

**The Parochial Church Council of the Ecclesiastical Parish
of Saint Mary Bredin, Canterbury**

Annual Reports and Accounts

For the year ended 31 December 2021

Charity Number 1137431

Contents

	Page
Trustees and advisers	1
PCC annual report	2 to 4
Independent Examiner's report	5
Statement of Financial Activities	6
Balance Sheet	7
Notes to the Accounts	8 to 18

Annual report and accounts for the year ended 31 December 2021

Trustees and Advisers

Principal office: St. Mary Bredin Church
Church Office
59 Nunnery Fields
Canterbury, Kent CT1 3JN

Membership of the Parochial Church Council (PCC) and Charity Trustees:

Incumbent and ex officio Chairman: The Reverend Canon Barney de Berry
Vice-Chairman: The Reverend Stephen Carter
Churchwardens: Peter Bobb
Rosemary Wade
Honorary PCC Secretary: Svenja Powell (finished June 2021) Pam Webster (elected June 2021)
Honorary Treasurer: Simon Webster (Co-opted 2021)

Members of the PCC during 2021 were as follows:

Ex-officio members

The Reverend Canon Barney de Berry - Incumbent
The Reverend Stephen Carter - Associate Vicar
The Reverend Charmaine Muir - Curate
Rosemary Wade - Churchwarden
Peter Bobb - Churchwarden
Simon Webster - Treasurer

Ex-officio members elected to Synod

Harry Macdonald (Deanery and Diocesan Synod)
Samuel Locke (Diocesan Synod)
Margaret Griffin (Deanery Synod)
Martin Collings (Deanery Synod)
Lucy Scarse (Deanery Synod)
Jacob Nicholson (Diocesan Synod)
Angela Swindley (Deanery Synod)

Elected PCC members prior to the 2021 AGM:

Bryony Williamson
Philip Lewis
Tom Gilbert
Chloe Baxter
Andy King
Katie Mickleburgh
Samuel Locke
Nedine Watson-Cutts
Sarah Genders

Members elected at the 2021 AGM:

Members who retired at the 2021 AGM

Katie Mickleburgh
Bryony Williamson

Members who left during the year

Lucy Scarse
Svenja Powell (Honorary PCC Secretary finished June 2021)
Zac Bawtree (Deanery and Diocesan Synod) stepped down in 2021

Members who joined during the year

Pam Webster as Honorary PCC Secretary

Individuals attending PCC who have no vote in decision making

Pam Webster - Honorary PCC Secretary

Bank: Lloyds Banking Group PLC
49 High Street
Canterbury, Kent CT1 2SE

Independent Examiner: Matthew Sutton FCA
Burgess Hodgson LLP
Camburgh House
27 New Dover Road
Canterbury, Kent CT1 3DN

PCC Annual Report for the year ended 31 December 2021

Structure, Governance and Management

The Parochial Church Council is a corporate body established by the Church of England. Under the terms of the Parochial Church Councils (Powers) Measure 1956 the Parochial Church Council of St. Mary Bredin (the PCC) has the responsibility of co-operating with the incumbent, the Reverend Barney de Berry, in promoting in the parish of St. Mary Bredin the whole mission of the Church; pastoral, evangelistic, social and ecumenical. It has the responsibility for the maintenance of the grounds and fabric of the Church premises and the furniture, furnishings, equipment, etc. within the various buildings on the site.

Day to day operating management of the charity's activities is delegated by the PCC to the Standing Committee which is the only committee required by law. It has the power to transact the business of the PCC between its meetings, subject to any directions given by the Church Council. The Incumbent, Churchwardens, Honorary Treasurer, Associate Vicar, Curate and up to one elected member make up this committee.

The Parochial Church Council and Charity Trustees

The members of the PCC are Trustees of the charity and are responsible for ensuring compliance with legislation governing matters including health and safety, safeguarding, disability discrimination, employment and financial matters.

Membership of the Parochial Church Council and Charity Trustees

Members of the PCC are either ex-officio, elected at the Annual Parochial Church Meeting in accordance with Church Representation Rules or co-opted. Those persons who were members of the PCC and Trustees are disclosed on Page 1 of the Annual Reports and Financial Statements.

Recruitment, induction and training of PCC members and Trustees

As part of the application process PCC members are given an explanation of what it means to become a PCC member and Trustee. This includes why the church has a PCC, what the PCC works for and with, what the PCC does and when, and what qualities and qualifications a PCC member and Trustee requires.

Public benefit

The charity constitutes a public benefit entity as defined by FRS102.

Achievements and performance

A brief outline of the activities undertaken by the organisation is set out below under the heading 'Activities'. These activities demonstrate the awareness of the PCC of the Charity Commission's published guidance on the Public Benefit requirement under the Charities Act 2011. A 'Church Life Report' document, is made available at the Annual Parochial Church Meeting or through the Church Office which provides more full details of the achievements and performance of the Church during 2021.

