

PARISH CHURCH OF ST AUGUSTINE OF CANTERBURY THORPE BAY
Registered charity number 1128847

ANNUAL REPORT
and
FINANCIAL STATEMENTS
of the
PAROCHIAL CHURCH COUNCIL

FOR THE YEAR ENDED 31st DECEMBER 2021

council chairman

MRS MARGARET RIDLEY
83 Parkanaur Avenue
Thorpe Bay
Essex SS1 3JA

bankers

BARCLAYS BANK PLC
Southend-on-Sea Business Centre

independent examiner

MR GRAHAM LANE FCA

THE PAROCHIAL CHURCH COUNCIL ST AUGUSTINE OF CANTERBURY THORPE BAY

Registered charity number 1128847

ANNUAL REPORT FOR 2021

BACKGROUND

The St Augustine's Parochial Church Council (The PCC) is a registered charity which has the responsibility of co-operating with the incumbent in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has responsibilities for the nearby Church Hall.

MEMBERSHIP

Members of the PCC are trustees of the charity and are either *ex officio* or elected by the Annual Parochial Church Council Meeting (APCM) in accordance with the Church Representation Rules. The PCC can also appoint co-opted members.

During the year the following served as members of the PCC –

Incumbent	Rev Canon J Collis (until September 2021)
Wardens	Mrs M Brewer (until May 2021)
	Mr P Harrison (from July 2021)
	Mr W M Wilcox

Deanery Synod Representatives – Lay Canon L Barnard, Mr M Everett, Mrs M Ridley (PCC chairman and secretary).

Elected Members – Mrs B Black, Mrs M Brewer (from May 2021) Dr P Chisnell, Mrs K Kindley (to May 2021), Mr C Russell (PCC Treasurer), Mr I Stobart, Mr B Wadley-Smith, Mr J Watson.

Co-opted members – Mrs M Dugdale (from May 2021), Mrs K Kindley (from May 2021)

The full PCC met 3 times during the year to deal with general business and on a further 4 occasions to discuss matters relating to the forthcoming vacancy. The Standing Committee met as and when required and duly reported to the PCC.

CHURCH ATTENDANCE

At the beginning of the year there were 185 names on the electoral roll of whom 68 were resident in the parish. At 31st December the numbers were 176 and 68. Lockdown during the early part of the year meant that no public worship could be held until late in February. Subsequently numbers attending the weekly services gradually increased until further restrictions were imposed in the autumn. It was not possible to cater for the children at the parish communion services.

REVIEW OF THE YEAR

(a) Fabric and Furnishings

Further repointing was carried out. A gift in memory of Rita Piller was used to replace altar frontings and refurbish the chalice. The sound system was upgraded thanks to gifts from two members of the congregation

(b) Church Hall

Because of lockdown the hall was out of commission for most regular and all casual users until July. Subsequently regular users gradually resumed activities and at most weekends there were children's parties and other casual activities

(c) Outreach and Social

For the second year running very few social events were possible. The monthly 100 club continued but the number of participants dwindled. On the plus side there were more baptisms (25) in 2021 compared to 4 in 2020 and 41 in 2019. There was a socially distanced confirmation service at which five of our own candidates were confirmed. There were 19 funerals (2020 – 20) of which 8 were in church (2020 – 3). The bi monthly magazine is read by a large number of parishioners and others and as well as being a source of information of parish activities made a contribution of £1005 to parish finances (2020 - £556).

(d) Personnel

We were saddened to lose the services of our incumbent Rev Canon Jonathan Collis at the end of September after 12 years in office. Jonathan had overseen many changes and despite the challenge of COVID left the parish thriving. During the interregnum the parish has benefitted from the ministry of Canon Stephen Burdett, Canon Michael Ballard, Rev Frank Smith and Lay Canon Linda Barnard.

(e) Finance

Despite Covid 19 the parish finances kept on an even keel during the year. Although regular contributions showed a small decrease, plate collections, church hall income and occasional offices went some way to reaching their pre COVID levels. We were grateful to receive a legacy from the estate of Michael Porter and the final instalment from the estate of Ivy Atkins. We showed a surplus of £4,032 in unrestricted funds, and net gains of £7,605 in the market value of our unrestricted investments meant that in total our available unrestricted funds increased by £11,637.

(f) Reserves

The PCC policy is to transfer one half of any unrestricted legacy received to a contingency fund which is invested in CCLA accumulating shares when such funds are available. At the end of 2021 the PCC held shares to the value of £50,313 (original cost £28,531) in unrestricted funds and further shares to value of £11,658 (original cost £6,596) in the restricted organ restoration fund, £15,679 in the proposed extension fund (original cost £12,250) and £814 (original cost £750) in the youth development fund.

