

**ST. FRANCIS OF ASSISI, TERRIERS
ANNUAL REPORT AND ACCOUNTS
OF THE PAROCHIAL CHURCH COUNCIL
FINANCIAL STATEMENTS YEAR ENDED 31ST DECEMBER 2021**

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PAROCHIAL CHURCH COUNCIL OF ST FRANCIS OF ASSISI, TERRIERS

ANNUAL REPORT for 2021

AIM AND PURPOSES

The Parochial Church Council (PCC) of the parish of St Francis of Assisi, Terriers has the responsibility of co-operating with the incumbent, the Reverend Joanna Gallant, 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 building and church hall of St Francis of Assisi, Terriers, High Wycombe.

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 Francis of Assisi. The PCC maintains an overview of worship throughout the 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 Charity Commission's guidance on public benefit and, the specific guidance on charities for the advancement of religion. 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 of and trust in Jesus Christ.
- Provision of pastoral care for people living in the parish.
- Missionary and outreach work.
- Support for organisations locally, nationally, and internationally whose aims reflect ours.

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

ACHIEVEMENTS AND PERFORMANCE

WORSHIP AND PRAYER

The PCC seeks to offer a range of services during the week and over the course of the year that the church community and our many visitors find both beneficial and spiritually fulfilling. Due to the coronavirus pandemic the church building was once again closed for the first 5 months of the year, but we continued to engage with individuals and families, both those connected to our church and within the wider community, through the streaming of online Sunday services, Festivals, and Messy Church from the vicarage, until the church re-opened at Pentecost 2021. Our online worship continued to be enhanced by the musical contribution of our organist, Tessa Shaw, who until the return to church, recorded music each week for the online services. Church members and families also continued to record readings and intercessions each week, with sermons recorded by members of the worship team, and Nick Gallant collated, edited, and provided the technical support on a weekly basis.

In addition to this both established members of the congregation and those on the fringe received regular pastoral letters, service booklets and prayer resources. During Lent and Advent a small group met weekly on Zoom for discussion, bible reading, and prayer and resources were sent out to others in the congregation.

For Holy Week and Easter a large Easter Garden and cross was erected outside the church which drew many visitors and Messy Church painted stones to decorate it. Easter services were live streamed with the sacrament administered outside the church for those who had joined online or said the service at home.

Once the church building re-opened, in person Holy Communion services were provided at 8am and 10am on Sundays with a small choir, and 10.30 am on Wednesdays. Peter Gee and Nick Gallant ensured that services continued to be streamed once back in church, which has enabled all those who are unable to attend 'in person' worship, to continue to join the services.

A Requiem Eucharist to remember all those lost during the pandemic and before was held during the main Sunday service this year, and it was a joy for the Nine Lessons and Carols to return to church, with musical contribution and readings from all ages, with the choir attracting some new members.

The Christingle and Nativity service were combined on Christmas Eve and attracted new families, and the large wooden nativity scene was once again erected outside the church which drew many visitors from all ages across the community, and once again the feedback was extremely positive. St Francis welcomes all to attend our regular services both in church and online.

Following the renewal of the Church Electoral Roll in 2021 a total of 58 parishioners was reported, 19 of whom were not resident within the parish. The Sunday in person attendance, as counted during October 2021, averaged 39 adults and 1 child. (Because of the disruption caused by the COVID-19 pandemic, churches were not asked to report their usual Sunday attendance for 2020 or 2021).

In addition to our regular services, we usually enable our community to celebrate and thank God at significant landmarks on the journey through life. In marriage, vows are publicly exchanged, and God's blessing is proclaimed, and funeral services provide an opportunity for friends and family to 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. Despite the church being closed with the pandemic for the early part of the year we welcomed one adult and one child for baptism, there were no weddings and the vicar officiated at funeral services at the crematorium and graveside. As a church we acknowledge with sadness the death of a number of faithful church members.

DEANERY SYNOD

Mary Amer and Nick Gallant of the PCC currently sit on the deanery synod. This provides the PCC with an important link between the parish and the structures of the wider church, Nick Gallant was elected to the Deanery Mission and Pastoral Committee and our vicar supports the wellbeing of deanery clergy and lay ministers.

THE CHURCH AND CHURCH HALL

Use of the church hall has been impacted significantly by the pandemic and successive lockdowns, and the PCC is grateful to Volunteer Hall Administrator Irene Hasan for the time and attention she has given to enabling bookings for a broad range of community groups to begin again, and for keeping the hall clean and tidy.