Volunteers

At the heart of much of the work of the Church there is a huge foundation of generous support, hard work and love which is supplied voluntarily by members of the congregation. This is often expressed in long hours spent serving in fellowship groups, in outreach programmes, in social action work, welcoming, stewarding, leading children's and youth groups, prayer meetings, training programmes and other areas of service. A huge 'thank you' is extended to all those who serve so willingly to make these events possible and for being the 'Church Life' of St Mary Bredin.

Objectives

Our vision as a church continues to be one in which we seek more fully to 'Proclaim the Good News of Jesus Christ through word and action'.

Church Attendance and Electoral Roll

An Electoral Roll was compiled in 2021 and there were 218 parishioners recorded (2020: 225). The average weekly attendance counted during October 2021 was 135 individuals over the age of 16 years (2020: 135 adults) and 25 young people under the age of 16 (2020: 25 young people).

Activities

Church activities, continued online for much of the year due to covid restrictions, with a gradual return to meeting in person as restrictions allowed. Sadly, many face to face, community based activities still had to be cancelled but a Christmas Carol service was livestreamed and an in person Christmas Carol service was held in the church car park.

PCC Annual Report for the year ended 31 December 2021

Financial Review of 2021

Total receipts accounted for in the year were £518,805 of which £19,835 was restricted to specified purposes reflected in the restricted funds used to meet the costs of those purposes. Most of the restricted donations were directed to the Mission Specified funds and to the Property Development Fund into which members of the congregation continue to contribute to paying down the Kingdom Bank mortgage that helped to finance the redevelopment and extension of the Church building.

£471,765 was spent to provide the Christian ministry of St Mary Bredin Church in 2021, including £17,092 paid out of restricted funds. This sum includes the payment of £111,093.84 for the Diocesan Parish Share which provides for the stipends, housing and training of the Incumbent and Curate amongst other things. It is the policy of the PCC to commit for mission grant purposes 10% of unrestricted planned giving and collections at services, excluding the related Gift Aid sums reclaimed. In 2021 this policy provided £40,687 for use locally, elsewhere in the UK and abroad. Adding restricted donations received for mission payment purposes and partnership giving, a total of £46,570 was allocated to be paid in grants in respect of the year.

The PCC has no discretion as to the purpose to which restricted funding is put. Unrestricted funds are available to the PCC as it considers appropriate to meet costs, including overheads, the Diocesan Parish Share and payroll costs, and to support the various activities, ministries and mission partners with whom the Church is engaged.

Unrestricted voluntary giving totalling £469,123 is an increase of £64,660 on that received in 2020. Without this generous giving, the PCC would have been unable to fund the activities of the Church in the way it was able to do in 2021 and to have the balance of reserves disclosed at the end of the year.

£17,092 was paid out of restricted funds during the year. A summary of these payments is disclosed in Note 9 to the accounts.

Plans for future periods

The objectives of the PCC continue to be to work and serve in the parish and the City of Canterbury in order to 'Proclaim the Good News of Jesus Christ through word and action'.

Reserves and Investment Policies

The PCC reviewed its Reserves Policy during the year. It is the policy of the PCC, particularly in view of having a number of staff on permanent contracts of employment, to maintain cash reserves of approximately £85,000 at any one time to cover unexpected situations that could lead to a cash flow problem. That criterion is currently met.

At the end of the financial year the PCC held balance of £29,437 with The Church of England Deposit Fund including the restricted flower investment fund, income from which is used for the provision of flowers in the church. There is also a unit linked investment as a hedge against low interest rates, the balance of which stands at £55,350.

PCC Annual Report for the year ended 31 December 2021

Statement of responsibilities of the PCC members

The PCC members are responsible for ensuring that the annual reports and the accounts are prepared in accordance with applicable law and regulations and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the PCC members to ensure that accounts are prepared for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period.

In preparing these accounts, the PCC members are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP (Statement of Recommended Practice);
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the accounts; and
-
- prepare the accounts on a going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The PCC members are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations, and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

At the date of signing these reports and accounts, the PCC considers that there are no material financial uncertainties about the PCC's ability to continue to operate.

Rev Barney de Berry (Incumbent)

Dated:

Independent Examiner's Report
for the year ended 31 December 2021

I report to the Trustees on the accounts of the charity for the year ended 31 December 2021, which are set out on pages 6 to 17.

Respective responsibilities of trustees and examiner

The members of the PCC are responsible for the preparation of the accounts. The members of 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 Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of the Independent Examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioner.

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 the seeking of 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

The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Association of Chartered Certified Accountants.