(g) Utilities and Insurance

The parish uses the services of the diocesan energy advisor to ensure that the energy costs of the church and church hall are kept to a minimum. The church and hall electricity supply contracts are both with Opus Energy. The church contract is for two years expiring in 2022 and the hall contract for four years expiring in 2023. The hall gas supplier, Contract Natural Gas, ceased to operate in November and we are now locked into a one year agreement with Pozitive Energy expiring in November 2022. There is no gas supply to the church. A comprehensive review of the Church and Hall insurance policies was last carried out in 2016.

ON BEHALF OF THE PCC

MRS MARGARET RIDLEY

**INDEPENDENT EXAMINER'S REPORT TO THE PCC
OF ST AUGUSTINE OF CANTERBURY THORPE BAY
FOR THE YEAR ENDED 31ST DECEMBER 2021**

RESPONSIBILITIES AND BASIS OF REPORT

As the charity trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 (the Act).

I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145 (5) (b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1 accounting records were not kept in respect of the Trust as required by section 145 of the Act; or

2 the accounts do not accord with those records; or

3 the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirements that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

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

G Lane

**MR GRAHAM LANE FCA
43, TYRONE ROAD.
SOUTHEND-ON-SEA SS1 3HE**

PAROCHIAL CHURCH COUNCIL

ST AUGUSTINE OF CANTERBURY THORPE BAY

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31st DECEMBER 2021

INCOME & EXPENDITURE

2020 TOTAL		NOTE	FUNDS UNRESTRICTED	RESTRICTED FUNDS	TOTAL FUNDS
INCOMING RESOURCES					
121,281	Voluntary Income	2(a)	101,299	15,378	116,677
3,478	Activities for Generating Funds	2(b)	4,381	1,200	5,581
11,479	Income from Church Activities	2(c)	22,252		22,252
18	Interest Receivable	2(d)	3		3
£136,256	TOTAL INCOMING RESOURCES		£127,935	£16,578	£144,513
RESOURCES EXPENDED					
201	Cost of Generation of Voluntary Income	3(a)	233		233
1,736	Fundraising Costs	3(b)	2,070	960	3,030
2,356	Grants	3(c)	175	3,644	3,819
127,275	Church Activities	3(d)	121,425	9,488	130,913
£131,568	TOTAL RESOURCES EXPENDED		£123,903	£14,092	£137,995
£4,688	NET MOVEMENT IN FUNDS		£4,032	£2,486	£6,518
815,985	BALANCE IN HAND AT 1st JANUARY 2021		44,489	781,164	825,653
(95)	REALISED LOSSES ON INVESTMENTS				
5,075	UNREALISED GAINS ON INVESTMENTS		7,605	4,212	11,817
4,688	NET MOVEMENT IN FUNDS AS ABOVE		4,032	2,486	6,518
£825,653	BALANCE IN HAND AT 31st DECEMBER 2021		£56,126	787,862	£843,988

The notes on pages 6 to 11 form part of these accounts

THE PAROCHIAL CHURCH COUNCIL
ST AUGUSTINE OF CANTERBURY THORPE BAY
BALANCE SHEET AT 31st DECEMBER 2021

2020		NOTE	
£750,000	TANGIBLE FIXED ASSETS	5	£750,000
	CURRENT ASSETS		
57,648	Investments at Market Value (cost £39,127)	6	78,464
1,757	Debtors & Prepayments	8	2,922
1,506	Short Term Cash Deposits		1,506
17,835	Cash at Bank and in Hand		17,392
£78,746	Gross Current Assets		£100,284
£3,093	Creditors - liabilities falling due within a year	9	£6,296
£75,653	NET CURRENT ASSETS		£93,988
750,000	Fixed Assets as above		750,000
£825,653			£843,988

REPRESENTED AS FOLLOWS

Funds

44,489	Unrestricted		56,126
781,164	Restricted	10	787,862
£825,653			£843,988

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

MARGARET RIDLEY (CHAIRMAN)

PHILIP HARRISON (CHURCHWARDEN)

17th January 2022

The notes on pages 6 to 10 form part of these accounts

THE PAROCHIAL CHURCH COUNCIL

ST AUGUSTINE OF CANTERBURY THORPE BAY

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st DECEMBER 2021

ACCOUNTING POLICIES

The financial statements of the PCC have been prepared under the current Church Accounting Regulations and in accordance with the current Charities SORP 2015.

The financial statements have been prepared under the historic cost convention except for the Church Hall which is shown at the value for insurance purposes. The financial statements 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 main affiliation to another body nor those that are informal gatherings of church members.

FUNDS

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 only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year is carried forward as a balance on that fund. The PCC does not usually invest separately for each fund.

