



PAROCHIAL CHURCH COUNCIL **ANNUAL REPORT 2020**

**AND INDEPENDENTLY EXAMINED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020**

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST MARY THE VIRGIN SWANLEY

REGISTERED CHARITY No 1133939

**St Mary's was entirely locked down,
with no public worship at all,
from mid-March until the beginning of July.**

**As soon as we were able,
we made provision for private prayer
– at considerable cost –
from June,
and on the first day we were allowed to be open
for the Liturgy once again,
we began our Covid Pattern.**

**Our Sunday Mass was divided into three separate
services: a Saturday afternoon Mass for children which
used the Sunday readings as the basis for a homily and
activity, a Sunday morning Mass with accompanying
music and a Sunday afternoon Mass with reflective
silence at its core.**

**Our weekday Masses have continued
their usual pattern.**

**Our capacity for all services was assessed as 30 people,
properly socially distancing and we set out the church to
ensure that we adhered to the regulations and kept
everyone as safe as we possibly could.**

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MINISTER AND OFFICERS

Ex-officio PCC Members & Trustees

Vicar & PCC Chairman

The Reverend Dane Batley-Gladden

Churchwardens

Christine Parkes

Kevin Merrick (*also PCC Vice Chair*)

Deanery Synod Representatives

Sian Phillips (*until October 2020*)

James Ashmore

Paula Davies (*from October 2020*)

Elected PCC Members & Trustees

Holly Reardon (*Honorary Secretary*)

Sandra Merrick (*Honorary Treasurer*)

Ruth Cove

Mary-Rose Ellis

Angela Farren

Larree Lloyd

Toni Roast

Paula Davies (*until October 2020 when elected to deanery synod*)

Janet Kitchener

REGISTERED ADDRESS

St Mary's Church, London Road, Swanley, BR8 7AQ.

ACCOUNTANTS

SARGEANT PARTNERSHIP LLP

Chartered Accountants

5 White Oak Square, London Road, Swanley, BR8 7AG.

BANKERS

BARCLAYS BANK PLC

24 Lowfield Street, Dartford, DA1 1HD.

PREFACE TO THE 2020 REPORT

The Diocese of Rochester took the decision in 2019 that it would move in line with the rest of the Church of England's dioceses and collect the portion of Statutory Fees to which it is entitled. Previously, these had been counted towards the offering made by parishes towards the cost of providing clergy. This was a step the diocese was entirely free to make and given that the whole Church of England had already taken it, it could hardly be described as a surprise.

In some parishes – for instance, those with few funerals or weddings – this would have a negligible effect on their offering. But for St Mary's Swanley, the effect of this was to remove a huge figure from our ordinary income with no hope of replacing it in a normal year: 2020 was, however, emphatically not a normal year and therefore the amount paid to the diocese beyond the rental of the Curates House on Pinks Hill and the Statutory Fees was nil.

On top of the diocesan change, there was a national change, too: whereas previously if an incumbent officiated at a funeral service at a Crematorium a proportion of the statutory fee was retained by the parish, the General Synod took the view that this was undesirable. This, despite the fact that it is parishes who provide incumbents with expenses of office to cover a huge swathe of administration costs borne by them in the course of the performance of their duties: stationery, phone, IT provision and supplies together with the fact that when incumbents are fulfilling these important statutory duties they are not available for other mission and ministry activities within the foundational bedrock of the Church: the parish.

The combination of these two decisions: the first entirely reasonable, the second wholly without understanding of the parish context, has presented parishes with an enormous challenge.

It is greatly to the credit of the Diocese of Rochester that they not only continued to allow parishes to retain part of the Crematorium fee but also they have shown the forbearance towards St Mary's and not only understood our parish context but been actively supportive as we have battled through this transition.

We need to be quite clear: although the incumbent's stipend is set at £27,260, the diocese has to pay for the pensions of the clergy, employer's national insurance contributions, for the upkeep of the vicarage, for the initial training of each cleric and for their continuing development and oversight. All this raises the cost of an incumbent to more than £60,000 each year.

