

The Parochial Church Council of the Ecclesiastical Parish of St Mary the Virgin, Baldock

Registered Charity No. 1133060

Annual Report and Financial Statements for the year ended 31st December 2020

Rector

The Reverend Canon Andrew Holford
The Rectory
9 Pond Lane
Baldock

Treasurer

Chris Page
19 Alder Close
Baldock

Principal Bankers

Lloyds TSB
Bancroft
Hitchin

Independent Examiner

Geoff Mann FCIE
Dee House
Highworth Avenue
Cambridge

Church Contact Details

<http://www.stmarysbaldock.org.uk>

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|---------------------------------------------------------------|-----------|
| Annual Report of the Parochial Church Council for 2020 | 3 |
| Aim and Purposes | 3 |
| Objectives and Activities | 3 |
| Structure, governance and management | 3 |
| Achievements and Performance | 4 |
| Worship and Prayer | 4 |
| Deanery Synod | 4 |
| Pastoral Care | 4 |
| St. Mary's Church Fabric | 5 |
| St. Mary's Church Hall | 6 |
| Sustainability Committee | 6 |
| Church Schools & Junior Church | 6 |
| Missions | 6 |
| Community Sponsorship | 7 |
| Safeguarding Policies | 7 |
| General Data Protection Regulation | 7 |
| Financial Review | 8 |
| Administrative Information | 9 |
| Statement of Financial Activities (SOFA) | 10 |
| Balance Sheet | 11 |
| Notes to the Financial Statements | 12 |
| Independent Examiner's Report | 18 |

Annual Report of the Parochial Church Council for 2020

Aim and Purposes

The Parochial Church Council of the Ecclesiastical Parish of St Mary the Virgin, Baldock (PCC) has the responsibility of cooperating with the incumbent, the Reverend Canon Andrew Holford, 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 and the Church Hall.

Objectives and Activities

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 maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that live within our parish. Our services and worship put faith into practice through prayer and scripture, music and sacrament. When planning our activities for the year, the incumbent and the PCC have considered the Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion. In particular, we try to enable ordinary people to live out their faith as part of our parish community through:

- Worship and prayer; learning about the Gospel; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish.
- Missionary and outreach work.

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

Structure, governance and management

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 (Rector), readers, churchwardens and members elected by those members of the congregation who are on the electoral roll of the church. All those who attend our services/members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC. The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are to be spent.

In addition to the Annual Parochial Church Meeting, the full PCC met three times during the year – physically in January and online in September and November, plus an informal, non-minuted, meeting in June. Given its wide responsibilities, the PCC has a number of committees each dealing with a particular aspect of parish life. These committees which include standing, finance, stewardship, fabric, worship and mission, are all responsible to the PCC and report back to it regularly with minutes of their deliberations being received by the full PCC and discussed as necessary.

The Friends of St. Mary the Virgin, Baldock (Registered Charity: 1117542) is a separate charity, governed by the PCC with the aim of raising money for the maintenance and restoration of the fabric of the church buildings.

Achievements and Performance

Worship and Prayer

Worship at St Mary's has looked different since mid-March when churches were closed for worship in light of the Covid 19 pandemic. Services, including Morning and Evening prayer each day moved on line via Zoom from Palm Sunday and this has continued since despite Churches being able to re-open in July. When we were allowed to open for private prayer in May, a risk assessment was carried out to ensure the church was covid safe and the doors were opened again 6 days a week. This was felt very important as our church is the centre of the community. Thanks are expressed to the team of volunteers who enabled this to happen. In July Eucharistic services which were in line with the Church of England guidance resumed on a Sunday and Wednesday morning.

One great loss during the year has been singing. Our choir were able to sing for a short period in the Autumn and we hope that it will not be too long before they are able to resume. Thanks must be expressed to Paul Herring, our organist, who has recorded music every week for the Zoom services as well as playing for physical services. No congregational singing has been allowed since March

Live streaming of services was discussed and this will hopefully become available during 2021 once wi-fi has been put into the church and the necessary equipment purchased.

Our Christmas services included a Christmas Tree Festival Worship weekend which was well attended and appreciated as a sense of normality by the community, a Covid-safe crib service and a Christmas concert as well as an outdoor carol service at Bygrave and a Eucharistic service on Christmas Day.

The PCC are keen to offer a range of services during the week and over the course of the year that our community find both beneficial and spiritually fulfilling.

At present we have 112 parishioners on the Church Electoral Roll.

The average weekly attendance, counted during Eucharist services, was 52 adults and 8 children, with the average monthly attendance at Messy Church being 21

As well as our regular services, we enable our community to celebrate and thank God at the milestones of the journey through life. Through baptism we thank God for the gift of life, in marriage public vows are exchanged with God's blessing and through funeral services, friends and family express their grief and give thanks for the life which is now complete in this world and to commend the person into God's keeping. This year, due to government restrictions, we have only celebrated 2 baptisms and held 4 funerals in our church this year

The Incumbent, Rev'd Canon Andrew Holford, has been ably assisted by our Readers Mrs Sharon Cooper and Mrs Katrina Nice. After two years in the discernment process Emma Wilkinson attended an on-line Bishops Advisory Panel at the end of July and was recommended for training for ordained ministry. She has begun a two year training course at The Eastern Region Ministerial College, with St Mary's being her training parish.

Deanery Synod

Three members of the PCC sit on the deanery synod. This provides the PCC with an important link between the parish and the wider structures of the church.