Unrestricted Funds are general funds which can be used by the PCC for ordinary purposes.

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. Grants and legacies are accounted for when the PCC is legally notified as to its entitlement to the amounts due. All other income is recognised when it is receivable. All income is accounted for gross.

RESOURCES USED

Grants and donations are accounted for when paid over or when awarded if the award creates a binding or constructive obligation on the PCC. The diocesan parish share is accounted for when due. Amounts received specifically for missions are dealt with as restricted funds. All other expenditure is recognised when it is incurred and is accounted for gross.

FIXED ASSETS

Consecrated land and buildings are excluded from the accounts in accordance with the Charities Act.

Movable church furnishings held by the vicar 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. For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements. Subsequently no individual item has cost more than £5,000 so all such expenditure has been written off when incurred. Equipment used in the church and church hall is written off when purchased.

CURRENT ASSETS

Amounts owing to the PCC at 31st December in respect of fees rents or other income are shown as debtors in the balance sheet less provision for any amounts that may prove uncollectible. Short term deposits are sums standing to the credit of the PCC in the Central Board of Finance Church of England Deposit Funds.

GOING CONCERN

The trustees have reviewed the financial position of the Charity and believe it is currently a going concern. The impact of the COVID-19 has been considered as part of this assessment and, based on their current knowledge, they anticipate being able to mitigate its effect on finances going forward. Consequently, the financial statements have been prepared on a going concern basis. The Trustees have considered their commitments in the subsequent financial period and have sufficient funds available to meet these obligations.

2. INCOMING RESOURCES

2020 TOTAL		FUNDS UNRESTRICTED	RESTRICTED FUNDS	TOTAL FUNDS
2(a) Voluntary Income				
Planned giving -				
54,666	Gift Aid Donations	53,696		53,696
13,666	Income Tax recoverable	13,424		13,424
6,029	Other planned giving	5,274		5,274
6,094	Plate Collections including tax recoveries	10,235	191	10,426
10,942	Covid Appeal including tax recoveries	437		437
	Legacies	12,833		12,833
22,818	Sundry Donations including tax recoveries	3,628	13,187	16,815
7,066	Grants	1,772	2,000	3,772
£121,281		£101,299	£15,378	£116,677
2(b) Activities for Generating Funds				
480	Donations for Use of Church	440		440
2,233	100 Club	2,115		2,115
765	Other Fundraising	1,826	1,200	3,026
£3,478		£4,381	1,200	£5,581
2(c) Income from Church Activities				
9,122	Church Hall lettings	17,700		17,700
1,648	Magazines (including advertisements)	1,973		1,973
709	Occasional offices	2,579		2,579
£11,479		£22,252		£22,252
2(d) Interest				
£18	Interest receivable	£3		£3
£136,256	TOTAL INCOMING RESOURCES	£127,935	£16,578	£144,513

3. RESOURCES EXPENDED

2020 TOTAL		FUNDS UNRESTRICTED	RESTRICTED FUNDS	TOTAL FUNDS
	3a) Cost of generation of voluntary income			
£201	Stewardship costs	£233		£233
	3b) Fundraising costs			
1,220	100 Club costs & prizes	1,220		1,220
516	Costs of other fundraising	850	960	1,810
£1,736		£2,070	£960	£3,030
	3c) Grants			
	Missionary and charitable giving -			
434	Overseas Relief and Development Agencies		420	420
270	Home Missions and other Church Societies	75	93	168
977	Secular Based Charities	100	985	1,085
675	Retiring Curate			
	Retiring Incumbent		2,146	2,146
£2,356		£175	£3,644	£3,819
	3(d) Church Activities			
86,741	Ministry - Diocesan quota	86,958		86,958
2,992	Incumbent's expenses	2,269		2,269
432	Assistant clergy costs	71		71
100	Vicarage costs	227		227
12,434	Church & Garden - Running expenses	9,171	2,023	11,194
3,416	General repairs & routine maintenance	3,555	221	3,776
3,078	Major repairs & refurbishment		7,139	7,139
909	Cost of services	1,344	105	1,449
198	Youth & junior Church costs			
380	Organist and locum	1,110		1,110
1,092	Parish Magazine Costs	968		968
13,095	Church Hall - Running expenses	13,832		13,832
	Church Hall - Major repairs & refurbishment	800		800
1,102	Proposed Extension costs			
633	Printing & Stationery	575		575
107	Subscriptions	110		110
243	Website	235		235
80	Publicity & Outreach			
243	Sundries	200		200
£127,275		£121,425	£9,488	£130,913
£131,568	TOTAL OUTGOING RESOURCES	£123,903	£14,092	£137,995

4. STAFF COSTS

During the year the PCC employed an organist, verger, hall manager, hall caretaker, hall cleaners and church cleaner none of whom earned £10,000 or more. Organist's fees for weddings and funerals are included in the fees charged to and are paid by those using the service and not the PCC. No member of the PCC received any expenses allowance.