It is not up to the diocese or the Church of England nationally to provide a priest in a parish: it is the responsibility of each individual parish. For any parish to be unable to meet this cost over a long period calls into question the viability of the ministry there and, but for the help of the Diocese of Rochester, we would be subject to great pressure: so we have several reasons to be grateful to the Diocese of Rochester and we record those thanks here.

Father Dane Batley-Gladden
Vicar & PCC Chairman.

ANNUAL REPORT OF THE MINISTER AND OFFICERS

The Parochial Church Council of St Mary the Virgin, Swanley ('the PCC' or 'the Council') present their annual report and financial statements for the year ended 31st December 2020.

Basis of Preparation of Accounts

The PCC is a public benefit entity within the meaning of FRS 102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' 'true and fair view' provisions, together with FRS 102 (2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP (FRS 102)).

Objectives and activities for the purpose of public benefit

The PCC has the responsibility of co-operating with the vicar, the Reverend Dane Batley-Gladden, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the church of St Mary the Virgin, Swanley. The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community at St Mary's. The PCC intends that our worship puts faith into practice through sacrament, scripture, prayer and music.

When planning our activities we have considered the Charity Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion. In particular, we try to enable everyone to live out their faith as part of our parish community through:

Worship and prayer - learning about the gospel; and developing knowledge and trust in Jesus Christ as Saviour, master and friend.

Provision of pastoral care for people living in the parish - especially building on the opportunities given by our churchyard which is used by many people in the parish and available to everyone in the parish for burials and interment of ashes.

Missionary, evangelism and outreach – using our superb site to proclaim a welcoming community of faith ready to support people in many different ways.

To facilitate this work, it is important that we maintain the fabric of St Mary's Church and of the Hall and Churchyard.

Achievements and performance

Worship and prayer

During two periods in the year the church and churchyard were entirely closed to visitors in line with the guidance issued by the Archbishops of Canterbury and York and adopted by the Bishop of Rochester interpreting the law protecting our country from the worst effects of Coronavirus. Even when we were able to be open, our numbers were limited and the character of the worship entirely changed given that there could be no singing, no exchange of the peace and no administration of the chalice. We greatly look forward to the re-establishment of all these important elements of our worship. We re-established services as soon as we were able after each lockdown and weekday services did not require prior notice but Sunday services were – and at the time of writing in March 2021, continue to be – required to be pre-booked.

The limitations on numbers and the overall effect of concern regarding Covid-19 has meant that our worship has been severely affected.

All are welcome to attend our regular services. As at our annual meeting in October 2020 (postponed from April due to the Covid 19 epidemic) there were 73 parishioners (71 in 2019 after the full Electoral Roll Revision) on the Church Electoral Roll. The average weekly attendance, counted during October, was 17 (67 in 2019), but this number increases on major festivals and the decline is due to the Covid limitations on numbers.

The centrality of the Cross and Resurrection to Catholic forms of worship are the bedrock and basis of our corporate life of prayer: the regular celebration of the Mass is at the heart of all that we do and aside from Monday (the vicar's day off) the Mass is celebrated daily. During non-Covid times, additional services such as the Stations of the Cross and Benediction, supplement our Mass offering and the Walsingham Pilgrimage and our annual Lent Course (usually a Bible study) are much appreciated additions.

Dartford Deanery

The vicar regularly attends the Deanery Chapter meetings, which this have been mainly via the networking application Zoom. The Deanery Synod has also met via Zoom and representatives from St Mary's continue to play their part in this aspect of our shared life.

