

Parish Church of St Mary Kippington, Sevenoaks

Registered Charity No. 1130183

Annual Report and Accounts of the Parochial Church Council for the year ended 31st December 2021

Team Rector:
Mark Bridgen
The Vicarage
Kippington Road
Sevenoaks
Kent

	Bankers:
NatWest Bank plc	Santander plc
High Street	Bootle
Sevenoaks	Liverpool

Independent Examiner: Philip K Wood MA (Oxon) FCA, MCT

www.stmaryssevenoaks.org

PCC Trustees' Annual Report

From 12th November 2019 St Mary Kippington became part of the benefice of the West Sevenoaks Team Ministry, together with St Mary the Virgin, Riverhead with Dunton Green and St. Luke's, Sevenoaks.

Aims and Purposes.

The Parochial Church Council (PCC) of St Mary Kippington has the responsibility of cooperating with the incumbent, the Reverend Mark Bridgen, 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 complex including the Kippington Centre, next door to the Church.

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. 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, 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 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 Kippington and the Kippington Centre.

Achievements and Performance

1) Worship and Prayer

The PCC is committed 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. We uphold the Anglican ethos of worship that offers a broad spectrum of worship, both traditional and modern.

All services that have taken place have abided, as appropriate, by the appropriate distancing and Covid measures introduced by government and the Church of England. The regular pattern of 8am and 10:30am service times have been maintained on a consistent basis, along with a mid-week service time.

Family Services, being moved from the Kippington Centre to Church due to restrictions, have since returned to the Centre and numbers have increased.

Worship has continued to take place commemorating key events in the liturgical calendar, being Harvest, Remembrance, Christmas, Lent and Holy Week and Easter. As the church continued to navigate through the pandemic, some services at major festivals were ticketed and services duplicated, enabling more in the congregation and parish to attend. The PCC is grateful to all those who made this possible.

As of 25th April 2021, there were 131 parishioners on the Church Electoral Roll, 40% of whom are resident in the Parish and 60% of whom are non-resident.

206 people attended services on Easter Sunday and 260 attended on Christmas Eve and Day.

There were six baptisms performed, one wedding and ten funerals.

Due to the effects of the pandemic and many in the congregation only slowly returning back to the rhythms of worship the Church of England have not asked for Average Weekly Attendance figures.

The 'Thy Kingdom Come' initiative took place; courses undertaken were as follows – Advent and Lent Study times; Living in Love and Faith; York courses; Pit Stop – ethical course.

Team services have taken place celebrating the midweek festivals of the church and to welcome the Team's first Assistant Curate. A commemorative service honouring the Duke of Edinburgh took place.

Our Sunday Club has met weekly and special craft events have been laid on. The Youth Club have now resumed meeting monthly.

2) Kippington Centre

Over the year, as restrictions eased, the Centre has returned to full operating capacity, serving both the church and community. Weekends have seen a marked increase in usage. All regular groups have returned and there has also been seen an increase in general enquiries. The year has brought the sad passing of Graham Roper, Centre Manager for over twenty years. His role has been taken by Karen Bridgen.

3) Pastoral Care

The Pastoral and Mission Committee have continued to care for those termed vulnerable within the church and assigned individuals from that committee to keep in touch. The Covid Meal Delivery programme was scaled down. The PCC is grateful to all those who have offered such care in the church's name. Monthly communion services to Kippington Nursing Home have resumed.

4) Mission and Evangelism

The charities committee, following PCC approval, made grants totalling £14,114 to twenty five charities – local, national and international. Solefields School returned to celebrating their Christmas service at the church and the Vicar now preaches occasionally at Evensong at New Beacon School. Our first Harvest Lunch was organised, as well as a mini Christmas Fair. Monthly 'Coffee and Cake' fellowship mornings have been established.

5) Ecumenical Relationships

Churches Together in Sevenoaks and District now organise termly ecumenical services. The church played host to the 'Women's World Day of Prayer' annual service. The church participated in the annual 'Ride and Stride'.

6) Volunteers

We would like to thank all the volunteers who work so hard to make our church the lively and vibrant community it is. In particular thanks are expressed to churchwardens Brenda Ross and Dave White for their service to the life of the church.

Financial Review

1) Overview

Overall reserves have grown by approximately £19,500 compared with 2020. Unrestricted funds are up by more than £16,000, and restricted funds by around £3,500. The two largest elements in the increase in funds are Government grants to support the loss of Parish Centre income due to the Covid pandemic (£18,565.14) and an increase in the book value of our Charifund units of £7,113.83. These are offset by a reduction in Planned Giving of £2,654, the annual depreciation on the Parish Centre building of £7,400 and lower voluntary income.