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

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

Matthew Sutton FCA
Independent Examiner

Burgess Hodgson LLP
Chartered Accountants
27 New Dover Road
Canterbury
Kent CT1 3DN

Dated:

Statement of Financial Activities

For the year ending 31 December 2021

Notes	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total 2021 £	Total 2020 £
2 INCOMING RESOURCES					
Incoming resources from generated funds					
2(a) Voluntary income	469,123	19,088	-	488,211	427,342
2(b) Activities for generating funds	13,354	-	-	13,354	9,878
Income from investments	421	747	-	1,168	4,412
Incoming resources from charitable activities					
2(d) Church activities	12,108	-	-	12,108	5,018
2(e) Other incoming resources	3,964	-	-	3,964	-
TOTAL INCOMING RESOURCES	498,970	19,835	-	518,805	446,650
3 RESOURCES EXPENDED					
Cost of generating funds					
3(a) Cost of generation of voluntary income	-	-	-	-	-
3(b) Fund-raising costs	10,096	-	-	10,096	12,910
Charitable activities					
3(c) Church activities	442,532	17,092	-	459,624	396,635
3(d) Governance costs	2,046	-	-	2,046	1,597
TOTAL RESOURCES EXPENDED	454,673	17,092	-	471,765	411,142
NET INCOMING RESOURCES BEFORE TRANSFERS	44,297	2,743	-	47,040	35,508
9 Gross transfers between funds	14,000	(14,000)	-	-	-
NET (OUTGOING)/ INCOMING RESOURCES BEFORE OTHER RECOGNISED GAINS AND LOSSES	58,297	(11,257)	-	47,040	35,508
Other recognised gains/losses					
(Loss)/Gain on revaluation of investments	3,619	-	3,684	7,303	1,657
NET MOVEMENT IN FUNDS	61,916	(11,257)	3,684	54,343	37,165
Reconciliation of funds					
Balances brought forward 1 January 2021	678,104	24,766	25,753	728,624	691,458
Balances carried forward 31 December 2021	740,021	13,507	29,437	782,966	728,624

Balance sheet

As at 31 December 2021

Notes	Unrestricted funds £	Restricted funds £	Endowment funds £	Total 2021 £	Total 2020 £
FIXED ASSETS					
5(a) Tangible	728,315	-	-	728,315	754,687
5(b) Investments	55,350	-	29,437	84,786	77,484
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	783,664	-	29,437	813,101	832,171
CURRENT ASSETS					
6 Debtors	23,015	-	-	23,015	12,909
Short term deposits	-	-	-	-	75,000
Cash at bank and in hand	266,807	14,842	-	281,649	152,327
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	289,822	14,842	-	304,664	240,236
LIABILITIES					
7 Creditors - amounts falling due in one year	51,508	1,335	-	52,843	26,329
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<i>Net current assets</i>	238,315	13,507	-	251,822	213,907
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<i>Total assets less current liabilities</i>	1,021,979	13,507	29,437	1,064,923	1,046,078
7 Creditors - amounts falling after one year	289,881	-	-	289,881	317,455
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL NET ASSETS	<hr/> 732,095 <hr/>	<hr/> 13,507 <hr/>	<hr/> 29,437 <hr/>	<hr/> 775,041 <hr/>	<hr/> 728,624 <hr/>
PARISH FUNDS					
9 Funds	<hr/> <u>740,021</u>	<hr/> <u>13,507</u>	<hr/> <u>29,437</u>	<hr/> <u>782,966</u>	<hr/> <u>728,624</u>

Approved by the Parochial Church Council on and signed on its behalf by :

Simon Webster (Honorary Treasurer)

Rev Barney de Berry (Incumbent)

Notes to the accounts**For the year ending 31 December 2021****1. Accounting policies****a) Statement of Compliance**

These accounts have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and the Republic of Ireland (FRS 102) (Charities SORP (FRS 102)) and the Charities Act 2011.

b) Basis of preparation

The accounts have been prepared on the historical cost basis, except for the valuation of investment assets, which are shown at market value. The accounts include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliation to another body, nor those that are informal gatherings of church members. The accounts are prepared in pounds sterling, which is the functional currency of the entity.

c) Going concern

There are no material uncertainties about the charity's ability to continue.

d) Judgements and key sources of estimation uncertainty

The preparation of the accounts requires the PCC to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

e) Incoming resources

Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received unless notification of the entitlement is not received in time for this to be processed. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. Dividends and interest are accounted for when receivable. Income relating to premises lettings is recognised when each letting is completed. All other income is recognised when it is receivable. All incoming resources are accounted for gross.

f) Resources expended

Grants and donations are accounted for when awarded if that award creates a binding or constructive obligation on the PCC. The diocesan parish share is accounted for when due. All other expenditure including attributable VAT is generally recognised when it is incurred and is accounted for gross.

Direct payroll costs are allocated to the appropriate activity. Support payroll costs and other support costs are allocated to activities on the basis of estimated time spent on that particular activity.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the PCC and include the Independent Examiner's fee and costs linked to the strategic management of the PCC.