The Church Building

There have been a range of challenges this year: a large number of water leaks, reflecting the age of the water installation, together with some glass damage have taken up quite a lot of time. The Church Council will be considering the further development of the building and particularly whether the parish should embark on an ambitious project to move the building forward. There have been no changes to the physical structure of the building in nearly 50 years and it is time to consider what we are leaving future generations from our time of stewardship of this important parish asset. One of the church boilers broke down in late 2020 and had to be replaced, whilst the other one also ran into problems, the combined cost was just under £5,000. As a result of functioning with only one boiler, the heating had to be run throughout the latter half of December 2020 and early January 2021 with the result that the gas bill for the quarter was just under £3,000.

Volunteers

There is a committed core of volunteers at St Mary's, without which it would impossible for us to function. The Council would like to extend their thanks and appreciation for the hard work and commitment without which our ministry and mission could not be sustained.

Fundraising

For many years St Mary's has operated a model whereby the congregational giving on a Sunday has largely met the day-to-day running costs of the church building and fundraising has enabled the payment of the parish share to the diocese of Rochester. In a year when we have not been able to run any fundraising events, this has had a severe impact on income. Additionally, a number of very committed individuals have died during the course of the year and this will have an effect in the future. We look forward to re-establishing a programme of events as soon as we are able.

The Hall

The Hall was closed in March 2020 and has not re-opened since. During the year, slates fell from the church roof during a storm and damaged the glass roof to the hall. A temporary repair was put in place but we have not yet been able to obtain a permanent solution. The hall is an important source of revenue and we will aim to re-open it very swiftly, as the law allows.

The Churchyard

Those who live in the parish at the time of their death or who die in the parish are able to be buried in the churchyard. Such is the restriction on spaces available that the Church Council will be taking the final steps towards closure of the Churchyard in 2021-22. The remaining spaces will be used up and then it will be available only for limited burials of ashes, the use of reserved plots, and the re-opening of existing graves for those who qualify for it. Swanley Town Council now provide the grass-cutting and general maintenance service and we are grateful to them for all that they do under our contract with them.

Pastoral care & Safeguarding

There is a lively community of care both in Swanley generally and within the congregation at St Mary's. Home Communion is offered to the sick and housebound and there is an extensive set of networks for providing pastoral care, prayer and practical help. The parish has adopted the diocese of Rochester's model policies for the safeguarding of children and vulnerable adults. The Church of England's Safeguarding training has undergone a further alteration in 2020, and so during the course of 2021, this training will be undertaken to further strengthen our culture of watchfulness and care.

Mission, evangelism and outreach

The church reaches out in a number of ways: through worship (the Palm Sunday service starts out in Swanley Town Square and processes to Church), through a lively social life (including a regular Sunday Parish Lunch) and through printed and digital communications (including Facebook and a our website.) The Council provides hall and cooking facilities at a reduced rate to the St Mary's Fellowship which meets frequently and which raises money for charities.

The weekly Mass Book contains brief notices, our parish newsletter is produced monthly with a fuller set of advance information, together with teaching material and continues to generate an advertising income, which we are looking to build upon.

The church's regular social life continues to be much appreciated. As well as raising funds, they enable us to reach out and form relationships which frequently blossom. The Council is grateful to those who offer their time and assistance regularly to enable these events to be successful.

St Mary's will be working to bring back all of the activities which are so important to us and to our people as soon as possible in 2021.

Ecumenical relationships

St Mary's continues to nurture and strengthen its links with those of other faiths both within Swanley and beyond it. We are very grateful to those who make these fruitful relationships possible. In 2020, the Church Council resolved to withdraw from Churches Together in Swanley and District as the Council did not feel they could commit to its programmes and to their funding. The work with other churches, to build and develop strong common witness continues, however, and remains an important work of witness.

Financial review

Income in 2020 totalled £53,901, down from £124,938 in the previous year. It should be noted that the 2019 figure included £45,000 from the will of Melba Williams and so a rather more meaningful comparison would be that ordinary income from the congregation and from services fell from £32,944 (£77,944, less £45,000) to £24,118. Expenditure, meanwhile, fell from £71,949 in 2019 to £47,987 in 2020. This left a surplus of £5,914.

