal are accounted for as inalienable property unless consecrated. They are listed in the Church's inventory, which can be inspected (at any reasonable time). For inalienable property acquired prior to 1996 there is insufficient cost information available and therefore such assets are not valued in the financial statements.

All expenditure in the year on consecrated or beneficed buildings and moveable church furnishing, whether maintenance or improvement, is written off as incurred.

### **Wiltshire Road properties**

The buildings at 1 & 3 Wiltshire Road are investment properties. These are included in the balance sheet at their last estimated market value. No depreciation is provided on these properties.

### **The Cornerstone property**

The Cornerstone building was capitalised with effect from 1st January 2006 at a value equal to its total building cost. It is being written down over 50 years on a straight line basis. The land it occupies was already owned by the PCC, and is excluded from the capitalised value.

### **Furniture and fittings**

Furniture, fittings used within the Cornerstone and other church premises are depreciated over a straight-line basis over 10 years. Most relevant items acquired for the Cornerstone were capitalised *en masse* as at 1st January 2005 and are now fully depreciated. The solar panels on the Cornerstone were acquired in 2012 and have been capitalised at 50% of their invoice cost, thereby assuming that the other 50% was for installation.

### **Office equipment**

Individual items of equipment with a purchase price of £750 or more are written down over three years; those of lesser value are written off when the asset is acquired.

### **OTHER ASSETS**

#### **Investments**

Investments are valued at market value at 31st December. As there is effectively no market in shares of Traidcraft PLC, they are held in the books at cost value.

#### **Current assets**

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

Short-term deposits include cash held on deposit either with the HSBC bank or with other institutions where minimal notice is required.

#### **Stocks on Hand**

Stocks of items for sale are valued at their shared production cost provided their eventual sale is deemed likely.



**NOTES TO THE ACCOUNTS****NOTE 1. INCOME**

	General Funds	Designated Funds	Restricted Funds	Endow ment Funds	Total 2020	Total 2019
<b>Income from donations and legacies</b>						
Pledged giving	112,505		2,258		114,763	122,587
Unpledged giving	19,770		29		19,799	22,662
Sundry donations	7,801	700			8,501	14,430
Special appeals			103,357		103,357	403
Gift-aid income	31,283	320	20,968		52,571	36,396
<b>Total</b>	<b>171,359</b>	<b>1,020</b>	<b>126,612</b>		<b>298,991</b>	<b>196,478</b>
<b>Income from charitable activities</b>						
Fee income	6,151				6,151	8,086
Bellringer, choir, organist, flower & verger fees	1,587	857			2,444	1,849
Magazine subs & casual purchases	394				394	1,025
Magazine advertising	1,366				1,366	2,293
Hire of church & Cornerstone		22,678			22,678	64,166
Sundry operating-activity income	81				81	1,158
Miscellaneous income by related organisations		1,490			1,490	2,119
<b>Total</b>	<b>9,579</b>	<b>25,025</b>	<b>0</b>		<b>34,604</b>	<b>80,696</b>
<b>Other trading activities</b>						
Trading - musical events	700				700	4,040
Trading - non-music activities	624				624	2,633
<b>Total</b>	<b>1,324</b>	<b>0</b>			<b>1,324</b>	<b>6,673</b>
<b>Investments</b>						
Income from investments	1,110	514	2,706		4,330	5,602
Rent from cottages		22,177			22,177	23,378
<b>Total</b>	<b>1,110</b>	<b>22,691</b>	<b>2,706</b>	<b>0</b>	<b>26,507</b>	<b>28,980</b>
<b>Other income</b>						
Grants received		15,885	3,992		19,877	14,992
Sundry income	12	1,204			1,216	1,419
<b>Total</b>	<b>12</b>	<b>17,089</b>	<b>3,992</b>	<b>0</b>	<b>21,093</b>	<b>16,411</b>
<b>Total income</b>	<b>183,384</b>	<b>65,825</b>	<b>133,310</b>	<b>0</b>	<b>382,519</b>	<b>329,238</b>