Notes to the accounts

For the year ending 31 December 2021

1 Accounting policies (continued)

g) **Tangible fixed assets**

Consecrated and benefice property is not included in the accounts in accordance with section 10 (2)(a) of the Charities Act 2011.

Movable church furnishings held by the incumbent and churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church's inventory, which can be inspected on request at any reasonable time.

Individual assets or relevant groups of assets with a purchase price of more than £1,000 are depreciated on a straight-line basis. Furniture is depreciated over 5 years and technology equipment (including audio/visual, computers and printers) is depreciated over 3 years.

Buildings and building improvements, specifically the Church Centre, Kendall Hall and the residential property, are depreciated over 50 years from the date of completion or acquisition. Other assets are depreciated over a period between 10 and 15 years.

h) **Investments**

Investments held as fixed assets are revalued at the balance sheet date. Realised and unrealised gains and losses on investments are taken to the Statement of Financial Activities.

i) **Funds**

Endowment Funds are funds, the capital element of which must be maintained; only income arising from investment of the endowment may be used either as restricted or unrestricted funds depending upon the purpose for which the endowment was established.

Restricted Funds represent (a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and (b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may be expended only on the specific object for which they were given. Any balance remaining unspent at the end of each year is required to be carried forward as a balance on that fund. It is not normal practice for the PCC to invest separately for each fund. Interest generated by holding these funds is very small and no allocation of interest received is made to restricted funds.

Designated Funds are funds set aside by decision at a PCC meeting out of unrestricted general funds for specific future purposes or projects.

Unrestricted Funds are general funds which can be used for normal church activities for which the PCC is responsible.

j) **Pension costs**

The PCC contributes to a defined contribution pension scheme for permanent employees. Contributions to this scheme are charged to the Statement of Financial Activities in the period in which they are paid.

k) **Taxation**

As a registered charity the PCC is exempt from corporation tax.

l) **Financial instruments**

The PCC has only financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

Notes to the accounts

For the year ending 31 December 2021

2. INCOMING RESOURCES	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total 2021 £	Total 2020 £
2(a) Voluntary income					
Planned giving:					
Gift Aid donations	241,390	11,336	-	252,726	237,894
Tax recoverable	60,347	2,909	-	63,256	59,474
Other	64,664	550	-	65,214	53,031
Collections at services (open plate)	9,689	2,945	-	12,634	13,252
Tax recoverable for unidentified giving	195	-	-	195	500
Collections at groups (open plate)	649	-	-	649	631
Gift days:					
Gift Aid donations	28,578	500	-	29,078	23,100
Tax recoverable	7,145	125	-	7,270	5,775
Other	56,405	-	-	56,405	26,418
Donations, appeals, etc.:					
Gift Aid donations	-	-	-	-	-
Tax recoverable	-	-	-	-	-
Other	62	723	-	784	7,139
Gift Aid received re donation in the prior year	-	-	-	-	128
Legacies	-	-	-	-	-
	<u>469,123</u>	<u>19,088</u>	<u>-</u>	<u>488,211</u>	<u>427,342</u>
2(b) Activities for generating funds					
Church property lettings (for non-church purposes)	13,082	-	-	13,082	9,573
Fund-raising events	-	-	-	-	-
Other	272	-	-	272	305
	<u>13,354</u>	<u>-</u>	<u>-</u>	<u>13,354</u>	<u>9,878</u>
2(c) Income from investments					
Dividends	-	747	-	747	721
Interest	421	-	-	421	3,691
	<u>421</u>	<u>747</u>	<u>-</u>	<u>1,168</u>	<u>4,412</u>
2(d) Income from church activities					
Church property lettings (for church purposes)	705	-	-	705	446
Fees for weddings and funerals	1,861	-	-	1,861	2,213
Fees for courses and events	9,542	-	-	9,542	2,359
	<u>12,108</u>	<u>-</u>	<u>-</u>	<u>12,108</u>	<u>5,018</u>
2(e) Other incoming resources					
Gain on sale of fixed assets	-	-	-	-	-
Government grant income	3,964	-	-	3,964	-
Total incoming resources	<u><u>495,006</u></u>	<u><u>19,835</u></u>	<u><u>-</u></u>	<u><u>518,805</u></u>	<u><u>446,650</u></u>