Sadly, this surplus is an illusion: the gas bill of around £3,000 in early 2021 swallowed up a lot of it and we have not paid anything of note towards the Diocese of Rochester's costs in providing a priest for the parish. As we recorded in the preface to this report, we owe the diocese a considerable debt of gratitude for their support for it is by no means automatic and also by no means an entitlement.

As a Charity, the members of the PCC are trustees and their responsibilities include the preparation of financial statements for each financial year, which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year.

In preparing financial statements giving a true and fair view, the trustees follow best practice and:

- a) select suitable accounting policies and apply them consistently;
- b) make judgements and estimates that are reasonable and prudent;
- c) state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements;
- d) prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in operation;
- e) To make such accounts available to the public on request.

The trustees are responsible for keeping accounting records for six years which disclose with reasonable accuracy the financial position of the charity and which enable them to ascertain the financial position of the charity and ensure that the financial statements comply with applicable law and regulations. 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.

Reserves policy

The policy of the Church Council is that we should have three months' worth of expenditure available to us and although in a Covid year it is difficult to be precise about three months of expenditure, it was estimated to be around £7,000. As at the year end, we had £7,415.

Structure, governance and management

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The PCC is a Registered Charity.

The method of appointment of PCC members is set out in the Church Representation Rules. At St Mary's the membership of the PCC consists of the incumbent (our vicar), churchwardens, and members elected by those members of the congregation who are on the electoral roll of the church. All those who are members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC. PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding PCC expenditure priorities. The PCC meets four times a year with a full agenda, and there is an additional meeting to approve accounts in advance of the APCM. Given its wide responsibilities the PCC has a number of committees each dealing with a particular aspect of the church's mission and activities.

Administrative information

St Mary's Church is situated in London Road, Swanley. It is part of the Diocese of Rochester within the Church of England and it has passed resolutions with regard to the ministry of Bishops and Priests. As a result it is under the episcopal care of the Bishop of Richborough.

The correspondence address is St Mary's Vicarage, London Road, Swanley, BR8 7AQ. Registered charity number 1133939.

Conclusion

We have navigated a difficult year in conditions never-before seen in the lifetimes of any member of our congregation. That we have done so and covered so much of our running costs is entirely due to the generosity of our community: we are truly grateful to all those who have supported us and – in some ways much more importantly – encouraged us, during these challenging circumstances: thank you.

(signed)

Fr Dane Batley-Gladden, Vicar

26 March 2021

INDEPENDENT EXAMINER'S REPORT
TO THE MINISTER AND OFFICERS OF ST MARY THE VIRGIN, SWANLEY

I report on the accounts of the PCC for the year ended 31st December 2020, which are set out on pages 11 and 12 and their accompanying notes on pages 13 to 18.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

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

It is my responsibility to;
examine the accounts under the Regulations and Section 145 of the 2011 Act;
to follow the procedures laid down in the General Directions given by the Charities Commission under Section 145(5)(b) of the 2011 Act and;
to state whether particular matters have come to my attention.

BASIS OF INDEPENDENT EXAMINER'S REPORT

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

INDEPENDENT EXAMINER'S STATEMENT

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

- 1 which gives me reasonable cause to believe that in any material respect, the requirements
- (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 to comply with the accounting requirements of the 2011 Act
- have not been met;

or

- 2 to which, in my opinion, attention should have been drawn in order to enable a proper understanding of the accounts to be reached.