Pastoral Care

Due to the pandemic, light lunches only took place in February and March. These were well received, and profits are passed to the Missions Committee to donate to both local and overseas causes. Unfortunately, due to the age profile of the attendees, numbers have diminished and when they restart, publicity will need to be a priority.

St Mary's Church Hall continues to host biweekly Foodbank distribution sessions, run by an ecumenical group in Baldock. The local Foodbank organisation serves Letchworth, Baldock and Hitchin and provides much needed emergency help to families in sudden need. It is part of the International "Trussell Trust" Foodbank organisation.

Some members of our congregation are unable to attend church due to sickness or age. The ministry team at St. Mary's have visited these church members to celebrate communion with them, either at their homes or in hospital upon request. However, since the initial lockdown in mid March, pastoral visiting has been very disrupted with no in-person visiting or church services allowed in care homes. From September, Andrew Holford and a ministry volunteer have held a monthly Zoom service for residents in one care home which is much appreciated.

There is also a bereavement team who are part of St Mary's commitment to providing follow-up care to people with whom St Mary's has been involved with a funeral in their families. The usual commemoration service in November could not be held but the church was open for anyone wishing to say prayers.

Several people support families who are bringing their child to be baptized, providing a friendly link with the church through visiting and assisting at the baptism service.

The year started with a joint Messy and Fellowship lunch for Epiphany but these were then unable to continue. Messy Church has however continued to meet on Zoom twice monthly. Since November one service each month has taken place in a Covid-secure way in the Church Hall. It has been good to maintain contact with our families during this difficult time and to provide a way of worshipping together. Crafts involving food have become very important as we cannot eat together at this time.

The "After Hours" group for those in Years 7 and above began 2020 meeting on a weekly basis during Lent. When this was no longer possible, we moved on line and have met every week on Zoom. The young people themselves have taken control of setting up the meetings and it has been a great blessing to join with them each week. There are regularly up to 8 young people on line each week. including one from Argentina.

Before restrictions were put in place, SMUG (St. Mary's Youth Group) met on Saturday mornings for games and fun activities. This group is open to children aged 8 and above, whether or not they come to church, and it is intended to resume these meetings when permitted.

St Mary's members were heavily involved in the Baldock Coronavirus Support Group, set up shortly after the March lockdown began, by offering administrative support, use of the church office phone line, membership of the steering committee or as active volunteers helping isolated residents with food and medical deliveries or pastoral support, as people in Baldock rallied to look after their neighbours.

St. Mary's Church Fabric

Earlier in the year, storm damaged had caused a section of lead cladding to lift towards the top of the spire. In October, we engaged Rodells Limited to complete the repairs, which involved mechanical fixings through the section to secure it back down in place. Additional defects were observed and these too were repaired at the same time.

Sadly, opportunistic thefts continued throughout the year, including breaking out of the wall mounted collection box by the South porch entrance and people jumping over the vestry 'wall' to access valuable items.

In July, a collection box was embedded into the wall by the South porch entrance which will be considerably harder to break out/break into, so we are hopeful that this problem has been resolved; further, in December, a CCTV system was installed giving us comprehensive coverage of all risk areas. To date, we have not since had any problems.

The church has remained active throughout the pandemic, in line with Government guidelines; thorough risk assessments have been undertaken for all activities in church to ensure we remain compliant, which has

included the positioning of signage, as required, and marking out on floors with tape to signpost the one-way system. The building is cleaned systematically to ensure we maintain a safe environment for any visitor.

At the time of writing, we are engaging contractors to provide quotes for the replacement of the lead work to the main body of the church roof. Funding applications are in hand, with a hope that work can commence over the summer (2021).

St. Mary's Church Hall

No major work has been undertaken in the church hall this year. Following a small loss in 2019, the almost complete absence of bookings in 2020 resulted in a significant loss of £6,187 as expenditure on utilities only diminished slightly.

Sustainability Committee

The Eco Group was set up in September 2015 with the aim of helping St Mary's Church and individuals to reduce their carbon footprints. This received a boost in interest when the General Synod of the Church of England passed a resolution in February 2020, aiming to become a net zero carbon institution by 2030.

The church decided to join the A Rocha Eco Church Awards scheme to work towards our goal of becoming net zero carbon ourselves by 2030. This involves gaining points across 5 categories - Worship, Buildings, Outdoor Space, Community and Global Engagement, and Lifestyle, by adopting climate friendly policies in each. St Albans diocese is working towards an A Rocha diocese award and hosted an online Eco Church Conference in October with A Rocha (A Christian environmental charity), to raise awareness and give information about steps which can be taken to become more sustainable. The Bee and Butterfly garden at St Mary's produced some video clips for the conference to promote about pollinator friendly planting in churchyards.

The Eco Group intend to investigate insulation improvements in the church hall through double glazing and curtains or blinds but the lack of revenue due to virtually no bookings in 2020 has put these plans on hold. The church and hall continue to recycle diligently.

Since February 2020 the Eco Group has posted an Eco Tip every week in the church news sheet to raise awareness amongst parishioners of ways to cut their own carbon footprints and these were also shared amongst the Buntingford Deanery group of churches.

Church Schools & Junior Church

At the two Church Schools, members of the ministry team, with assistance from Andrew Clark, were leading weekly assemblies. A weekly Christian choir was also run in the Infants school and an Awesome club in the Junior School. These activities ceased from March onwards, but from the return of schools in September the Rector and Mrs Nice began to lead weekly 15 minute worship sessions per class in the Infant School. Whole school gatherings for assemblies were not allowed under Covid rules. Unfortunately due to the Covid restrictions, no school services could take place in church in 2020.