Notes to the accounts

For the year ending 31 December 2021

3. RESOURCES EXPENDED	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total 2021 £	Total 2020 £
3(a) Generation of voluntary income					
Costs of appeals, grants, etc.	-	-	-	-	-
3(b) Fund-raising costs					
Attributable to church property lettings	10,096	-	-	10,096	12,910
Cost of fund raising events	-	-	-	-	-
	10,096	-	-	10,096	12,910
3(c) Charitable activities					
Total Missionary and Charitable giving	40,687	5,883	-	46,570	45,478
Ministry: Diocesan parish share	111,094	-	-	111,094	109,994
Other ministry costs	40,669	399	-	41,068	37,591
Clergy support	15,620	-	-	15,620	11,752
Parsonage houses costs	854	-	-	854	1,347
Music ministry	1,619	-	-	1,619	10,446
Pastoral ministry	2,998	-	-	2,998	2,251
Youth and Children ministries	62,353	-	-	62,353	44,903
Students ministry	737	-	-	737	655
Church running	39,197	201	-	39,398	34,942
Church maintenance and repairs	18,899	-	-	18,899	8,400
Upkeep of services	38	-	-	38	-
Upkeep of churchyard	452	-	-	452	203
Cost of courses and events	45	-	-	45	1,231
Cost of group meetings	17,470	10,609	-	28,078	8,946
Discipleship Year costs	11,250	-	-	11,250	2,495
Church Hall and Centre running costs and repairs	38,769	-	-	38,769	35,505
Finance charges	11,382	-	-	11,382	12,776
Depreciation charges on: Furnishings and equipment	4,891	-	-	4,891	4,210
Church Hall and Church improvements	23,510	-	-	23,510	23,510
	442,532	17,092	-	459,624	396,635
3(d) Governance costs					
Staff costs	512	-	-	512	389
Independent Examiner's fees	1,446	-	-	1,446	1,147
Adjustment re prior year fees	-	-	-	-	-
Professional fees	-	-	-	-	-
Support costs	87	-	-	87	61
	2,046	-	-	2,046	1,597
TOTAL RESOURCES EXPENDED	454,673	17,092	-	471,765	411,142

Included in the Resources Expended, Fund Raising and Charitable Activities costs, disclosed in Notes 3(b) and 3(c) above are wages and support costs allocated on the basis of the proportion of time that members of staff spend being involved in the various areas of activity. The balance of the total costs for each category of expense which is shown above represents direct costs incurred during the year. Further analysis of some of the activity headings above is shown in Note 3 (continued) on Page 12.

Notes to the accounts

For the year ending 31 December 2021

3. RESOURCES EXPENDED (continued)

Allocation of wages and support costs	Direct Payroll £	Support Payroll £	Total Payroll £	Other Support costs £	Direct costs £	Total Allocated Costs £
Attributable to church property lettings	3,810	4,067	7,877	1,343	876	10,096
Diocese re Associate Vicar and other ministry costs	-	-	-	-	40,669	40,669
Incumbent activities	-	11,736	11,736	2,001	1,883	15,620
Music	-	-	-	-	1,619	1,619
Pastoral	-	2,561	2,561	437	-	2,998
Youth and Children	44,390	5,215	49,605	8,457	4,291	62,353
Students	-	-	-	-	737	737
Discipleship Year costs	-	1,280	1,280	218	9,752	11,250
Church running	4,465	23,718	28,183	4,805	6,208	39,197
Church maintenance and repairs	3,376	1,401	4,777	814	13,308	18,899
Upkeep of services	-	-	-	-	38	38
Cost of group meetings	8,241	921	9,162	1,562	6,746	17,470
Church Hall/Centre	11,109	2,265	13,374	2,280	23,114	38,769
Governance	-	512	512	87	1,446	2,046
	75,391	53,677	129,068	22,004	110,688	261,759

Other support costs included above:

	Total 2021 £	Total 2020 £
Printing, postage and stationery	3,013	1,919
Telephone	1,384	1,493
Website and IT costs	12,529	9,712
Recruitment and staff training	3,706	1,124
Repairs and maintenance	569	1,322
Payroll services	741	924
Travelling	62	499
Canteen	-	16
Other costs	-	-
	22,004	17,009

Notes to the accounts

For the year ending 31 December 2021

4. STAFF COSTS

	Total 2021 £	Total 2020 £
4(a) Wages and salaries		
Wages and salaries	124,795	101,994
Employers National Insurance	4,790	2,466
Pension costs	3,445	3,236
	<hr/>	<hr/>
	133,030	107,696
	<hr/> <hr/>	<hr/> <hr/>

The average number of employees including temporary staff during the year, calculated on the basis of full time equivalents, was as follows:

	2021 Number	2020 Number
Church Hall/Centre	1.7	1.2
Youth and children	2.0	1.4
Administration and management	4.4	3.4
	<hr/>	<hr/>
	8.0	6.0
	<hr/> <hr/>	<hr/> <hr/>

The full time equivalent information represents 8 (2020: 6) paid members of staff, some of whom work full time and some part time. Volunteers who serve in church activities and ministries are not included in these statistics.

During the year the PCC contributed to the defined contribution pension scheme £3,445 (2020 - £3,236) on behalf of employees who have not opted-out of the scheme. Of these contributions no amounts remained outstanding at the year end (2020 - £Nil).

The incumbent, associate vicar and curate are remunerated by the Diocese. Part of the Diocesan parish share disclosed above contributes towards the cost of the incumbent and curate.