With this relatively healthy position, the PCC agreed to provide the diocese with an additional £4,000 to support struggling parishes. Our calculated Parish Share has reduced since we became part of the West Sevenoaks benefice, so our total Parish Share payment of £63,909, including the additional amount, remained lower than in recent years (2020: £69,550).

The reduction in planned giving is a significant concern, because the loss of further generous planned givers during 2021 means that our budget for planned giving in 2022 is almost £2,000 below the actual for 2021. Action is planned for 2022 to encourage Church family members to increase their regular contributions, or to join the Scheme if they have not done so already.

Thanks are once again due to Mrs Zoë Anderson, Planned Giving Administrator, who has ably managed the Planned Giving Scheme and who has continued to make monthly claims on HMRC for Gift Aid which has enabled us to receive the funds within a week or so of the end of each month.

2) Charitable Giving

Charitable Giving is set out in Note 15 to the Accounts. Giving included within our accounts was £14,114 (2020: £13,845). This figure remains significantly lower than pre-pandemic levels due to the much reduced number of services where collections were dedicated to charitable causes. The PCC's tithing commitment in 2021 was slightly lower at £13,200 (2020: £13,500) due to lower income, and included a number of beneficiaries which would normally have benefited from these dedicated collections. Our accounts do not include agency collections for third parties. If these are added our total giving amounted to £15,884 (2020: £15,368). In addition, as set out in Note 10, a further £908 was raised to provide pre-prepared frozen meals during the Covid pandemic.

3) Reserves Policy

The PCC, advised by the Finance Committee, considers its reserves policy annually. Where a sum has been set aside for a designated purpose, the PCC aims to hold enough in that reserve to meet the specific policy intention; so, for example, a sum set aside for a major repair or renewal should either be sufficient to fund that repair/renewal or should be complemented by a fundraising intention and plan. Informed by recent experience we consider that unrestricted reserves, complemented by any restricted reserves available for that purpose, should be at least sufficient to cover essential running costs for 9-12 months, after assuming that regular sources of income reduce significantly.

Structure, Governance and Management

The method of appointment of PCC members is set out in the Church Representation Rules.

At St. Mary Kippington the membership of the PCC consists of the incumbent, churchwardens, the local lay minister, co-opted members 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 full PCC met six times during the year with an average level of attendance of 80%.

Given its wide responsibilities the PCC has a number of committees each dealing with a particular aspect of parish life. These committees, which are outlined below, are all responsible to the PCC.

- **Standing Committee:** This is the only committee required by law. It has power to transact the business of the PCC between its meetings, subject to any directions given by the Council. Members of this committee are the Vicar, the Churchwardens, PCC Secretary and PCC Treasurer and one other PCC nominated member.
- **Fabric Committee:** Considers all matters relating to the care and maintenance of church buildings and advises the PCC on necessary repairs, obtaining estimates as appropriate.
- **Finance Committee:** This oversees the general financial dimension of the work of St Mary's by monitoring income and expenditure, budgeting, reviewing the annual report and financial statements and maintaining appropriate financial controls.
- **Charities Committee:** Promotes the work of charities and mission agencies in the Parish and recommends donations to registered charities, according to the policies set by the PCC. More information on charitable donations is set out within the Accounts and in the Charitable Giving paragraphs, below.
- **Pastoral and Ministry:** This group meets four times a year to help the Church realise its vision as a bridge between God and the community. The Chair is the Vicar. Its minutes are sent to the PCC.
- **Lunch Club Committee:** Due to the decline of membership, caused both by the pandemic and other factors, the club was wound up during 2021. This decision was accepted by the Parochial Church Council. The remaining assets of the Lunch Club are held by the church to assist ministry to those vulnerable and its records are held in the Vicarage.

The Benefice of the West Sevenoaks Team Ministry

Following the incorporation, by Pastoral Measure on 12th November 2019, into a new Team Ministry, a Joint Council to develop the ongoing life of the Team was approved by all three Annual Parochial Church Meetings in 2021. Representatives from each of the churches serve on the Council and their work takes place within six sub groups. These are: 1) music, 2) worship, 3) children, young people and families, 4) Pastoral, 5) Mission and Outreach and 6) Discipleship. The recommendations of the Joint Council relating to the sub groups are brought for agreement to all three Parochial Church Councils.

Safeguarding:

In recent years, the issue of Safeguarding has come to the fore of every church's mission and ministry. Wendy Pritchard is St Mary Kippington's Parish Safeguarding Officer and all PCC members must have a DBS check and undergo training in Safeguarding. There are other safeguarding training requirements required for clergy and those in the congregation working with children and vulnerable adults. Safeguarding is an agenda item at every PCC meeting as part of their responsibilities is to make our church and its activities a safe environment for children and vulnerable adults. The Parochial Church Council has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults).