Along with Rev'd Canon Andrew Holford, several members of the congregation are governors at both schools. Mrs Rosemary Charsley has continued as Chair of Governors at the junior school.

Missions

Helping those in need is a demonstration of our faith. Despite the restrictions in place for most of the year, St. Mary's raised £90 from Light Lunches and £487 was collected at our Christmas services. This latter sum will be donated to charities which support the homeless, especially children. An additional £1,950 (raised during the 2019 Christmas services, but held as cash in hand at the end of that year) was transferred to the

Missions Committee at the beginning of the year and also used to support charities – international, national and local – that are involved in homelessness.

Another £2,800 was provided from the PCC general fund for use by the Missions Committee. This includes support that has continued to be given to Martin and Hazel Frost and it is good to read their news of their work with Latin Link in Argentina in their monthly newsletters which are available on the church website.

Community Sponsorship

Following acceptance from the Home Office, in November 2018 we welcomed a Syrian refugee family under the government scheme. They have settled into Baldock well, with the children attending St Mary's Infant and Junior schools. The adults are learning English at North Herts College and with a home tutor and volunteers, and good progress is being made. A wonderful team of volunteers, funded by donations from throughout the town, continues to support the family with visits to the doctors, dentists, shops, job-centre and conversation practice. Our responsibility to support them for 2 years was due to finish in November 2020, but our volunteer support will continue, especially in the light of the current restrictions.

Safeguarding Policies - children, young people and vulnerable adults

At St Mary's we aim to create an environment which is welcoming and respectful and enables safeguarding concerns to be raised and responded to openly, promptly and consistently.

During this year we have reviewed our Safeguarding policy to ensure that it is in line with House of Bishops' "Promoting a safer church" policy and recent regulations. This has been formally adopted by the PCC and is made available to all Church groups and hall hirers. There are clear procedures in place to deal promptly with safeguarding allegations or suspicions of abuse in consultation with the Diocesan Safeguarding Adviser. The policy is available on our website in line with Diocesan guidelines.

Jenny Woolnough has been kept busy with carrying out DBS checks for all new volunteers, and update those of existing volunteers, especially those who are volunteering with the Refugee family. All volunteers have been encouraged to attend diocesan safeguarding training. At the APCM Chris Caine took over from Emma Wilkinson as Safeguarding Officer for the Parish.

General Data Protection Regulation

The General Data Protection Regulation have continued to be in place and monitored by Alex Milne and Emma Wilkinson. With an increased email distribution list this year, we have ensured that all emails sent out by the church go out blind copied and all have signed to agree for their details to be included in our distribution list. Our website is updated weekly and is becoming a good source of communication and information for church members and the community.

Financial Review

The current coronavirus pandemic has had a significant impact on both income and expenditure this year. The Stewardship campaign, held in the autumn, was very successful and is largely responsible for the stable financial position. With the government restrictions likely to persist in some form through several more months, careful monitoring of the financial situation will still be necessary.

General Fund

For the year 2020, the General Fund ran at a surplus of £13,971 from a surplus of £1,610 in 2019, taking the balance of General Funds to a deficit of £7,651 before the transfer of funds from the Legacy & Memorial Fund. After transfer, the General Fund was £57,367 in surplus. The key points in 2020 were:

- As a result of the Stewardship campaign, planned giving increased by £15,138.
- Incoming fees for weddings, baptisms and funerals decreased by £14,414, largely due to the cancellation or postponement of weddings this year. This has been partially offset by a reduction of £7,099 in fees paid to others, primarily the DBF.
- Church management and administration costs decreased by £1,096, mainly due to a reduction in office running expenses (consumables, etc).
- Collections at services decreased by £6,302, reflecting the extensive period when no physical services could be held.
- The cost of general repairs, maintenance and improvement was £5,422 (£4,802 in 2019). This includes expenditure on the CCTV security system and the equipment for streaming live services.

Church Hall Fund

The Church Hall made a loss of £6,187 in 2020, following a deficit of £2,270 in 2019. There has been very little income this year and the Church Hall Fund now stands at £6,696.

Legacy & Memorial Fund

The money held in the Legacy & Memorial Fund (£65,018) has been transferred into the General Fund, primarily to simplify the accounts. The Legacy & Memorial Fund has been closed.

Restricted Fund in surplus

The PCC currently holds £57,006 (£68,445 in 2019) in surplus Restricted Funds, the majority of this money is held within the Fabric Fund (£42,811). The Organ Fund, which had a deficit of £570 in 2019, now has a surplus of £231. The main change in Restricted Funds was a decrease of £5,151 in the Fabric Fund, most of which (£3,120) was for a roof survey in preparation for the next phase of restoration.

Liabilities

The total liabilities of the PCC at the end of 2020 were £8,738 (£7,346 in 2019).

Reserve Policy

The reserves policy for unrestricted funds should cover the following items in the priority listed (all items rounded to nearest hundred pounds):

1. Funding to cover six months of critical expenditure as below:
 - a. Heat, Light and Water for Church and Hall (£2,800 as of 31/12/2020)
 - b. Insurance Payments for Church and Hall (£3,500 as of 31/12/2020)
2. Funding to cover two months of critical expenditure as below:
 - a. Salaries (£1,900 as of 31/12/2020)
3. Funding to cover one month of general expenditure (£7,000 as of 31/12/2020)
4. Cover for Emergency Repairs (e.g. Theft of Lead, Roof Repairs) (estimated at £30,000)

Total Reserve Funds required to meet the policy as of 31 December 2020 is £45,200. Unrestricted funds are £64,063 which could be used to cover this.