No member of staff earned over £60,000 during the year (2020: None).

4(b) **Payments to PCC Members and Related Parties**

No member of the PCC received remuneration or benefits in respect of their services as members of the PCC during the year (2019: None). Pam Webster who is the PCC secretary was reimbursed £34 in Decembere for staff thankyou flowers. No other PCC members were reimbursed expenses during the year other than for operating costs incurred on

Katie Mickleburgh who was a member of the PCC was appointed as a temporary part time cleaner on the 16.10.2020 until 31.03.2021 and was paid £2,314.02 (£2,041.08 in 2020). From 01.04.2021 she was appointed as Church Manager and resigned from the PCC as of the 31.03.21

A payment of £500 from the investment fund was made, to a company whom a PCC member works for, in relation to administrating the investment with Quilter (was Old Mutual Wealth).

Use of the Family Fund is at the discretion of the incumbent and churchwardens. There was £75 available in this fund in 2021 (£125 2020) and no of payments were made out of the Family Fund in 2021 (£50 2020). No payments were made to individuals related to PCC members (2020: £Nil).

Notes to the accounts

For the year ending 31 December 2021

5. FIXED ASSETS

(a) Tangible	Buildings & Improvements	Furniture & Equipment	Total
	£	£	£
Cost:			
At 1 January 2021	1,054,886	177,894	1,232,780
Additions at cost	-	2,028	2,028
Disposals	-	-	0
At 31 December 2021	1,054,886	179,923	1,234,809
Depreciation			
At 1 January 2021	307,868	170,224	478,092
Accumulated depreciation on disposals	-	-	0
Charge for the year	23,510	4,891	28,402
At 31 December 2021	331,378	175,116	506,494
Net book value			
At 31 December 2021	723,508	4,807	728,315
At 31 December 2020	747,018	7,670	754,688

The buildings comprise the cost of improvements to the Church building, the cost of the Link and Church Centre, the cost of Kendall Hall, the cost of land on which the Kendall Hall stands and the cost of residential accommodation for use by the Associate Vicar together with the cost of improvements to those properties.

The PCC holds in trust for the Diocese of Canterbury, the Church building and land on which the Church building, the gardens, the car park, the Link and Church Centre stand. The PCC is responsible for the maintenance of the grounds and fabric of these premises.

The residential accommodation purchased for use by the Associate Vicar is held by The Canterbury Diocesan Board of Finance as custodian trustee for the PCC. The PCC is responsible for maintenance of the grounds and fabric of this property and also for the council tax and water charges.

(b) Investments	£
<u>CBF Church of England fund</u>	
Market value 1 January 2021	25,753
Revaluation gain/(loss)	3,684
Market value at 31 December 2021	29,437

The investment consists of 1,257 income shares in the CBF Church of England Investment Fund.

<u>Quilter</u>	£
Market value 1 January 2021	51,731
Revaluation gain/(loss)	3,619
Market value at 31 December 2021	55,350

In 2020, the PCC purchased an investment in a portfolio of unit trusts on the Old Mutual Wealth (now Quilter) platform for £50,000.

Notes to the accounts

For the year ending 31 December 2021

6. DEBTORS	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total 2021 £	Total 2020 £
Gift Aid tax recoverable	6,787	-	-	6,787	5,548
Debtors	1,379	-	-	1,379	-
Accrued income	-	-	-	-	-
Prepayments	14,849	-	-	14,849	7,361
	<u>23,015</u>	<u>-</u>	<u>-</u>	<u>23,015</u>	<u>12,909</u>

Prepayments includes £8,505 which is for the Ashburnham weekend taking place in 2022

7. LIABILITIES	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total 2021 £	Total 2020 £
Creditors - amounts falling due in one year					
Trade Creditors	11,006	-	-	11,006	6,434
Other Creditors	650	-	-	650	600
Loans (see below)	13,300	-	-	13,300	13,300
Deferred Income	15,865	-	-	15,865	0
Accruals	10,686	1,335	-	12,021	5,993
	<u>51,508</u>	<u>1,335</u>	<u>-</u>	<u>52,842</u>	<u>26,327</u>
Creditors - amounts falling after one year					
Loans					
Kingdom Bank Limited					
Church renovation	39,369	-	-	39,369	42,450
Residential accommodation	263,813	-	-	263,813	288,305
Included in amounts falling due within one year	(13,300)	-	-	(13,300)	(13,300)
	<u>289,881</u>	<u>-</u>	<u>-</u>	<u>289,881</u>	<u>317,455</u>

A Kingdom Bank Limited loan to finance part of the church premises renovation is repayable over thirty years and is charged at 2.5% over bank base rate and the loan is secured over freehold property consisting of the Keel owned by the PCC. During the year £3,082 of this loan was repaid from regular monthly payments. At year end the balance of the loan amounted to £39,368.65.