Use of the church building has also been affected by the pandemic and the unreliable heating system which needs replacing, and plans to install a new boiler, toilets, kitchen area and level access are now moving forward, so that the building can provide a place for the whole community to gather together, with much needed accessible facilities, for both the worshipping community and other groups who use the church, and we are thankful for the experience and support of Mick Relf in this respect.

PASTORAL CARE

We are grateful to all those who support the vicar in the pastoral ministry of the church and the congregation continue to care for one another, neighbours and friends through telephone calls and practical support. Now that restrictions have been relaxed visiting the sick and housebound members of the congregation to provide pastoral care and administer home communion has resumed. The vicar and lay people from the parish continue to support the Butterfly Hospice.

MISSION AND EVANGELISM

St Francis vision to be a 'Beacon of Hope, Community of Love and Well of Refreshment' for all the community will be achieved through improved facilities in the hall and church buildings, the community garden and wellbeing café, and the fundraising project was launched in October with the vicar's sponsored walk along the 153-mile Pilgrims Way from Winchester Cathedral to Canterbury Cathedral.

We continue to engage with the local community, wider Church and the world with the vicar continuing to build relationships with Highworth Combined School, providing supervision for staff, and responding to pastoral and social concerns where possible, and St Francis established the Harvest Fund to support families and individuals who were in need of emergency food supplies and essential items.

Following the significant financial challenges St Francis had faced during the pandemic the PCC agreed that the annual Lent Project for 2021 would support the ongoing mission of St Francis and Nick Gallant hosted an online Lent Quiz which attracted a number of new folks from across the community. In August Lyn Gooch organised a successful Tabletop sale which also invited local stall holders and the Harvest Quiz, hosted by the wardens, and this year's Lent quiz hosted by Liz Helps and Mary Amer, Chris Bradbury and her team drew in others from across the community and raised funds for the building project.

Having been unable to gather in person in October 2020 to celebrate the 90th Anniversary of St Francis Dedication, a 90+1 Celebration service was held followed by a superb Parish lunch provided by Liz Helps and her team.

In response to suicides and attempted suicides with the local community and church, in November the PCC invited the organisation Papyrus to run a suicide awareness evening, which was attended by staff from the Royal Grammar School, Highworth Combined School, church members and parents in the community. All those who attended found it informative and felt better equipped.

In December Lyn Gooch organised an Advent Fayre and Crib Festival attracting local stall holders and the social committee provided lunches. The event attracted people from across the community and was a lovely start to the Advent season. In addition to this Liz Helps and Sarah Howse organised a fun and creative Christmas wreath making evening which attracted new people.

The church continues to support Wycombe Homeless Connection with the vicar leading prayer meetings and Nick Gallant providing supervision for the charities support workers.

The parish website remains a valuable source of information about parish life, and in line with the vision planning for St Francis, we hope that the website and social media will be refreshed and rebranded in the coming year. The "Friends of St Francis" Facebook group continues to connect folks and the daily prayer reflections provided by Lyn Gooch LLM and Sally Brocklehurst are much appreciated. It is also a useful channel for publicising St Francis' services and events.

ECUMENICAL AND INTER-FAITH RELATIONSHIPS

The church is a member of Churches Together in East Wycombe (CTEW), Churches Together in Buckinghamshire and Wycombe Sharing of Faiths. Members of the congregation at St Francis also work with Christians of other traditions in our support for Wycombe Homeless Connection and One Can Trust. Church leaders meet occasionally for fellowship and mutual encouragement.

KNIT & NATTER GROUP

Following Covid restrictions, the Knit and Natter group started back again in August 2021 and in a new venue, the church hall. The group previously consisted of predominately church members but, following the move to the hall, soon attracted people from outside our church family and numbers have almost doubled from eight to fourteen to sixteen people per week. In the hall the group is able to offer tea and coffee easily and raised £50 to donate to the Vicar's pilgrimage and to have a very sociable Christmas buffet lunch. The group meets on Wednesday mornings throughout the year from 11.00 till 1.00. We don't just knit, some members crochet, cross stitch, quilt and sew and everyone is welcome. Doesn't matter whether you are a beginner or advanced level, we are all happy to assist anyone with their project. Should you wish to just come for a natter, that is fine too.