Risk Management:

The PCC keeps under review the strategic and operational risks which would impact the work of the church and the steps taken to minimise these risks. Mitigations include our safeguarding procedures, financial controls and the maintenance of healthy reserves. We will be paying particular attention in

2022 to how the covid pandemic has affected patterns of worship and how we should respond to this to meet changing demands and encourage increased engagement across all age groups.

Administrative information

St. Mary Kippington is situated on Kippington Road, Sevenoaks. It is part of the Diocese of Rochester within the Church of England. The correspondence address is The Church Office, Kippington Centre, Kippington Road, Sevenoaks. The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2006) and a registered charity - 1130183 . Its website can be located at: www.stmaryssevenoaks.org

PCC members who have served at any time from 1st September 2020 until the date this report was approved are:

Team Vicar: The Reverend Mark Bridgen, Chair (ex officio) (Who is also Team Rector of the benefice of the West Sevenoaks Team Ministry)

Church Wardens: Brenda Ross and Dave White, who also function as Vice Chair of the PCC

Representatives on the Deanery Synod:

Stephen Day (from September 2020)

Janet Eilbeck (from September 2020)

Elected Members (three year terms):

Lorna Arduino (from April 2019)

Keith Evans (from April 2019)

Sharon Fishwick (from September 2020)

Amanda Eyre (from September 2020)

Avril Hunter (from May 2021)

Rosemary Creed (from May 2021)

Joan Taylor Local Lay Minister (ex officio)

Co-opted Members:

Chris Saunders, Treasurer

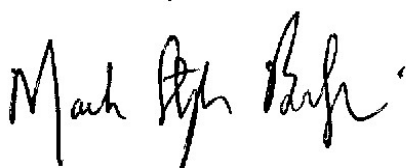
Caroline Howe, Secretary

Former members

Charles Medd and Jenny Gyte (elected members) term of office ended May 2021

Graham Roper (co-opted position) who sadly died in September 2021

Approved by the PCC on 29 April 2022 and signed on their behalf by the Reverend Mark Bridgen (PCC chairman)



**Parish Church of
St Mary Kippington, Sevenoaks**

Registered Charity No. 1130183

**Accounts for the year ended
31st December 2021**

Independent Examiner's Report to the Trustees

I report to the Trustees on my examination of the accounts of The Parochial Church Council of the Ecclesiastical Parish of St Mary, Kippington, Registered Charity 1130183 ("the Trust") for the year ended 31 December 2021, set out on pages 9 to 20.

Responsibilities and basis of report

As PCC members, and therefore the Charity's Trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust'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 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 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:



Philip K Wood, MA(Oxon), FCA, MCT

4 Middlings Wood,

Kippington Road

Sevenoaks

Kent, TN13 2LF

29 April, 2022

PARISH CHURCH OF ST MARY, KIPPINGTON

STATEMENT OF FINANCIAL ACTIVITIES
For the year ended 31 December 2021

	Note	Unrestricted General Fund £	Unrestricted Designated Funds £	Restricted Funds £	Total 2021 £	Unrestricted General Fund £	Unrestricted Designated Funds £	Restricted Funds £	Total 2020 £
INCOMING RESOURCES									
Voluntary income	2(a)	105,225.87	-	1,898.00	107,123.87	111,261.89	-	7,696.00	118,957.89
Activities for generating funds	2(b)	-	-	2,463.72	2,463.72	-	-	1,195.00	1,195.00
Income from investments	2(c)	2,874.91	36.19	7.42	2,918.52	2,790.37	171.73	60.19	3,022.29
Income from Church activities	2(d)	17,345.35	-	-	17,345.35	16,318.00	-	882.00	17,200.00
Other incoming resources	2(e)	19,534.95	-	-	19,534.95	70.00	-	2,653.14	2,723.14
TOTAL INCOMING RESOURCES		144,981.08	36.19	4,369.14	149,386.41	130,440.26	171.73	12,486.33	143,098.32
RESOURCES EXPENDED									
Cost of generating voluntary income	3(a)	-176.42	-	-	-176.42	-176.06	-	-	-176.06
Church activities	3(b)	-108,119.73	-27,541.78	-1,015.97	-136,677.48	-110,250.43	-21,288.50	-14,239.83	-145,778.76
TOTAL RESOURCES EXPENDED		-108,296.15	-27,541.78	-1,015.97	-136,853.90	-110,426.49	-21,288.50	-14,239.83	-145,954.82
NET INCOMING/OUTGOING RESOURCES		36,684.93	-27,505.59	3,353.17	12,532.51	20,013.77	-21,116.77	-1,753.50	-2,856.50
TRANSFERS BETWEEN FUNDS									
Gross transfers between funds - in		-	18,200.00	-	18,200.00	1,940.29	18,186.36	6,768.68	26,895.33
Gross transfers between funds - out		-18,200.00	-	-	-18,200.00	-24,955.04	-1,940.29	-	-26,895.33
GAINS AND LOSSES ON INVESTMENTS									
Unrealised	5	7,113.83	-	-	7,113.83	-11,161.77	-	-	-11,161.77
NET MOVEMENT IN FUNDS		25,598.76	-9,305.59	3,353.17	19,646.34	-14,162.75	-4,870.70	5,015.18	-14,018.27
BALANCES BROUGHT FORWARD		87,743.89	522,692.42	34,079.87	644,516.18	101,906.64	527,563.12	29,064.69	658,534.45
BALANCES CARRIED FORWARD		113,342.65	513,386.83	37,433.04	664,162.52	87,743.89	522,692.42	34,079.87	644,516.18