The two Kingdom Bank Limited loans to finance the residential accommodation are repayable over 25 years and interest on these loans is charged at 3.5% over bank base rate and the loans are secured partly over the freehold property and partly over the freehold property consisting of the Kendall Hall and gardens. Both properties offered as security are owned by the PCC. During the year, £10,492 of the loans was repaid from regular monthly repayments from the property fund. At the year end date the balance of the loans amounted to £263,813.

Accruals is much higher than last year due to the deferred income of £15,865 for the Ashburnham weekend taking place in 2022

Notes to the accounts

For the year ending 31 December 2021

8. FINANCIAL INSTRUMENTS

Assets:	2021	2020
Cash and bank balances	281,649	227,327
Debtors and gift aid recoverable	8,166	5,548
	<u>289,815</u>	<u>232,875</u>
Liabilities:		
Mortgage loans (Note 7)	303,182	330,755
Creditors	11,656	7,034
	<u>314,838</u>	<u>337,789</u>

The mortgage loans are in the form of secured loans with a variable interest rate. The risk facing the PCC is that interest rates will rise as the UK economic situation changes. The PCC considers that any increase in interest rate will be covered by increasing gifts or by reducing overheads to ensure that the PCC maintains its reserves policy.

Notes to the accounts

For the year ending 31 December 2021

9. PARISH FUNDS	Balance at 1 Jan 2021	Incoming Resources	Resources Expended	Transfers	Revaluation Gains	Balance at 31 Dec 2021
Unrestricted Funds:						
General funds	174,343	498,625	(427,548)	(13,573)		231,847
Designated funds :						
Fixed Asset Fund	416,263	-	(23,510)	27,573	-	420,326
Property Reserve Fund	79,986	-	(3,445)	-	-	76,541
Cantercare	-	-	-	-	-	-
Mercy Ministries	7,512	-	(4,132)	-	-	3,380
	678,104	498,625	(458,636)	14,000	-	732,094
	Balance at 1 Jan 2021	Incoming Resources	Resources Expended	Capital Repayment	Revaluation Gains	Balance at 31 Dec 2021
Restricted Funds:						
Children	-	-	-	-	-	-
Youth	-	313	-	-	-	313
Flowers Revenue	1,823	747	(201)	-	-	2,369
Mission Specified	2,020	4,541	(5,683)	-	-	878
Family Relief	75	-	0	-	-	75
Property Development	11,367	6,450	-	(14,000)	-	3,817
SMB Groups	188	-	-	-	-	188
Uganda Field Trip	-	-	0	-	-	-
Regalia & Artefacts	-	-	-	-	-	-
Pastoral	1,350	125	(399)	-	-	1,076
South Sudan - Juba	-	200	(200)	-	-	-
Mercy Ministries	7,943	7,459	(10,609)	-	-	4,793
	24,766	19,835	(17,092)	(14,000)	-	13,508
Endowment Funds:						
Flower fund	25,753	-	-	-	3,684	29,437
Total Parish Funds	728,624	518,459	(475,728)	-	3,684	775,039

Designated Funds:**Fixed Asset Fund**

The fixed asset fund represents the net book value of property fixed assets less any secured loans. The transfer relates to adjustment for fixed asset additions and the mortgage repaid during the year.

Property Reserve Fund

In 2018, the PCC designated £91,011 towards the costs of an extension to the Old Dover Road entrance to the Church premises and survey work to meet the costs of design and preparation work for this project. £8,244 was spent in 2019, £2,781 in 2020 and £3,445 in 2021. This leaves a balance of £76,541.

Mercy Ministries

In 2017 the PCC resolved to designate 10% of the 2017 Unrestricted Gift Day donations, excluding the Gift Aid recoverable, for the Mercy Ministries. These funds are utilised as the PCC directs to support these ministries. £4,132.08 was used in 2021 leaving £3,380.28.

Notes to the accounts

For the year ending 31 December 2021

9. PARISH FUNDS (continued)

Restricted Funds:

Children

A fund to receive donations to support ministry to children.

Youth

A fund to receive donations to support ministry to young people.

Flowers Revenue

A fund to receive the interest from the Flower Endowment Fund. This is used to support the provision of flowers in the church.

Mission Specified

These funds are received from donors who specify the mission partner to whom the funds are to be given over the course of the financial year.

Family Relief

A fund available to the incumbent and churchwardens to provide support to members of the church family who experience financially difficult times.

Property Development

A fund containing money given for building projects and repayment of the associated mortgage loan.

SMB Groups

A fund to receive donations by SMB groups for mission partners.

Uganda Field Trip

A fund to receive donations to support a team which will work with Jenga in Uganda during 2018.

Regalia & Artefacts

A fund to receive donations to purchase religious regalia and artefacts.

Pastoral

A fund to receive donations to support the pastoral activities of the church.