**NOTE 2. EXPENDITURE**

	General Funds	Designated Funds	Restricted Funds	Endow ment Funds	Total 2020	Total 2019
<b>Raising funds</b>						
Cottages expenditure		2,227			2,227	2,136
Cost of trade - general	684				684	2,183
Costs of hiring church out	42				42	0
Costs of musical events - other	122	281			403	546
Stewardship committee costs	49				49	264
Other fundraising costs	1		8,542		8,543	2,088
<b>Total</b>	<b>898</b>	<b>2,508</b>	<b>8,542</b>	<b>0</b>	<b>11,948</b>	<b>7,217</b>
<b>Expenditure on charitable activities</b>						
Accounting costs	6,091				6,091	5,434
Church insurance	5,174	0			5,174	5,062
Church large scale maintenance			114,193		114,193	36,396
Church small scale maintenance	150	244			394	1,306
Church utility and cleaning costs	5,509				5,509	7,533
Churchyard costs	114	1,524			1,638	4,241
Clergy expenses & training	1,673				1,673	2,762
Congregational events	190		119		309	412
Cornerstone operating costs		26,764			26,764	40,696
Cornerstone set-up & depreciation			26,643		26,643	24,319
Magazine costs	200				200	750
Mission grants - PCC annual plan	15,300				15,300	11,792
Mission grants - outside PCC annual plan		287			287	1,217
Mission grants - Soulscape part of plan	3,000				3,000	2,000
Outreach - junior church, young people	210		643		853	1,797
Outreach - youth worker					0	13,303
Outreach - other outreach					0	161
Parish share	125,132				125,132	130,235
Synod & CTW fees	727				727	495
Worship – choir costs		107			107	158
Worship - Director of Music & visiting organists	24,246				24,246	23,614
Worship - general worship (incl. flowers)	2,953	454	86		3,493	5,616
Worship - wedding & funeral organists & vergers	476	132			608	1,179
Sundry expenditure	5	5			10	1,959
Miscellaneous expenditure by related orgs		1,806			1,806	2,119
<b>Total</b>	<b>191,150</b>	<b>31,323</b>	<b>141,684</b>	<b>0</b>	<b>364,157</b>	<b>324,556</b>
<b>Other expenditure</b>						
Office C'stone admin staff cost	13,157	13,678			26,835	28,463
Office & C'stone other admin	2,698	2,473	4,100		9,271	6,224
Subscriptions	35	160			195	246
<b>Total</b>	<b>15,890</b>	<b>16,311</b>	<b>4,100</b>	<b>0</b>	<b>36,301</b>	<b>34,933</b>
<b>Total expenditure</b>	<b>207,938</b>	<b>50,142</b>	<b>154,326</b>	<b>0</b>	<b>412,406</b>	<b>366,706</b>



**NOTE 3. STAFF COSTS**

	2020	2019
Gross wages and salaries	£56,707	£59,894
Employer's NI due	£2,102	£2,727
Employer's NI refund	-£2,102	-£2,727
Number equivalent of full-time employees at year-end	2.7	2.5
Number of employees with emoluments between £10,000 and £60,000	1	2

The Rector and other clergy, who are on PCC ex officio, received reimbursement of £1,673 for their general travel (much reduced in 2020 because of the pandemic) postal, telephone and stationery expenses and various contributions to their book acquisition expenses (figures include accruals). The Treasurers and Churchwardens were reimbursed postal and similar expenses incurred for the purposes of PCC activities. Some members of the PCC are also members of the choir and bell-ringers, and some act as vergers for weddings, funerals and church-hires; they receive a small remuneration for these duties.

There were no other disclosable transactions in respect of PCC members, persons closely connected with them or other related parties.