Administrative Information

St. Mary the Virgin is situated in Hitchin Street, Baldock. It is part of the Diocese of St. Albans within the Church of England. The Parochial Church Council is a registered charity with the Charity Commission. Registered Charity No. 1133060

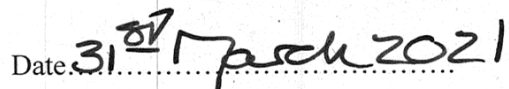
PCC members who have served between 1st January 2020 and 31st December 2020 were:

| | | |
|-----------------------------------|--------------------------------|-----------------------------|
| Rector: | The Rev'd Canon Andrew Holford | Chairman |
| Churchwardens: | Mr D Morgan | From APCM 2020 to APCM 2021 |
| Representatives on Deanery Synod: | Mr A Clark | Until APCM 2023 |
| | Mrs A Balmer | Until APCM 2023 |
| | Mrs K Nice | Until APCM 2023 |
| Elected members: | Mrs J Brasier | Until APCM 2021 |
| | Mr M Muir | Until APCM 2021 |
| | Mrs J Woolnough | Until APCM 2021 |
| | Mrs C Caine | Until APCM 2022 |
| | Mrs S Cooper | Until APCM 2022 |
| | Mr M McNeil | Until APCM 2022 |
| | Mr S Thomas | Until APCM 2022 |
| | Mr P Joslin | Until APCM 2023 |
| | Mr C Page | Until APCM 2023 |
| | Mr P Dougal | Until APCM 2023 |
| Miss E Wilkinson | Until APCM 2023 | |
| | | Secretary |
| | | Reader |
| | | Reader |
| | | Treasurer |
| | | Vice Chairman |

Signed on behalf of the PCC

 (Chairman)

Andrew Holford (Rector)

Date: 

STATEMENT OF FINANCIAL ACTIVITIES
For the year ended 31 December 2020

| | Note | Unrestricted Funds £ | Restricted Funds £ | Total Funds 2020 £ | Unrestricted Funds £ | Restricted Funds £ | Total Funds 2019 £ |
|----------------------------------------------------------------|------|-------------------------|-----------------------|--------------------------|-------------------------|-----------------------|--------------------------|
| INCOMING RESOURCES | | | | | | | |
| Incoming resources from donors | 2(a) | 105,261 | 12,187 | 117,448 | 103,176 | 10,970 | 114,146 |
| Other voluntary income | 2(b) | 4,369 | - | 4,369 | 3,723 | - | 3,723 |
| Income from charitable and ancillary trading | 2(c) | 5,167 | - | 5,167 | 24,978 | - | 24,978 |
| Income from investments | 2(d) | 179 | 246 | 425 | 312 | 239 | 551 |
| TOTAL INCOMING RESOURCES | | 114,976 | 12,433 | 127,409 | 132,189 | 11,209 | 143,398 |
| RESOURCES USED | | | | | | | |
| Missionary and charitable giving | 3(a) | - | 14,125 | 14,125 | - | 15,128 | 15,128 |
| Activities directly relating to the work of the church | 3(b) | 90,508 | 14,427 | 104,935 | 98,753 | 819 | 99,572 |
| Fund raising and publicity | 3(c) | 478 | - | 478 | 930 | - | 930 |
| Church management and administration | 3(d) | 10,956 | - | 10,956 | 12,052 | - | 12,052 |
| TOTAL RESOURCES USED | | 101,942 | 28,552 | 130,494 | 111,735 | 15,947 | 127,682 |
| NET INCOMING RESOURCES | | 13,034 | (16,119) | (3,085) | 20,454 | (4,738) | 15,716 |
| Transfers between funds | 4 | (5,250) | 5,250 | - | (3,300) | 3,300 | - |
| NET MOVEMENT IN FUNDS | | 7,784 | (10,869) | (3,085) | 17,154 | (1,438) | 15,716 |
| BALANCES BROUGHT FORWARD AT 1 JANUARY 2020 (2019) | | 56,279 | 67,875 | 124,154 | 39,125 | 69,313 | 108,438 |
| BALANCES CARRIED FORWARD AT 31 DECEMBER 2020 (2019) | | 64,063 | 57,006 | 121,069 | 56,279 | 67,875 | 124,154 |

The notes on pages 12 to 17 form part of these financial statements

BALANCE SHEET
As at 31 December 2020

| | Note | 2020 £ | 2019 £ |
|-------------------------------------|------|----------------|----------------|
| FIXED ASSETS | | | |
| Tangible fixed assets | 5 | - | - |
| Investment assets | | 651 | 651 |
| | | <u>651</u> | <u>651</u> |
| CURRENT ASSETS | | | |
| Debtors | 7 | 1,100 | 3,195 |
| Central Board of Finance Deposit | | 30,041 | 39,873 |
| Cash at bank and in hand | | 98,015 | 87,781 |
| | | <u>129,156</u> | <u>130,849</u> |
| LIABILITIES : | | | |
| AMOUNTS FALLING DUE WITHIN ONE YEAR | 8 | 8,738 | 7,346 |
| NET CURRENT ASSETS | | <u>120,418</u> | <u>123,503</u> |
| NET ASSETS | | <u>121,069</u> | <u>124,154</u> |
| FUNDS | | | |
| Unrestricted - General | 9 | 57,367 | (21,622) |
| - Designated | | 6,696 | 77,901 |
| Restricted | | 57,006 | 67,875 |
| | | <u>121,069</u> | <u>124,154</u> |

The notes on pages 12 to 17 form part of these financial statements

Approved by the Parochial Church Council on

01/04/2021



P Dougal
Vice Chairman



D Morgan
Churchwarden

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2020

1. ACCOUNTING POLICIES

The PCC is a public benefit entity within the meaning of FRS102. 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. They have been prepared under FRS102 (2016) as the applicable accounting standards and the 2019 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)).