PARISH CHURCH OF ST MARY, KIPPINGTON

BALANCE SHEET AS AT 31 DECEMBER 2021

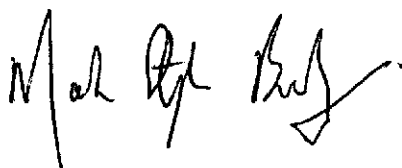
	Note	2021 £	2020 £
FIXED ASSETS			
Tangible fixed assets	4	469,285.58	477,563.08
INVESTMENTS			
Securities	5	60,287.19	53,173.36
CURRENT ASSETS			
Debtors & Prepayments	6	4,580.53	3,782.28
CBF Church of England Deposit Fund		69,722.55	49,693.88
Balances with Diocesan Repair Funds	9	9,186.50	10,927.21
Cash at Bank and in hand		55,610.88	52,087.78
		<hr/>	<hr/>
		139,100.46	116,491.15
LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR			
	7	-4,510.71	-2,711.41
		<hr/>	<hr/>
NET CURRENT ASSETS		134,589.75	113,779.74
NET ASSETS		<hr/> <u>664,162.52</u>	<hr/> <u>644,516.18</u>
FUNDS			
	8,9,10		
UNRESTRICTED - GENERAL FUND		113,342.65	87,743.89
UNRESTRICTED - DESIGNATED FUNDS			
Property Fund (Centre)		468,408.08	475,808.08
Development Fund (Centre)		34,292.25	35,457.13
Diocesan Repair Funds		9,186.50	10,927.21
Flower Fund		500.00	500.00
Tithing Fund		1,000.00	-
		<hr/>	<hr/>
		513,386.83	522,692.42
RESTRICTED FUNDS			
Centre Appeal Fund		14,244.17	14,236.75
Development Fund (Church)		16,705.10	14,385.74
Meal Delivery Fund		3,267.87	2,182.37
Lunch Club Fund		889.52	895.52
Endowment Fund		1,513.85	1,513.85
Christmas Tree Fund		633.06	633.06
Charities Fund		179.47	232.58
		<hr/>	<hr/>
		37,433.04	34,079.87
		<hr/>	<hr/>
TOTAL FUNDS		<hr/> <u>664,162.52</u>	<hr/> <u>644,516.18</u>

PARISH CHURCH OF ST MARY, KIPPINGTON


MOVEMENT OF FUNDS IN 2021

	Balance brought forward £	Incoming Resources £	Outgoing Resources £	Transfers £	Gains and Losses £	Balance carried forward £
Unrestricted - General Fund	87,743.89	144,981.08	-108,296.15	-18,200.00	7,113.83	113,342.65
Unrestricted - Designated Funds						
Property Fund (Centre)	475,808.08	-	-7,400.00	-	-	468,408.08
Development Fund (Centre)	35,457.13	18.10	-1,182.98	-	-	34,292.25
Diocesan Repair Funds	10,927.21	18.09	-5,758.80	4,000.00	-	9,186.50
Flower Fund	500.00	-	-	-	-	500.00
Tithing	-	-	-13,200.00	14,200.00	-	1,000.00
Sub-totals	522,692.42	36.19	-27,541.78	18,200.00	-	513,386.83
Restricted Funds						
Centre Appeal Fund	14,236.75	7.42	-	-	-	14,244.17
Development Fund (Church)	14,385.74	2,319.36	-	-	-	16,705.10
Meal Delivery Fund	2,182.37	1,085.50	-	-	-	3,267.87
Lunch Club Fund	895.52	-	-6.00	-	-	889.52
Endowment Fund	1,513.85	-	-	-	-	1,513.85
Christmas Tree Fund	633.06	-	-	-	-	633.06
Charities Fund	232.58	956.86	-1,009.97	-	-	179.47
Sub-totals	34,079.87	4,369.14	-1,015.97	-	-	37,433.04
Total Funds	644,516.18	149,386.41	-136,853.90	-	7,113.83	664,162.52

Approved by the Parochial Church Council on 29 April 2022



Signature of Rev Mark Bridgen (Chairman)



Signature of Christopher Saunders (Treasurer)

The notes on pages 12 to 20 form part of these accounts.