WALKER'S UNITE(D)

The walking group continues to go from strength to strength with fourteen to sixteen people and one dog walking regularly. We usually walk on the first Saturday of each month, apart from December and January, when we take a break, and September, when we take part in the Bucks Historic Churches Walk on the second Saturday. Thanks must go to Eleanor who takes responsibility for all the paperwork involved, and to the generosity of the congregation, who this year sponsored us to the grand sum of £330, of which £192 was returned to St Francis. Hazel and Mike Noakes organised a lovely Christmas Lunch for us at the Hit or Miss in Penn Street which, despite the worry of Covid restrictions, was thoroughly enjoyed by sixteen of us. We must also thank Colin Banks who each month plans a reasonably flat (and, mostly, not too muddy) walk and finds a pub to which we repair for a most convivial lunch at the end of the walk. Everyone is most welcome to join us - we do not walk too fast nor too far (about 5 miles), nor if the weather is too inclement. The scenery is beautiful and the company really friendly.

COMMUNITY GARDEN

Since the lifting of lockdown restrictions we have been able to make a lot of progress with the community garden which is now officially named "Terriers Community Garden". Our fundraising and generous support from members of the congregation, the Roland Callingham Foundation (Bekonscot) and the John Lewis Partnership have enabled us to have the garden area cleared and flattened. The shed from the old vicarage has been moved and erected at the end of the Garden and we have constructed a number of raised beds. These were filled with compost and topsoil and left to over-winter ready for next year's planting. We enjoyed the help of some volunteers from the John Lewis Partnership in laying chipping paths and planting up some bulbs ready for a spring display of flowers. Special mention and thanks must be made to Valerie Stringer – Queen of getting freebies and items at reduced prices from garden centres, shops, and supermarkets! She has helped with planning the plot and co-ordinating help and has given hours of her time to working to get the garden ready. We were able to have some tomatoes and lettuce leaves ready in time for Harvest Festival. We are looking forward to getting the community involved next year and will be applying for further funding as opportunities present themselves.

FINANCIAL REVIEW

With the impact of the coronavirus pandemic, this has been a challenging year for us, as for all charities. Our main source of income has remained voluntary giving with £22,361 from Stewardship, £619 from collections and £5,407 from tax refunds on both Stewardship and collections under the Gift Aid scheme.

We also received £13,500 rent from the “Everything Everywhere” and “Hutchison 3G” telecoms companies for a mobile phone base station installation in our bell tower. We received dividends from two investments: £1,203 from the H F Field Trust and £2,219 from the St Andrews Trust. By the end of the year, our new Church Development Fund had reached £6,347. Our congregation also donated £1,191 (including Gift Aid) for a Harvest Community Fund to support families and individuals in need of emergency food supplies and essential items, and £170 for other charities. Our remaining income is usually from the rental of our church hall to local groups, and from fees from weddings and funerals. Both of these continued to be significantly reduced because of the pandemic.

Our outgoings were £66,838, to provide the Christian ministry from St Francis of Assisi within Terriers. Our ‘parish share’ contribution to the Diocesan funds, which, as well as paying the administrative costs of the Diocese, provides the stipends and housing for the clergy, was £37,142. The net result for the year, excluding the charities fund, Community Garden, Harvest Community Fund and donations to the Hugh Brocklehurst Fund was a deficit of expenditure over income of £6,311. As at 31 December 2021, we had net assets totalling £204,248, of which £134,838 were endowment investments and £35,609 restricted funds, leaving £1,534 unrestricted funds, and £32,267 designated for special church needs.

VOLUNTEERS

We would like to thank all the volunteers who work so hard to make our church a safe and welcoming community; in particular, our churchwardens, Lakshan Wanigasooriya and Peter Gee, and assistant wardens Janet Banks and Valerie Stringer, who despite the many challenges faced this year have provided practical and steadfast support in their ministry to both the church and vicar. We are grateful to Liz Helps in her role as church treasurer, and for Peter Gee’s support during the transition of that role.

We also value the role of the other members of the Parochial Church Council who have faithfully served with humour and vision, and we wish to acknowledge the continued commitment of our worship team Lyn Gooch LLM, Revd Hilary Jones, Tessa Shaw, Mary Amer and Nick Gallant; our sacristan Mary Phipps and hall administrator Irene Hasan; musicians, readers and intercessors whose gifts, creativity and generosity enhance the regular worship; and we are mindful of servers, sidespeople and those who usually provide hospitality each Sunday and on special occasions during the year, whose ministry has been put on hold. We are thankful for all who have continued to keep the church grounds tidy on a regular basis, and Sarah Wanigasooriya for her active commitment to ensuring the safeguarding of all who serve and engage with the church. We also thank the Messy Church Team for their ongoing commitment to the young people, providing resources during another difficult year.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The method of appointment of PCC members is set out in the Church Representation Rules. At St Francis of Assisi 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 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.

The PCC met six times during the year. Given its wide responsibilities, the PCC has a number of task groups, each one dealing with a particular aspect of parish life. These groups which include worship and mission, communications, finance, pastoral and social, hall, building and grounds, are all responsible to the PCC and report back to it with reports of their deliberations being received by the full PCC and discussed as necessary.