The financial statements have been prepared under the historical cost convention. 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

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

Restricted funds represent the funds which have accumulated from money which has been given for a particular purpose or invited by the PCC for a specific purpose. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

Incoming resources

Voluntary income and capital sources

Collections are recognised when received by or on behalf of the PCC

Planned giving receivable under covenant is recognised only when received

Income tax recoverable on covenants or gift aid donations is recognised when the income to which it relates is received.

Other ordinary income

Rental income from the letting of the church premises is recognised when received.

Income from investments

Dividends and interest are accounted for when received.

Resources used

Donations

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

Activities directly relating to the work of the Church.

The diocesan quota or parish share is accounted for when payable.

Fixed assets

Consecrated land and buildings, the Church Hall and movable church furnishings

In so far as consecrated and benefice property of any kind is excluded from the statutory definition of 'charity' by Section 10(2)(a) and (c) of the Charities Act 2011 such assets are not capitalised in the financial statements.

The retention of the Church Hall is bound up with the worship, mission and ministry of the Church and is considered to be 'operationally inalienable' and is also excluded from the accounts.

No value is placed on movable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this to be inalienable property. All expenditure incurred during the year on consecrated or benefice buildings and movable church furnishings, whether maintenance or improvement, is written off as expenditure in the Statement of Financial Activities and separately disclosed.

Other fixtures fittings and office equipment

Equipment used within the church premises is depreciated on a straight line basis over 2 to 10 years.

Investments

Investments are carried at their book cost at 31 December.

Net current assets

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors.

Short - term deposits include cash held on deposit with the Church Board of Finance of the Church of England.

Amounts owed by the PCC at 31 December in respect of expenses and church maintenance are shown as creditors.

NOTES TO THE FINANCIAL STATEMENTS (continued)
For the year ended 31 December 2020

| 2 INCOMING RESOURCES | Unrestricted Funds | Restricted Funds | Total Funds 2020 | Unrestricted Funds | Restricted Funds | Total Funds 2019 |
|----------------------------------------------------------|-----------------------|---------------------|------------------------|-----------------------|---------------------|------------------------|
| | £ | £ | £ | £ | £ | £ |
| 2(a) <i>Incoming resources from donors</i> | | | | | | |
| Planned giving : | | | | | | |
| Gift Aided and non-Gift Aided | 65,042 | - | 65,042 | 49,904 | - | 49,904 |
| Income tax recoverable on Gift Aid | 11,445 | - | 11,445 | 12,820 | - | 12,820 |
| Collections at all services | 976 | - | 976 | 7,278 | - | 7,278 |
| Donations, appeals, subscriptions | 27,798 | 12,187 | 39,985 | 33,174 | 10,970 | 44,144 |
| | <u>105,261</u> | <u>12,187</u> | <u>117,448</u> | <u>103,176</u> | <u>10,970</u> | <u>114,146</u> |
| 2(b) <i>Other voluntary income</i> | | | | | | |
| Contributions to Rectory Gas | 467 | - | 467 | 338 | - | 338 |
| Social & Fundraising | 3,902 | - | 3,902 | 3,385 | - | 3,385 |
| | <u>4,369</u> | <u>-</u> | <u>4,369</u> | <u>3,723</u> | <u>-</u> | <u>3,723</u> |
| 2(c) <i>Income from charitable and ancillary trading</i> | | | | | | |
| Church Hall shop & Coffee Bar | 81 | - | 81 | 597 | - | 597 |
| Church Hall hire | 1,269 | - | 1,269 | 6,050 | - | 6,050 |
| Incoming Fees for Church Heating | - | - | - | 100 | - | 100 |
| Fees | 3,817 | - | 3,817 | 18,231 | - | 18,231 |
| | <u>5,167</u> | <u>-</u> | <u>5,167</u> | <u>24,978</u> | <u>-</u> | <u>24,978</u> |
| 2(d) <i>Income from investments</i> | | | | | | |
| Dividends | - | 246 | 246 | - | 239 | 239 |
| Interest received on deposits | 179 | - | 179 | 312 | - | 312 |
| | <u>179</u> | <u>246</u> | <u>425</u> | <u>312</u> | <u>239</u> | <u>551</u> |
| TOTAL INCOMING RESOURCES | <u>114,976</u> | <u>12,433</u> | <u>127,409</u> | <u>132,189</u> | <u>11,209</u> | <u>143,398</u> |