NOTES TO THE FINANCIAL ACCOUNTS
For the year ended 31 December 2021

NOTE 1 - ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the United Kingdom Financial Reporting Standards (UK GAAP) including the Charities SORP (FRS102).

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value.

The PCC considers that there are no material uncertainties about St Mary, Kippington's ability to continue as a going concern.

The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the financial statements of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members.

Funds

Unrestricted funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for the general purposes of the PCC. Designated funds may be set aside by the PCC out of unrestricted funds for specific purposes. They remain unrestricted.

Restricted funds are those funds that must be spent on restricted purposes. Details of these funds and the restrictions are provided in note 10.

Incoming Resources

Voluntary income

Collections and planned giving are recognised when received by or on behalf of the PCC.

Gift Aid is recognised at the same time as the underlying gift.

Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement and the amount due is measurable and its ultimate receipt is considered probable.

Funds raised by fetes, garden parties and similar events are accounted for gross.

Other income

Rental income from the letting of the Parish Centre is recognised in the period the facility is used.

Income from investments

Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue. Income from assets within a fund that is not an endowment is credited to the respective fund.

Gains and losses on investments

Unrealised gains or losses are recognised on revaluation of investments each year end. Realised gains or losses are recognised when investments are sold.

Resources expended

Grants

Grants and donations for charitable purposes are accounted for when paid. The PCC has a policy of aspiring to make grants which amount to 10% of budgeted unrestricted income. The Charities Committee recommends for approval by the PCC the charities to which grants are to be made and the amounts for each.

Specific collections for outside charities and staff leaving are included within income and expenditure and treated as liabilities until paid over. Amounts made payable direct to the recipient and not the PCC are not included within income and expenditure. Details of charitable giving that has not passed through income and expenditure are included in Note 15.

Diocesan Offer

The diocesan 'Offer' is accounted for when due. Any 'Offer' unpaid at 31 December is provided for in these financial statements as an operational (though not a legal) liability and shown as a creditor in the balance sheet.

Fixed Assets

Consecrated property and movable church furnishings

Consecrated and beneficed property is excluded from the financial statements by section 10(2)(a) of the Charities Act 2011.

Movable church furnishings, acquired prior to 2000, held by the vicar and churchwardens on special trust for the PCC and which require a faculty for disposal are accounted for as inalienable property unless consecrated and are given no value.

All expenditure incurred in the year on consecrated or beneficed buildings or on the repair of movable church furnishings acquired before 1 January 2000 is written off.

Other land and buildings

Up until December 2017 the Parish Centre (built in 2004) was valued at cost with no provision for depreciation.

From 2018 the PCC agreed to provide depreciation of £7,400 per annum based on an estimated remaining useful life of 68 years. Any expenditure on maintenance or minor improvement is written off as incurred.

Other fixtures, fittings and office equipment

Equipment used within the church premises is normally depreciated on a straight-line basis over 4 years, commencing the year after acquisition. Individual items of equipment with a purchase price of £1,000 or less are written off when the asset is acquired.

Investments

Investments are included at market value.

Current assets

Amounts receivable in respect of fees, rents or other income are shown as debtors less provision for any amounts considered uncollectable.

NOTES TO THE FINANCIAL STATEMENTS (continued)
For the year ended 31 December 2021