(signed)
Joanne Brown

For and on behalf of
SARGEANT PARTNERSHIP LLP
Chartered Accountants
5 White Oak Square, London Road
Swanley, BR8 7AG

4 May 2021

STATEMENT OF FINANCIAL ACTIVITIES

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
<u>INCOME</u>					
Voluntary Resources	2(a)	15,970	8,148	24,118	77,944
Activities for Generating Funds	2(b)	6,093	0	6,093	12,191
Income from Investments	2(c)	0	271	271	216
Church Activities	2(d)	19,687	0	19,687	26,229
Other Income Resources	2(e)	2,792	0	2,792	2,979
Pilgrimages	2(f)	0	940	940	5,379
TOTAL INCOME		44,542	9,359	53,901	124,938
<u>EXPENDITURE</u>					
Church Activities	3(a)	42,046	523	42,569	60,604
Cost of generating voluntary income	3(b)	78	0	78	119
Fund-raising costs	3(c)	2,171	0	2,171	3,486
Church management and admin	3(d)	3,137	0	3,137	2,451
Pilgrimages	3(e)	0	32	32	5,289
TOTAL EXPENDITURE		47,432	555	47,987	71,949
<u>NET MOVEMENT IN FUNDS</u>					
		(2,890)	8,804	5,914	52,989
Balance B/fwd 1 January 2020		80,170	56,612	136,782	83,793
Balance C/fwd 31 December 2021		77,280	65,416	142,696	136,782

STATEMENT OF ASSETS AND LIABILITIES

	Notes	2020	£	£	2019	£	£
Fixed Assets							
Tangible	5			61,510			62,510
Current Assets							
Stock				8		45	
Debtors	6			2,054		21,995	
Short Term Deposits				10,581		8,558	
Deposits in Diocesan Funds				65,416		40,169	
Current Account and Cash in hand				10,825		4,892	
				88,884		75,659	
Liabilities							
Creditors – amounts falling due in one year	7			7,698		1,387	
Net Current Assets				81,186			74,272
TOTAL NET ASSETS				142,696			136,782
PARISH FUNDS							
Unrestricted				77,280			80,170
Restricted	8			65,416			56,612
TOTAL FUNDS	9			142,696			136,782

Approved by the PCC on 26 March 2021 and signed on its behalf:

(signed)
The Rev'd Dane Batley-Gladden
 Chairman

(signed)
Sandra Merrick
 Honorary Treasurer

The notes on pages 13-18 form part of these accounts

NOTES TO THE FINANCIAL STATEMENTS

Ia Accounting policies

Basis of preparation and assessment of going concern

The PCC is a public benefit entity within the meaning of FRS 102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' 'true and fair view' provisions, together with FRS 102 (2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP (FRS 102)).

The accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts.

Ib Funds

Endowment funds are capital, given in such a form that only the interest may be spent whilst the original gift remains intact. The interest may be used either as restricted or unrestricted funds depending on the purpose for which the endowment was established.

St Mary's has no endowment funds and therefore there is no column shown for them in these accounts.

Restricted funds represent:

- a) income from trusts or endowment which may be expended only on those restricted objects provided in the terms of the trust or bequest,
and
- b) donations or grants received from 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 the year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund.

Interest on Restricted Funds: by PCC resolution, interest earned is allocated primarily to the Reserve Fund the object of which is church and hall maintenance. It remains within the competence of the Council to allocate interest to the restricted funds on this or an average balance basis by further resolution.

Unrestricted funds are general funds, which can be used for the ordinary purposes of the PCC.

Incoming Resources: Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the incoming resources to which they relate is received. Grants and Legacies are accounted for when the PCC is legally entitled to the amounts due. Interest as when it is accrued by the payer. All other income is recognised when it is received. All incoming resources are accounted for gross.

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

Diocesan Share: The parish share is agreed at the start of each financial year and accounted for when paid. The Diocese of Rochester altered its arrangements for contributions by parishes towards the costs of providing clergy in 2015 at that time the Bishop of Rochester made clear that any offering made to the diocese is in the nature of a voluntary payment. Any parish share unpaid at 31 December is therefore not provided for in these accounts. St Mary's transfers the entirety of its share of the rental income from our curates house on Pinks Hill to the diocese. Income from Pinks Hill is shown after deductions for dilapidations and improvements which are set by the Diocese of Rochester. The property is managed by the Diocese and rented through their agents. In 2021, the lack of fundraising has meant that the parish was unable to make further payments towards the share.