ADMINISTRATIVE INFORMATION

The Church of St Francis of Assisi is situated in Amersham Road, Terriers, High Wycombe.

It is part of the Diocese of Oxford within the Church of England.

The correspondence address is St Francis, Amersham Road, Terriers, High Wycombe HP13 5AB.

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2011) and a charity registered with the Charity Commission (registration number: 1155035).

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have regard to House of Bishops' guidance on safeguarding children and vulnerable adults).

PCC members who have served from 1st January 2021 until the date this report was approved are:

Incumbent:

The Revd Joanna Gallant (Chair)

Churchwardens:

Mr Lakshan Wanigasooriya (from October 2020)

Mr Peter Gee (Lay Chair from July 2021)

Deanery Synod Representatives:

Mrs Mary Amer (until July 2024)

Mr Nick Gallant (until October 2023)

Elected members:

Mrs Sally Brocklehurst (from APCM 2020 - Secretary)

Mrs Janet Banks (until APCM 2022)

Mrs Christine Bradbury (until APCM 2022)

Mrs Irena Lowe (until APCM 2022)

Mrs Hazel Noakes (until APCM 2022)

Mr Michael Relf (until APCM 2022)

Mrs Liz Helps (from APCM 2021 - Treasurer)

Mrs Valerie Stringer (from APCM 2020)

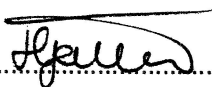
Ex-officio members

Revd Hilary Jones (from APCM 2021)

Mrs Lyn Gooch LLM (from APCM 2020)

Approved by the PCC on 1st May 2022

and signed on their behalf by Revd Joanna Gallant



**ST. FRANCIS OF ASSISI, TERRIERS
FINANCIAL STATEMENTS YEAR ENDED 31ST DECEMBER 2021**

**INDEPENDENT EXAMINER'S REPORT TO
THE PAROCHIAL CHURCH COUNCIL OF ST FRANCIS OF ASSISI CHURCH, TERRIERS**

I report on the accounts of the church for the year ended 31st December 2021, which are set out on pages 8 to 17.

Respective Responsibilities of Trustees (PCC) and Independent Examiner

The church's trustees, The PCC (Parochial Church Council), are responsible for the preparation of the accounts. The PCC consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and an independent examination is needed.

It is my responsibility to :-

- examine the accounts under section 145 of the Charities Act;
- follow the procedures laid down in the General Directions given by the Charity Commissioners under section 145(5)(b) of the 2011 Act; and
- 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 under section 145(5)(b) of the Act to be found in the guidance from the Church Board of Finance. That examination includes a review of the accounting records kept by the Parochial Church Council and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from the trustees (PCC) 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 material matters have come to my attention which give me cause to believe that in, any material respect:

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



.....
C A Wylot

date 5th May 2022

Accountancy, Taxation & Business Development Services
Paje House, 164 West Wycombe Road
High Wycombe
Bucks HP12 3AE

STATEMENT OF FINANCIAL ACTIVITIES

	Note	Unrestricted (General) £	Unrestricted (Designated) £	Restricted Funds £	Endowment Funds £	Total Funds 2021 £	Total Funds 2020 £
Incoming Resources							
Income and endowments from:							
Donations and legacies	3	29,895	8,047	1,311	0	39,253	62,918
Charitable Activities	3	1,399	0	430	0	1,829	2,084
Other trading activities	3	5,369	0	0	0	5,369	8,741
Investment income	3	0	2,219	1,203	0	3,422	3,304
Other income	3	13,500	0	0	0	13,500	13,500
Total Income		50,163	10,266	2,944	0	63,373	90,547
Resources Expended							
Expenditure on:							
Raising funds	4	0	0	0	0	0	132
Charitable activities	4	48,249	6,152	1,203	0	55,604	55,437
Other trading activities	4	3,933	0	0	0	3,933	10,781
Governance costs	4	4,172	0	0	0	4,172	4,220
Support costs	4	0	0	0	0	0	0
Other	4	120	2,350	659	0	3,129	1,727
Total Expenditure		56,474	8,502	1,862	0	66,838	72,297
Net Income / (Expenditure) before investment gains / (losses)		(6,311)	1,764	1,082	0	(3,465)	18,250
Gains / (Losses) on Investments	6	0	0	0	17,026	17,026	7,439
Transfer between Funds		0	0	0	0	0	0
Net Movement in Funds		(6,311)	1,764	1,082	17,026	13,561	25,689
Total Funds brought forward		7,845	30,503	34,527	117,812	190,687	164,998
Total Funds carried forward		1,534	32,267	35,609	134,838	204,248	190,687