2 INCOMING RESOURCES

	Unrestricted General Fund £	Unrestricted Designated Funds £	Restricted Funds £	Total 2021 £	Unrestricted General Fund £	Unrestricted Designated Funds £	Restricted Funds £	Total 2020 £
2(a) <i>Voluntary income</i>								
Planned Giving	66,867.00	-	-	66,867.00	69,521.00	-	-	69,521.00
Collections	8,988.82	-	-	8,988.82	7,981.51	-	239.88	8,221.31
Donations	9,148.34	-	1,658.00	10,806.34	12,873.56	-	6,170.00	19,043.56
Income Tax Recoverable	20,221.71	-	240.00	20,461.71	20,885.82	-	1,286.20	22,172.02
Legacies	-	-	-	-	-	-	-	-
	<u>105,225.87</u>	<u>-</u>	<u>1,898.00</u>	<u>107,123.87</u>	<u>111,261.89</u>	<u>-</u>	<u>7,696.00</u>	<u>118,957.89</u>
2(b) <i>Activities for generating funds</i>								
Fund raising events	-	-	2,463.72	2,463.72	-	-	1,195.00	1,195.00
	<u>-</u>	<u>-</u>	<u>2,463.72</u>	<u>2,463.72</u>	<u>-</u>	<u>-</u>	<u>1,195.00</u>	<u>1,195.00</u>
2(c) <i>Income from investments</i>								
Interest	8.15	36.19	7.42	51.76	194.79	171.73	60.19	426.71
Dividends	2,866.76	-	-	2,866.76	2,595.58	-	-	2,595.58
	<u>2,874.91</u>	<u>36.19</u>	<u>7.42</u>	<u>2,918.52</u>	<u>2,790.37</u>	<u>171.73</u>	<u>60.19</u>	<u>3,022.29</u>
2(d) <i>Income from Church activities</i>								
Centre income	16,210.35	-	-	16,210.35	14,852.00	-	-	14,852.00
Wedding and funeral fees	1,135.00	-	-	1,135.00	1,466.00	-	882.00	2,348.00
	<u>17,345.35</u>	<u>-</u>	<u>-</u>	<u>17,345.35</u>	<u>16,318.00</u>	<u>-</u>	<u>882.00</u>	<u>17,200.00</u>
2(e) <i>Other incoming resources</i>								
Lunch Club	-	-	-	-	-	-	1,153.14	1,153.14
Restrictions Support Grants	18,565.14	-	-	18,565.14	-	-	-	-
Grant from Diocesan Board of Finance	-	-	-	-	-	-	1,500.00	1,500.00
Listed Places of Worship grants	959.80	-	-	959.80	-	-	-	-
Sundry income	10.01	-	-	10.01	70.00	-	-	70.00
Insurance claims	-	-	-	-	-	-	-	-
	<u>19,534.95</u>	<u>-</u>	<u>-</u>	<u>19,534.95</u>	<u>70.00</u>	<u>-</u>	<u>2,653.14</u>	<u>2,723.14</u>
TOTAL INCOMING RESOURCES	<u>144,981.08</u>	<u>36.19</u>	<u>4,369.14</u>	<u>149,386.41</u>	<u>130,440.26</u>	<u>171.73</u>	<u>12,486.33</u>	<u>143,098.32</u>

NOTES TO THE FINANCIAL STATEMENTS (continued)
For the year ended 31 December 2021

3	RESOURCES EXPENDED	Unrestricted General Fund £	Unrestricted Designated Funds £	Restricted Funds £	Total 2021 £	Unrestricted General Fund £	Unrestricted Designated Funds £	Restricted Funds £	Total 2020 £
3(a)	<i>Cost of generating voluntary income</i> Planned giving costs	176.42	-	-	176.42	176.06	-	-	176.06
		<u>176.42</u>	<u>-</u>	<u>-</u>	<u>176.42</u>	<u>176.06</u>	<u>-</u>	<u>-</u>	<u>176.06</u>
3(b)	<i>Church activities</i>								
	Diocesan 'Offer'	63,909.00	-	-	63,909.00	69,550.00	-	-	69,550.00
	Church - Running Costs & Maintenance	17,732.91	-	-	17,732.91	15,320.52	-	-	15,320.52
	Parish Centre - Running Costs & Maintenance	11,851.12	1,182.98	-	13,034.10	13,230.36	388.50	-	13,618.86
	Charitable Giving (Note 15)	30.00	13,200.00	884.36	14,114.36	45.00	13,500.00	299.75	13,844.75
	Donations: Non-Charitable	100.00	-	-	100.00	-	-	-	-
	Vicarage Maintenance	-	-	-	-	-	-	9,150.68	9,150.68
	Depreciation	877.50	7,400.00	-	8,277.50	877.50	7,400.00	-	8,277.50
	Administration	4,176.18	-	-	4,176.18	4,254.09	-	-	4,254.09
	Organ and Choir (Note 13)	4,257.86	-	-	4,257.86	3,586.80	-	-	3,586.80
	Ministry: staff leaving gift	-	-	-	-	57.50	-	420.00	477.50
	Ministry: Vicarage	4,394.26	-	-	4,394.26	1,793.59	-	-	1,793.59
	Meal Delivery Service	-	-	-	-	-	-	1,212.63	1,212.63
	Lunch Club	-	-	6.00	6.00	-	-	1,171.77	1,171.77
	Social activities	-	-	-	-	479.67	-	1,985.00	2,464.67
	Mission	474.99	-	-	474.99	469.49	-	-	469.49
	Ministry: Clergy expenses	-	-	-	-	342.24	-	-	342.24
	Services	240.91	-	-	240.91	243.67	-	-	243.67
	Youth and Sunday club	75.00	-	125.61	200.61	-	-	-	-
	Church - Major Repairs	-	5,758.80	-	5,758.80	-	-	-	-
		<u>108,119.73</u>	<u>27,541.78</u>	<u>1,015.97</u>	<u>136,677.48</u>	<u>110,250.43</u>	<u>21,288.50</u>	<u>14,239.83</u>	<u>145,778.76</u>
	TOTAL RESOURCES EXPENDED	<u>108,296.15</u>	<u>27,541.78</u>	<u>1,015.97</u>	<u>136,853.90</u>	<u>110,426.49</u>	<u>21,288.50</u>	<u>14,239.83</u>	<u>145,954.82</u>