NOTES TO THE FINANCIAL STATEMENTS (continued)
For the year ended 31 December 2020

| 3 RESOURCES USED | Unrestricted Funds | Restricted Funds | Total Funds 2020 | Unrestricted Funds | Restricted Funds | Total Funds 2019 |
|--------------------------------------------------------------------|---------------------------|-------------------------|-------------------------|---------------------------|-------------------------|-------------------------|
| | £ | £ | £ | £ | £ | £ |
| 3(a) <i>Missionary and charitable giving :</i> | | | | | | |
| Missions | - | 5,797 | 5,797 | - | 5,205 | 5,205 |
| Community Sponsorship | - | 8,328 | 8,328 | - | 9,923 | 9,923 |
| | <u>-</u> | <u>14,125</u> | <u>14,125</u> | <u>-</u> | <u>15,128</u> | <u>15,128</u> |
| 3(b) <i>Activities directly relating to the work of the Church</i> | | | | | | |
| Ministry : | | | | | | |
| parish share | 60,292 | - | 60,292 | 58,661 | - | 58,661 |
| clergy expenses | 2,484 | - | 2,484 | 3,244 | - | 3,244 |
| fees | 3,646 | - | 3,646 | 10,745 | - | 10,745 |
| Church running expenses | | | | | | |
| insurance | 5,519 | - | 5,519 | 5,401 | - | 5,401 |
| heat, light and water | 2,435 | - | 2,435 | 2,137 | - | 2,137 |
| repairs, maintenance & improvements | 5,422 | 14,234 | 19,656 | 4,802 | 585 | 5,387 |
| upkeep of services | 28 | - | 28 | 548 | - | 548 |
| Rectory Gas | 317 | - | 317 | 479 | - | 479 |
| Organ, Choir & Music Group | 1,972 | - | 1,972 | 2,192 | - | 2,192 |
| Church Hall - running expenses | 7,467 | - | 7,467 | 8,892 | - | 8,892 |
| Church Hall shop & Coffee Bar | 70 | - | 70 | 24 | - | 24 |
| Resources | 856 | 193 | 1,049 | 1,573 | 234 | 1,807 |
| Hospitality | - | - | - | 55 | - | 55 |
| | <u>90,508</u> | <u>14,427</u> | <u>104,935</u> | <u>98,753</u> | <u>819</u> | <u>99,572</u> |
| 3(c) <i>Fund - raising and publicity</i> | | | | | | |
| Publicity and other expenses | <u>478</u> | <u>-</u> | <u>478</u> | <u>930</u> | <u>-</u> | <u>930</u> |
| 3(d) <i>Church management and administration</i> | | | | | | |
| Office Running Costs | 831 | - | 831 | 2,127 | - | 2,127 |
| Secretarial assistance | 8,820 | - | 8,820 | 8,573 | - | 8,573 |
| Bank charges | 237 | - | 237 | 332 | - | 332 |
| Other administrative charges | 1,068 | - | 1,068 | 1,020 | - | 1,020 |
| | <u>10,956</u> | <u>-</u> | <u>10,956</u> | <u>12,052</u> | <u>-</u> | <u>12,052</u> |
| TOTAL RESOURCES USED | <u>101,942</u> | <u>28,552</u> | <u>130,494</u> | <u>111,735</u> | <u>15,947</u> | <u>127,682</u> |

The total Salaries paid in 2020 was £11,111 (2019 £10,804) for Secretarial Assistance and Hall Cleaning.

No trustees or connected persons were paid any monies with the exception of reimbursement of expenses for items purchased on behalf of the PCC.
 Other administrative charges include salary administration £504 (2019 £492) and an Independent Examination fee of £542 (2019 £528)

NOTES TO THE FINANCIAL STATEMENTS (continued)
For the year ended 31 December 2020

| 4 SUMMARY OF INTERNAL TRANSFERS 2020 | Unrestricted Funds | | Restricted Funds |
|-----------------------------------------|--------------------|-----------------|------------------|
| | General | Designated | |
| PCC Donation to Missions Committee | (2,950) | - | 2,950 |
| PCC Donation to Missions for Latin Link | (1,800) | - | 1,800 |
| Legacy & Memorial (Designated) to PCC | 65,019 | (65,019) | - |
| PCC Donation to Organ Fund | (500) | - | 500 |
| | <u>59,769</u> | <u>(65,019)</u> | <u>5,250</u> |

SUMMARY OF INTERNAL TRANSFERS 2019

| | Unrestricted Funds | | Restricted Funds |
|-----------------------------------------|--------------------|-----------------|------------------|
| | General | Designated | |
| PCC Donation to Missions Committee | (1,000) | - | 1,000 |
| PCC Donation to Missions for Latin Link | (1,800) | - | 1,800 |
| Youth Worker (Designated) to PCC | 21,468 | (21,468) | - |
| PCC Donation to Organ Fund | (500) | - | 500 |
| | <u>18,168</u> | <u>(21,468)</u> | <u>3,300</u> |

5 FIXED ASSETS FOR USE BY THE PCC

| | | Fixtures and Equipment |
|------------------------------|------------------------------------|------------------------|
| | | £ |
| Tangible fixed assets | | |
| GROSS BOOK VALUE | At 1 January 2020 | 57,326 |
| | Additions in the year | - |
| | Disposals and Revaluations in year | - |
| | At 31 December 2020 | <u>57,326</u> |
| DEPRECIATION | At 1 January 2020 | 57,326 |
| | Provided in the year | - |
| | At 31 December 2020 | <u>57,326</u> |
| NET BOOK VALUE | At 31 December 2020 | - |
| | At 31 December 2019 | - |

Fixtures and equipment comprise the contents of the Church Hall which are held by the PCC for continuing use in its work, and lighting and fittings and equipment installed in the Church. The contents of the Hall were acquired from PCC funds or by gift. The Church gas boiler, lighting and fittings were acquired using amounts collected into the Fabric, Restoration and Legacies & Memorials Funds.