**ST. FRANCIS OF ASSISI, TERRIERS
FINANCIAL STATEMENTS YEAR ENDED 31ST DECEMBER 2021**

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BALANCE SHEET

	Note	Unrestricted (General) £	Unrestricted (Designated) £	Restricted Funds £	Endowment Funds	Total Funds 2021 £	Total Funds 2020 £
Fixed assets							
Tangible assets	22	1,378	0	0	0	1,378	2,757
		<u>1,378</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,378</u>	<u>2,757</u>
Current Assets							
Investments	6	0	0	0	134,838	134,838	117,812
Cash at bank		1,356	32,267	35,609	0	69,232	71,762
Debtors & Prepaid costs	23	0	0	0	0	0	275
		<u>1,356</u>	<u>32,267</u>	<u>35,609</u>	<u>134,838</u>	<u>204,070</u>	<u>189,849</u>
Creditors: due within one year							
Accruals		1,200	0	0	0	1,200	1,919
		<u>156</u>	<u>32,267</u>	<u>35,609</u>	<u>134,838</u>	<u>202,870</u>	<u>187,930</u>
Net Current Assets							
		<u>156</u>	<u>32,267</u>	<u>35,609</u>	<u>134,838</u>	<u>202,870</u>	<u>187,930</u>
Total Net Assets		<u>1,534</u>	<u>32,267</u>	<u>35,609</u>	<u>134,838</u>	<u>204,248</u>	<u>190,687</u>

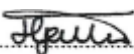
Represented by:

Endowment Funds	19,20	0	0	0	134,838	134,838	117,812
Restricted Funds	12,13,14,15	0	0	35,609	0	35,609	34,527
Unrestricted Funds	9,10,11,16,17	1,534	32,267	0	0	33,801	38,348
		<u>1,534</u>	<u>32,267</u>	<u>35,609</u>	<u>134,838</u>	<u>204,248</u>	<u>190,687</u>

Approved by the Parochial Church Council on 1st May 2022

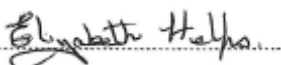
and signed on its behalf by:

Chairman



Revd Joanna Gallant

PCC Member



Elizabeth Helps

NOTES TO THE ACCOUNTS

1 BASIS OF PREPARATION

These 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 the accounts.

The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014, and with the Charities Act 2011.

The accounts have been prepared on the accruals basis.

The charity constitutes a public benefit entity as defined by FRS 102.

2 ACCOUNTING POLICIES

Income

Income is included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to those resources and when the amount can be measured with sufficient reliability.

There has been no offsetting of assets and liabilities, or income and expenditure unless permitted or required by the FRS 102 SORP or FRS 102.

Grants and donations are included within the SOFA when the general income recognition criteria are met.

Tax reclaimed on donations and gifts is included in income when there is a valid declaration from the donor. Any gift aid recovered on a donation is considered to be part of that gift and is treated as an addition to that same fund as the initial donation unless specified otherwise by the donor.

Rental income from letting of the Church and Church Hall is recognised when it falls due.

Income from dividends is included in the accounts when declared and paid.

Investment gains and losses includes any realised gains or losses arising on the sale of investments, and any gains or losses arising from revaluing investments to market value at the end of the financial year.

The charity has incurred expenditure on support costs.

Expenditure and liabilities

Liabilities are recognised when there is a legal or constructive obligation committing the charity to pay out resources, and the amount can be measured with reasonable certainty.

Support costs have been allocated between governance costs and other support costs. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

Support costs include central functions.

Creditors and accruals are included in the accounts at settlement amounts less any discounts.

Assets

Tangible fixed assets for use by the charity are capitalised in the balance sheet if they can be used for more than one year and cost at least £250.

The assets are included at cost and then depreciated at a rate of 25% per annum over 4 years.

The charity has current asset investments held with the Church Board of Finance. The investments are held as perpetual endowments and are stated in the accounts at their fair market values.

Any surpluses or deficits arising on the revaluation of assets during the year, are included within the SOFA as a credit to or charge against the relevant funds.