5. FIXED ASSETS FOR USE BY THE PCC

The tangible fixed assets consist of the Church Hall. Following an insurance review in 2016 the trustees consider that the value of the building on the open market is £750,000. The title is registered at H M Land Registry number EX859582 and the title deeds are held by the diocese.

The church hall fixtures and fittings are written off in the year of purchase.

No other assets originally costing more than £5,000 were held by the PCC at the date of the balance sheet.

6. INVESTMENTS

The investments consist of accumulation shares in CBF Church of England Investment Fund.

	FUNDS UNRESTRICTED	RESTRICTED FUNDS	TOTAL FUNDS
Market value at 1st January 2021	36,051	21,596	57,647
Additions	6,000	3,000	9,000
Transfer between Funds	657	(657)	
Net Unrealised Gains	7,605	4,212	11,817
Market value at 31st December 2021	50,313	28,151	78,464
Historical Cost			
31st December 2021	<u>28,531</u>	<u>19,596</u>	<u>48,127</u>
31st December 2020	<u>22,127</u>	<u>17,000</u>	<u>39,127</u>

7. ANALYSIS OF NET ASSETS BY FUND

2020 TOTAL		FUNDS UNRESTRICTED	RESTRICTED FUNDS	TOTAL FUNDS
750,000	Fixed Assets		750,000	750,000
57,648	Investments (at Market value)	50,313	28,151	78,464
19,341	Cash & Bank Balances	9,194	9,704	18,898
1,757	Debtors & Prepayments	2,915	7	2,922
£828,746		£62,422	£787,862	£850,284
3,093	Current Liabilities		6,296	6,296
£825,653	Fund Balances	£56,126	£787,862	£843,998

8. DEBTORS

1,501	Income Tax Recoverable	1,151	7	1,158
	Hall Lettings	1,270		1,270
	Contactless donations	52		52
256	Prepayments	442		442
£1,757		£2,915	£7	£2,922

9. LIABILITIES - AMOUNTS FALLING DUE WITHIN ONE YEAR

2,016	Accruals and deferred income	3,197	3,197
1,077	Creditors for goods and services	3,099	3,099
£3,093		£6,296	£6,296

10. STATEMENT OF FUNDS

	Balance 1st January 2021	Income	Expenditure	Transfers	Gains	Balance 31st December 2021
Unrestricted Funds	44,489	127,935	123,903		7,605	56,126
Restricted Funds						
Church Hall	750,000					750,000
Charities & Missions	1	1,978	1,978			1
Churchyard Fund	494	2,669	2,023			1,140
Fabric Fund	1,246	9,552	4,659			6,139
Flower Fund	306	50	105			251
Music Fund	121					121
Organ Restoration Fund	12,792	183	3,181		1,882	11,676
Proposed Extension	15,110				2,266	17,376
Youth Activity & Development	1,094				64	1,158
Gift to Retiring Incumbent		2,146	2,146			
	781,164	16,578	14,092	0	4,212	787,862
TOTAL FUNDS	825,653	144,513	137,995	0	11,817	843,988

The restricted funds held by the PCC during the year were as follows –

The Church Hall.

The Organ & Music fund which is used to encourage and support church music at St Augustine's and local primary schools.

The Mission fund used to support mission work of all types both at home and overseas.

The Flower Fund, Fabric Fund, Organ Restoration Fund, The Churchyard Fund and The Youth Activity & Development Fund, The Proposed Extension Fund. The purpose of these funds is self-evident.

PRIOR YEAR

	Balance 1st January 2020	Income	Expenditure	Transfers	Gains	Balance 31st December 2020
Unrestricted Funds	48,138	116,419	123,006		2,938	44,489
Restricted Funds						
Church Hall	750,000					750,000
Charities & Missions	202	1,405	1,606			1
Churchyard Fund	821	363	815	125		494
Fabric Fund	2,331	3,003	4,088			1,246
Flower Fund	318		12			306
Margaret Knill Bequest	125			(125)		
Music Fund	186		65			121
Organ Restoration Fund	10,350	1,564			878	12,792
Proposed Extension	2,546	12,503	1,103		1,164	15,110
Youth Activity & Development	968	324	198			1,094
Gift to Retiring Curate		675	675			
	767,847	19,837	8,562	0	2,042	781,164
TOTAL FUNDS	815,985	136,256	131,568	0	4,980	825,653