Investment assets

Investments were held at 31 December 2020 and 31 December 2019. These investments were enabled by specific bequests in previous years. 427 shares are held in the CBF's Investment Fund in the UK - At 31 December 2020 Historical Cost £550 (2019 £550) Market value £8,731 (2019 £8,167). In addition, at 31 December 2020, £101 was held in the deposit fund. (2019 £101).

6 ANALYSIS OF NET ASSETS BY FUND

| | Unrestricted Funds | Restricted Funds | Total Funds 2020 | Unrestricted Funds | Restricted Funds | Total Funds 2019 |
|----------------|--------------------|------------------|------------------|--------------------|------------------|------------------|
| | £ | £ | £ | £ | £ | £ |
| Fixed assets | - | 651 | 651 | - | 651 | 651 |
| Current assets | 72,248 | 56,908 | 129,156 | 61,746 | 69,103 | 130,849 |
| Liabilities | (8,185) | (553) | (8,738) | (5,467) | (1,879) | (7,346) |
| | <u>64,063</u> | <u>57,006</u> | <u>121,069</u> | <u>56,279</u> | <u>67,875</u> | <u>124,154</u> |

7 DEBTORS

| | Unrestricted Funds | Restricted Funds | Total Funds 2020 | Unrestricted Funds | Restricted Funds | Total Funds 2019 |
|-------------|--------------------|------------------|------------------|--------------------|------------------|------------------|
| | £ | £ | £ | £ | £ | £ |
| Prepayments | 1,100 | - | 1,100 | 3,195 | - | 3,195 |
| | <u>1,100</u> | <u>-</u> | <u>1,100</u> | <u>3,195</u> | <u>-</u> | <u>3,195</u> |

8 LIABILITIES AMOUNTS FALLING DUE WITHIN ONE YEAR

| | Unrestricted Funds | Restricted Funds | Total Funds 2020 | Unrestricted Funds | Restricted Funds | Total Funds 2019 |
|------------------------------|--------------------|------------------|------------------|--------------------|------------------|------------------|
| | £ | £ | £ | £ | £ | £ |
| Accruals and deferred income | 8,185 | 553 | 8,738 | 5,467 | 1,879 | 7,346 |
| | <u>8,185</u> | <u>553</u> | <u>8,738</u> | <u>5,467</u> | <u>1,879</u> | <u>7,346</u> |

NOTES TO THE FINANCIAL STATEMENTS (continued)
For the year ended 31 December 2020

9 FUND DETAILS

| FUND DETAILS 2020 | | Balance at 1/1/2020 | Income / Donations | Dividends / Interest | Costs / Transfers | Balance at 31/ 12/ 2020 |
|-------------------------------------------------------------|--------------------|------------------------|-----------------------|-------------------------|----------------------|----------------------------|
| RESTRICTED FUNDS IN SURPLUS AT END 2020 | | | | | | |
| Tower | | 5,018 | 6,230 | - | (8,696) | 2,552 |
| Robes & Vestment | | 140 | - | - | - | 140 |
| Missions | | 497 | 657 | - | (1,047) | 107 |
| Churchyard | | 64 | - | 33 | - | 97 |
| Choir Scholarships | | 162 | - | - | - | 162 |
| Community Sponsorship | | 5,825 | 4,825 | - | (8,328) | 2,322 |
| Remembrance | | 337 | - | - | (23) | 314 |
| Youth | | 353 | - | - | (170) | 183 |
| Sustainability | | 124 | - | - | - | 124 |
| Sound System | | 3,130 | - | - | - | 3,130 |
| Fabric | | 47,962 | 175 | 212 | (5,538) | 42,811 |
| Youth Worker (Restricted) | | 4,182 | - | - | - | 4,182 |
| Organ | | (570) | 300 | 1 | 500 | 231 |
| Endowments | | 651 | - | - | - | 651 |
| | | <u>67,875</u> | <u>12,187</u> | <u>246</u> | <u>(23,302)</u> | <u>57,006</u> |
| RESTRICTED FUNDS IN DEFICIT AT END 2020 | | | | | | |
| There are no Restricted Funds in deficit at the end of 2020 | | | | | | |
| | TOTAL RESTRICTED | <u>67,875</u> | <u>12,187</u> | <u>246</u> | <u>(23,302)</u> | <u>57,006</u> |
| UNRESTRICTED | | | | | | |
| Designated Funds | | | | | | |
| Church Hall | | 12,883 | 1,350 | - | (7,537) | 6,696 |
| Youth Worker (Designated) | | - | - | - | - | - |
| Legacy & Memorial | | 65,018 | - | - | (65,018) | - |
| | SUBTOTAL | <u>77,901</u> | <u>1,350</u> | <u>-</u> | <u>(72,555)</u> | <u>6,696</u> |
| General | | (21,622) | 113,447 | 179 | (34,637) | 57,367 |
| | TOTAL UNRESTRICTED | <u>56,279</u> | <u>114,797</u> | <u>179</u> | <u>(107,192)</u> | <u>64,063</u> |
| TOTAL FUNDS | | <u>124,154</u> | <u>126,984</u> | <u>425</u> | <u>(130,494)</u> | <u>121,069</u> |