NOTES TO THE ACCOUNTS

3 ANALYSIS OF INCOME

	Note	Unrestricted (General) £	Unrestricted (Designated) £	Restricted Funds £	Total Funds 2021 £	Total Funds 2020 £
Donations and legacies:						
Tax efficient & other planned giving		22,361	0	0	22,361	21,381
Collections - Other Services		619	0	0	619	1,800
Other donations	9,10,11,12,14,15,16	1,508	8,047	1,356	10,911	28,150
Gift aid on planned giving & collections		5,407	0	0	5,407	5,081
Charities Fund donations	13	0	0	170	170	1,155
Tax recovered on Charities Fund donations	13	0	0	0	0	345
Tax recovered adjustment on Charities Fund	13	0	0	(215)	(215)	0
Grants received	9	0	0	0	0	0
Bequests and legacies	17,21	0	0	0	0	5,006
		29,895	8,047	1,311	39,253	62,918
Charitable activities:						
Magazine sales		0	0	0	0	0
Traidcraft stall income		0	0	0	0	51
Bookstall Income & calendars	14	10	0	430	440	742
Catering income		4	0	0	4	135
Visiting clergy fees recovered		0	0	0	0	0
LPOW scheme VAT refunds	14	0	0	0	0	0
LPOW scheme VAT refunds		0	0	0	0	918
Miscellaneous		1,385	0	0	1,385	238
		1,399	0	430	1,829	2,084
Other trading activities:						
Fees received - net retained		592	0	0	592	62
Church lettings		25	0	0	25	245
Receipts from hall	7	4,752	0	0	4,752	8,434
		5,369	0	0	5,369	8,741
Income from investments:						
H F Field Trust dividends	18,19	0	0	1,203	1,203	1,161
St Andrews Trust dividends	17,20	0	2,219	0	2,219	2,143
		0	2,219	1,203	3,422	3,304
Other income						
Miscellaneous income		0	0	0	0	0
Base station rent		13,500	0	0	13,500	13,500
		13,500	0	0	13,500	13,500
Total Income		50,163	10,266	2,944	63,373	90,547

NOTES TO THE ACCOUNTS

4 ANALYSIS OF EXPENDITURE

	Note	Unrestricted (General) £	Unrestricted (Designated) £	Restricted Funds £	Total Funds 2021 £	Total Funds 2020 £
Expenditure on Raising funds:						
Bookstall costs			0	0	0	59
Traidcraft stall costs			0	0	0	73
		0	0	0	0	132
Expenditure on charitable activities:						
Parish share paid to Diocese		37,142	0	0	37,142	32,081
Other parish subscriptions		271	0	0	271	462
Property insurance	17	378	3,000	1,203	4,581	4,879
Heat, light and water		3,561	0	0	3,561	5,125
Quinquennial fund		220	0	0	220	220
Repairs, renewals & cleaning	17	63	2,219	0	2,282	7,903
Licences and subscriptions		1,122	0	0	1,122	545
Messy Church & Club Francis		0	0	0	0	26
Organist's expenses		2,200	0	0	2,200	533
Organ expenses	14	0	0	0	0	0
Choir expenses	12	0	0	0	0	142
Visiting clergy expenses		0	0	0	0	121
Visiting clergy fees		0	0	0	0	0
Upkeep of services	11	350	933	0	1,283	394
Catering costs		76	0	0	76	25
Telephone & broadband		605	0	0	605	621
Travel		45	0	0	45	154
Vicar's expenses		76	0	0	76	0
Verger's fees		150	0	0	150	0
Gifts		0	0	0	0	70
Sundry expenses		162	0	0	162	348
Parish training and mission		449	0	0	449	131
Cost of other events		0	0	0	0	105
Depreciation	22	1,379	0	0	1,379	1,552
		48,249	6,152	1,203	55,604	55,437
Expenditure on trading activities:						
Hall running expenses	7	3,933	0	0	3,933	10,781
		3,933	0	0	3,933	10,781
Governance costs:						
Independent examiner's fees	5	1,200	0	0	1,200	1,200
Photocopier expenses		2,242	0	0	2,242	1,680
Postage		337	0	0	337	395
Printing, stationery & IT costs		393	0	0	393	945
		4,172	0	0	4,172	4,220
Support costs:						
Church Secretary			0	0	0	0
		0	0	0	0	0
Other expenditure:						
Church donations		120	0	0	120	0
Community garden project	9	0	2,350	0	2,350	0
Charities fund donations	13	0	0	0	0	1,334
Harvest Community Fund donations	15	0	0	659	659	393
		120	2,350	659	3,129	1,727
Total Expenditure		56,474	8,502	1,862	66,838	72,297

NOTES TO THE ACCOUNTS

5 EXAMINATION COSTS

	2021	2020
	£	£
Fees payable to independent examiner	1,200	1,200
	<u>1,200</u>	<u>1,200</u>