The Council believes that the parish offering is the first call on its basic resources. It will use its best endeavours to pay its parish offering in full in 2021 but this is not a legal liability.

Ic Fixed Assets

Consecrated and benefice property of any kind is excluded from the accounts by section 10 of the Charities Act 2011.

Movable church furnishings held by the vicar and churchwardens on special trust from the PCC and which require a faculty for disposal are inalienable property, listed in the Church's inventory, which can be inspected (at any reasonable time.) For anything acquired prior to 2000, there is insufficient cost information available and therefore such assets are not valued in the financial statements.

Subsequently all equipment used within the church premises costing less than £1,000 is written off when incurred, any equipment costing £1,000 or more is depreciated on a straight line basis over 4 years.

The PCC owns 26% of the value of the curate's house in Pinks Hill, Swanley so it is included at a deemed cost being its 2003 valuation. Its cost being depreciated at £1,000 with effect from 2006.

The church hall is owned by the diocese and is not recognised as a PCC asset.

NOTES TO THE FINANCIAL STATEMENTS

2 Income

	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
2a Voluntary Income				
Planned Giving & Gift Aid donations	9,241	0	9,241	14,065
Tax recoverable: Church	3,352	0	3,352	3,641
Collections: occasional offices	2,767	0	2,767	3,067
Collections: open plate	505	0	505	1,399
Donations: Maintenance & ministry	0	8,128	8,128	55,020
Mission Projects & Charity Funds donations	105	20	125	752
Total 2a Voluntary Income	15,970	8,148	24,118	77,944
2b Activities for generating funds				
Fairs and socials	1,298	0	1,298	4,452
Income from printing	730	0	730	679
Hall Letting and cleaning	928	0	928	3,604
100 Club	3,097	0	3,097	3,109
Bingo	40	0	40	347
Total 2b Activities for generating funds	6,093	0	6,093	12,191
2c Income from investments				
Deposit accounts	0	271	271	216
Total 2c Income from investments	0	271	271	216
2d Income from church activities				
Social activities, coffee mornings, catering	1,742	0	1,742	6,267
Fees: funerals and weddings	14,912	0	14,912	13,619
Fees: organist, choir, sacristy	2,958	0	2,958	6,218
Bible Alive	75	0	75	125
Total 2d Income from church activities	19,687	0	19,687	26,229
2e Other incoming resources				
Rental Pinks Hill	2,792	0	2,792	2,979
Total 2e Other incoming resources	2,792	0	2,792	2,979
2f Pilgrimages				
Walsingham Pilgrimage	0	940	940	5,379
Total 2f Pilgrimages				5,379
TOTAL INCOME	44,542	9,359	53,901	124,938

NOTES TO THE FINANCIAL STATEMENTS

3 Expenditure

	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
3a Church activities				
Clergy Costs: Rochester Diocese & expenses	11,901	0	11,901	24,015
Organist, choir, sacristy, organ tuning	3,783	0	3,783	6,909
Church maintenance and utilities	11,446	0	11,446	8,740
Depreciation: curates house/equipment	1,000	0	1,000	1,000
Fellowship/bookstall/Bible Alive	90	0	90	110
Upkeep of churchyard/cemetery	3,404	0	3,404	2,809
Church hall running costs	10,417	0	10,417	9,506
Mission Projects & Charity Funds	5	523	528	7,515
Total 3a Church Activities	42,046	523	42,569	60,604
3b Generation of voluntary income				
Gift Aid envelopes	78	0	78	119
Total 3b Generation of voluntary income	78	0	78	119
3c Fundraising costs				
Fetes & Social Activities	611	0	611	1,926
100 club	1,560	0	1,560	1,560
Total 3c Fundraising costs	2,171	0	2,171	3,486
3d Church management and admin				
Photocopying/printing/stationery	879	0	879	1,731
Administration	2,258	0	2,258	720
Total 3d Church management and admin	3,137	0	3,137	2,451
3e Pilgrimages				
Walsingham Pilgrimage	0	32	32	5,289
Total 3e Pilgrimages	0	32	32	5,289
TOTAL EXPENDITURE	47,432	555	47,987	71,949