South Sudan - Juba

A fund to receive donations to support education work in Juba, South Sudan.

Mercy Ministries

A fund to receive donations to support the mercy ministries operated by the congregation: Christians Against Poverty, Make Lunch and Stop The Traffic.

10. FINANCIAL COMMITMENTS

There are no Financial Commitments at 31 December 2021 (2020: None).

11. EVENTS BEING CONSIDERED SUBSEQUENT TO THE YEAR END

The general condition of the Kendall Hall premises continues to cause some concern and significant repair costs may need to be met in the next 3 years.

Detailed Unrestricted Funds - Resources Expended Analysis

For the year ending 31 December 2021

	Total 2021 £	Total 2020 £
Detailed Charitable Activity Costs:		
Mission giving	40,687	34,437
Ministry - Diocesan Parish Share	111,094	109,994
General ministry costs	3,330	1,719
Ministry costs - Fees shared with Diocese	746	1,010
Ministry costs - Discipleship Year costs	9,766	1,369
Clergy expenses	1,407	1,668
Parsonage houses costs	854	1,347
Associate Vicar employment costs	37,605	34,919
Music costs	1,619	1,802
Upkeep of services	383	130
Upkeep of churchyard	452	203
Ministry events	14,231	3,570
Children and Youth activities	4,291	1,752
Major premises repairs	14,375	-
	<u>240,838</u>	<u>193,919</u>
Direct costs of events sales	<u>38</u>	<u>0</u>
Detailed Overhead costs		
Refuse and water costs	2,894	3,382
Insurance costs	5,451	5,518
Electricity and gas costs	9,593	7,273
Church and Centre minor repairs	1,762	3,530
Cleaning	1,946	4,014
Travelling	310	893
Hospitality	312	202
Staff training	1,540	773
Printing, stationery, photocopying and postage	3,013	1,919
Telephone	1,384	1,493
Office equipment maintenance	2,186	3,136
IT support	2,750	2,515
Website and IT costs	9,779	7,197
Fixture, fittings and equipment minor purchases	38	1,684
Bank and credit card charges	415	401
Loan interest paid	10,967	12,375
Employed staff costs	125,115	107,696
Recruitment costs	2,166	351
Independent Examiner fees and payroll costs	2,187	2,071
Consultancy Fees	-	-
Church Centre alarm system and lift costs	2,104	1,901
Sundry expenses	-	0
Professional fees	3,445	2,781.00
	<u>189,359</u>	<u>171,105</u>
Depreciation - Property	23,510	23,510
Depreciation - Furniture and Fittings	2,778	2,113
Depreciation - Office Equipment	2,113	2,097
	<u>28,401</u>	<u>27,721</u>
TOTAL RESOURCES EXPENDED per Note 3 to Financial Statements	<u>458,636</u>	<u>392,745</u>

Detailed Missionary and Charitable Giving Analysis

For the year ended 31 December 2021

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total 2021 £	Total 2020 £
RESOURCES EXPENDED INFORMATION					
<u>Missionary and charitable giving:</u>					
Overseas:					
Support of D & U Drew	5,500			5,500	3,000
Support of L & O Muerasse	5,500	3,283		8,783	8,008
Support of G & S Venables	1,500			1,500	1,500
Support of M Hayter	3,400	2,050		5,450	7,363
Support of K Washington				-	-
Support of Juba School		200		200	313
Support of Jenga	-	-		-	3,063
Support of R Henderson	3,561	-		3,561	2,396
Support of Sarah & Joe Harvey	5,500	350		5,850	4,054
				-	-
<u>UK based:</u>					
Canterbury Schools Worker	1,425			1,425	1,320
Canterbury Welcomes Refugees		-		-	396
Catching Lives				-	-
Christ Church Christian Union	-			-	1,000
Christian Aid				-	-
Church Army				-	-
Friends International	1,000			1,000	1,500
Food bank		-		-	60
GE Taylor	3,940	-		3,940	2,728
Jenga UK	3,061			3,061	
Kidz Klub	-			-	750
Future ministry		-		-	1,236
L McCutcheon				-	-
N Shewell Cooper				-	-
Porchlight				-	-
Ruth Radley CMS	2,000			2,000	2,000
Sophie Rourke				-	-
Time Out	1,500			1,500	1,880
UCCF - ECURRYER	1,500			1,500	1,500
	39,387	5,883	-	45,270	44,067
<u>Missionary and charitable giving:</u>					
2017 - 10% of Unrestricted Gift Day					
Joe and Sarah Harvey - CMS	-	-	-	-	-
<u>Partnership giving:</u>					
Fusion	300			300	300
Christ Church Christian Union	500			500	450
Kent University Christian Union	500			500	403
SMB Family Relief				-	259
	1,300	-	-	1,300	1,412
Total Missionary and Charitable Giving	40,687	5,883	-	46,570	45,478
As shown on Page 11 of the reports document					