6 GAINS AND LOSSES ON INVESTMENTS

	market value at 1/1/21 £	revaluation surplus / (deficit) £	market value at 31/12/21 £
Church of England Investment Fund - Income Shares			
2,024 shares - Field Bequest Fund Note 19	41,466	5,932	47,398
3,733 shares - St Andrew's Fund Note 20	76,346	11,094	87,440
	<u>117,812</u>	<u>17,026</u>	<u>134,838</u>

7 INCOME FROM HALL LETTINGS

	2021	2020
	£	£
HALL RECEIPTS AND PAYMENTS ACCOUNT		
RECEIPTS		
Hall lettings	4,485	8,434
	<u>4,485</u>	<u>8,434</u>
Other incoming resources		
Miscellaneous income	267	0
	<u>267</u>	<u>0</u>
Total Receipts	<u>4,752</u>	<u>8,434</u>
PAYMENTS		
Hall running costs		
Fire precautions	0	645
Heat, light and water	2,023	2,290
Insurance	1,080	1,080
Repairs and renewals	277	4,955
Cleaning	0	1,289
Sundry expenses	37	224
Postage and stationery	28	0
Performing rights licence	0	0
	<u>3,445</u>	<u>10,483</u>
Hall administration		
Salaries and PAYE	0	0
Telephone (office)	488	298
	<u>488</u>	<u>298</u>
Total payments	<u>3,933</u>	<u>10,781</u>
Surplus / (Deficit) - transferred to General Fund	<u>819</u>	<u>(2,347)</u>

NOTES TO THE ACCOUNTS

8 STAFF COSTS

	2021	2020
	£	£
Salaries and wages	0	0
Church Secretary	0	0
Hall administration	0	0
	<u>0</u>	<u>0</u>

9 COMMUNITY GARDEN PROJECT FUND

	2021	2020
Balance at 1st January 2021	2,050	2,000
Donations received	1,700	50
Expenditure	<u>(2,350)</u>	<u>0</u>
Balance at 31st December 2021	<u>1,400</u>	<u>2,050</u>

10 CHURCH HEATING FUND

	2021	2020
Balance at 1st January 2021	1,000	0
Donations received	0	1,000
Expenditure	<u>0</u>	<u>0</u>
Balance at 31st December 2021	<u>1,000</u>	<u>1,000</u>

11 SPIRITUALITY RESOURCES FUND

	2021	2020
Balance at 1st January 2021	2,453	0
Donations received	0	2,453
Expenditure - to General Fund purchase of streaming equipment	<u>(933)</u>	<u>0</u>
Balance at 31st December 2021	<u>1,520</u>	<u>2,453</u>

12 CHOIR FUND (Restricted)

This fund has been established from donations received and may be used only for the purpose stated.

	2021	2020
	£	£
Balance at 1st January 2021	312	454
Fees received - net retained	0	0
Transfer to General Fund - choir expenses in year	<u>0</u>	<u>(142)</u>
Balance at 31st December 2021	<u>312</u>	<u>312</u>

NOTES TO THE ACCOUNTS

13 CHARITIES FUND (Restricted)	2021	2020
	£	£
Balance at 1st January 2021	851	685
<u>Receipts</u>		
Gift Aid tax refunds Adjustment re previous year	0 (215)	345
<u>Donations</u>		
Bucks Historic Churches Trust	20	
Womens' Aid	150	
	<u>170</u>	1,155
<u>Payments</u>		
	0	
	0	
	0	
	<u>0</u>	(1,334)
Balance at 31st December 2021	<u>806</u>	<u>851</u>

14 H BROCKLEHURST FUND (Restricted)	2021	2020
	£	£
Balance at 1st January 2021	32,682	12,120
Receipts in year donations	165	20,025
Receipts in year income from book & calendar sales	430	665
Receipts in year refund of VAT on organ repairs	0	0
Payments in year cost of printing above calendars	0	(128)
Transfer to General Fund - organ expenses in year	0	0
Balance at 31st December 2021	<u>33,277</u>	<u>32,682</u>

This is a memorial fund set up in the name of Hugh Brocklehurst to maintain and develop the musical life of the church with special concern for the organ.

In accordance with a resolution passed by the PCC in 2017 the balance of the original Organ Fund has been transferred to, and incorporated within, the Hugh Brocklehurst Fund, both funds having the same aims.

15 HARVEST COMMUNITY FUND (Restricted)	2021	2020
	£	£
Balance at 1st January 2021	682	0
Receipts in year inc gift aid	1,191	1,075
Payments in year	(659)	(393)
Balance at 31st December 2021	<u>1,214</u>	<u>682</u>

The Harvest Community Fund is a restricted fund, to be used to support families and individuals who are in need of emergency food supplies and essential items.