NOTES TO THE FINANCIAL STATEMENTS (continued)
For the year ended 31 December 2021

4 FIXED ASSETS FOR USE BY THE PCC

		Freehold land and buildings £	Centre Equipment £	Total £
COST	At 1.1.2021	498,008.08	3,510.00	501,518.08
	Additions	-	-	-
	Disposals	-	-	-
	At 31.12.2021	<u>498,008.08</u>	<u>3,510.00</u>	<u>501,518.08</u>
DEPRECIATION	At 1.1.2021	22,200.00	1,755.00	23,955.00
	Charge for year	7,400.00	877.50	8,277.50
	Disposals	-	-	-
	At 31.12.2021	<u>29,600.00</u>	<u>2,632.50</u>	<u>32,232.50</u>
NET BOOK VALUE	At 1.1.2021	<u>475,808.08</u>	<u>1,755.00</u>	<u>477,563.08</u>
	At 31.12.2021	<u>468,408.08</u>	<u>877.50</u>	<u>469,285.58</u>

Freehold land and buildings comprise the Parish Centre. Cost is deemed to be the cost of construction in 2004. Depreciation of £7,400 per annum has been provided since 1 January 2019.

A valuation for insurance purposes was conducted by Ecclesiastical Insurance in November 2020. Cover for Buildings and Contents has been renewed and for 12 months from February 2022 is £12,710,000 for the Church and £2,960,000 for the Parish Centre.

Centre equipment is depreciated over 4 years commencing the year after acquisition.

5 INVESTMENTS

		Charifund Units £
Cost:	At 31.12.2021	4,716.22
	At 31.12.2020	4,716.22
Market Value:	At 31.12.2021	60,287.19
	At 31.12.2020	53,173.36
Income in year:	To 31.12.2021	2,866.76
	To 31.12.2020	2,595.58

Investments comprise units held in The Equities Investment Fund for Charities ("Charifund"), a registered charity and an authorised unit trust and a non-UCITS retail scheme authorised by the Financial Conduct Authority. These are Wider Range investments under the provisions of the Trustee Investments Act 1961.

6 DEBTORS & PREPAYMENTS

	2021 £	2020 £
HMRC - Gift Aid recoverable	3,019.73	2,657.78
Share of Christmas Fair income not received at year end	145.00	-
Deposit paid for Oast Houses weekend in following year	-	400.00
Listed Places of Worship grant for Stonework	959.80	-
Centre letting fees due	456.00	724.50
	<u>4,580.53</u>	<u>3,782.28</u>

7 LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Creditors for goods and services	3,661.70	1,346.41
Lunch Club subscriptions paid in advance	-	986.00
Centre letting fees and deposits paid in advance	575.01	-
Fees due to Diocese for weddings and funerals	274.00	379.00
	<u>4,510.71</u>	<u>2,711.41</u>

NOTES TO THE FINANCIAL STATEMENTS (continued)
For the year ended 31 December 2021

8 ANALYSIS OF NET ASSETS BY FUND

	Unrestricted £	Restricted £	Total Funds 2021 £	Total Funds 2020 £
Fixed assets	469,285.58	-	469,285.58	477,563.08
Investments	60,287.19	-	60,287.19	53,173.36
Debtors and prepayments	4,435.53	145.00	4,580.53	3,782.28
CBF deposits	55,478.38	14,244.17	69,722.55	49,693.88
Diocesan Repair Funds	9,186.50	-	9,186.50	10,927.21
Lunch Club Bank Account	-	889.52	889.52	1,881.52
Other bank accounts (allocated)	32,293.01	22,428.35	54,721.36	50,206.26
Creditors	-4,236.71	-274.00	-4,510.71	-2,711.41
FUND BALANCE	<u>626,729.48</u>	<u>37,433.04</u>	<u>664,162.52</u>	<u>644,516.18</u>

9 UNRESTRICTED DESIGNATED FUNDS

CENTRE DEVELOPMENT FUND

	2021 £	2020 £
Transfers - in	-	736.36
Disbursements	-1,182.98	-
Transfers - out	-	-
Interest added	18.10	143.98
Movements during year	-1,164.88	880.34
Balance at 1 January	<u>35,457.13</u>	<u>34,576.79</u>
Balance at 31 December	<u><u>34,292.25</u></u>	<u><u>35,457.13</u></u>

The Centre Development Fund may be used to enhance the facilities of the Parish Centre and supplements the Centre Appeal Fund and the Diocesan Repair Fund - Centre. In 2021 the Fund was used to purchase a portable PA system for services and additional furniture.