**NOTE 4. TANGIBLE FIXED ASSETS**

		Investment properties	Freehold land & buildings	Furnishings & fittings	Computer & similar kit	Total
		£	£	£	£	£
ACTUAL / DEEMED COST/ VALUATION	As at 1st Jan 2020	240,000	1,117,640	56,971	9,891	1,424,502
	Additions	-	0	-	-	-
	Disposals	-	-	-	-	-
	As at 31st Dec 2020	240,000	1,117,640	56,971	9,891	1,424,502
DEPRECIATION	As at 1st Jan 2020	-	332,736	22,439	9,891	365,066
	Charge for the year	-	22,426	4,218	-	26,644
	Depr'n on disposals	-	-	-	-	0
	As at 31st Dec 2020	-	355,162	26,657	9,891	391,710
NET BOOK VALUE	As at 1st Jan 2020	240,000	784,904	34,532	-	1,059,436
	As at 31st Dec 2020	240,000	762,478	30,314	-	1,032,792

- The PCC owns the buildings at 1 and 3 Wiltshire Road. The properties were estimated, in 2002, at a joint value of £240,000.
- The Cornerstone and most of its furnishings and fittings were capitalised in the church's books as at 1st January 2005. The building is being written down over 50 years; the original furnishings and fittings have now been fully depreciated, but the new kitchen and office furniture installed in 2019 are now included in the assets register
- The solar panels on the Cornerstone were acquired in 2012 and have been capitalised at 50% of their invoice cost, assuming that the other 50% was for installation.



**NOTE 5. INVESTMENT ASSETS FOR USE BY THE PCC**

	£
Market / book value at 31st Dec 2019	76,444
Gain/(loss) on annual revaluation	2,108
Purchases and disposals	Nil
Value at 31st Dec 2020	74,336

**NOTE 6. DEBTORS / ACCRUED INCOME / PREPAYMENTS**

	2020(£)	2019 (£)
Tax recoverable on gift-aid receipts	20,956	5,042
Debtors	-648	
Other prepayments	1,082	285
<b>Total</b>	<b>21,390</b>	<b>5,327</b>

**NOTE 7. SHORT TERM INVESTMENTS AND CASH AT BANK**

	2020(£)	2019(£)
HSBC Current Account	56,236	31,561
HSBC Youth worker Account	3,439	23,914
HSBC spaceforall account	55,647	51
Petty Cash	120	120
CBF deposit PCC General	22,761	22,664
CBF deposit Cottages Deposit	7,344	7,314
Cornerstone Day-to-Day Bank Account	27,356	33,341
Cornerstone COIF Deposit Acct	125,070	124,562
Related Organisations' bank+cash	6,573	6,845
Triodos Bank	74,708	73,839
Secure Trust	0	77,629
<b>Total</b>	<b>379,254</b>	<b>401,840</b>

**NOTE 8. CREDITORS/ ACCRUED EXPENDITURE/DEFERRED INCOME**

		2020(£)	2019 (£)
Due within one year	Creditors	15,680	8,417
	Loans payable	52,854	52,854
	Deferred income	5,200	5,719
	Accrued liabilities	3,244	5,709
	<b>Total</b>	<b>76,978</b>	<b>72,699</b>
Due after more than one year	Creditors		7,314
	Liabilities	1,620	1,620
	<b>Total</b>	<b>1,620</b>	<b>8,934</b>

- The Loans Payable element above records an interest-free loan made to the PCC by the Rector & Churchwardens.
- Creditors includes £7344 in respect of a creditor in respect of a deposit taken on rental of the church properties. This will be due in 2021 so has now moved from "More than one year" to "Within one year".



**NOTE 9. TRANSFERS**

The following major transfers have been made:

- £15,000 into the General Fund to bring it closer to its reserves level
- £20,000 from the Cottages Fund distributed £5,000 into Church Maintenance and £15,000 into the General Fund
- £76,800 from the Legacies Fund into the spaceforall Fund to pay for the detailed design work which is essential before one can apply for grants, and as agreed by the PVC in July 2019

**NOTE 10. ANALYSIS OF NET ASSETS BY FUND**

	Unrestricted		Restricted (£)	Endowment (£)	Total (£)
	General (£)	Designated (£)			
Tangible Assets		240,000	792,792		1,032,792
Investments	626	9,502	37,066	27,141	74,335
Current Assets	19,801	204,210	176,633	0	400,644
Liabilities	6,168	7,470	64,960	0	78,598
Internal Debts					0
<b>Total</b>	<b>14,259</b>	<b>446,242</b>	<b>941,531</b>	<b>27,141</b>	<b>1,429,173</b>