NOTES TO THE ACCOUNTS

16 CHURCH DEVELOPMENT FUND	2021	2020
	£	£
Balance at 1st January 2021	0	0
Receipts in year	6,347	0
Payments in year	0	0
Balance at 31st December 2021	<u>6,347</u>	<u>0</u>

17 DESIGNATED FUNDS FOR SPECIAL CHURCH NEEDS

	St Andrews fund	J Dowsett bequest	P Beniston bequest	Jean Smith bequest	2021 Total	2020 Total
	£	£	£	£	£	£
Balance at 1st January 2021	0	2,500	21,500	1,000	25,000	30,000
St. Andrew's Fund income	2,219	0	0	0	2,219	2,143
Bequests received	0	0	0	0	0	0
Less: Expenditure to General Fund	(2,219)	0	(3,000)	0	(5,219)	(7,143)
Balance at 31st December 2021	<u>0</u>	<u>2,500</u>	<u>18,500</u>	<u>1,000</u>	<u>22,000</u>	<u>25,000</u>
	Note 19	Note 21	Note 21	Note 21		

18 H.F. FIELD BEQUEST	2021	2020
	£	£
Receipts paid into General Fund	<u>1,203</u>	<u>1,161</u>

19 FIELD BEQUEST (Capital: perpetual endowment. Income: restricted use)

The capital belonging to this fund is held by the Oxford Diocesan Board of Finance, as custodian trustee. The capital must be retained as a perpetual endowment but the annual income is paid direct to the church for use in accordance with the terms of Mrs Henrietta Frances Field's will 'for the payment of insurance of the buildings and towards the salary of a caretaker and the cleaning of the said church.

At 31st December 2021 the capital was invested with the Church of England Central Board of Finance in 2,024 income shares having a market value of £47,398 as compared with a market value of £41,466 at the end of the previous year.

20 ST. ANDREW'S FUND (Capital: perpetual endowment. Income: expendable)

The capital of this fund is a perpetual endowment arising from the sale of St. Andrew's Church, Totteridge. It is held by the Diocesan Trustees (Oxford) as custodian trustees.

At 31st December 2021 the capital was invested with the Church of England Central Board of Finance in 3,733 income shares having a market value of £87,440 as compared with a market value of £76,346 at the end of the previous year.

The income from these funds is to be used for furthering the religious and other charitable work of the Church of England in the ecclesiastical parish of St. Francis, Terriers. This has been set aside in a Central Board of Finance deposit account and is a designated fund to be used at the discretion of the PCC.

NOTES TO THE ACCOUNTS

21 OTHER BEQUESTS

J Dowsett Bequest

The capital of this fund is to be specifically used for the improvement of catering facilities with the church.

P Beniston Bequest

The capital of this fund is to be specifically used for the improvement of catering facilities within the church, and will be extended to include improving toilet facilities.£3,000 was transferred to General Fund in the year to cover administrative expenses.

Jean Smith Bequest

The capital of this fund is to be specifically used for the improvement of catering and toilet facilities within the church.

22 TANGIBLE FIXED ASSETS

	<u>Equipment</u>
<u>Cost or Valuation</u>	£
Balance at 1st January 2021	12,838
Additions	<u>0</u>
Balance at 31st December 2021	<u>12,838</u>
<u>Depreciation</u>	
Balance at 1st January 2021	10,081
Charged in year	<u>1,379</u>
Balance at 31st December 2021	<u>11,460</u>
<u>Net Book Values</u>	
Balance at 31st December 2021	<u>1,378</u>
Balance at 1st January 2021	<u>2,757</u>

23 DEBTORS AND PREPAID COSTS

	2021	2020
	£	£
Fund gift aid	<u>0</u>	<u>275</u>
	<u>0</u>	<u>275</u>

24 RESERVE FUNDS POLICY

The PCC had resolved to follow current guidelines issued by the Charity Commissioners in respect of setting aside unrestricted funds in order to provide three months cover in respect of outgoings. This sum amounts to approximately £15,000 in total - £14,000 in respect of the church and £1,000 in respect of the hall. As a result of the coronavirus pandemic and subsequent lock-downs, which saw a significant reduction in income from the hall, there was a surplus on the General Fund of £1,534 at the end of the year which the PCC is addressing.

Other unrestricted, but designated, funds amounted to £32,267.

25 CHARITABLE STATUS

The Parochial Church Council of the Ecclesiastical Parish of St Francis of Assisi, Terriers, High Wycombe, was entered on the Register of Charities on 16th December 2013 under the registered charity number 1155035.