| FUND DETAILS 2019 | | Balance at 1/1/2019 | Income / Donations | Dividends / Interest | Costs / Transfers | Balance at 31/ 12/ 2019 |
|------------------------------------------------|--------------------|------------------------|-----------------------|-------------------------|----------------------|----------------------------|
| RESTRICTED FUNDS IN SURPLUS AT END 2019 | | | | | | |
| Tower | | 4,838 | 180 | - | - | 5,018 |
| Robes & Vestment | | 140 | - | - | - | 140 |
| Missions | | 815 | 2,087 | - | (2,405) | 497 |
| Churchyard | | 32 | - | 32 | - | 64 |
| Choir Scholarships | | 162 | - | - | - | 162 |
| Community Sponsorship | | 8,343 | 7,406 | - | (9,924) | 5,825 |
| Remembrance | | 376 | 25 | - | (64) | 337 |
| Youth | | 523 | - | - | (170) | 353 |
| Sustainability | | 124 | - | - | - | 124 |
| Sound System | | 2,930 | 200 | - | - | 3,130 |
| Fabric | | 48,196 | 145 | 206 | (585) | 47,962 |
| Youth Worker (Restricted) | | 3,494 | 688 | - | - | 4,182 |
| Endowments | | 651 | - | - | - | 651 |
| | | <u>70,624</u> | <u>10,731</u> | <u>238</u> | <u>(13,148)</u> | <u>68,445</u> |
| RESTRICTED FUNDS IN DEFICIT AT END 2019 | | | | | | |
| Organ | | | | | | |
| | | (1,311) | 240 | 1 | 500 | (570) |
| | TOTAL RESTRICTED | <u>69,313</u> | <u>10,971</u> | <u>239</u> | <u>(12,648)</u> | <u>67,875</u> |
| UNRESTRICTED | | | | | | |
| Designated Funds | | | | | | |
| Church Hall | | 15,153 | 6,646 | - | (8,916) | 12,883 |
| Youth Worker (Designated) | | 21,468 | - | - | (21,468) | - |
| Legacy & Memorial | | 47,204 | 20,040 | 297 | (2,523) | 65,018 |
| | SUBTOTAL | <u>83,825</u> | <u>26,686</u> | <u>297</u> | <u>(32,907)</u> | <u>77,901</u> |
| General | | (44,700) | 105,190 | 15 | (82,127) | (21,622) |
| | TOTAL UNRESTRICTED | <u>39,125</u> | <u>131,876</u> | <u>312</u> | <u>(115,034)</u> | <u>56,279</u> |
| TOTAL FUNDS | | <u>108,438</u> | <u>142,847</u> | <u>551</u> | <u>(127,682)</u> | <u>124,154</u> |

NOTES TO THE FINANCIAL STATEMENTS (continued)

For the year ended 31 December 2020

9 FUND DETAILS

(continued)

FUND DESCRIPTIONS

| Fund Name | Type | Purpose & Restrictions |
|---------------------------|--------------|-------------------------------------------------------------------------------------------|
| General | Unrestricted | General Fund for PCC |
| Church Hall | Unrestricted | Designated Fund for Church Hall Maintenance |
| Youth Worker (Designated) | Unrestricted | Designated Fund for Youth Worker |
| Legacy & Memorials | Unrestricted | Designated Fund for Legacies donated to PCC |
| Tower | Restricted | For provision of work to maintain the Tower and Bells. |
| Robes & Vestment | Restricted | For the provision of Robes and Vestments |
| Missions | Restricted | Funds which have been raised by Missions Committee for causes outside St. Marys |
| Churchyard | Restricted | For the upkeep of the Churchyard and monuments within the churchyard |
| Choir Scholarships | Restricted | For the provision of Choir Scholarships |
| Community Sponsorship | Restricted | To support the community sponsorship programme |
| Remembrance | Restricted | For the provision of updating and maintaining the Book of Remembrance and other memorials |
| Youth | Restricted | For the provision of Youth based work at St. Marys |
| Sustainability | Restricted | For promoting and implementing changes to support the environment |
| Sound System | Restricted | Funds collected via Fees for the upkeep of the Sound System |
| Fabric | Restricted | Funds for the provision of the upkeep of the Fabric of St. Marys |
| Youth Worker (Restricted) | Restricted | Funds which are collected specifically to support the joint Baldock Youth Worker. |
| Organ | Restricted | For the upkeep of the Organ |
| Endowments | Restricted | Investments enabled by specific bequests in previous years |

The Organ Fund is no longer in deficit.

Funds previously allocated to the Youth Worker (Designated) Fund have been returned to the General Fund, as it is unlikely that a new Baldock Youth Worker will be appointed.

Funds in the Legacy & Memorial Fund have been returned to the General Fund. As a consequence, the General Fund is no longer in deficit.

10 CAPITAL COMMITMENTS

At 31st December 2020 the PCC had no capital commitments.

Independent Examiner's Report

Independent examiner's report to the PCC of the Ecclesiastical Parish of St Mary the Virgin, Baldock

I report to the PCC on my examination of the accounts of the Ecclesiastical Parish of St Mary the Virgin, Baldock (the Church) for the year ended 31 December 2020.

Responsibilities and basis of report

As the PCC of the Church 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 Church'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 Church as required by section 130 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 requirement 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.

Signed



Geoff Mann FCIE
Dee House
Highworth Avenue
Cambridge

Dated

3 April 2021