**NOTE 11. FINANCIAL COMMITMENTS**

The Parochial Church Council had, at the end of December 2020, neither approved nor contracted for any capital expenditure nor any significant repairs expenditure. It is however working on plans for significant building works in the church (known as "spaceforall") for which grants will be sought and funds raised from a range of sources. Contract work is not expected to start until 2021 and only once adequate sources of funds have been secured. Commitments to date are restricted to professional and other fees and investigations for which there are more than adequate funds in the legacy reserve.

**NOTE 12. OTHER STATISTICS**

Grants received from local authorities and Commonwealth Graves Commission towards maintenance of burial grounds	£ 1,992
Grants received/income raised by special appeal towards the costs of new buildings/extensions	£121,604
Cost of fundraising activities (including those for the spaceforall project)	£8,592



**NOTE 13. ANALYSIS OF FUNDS**

	As at 31.12.19	Income	Expenditure	Gains or losses	Transfers	As at 31.12.20
<b>General Funds</b>	23,813	183,384	-207,938		15,000	14,259
<b>Designated Funds</b>						
*Church Maintenance	31,119		-1,776		5,000	34,343
Cornerstone Day-To-Day	15,875	40,236	-42,916			13,195
Cornerstone Maintenance	11,060					11,060
Cornerstone Refurbishment	48,670					48,670
*Community projects	75,000				2,600	77,600
Cottages Mgt & Maintenance	10,466	22,177	-2227		-20,000	10,416
*Legacies	76,554	246			-76,800	
Properties (cottages)	240,000					240,000
Solar Energy Community Fund	3,777					3,777
Bell Ringers' Total Des. Funds	3,551	1,847	-1,562			3,836
Choir's Total Funds	101		-101			
Fellowship's Total Funds	589	183	-772			
Flower Guild's Total Funds	2,998	1,135	-788			3,345
<b>Total Designated</b>	<b>519,760</b>	<b>65,824</b>	<b>-50,142</b>		<b>-89,200</b>	<b>446,242</b>
<b>Total Unrestricted Funds</b>	<b>543,573</b>	<b>249,208</b>	<b>-258,080</b>		<b>-74,200</b>	<b>460,501</b>
<b>Restricted Funds</b>						
All Saints School Fund	536	625	-539			622
spaceforall	5,067	121,851	-121,990		76,800	81,728
Celebrating Community Flexible and Tower	4,658	3,845	-4845		-2,600	1,058
Churchyard	5,096	1,992				7,088
Esme Few Music Fund	117					117
Graves Fund	17,700	922		2,122		20,744
Harvest Floral Gifts	54					54
Heating Fund	3,665					3,665
May Harwood Acc. Income	8,366	1,259				9,625
All Saints Music Fund	3,416					3,416
Music Equipment Fund	1,768					1,768
Organ Fund	1,564					1,564
Properties (Cornerstone)	784,904		-22,425			762,479
Fixtures and Fittings	34,532		-4,217			30,315
Sunday School	14,546	277	-190	638		15,271
Youth Worker	1,181	2,852				4,033
Night Shelter	615		-119			496
<b>Total restricted</b>	<b>887,785</b>	<b>133,623</b>	<b>-154,325</b>	<b>2,760</b>	<b>74,200</b>	<b>944,043</b>
Third party/ agency/other folks	<b>-2,199</b>	<b>-313</b>				<b>-2,512</b>
<b>Endowment Funds</b>						
DTOL May Harwood	32,256			-5115		27,141
<b>Total Funds</b>	<b>1,461,415</b>	<b>382,518</b>	<b>-412,405</b>	<b>-2,355</b>		<b>1,429,173</b>

\*These funds are available for use for our spaceforall refurbishment project for work on the building and in the churchyard