NOTES TO THE FINANCIAL STATEMENTS

4 Staff Costs

During the year the PCC employed a cleaner part time amounting to £2,710 (£2,710 in 2019). No payments were large enough to attract social security costs. The cleaner continued working throughout the year, as opening for private prayer and then public worship meant that although the church hall was not in use, the church and its entrance area required enhanced cleaning.

5 Fixed Assets

	Freehold Land and buildings	Church Equipment	Total
	£	£	£
<u>Cost</u>			
At 1 January 2020	76,510	3,992	80,502
Additions	-	-	-
Disposals	-	-	-
At 31 December 2020	76,510	3,992	80,502
<u>Depreciation</u>			
At 1 January 2020	14,000	3,992	17,992
Charge for the year	1,000	-	1,000
Depreciation on disposals	-	-	-
At 31 December 2020	15,000	3,992	18,992
<u>Net Book Value</u>			
At 31 December 2019	62,510	-	62,510
At 31 December 2020	61,510	-	61,510

6 Debtors

	Total 2020	Total 2019
	£	£
HMRC gift aid	2,054	1,995
Other 2020 Creditors	0	20,000
Total Debtors	2,054	21,995

7 Creditors: amounts falling due in one year

	Total 2020	Total 2019
	£	£
Digital River Ireland Ltd	1,840	0
British Gas	1,126	0
Stevenson Heating	4,732	0
2020 Creditors	0	1,387
Total Creditors	7,698	1,387

NOTES TO THE FINANCIAL STATEMENTS

8 Restricted Funds

	Balance 1 January 2020 £	Incoming Resources £	Resources Expended £	Transfers between restricted funds £	Total £	Balance 31 December 2020 £
Church Activities						
Maintenance & Ministry Funds						
Reserve Fund	5,878	3,728	0	0	9,606	9,606
Organ Fund	1,350	0	0	0	1,350	1,350
Total Maintenance & Ministry	7,228	3,728	0	0	10,956	10,956
Mission Projects						
Melba Williams Memorial	45,614	0	0	0	45,614	45,614
C Parkes Birthday	607	0	0	0	607	607
Discretionary Fund	64	0	0	0	64	64
Narthex	90	3,000	447	0	2,643	2,643
Churchyard Tap Fund	50	1,400	0	0	1,450	1,450
Churchyard Noticeboards	26	0	0	0	26	26
Heating Fund	21	0	0	0	21	21
Tabernacle Lighting	1	0	0	0	1	1
Churchyard Fence	2,396	20	0	0	2,416	2,416
Wooden Candle Stand	18	0	0	0	18	18
Children's Ministry	25	0	5	0	20	20
Total Mission Projects	48,912	4,420	452	0	52,880	52,880
Charity Funds						
Additional Curates Society	0	0	0	0	0	0
The Mission to Seafarers	71	0	71	0	0	0
Total Charity Funds	71	0	71	0	0	0
Total Mission & Charity	48,983	4,420	523	0	52,880	52,880
Total Church Activities	56,211	8,148	523	0	63,836	63,836
Interest	311	271	0	0	582	582
Pilgrimage Funds						
Walsingham Weekend	90	940	32	0	998	998
Total Pilgrimages	90	940	32	0	998	998
Total Restricted Funds	56,612	9,359	555	0	65,416	65,416

9 Analysis of Net Assets by fund

	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
Tangible fixed assets	61,510	0	61,510	62,510
Current assets	23,468	65,416	88,884	75,659
Liabilities: amounts falling due in one year	7,698	0	7,698	(1,387)
Balance at 31 December 2021	77,280	65,416	142,696	136,782