DIOCESAN REPAIR FUNDS

	Church £	Centre £	2021 £	2020 £
Transfers - in	4,000.00	-	4,000.00	3,950.00
Disbursements	-5,758.80	-	-5,758.80	-388.50
Transfers - out	-	-	-	-1,216.00
Interest added	5.94	12.15	18.09	27.75
Movements during year	-1,752.86	12.15	-1,740.71	2,373.25
Balance at 1 January	<u>3,956.25</u>	<u>6,970.96</u>	<u>10,927.21</u>	<u>8,553.96</u>
Balance at 31 December	<u><u>2,203.39</u></u>	<u><u>6,983.11</u></u>	<u><u>9,186.50</u></u>	<u><u>10,927.21</u></u>

Diocesan Repair Funds are matched by interest-bearing deposits held with the Diocese. They are used for repairs including the funding of works recommended from the Quinquennial Inspections of the Church and of the Parish Centre.

The next Quinquennial Inspections on both the Church and on the Parish Centre are scheduled for 2023.

FLOWER FUND

	2021 £	2020 £
Balance at 1 January	<u>500.00</u>	<u>500.00</u>
Balance at 31 December	<u><u>500.00</u></u>	<u><u>500.00</u></u>

The Flower Fund is used for specific Church events which involve flower displays. In 2021 it was not used.

TITHING FUND

A transfer of £13,200 (2020: £13,500) was made from the General Fund to the Tithing Fund and paid to charities in accordance with the PCC's tithing policy. Details of the disbursements are included in Note 15. In addition, in December 2021 the PCC approved a payment of £1,000 to support St Mary The Virgin, Riverhead. This was transferred to the Tithing Fund in 2021 and paid in February 2022.

NOTES TO THE FINANCIAL STATEMENTS (continued)
For the year ended 31 December 2021

10 RESTRICTED FUNDS

Restricted funds comprise monies given for a particular purpose, or with specific restrictions, through collections, donations, events, etc.,

CENTRE APPEAL FUND	2021	2020
	£	£
Balance at 1 January	14,236.75	14,176.56
Interest	7.42	60.19
Balance at 31 December	<u>14,244.17</u>	<u>14,236.75</u>

The Centre Appeal Fund relates to the redevelopment of the Parish Centre that was completed in 2004. The Fund may be utilised for on-going maintenance and new equipment for the Centre.

DEVELOPMENT FUND (CHURCH)	2021	2020
	£	£
Income from events	1,506.86	1,195.00
Donations	750.00	3,010.00
Tax recoverable on Gift Aid	62.50	571.25
Disbursements	-	-1,985.00
Movements during year	2,319.36	2,791.25
Balance at 1 January	<u>14,385.74</u>	<u>11,594.49</u>
Balance at 31 December	<u>16,705.10</u>	<u>14,385.74</u>

The Development Fund (Church) may be used to enhance the facilities of the Church building. Income from events in 2021 included 50% of the net proceeds from the Christmas fair and income from plant sales. Donations include £500 from the annual Friends of Kent Churches Bike Ride.

ENDOWMENT FUND	2021	2020
	£	£
Balance at 1 January	<u>1,513.85</u>	<u>1,513.85</u>
Balance at 31 December	<u>1,513.85</u>	<u>1,513.85</u>

This Fund originated from an Endowment in the name of a Mrs Milne. Use of the interest was not restricted but the fund is to be held in perpetuity.

LUNCH CLUB FUND	2021	2020
	£	£
Subscriptions due and other receipts	-	1,153.14
Expenditure	-6.00	-1,171.77
Transfers in	-	-
Movements during year	-6.00	-18.63
Balance at 1 January	<u>895.52</u>	<u>914.15</u>
Balance at 31 December	<u>889.52</u>	<u>895.52</u>

In November 2021 the Lunch Club Committee and the PCC agreed that the Lunch Club should close. A service of thanksgiving will be held in 2022, and the funds will be used to assist people of a similar age to its membership.

NOTES TO THE FINANCIAL STATEMENTS (continued)
For the year ended 31 December 2021

CHRISTMAS TREE FUND	2021	2020
	£	£
Balance at 1 January	633.06	633.06
Balance at 31 December	<u>633.06</u>	<u>633.06</u>

The Fund results from the residual assets of the Kippington Road Association that were donated to St Mary with the proviso that they be used for the preservation/maintenance of the 'Christmas Tree' and its lighting.

CHARITIES FUND	2021	2020
	£	£
Collections	-	239.80
Tax recoverable on Gift Aid	-	59.95
Income from events	956.86	-
Disbursements (Note 15)	-884.36	-299.75
Youth work	-125.61	-
	<u>-53.11</u>	<u>-</u>
Movements during year		
Balance at 1 January	232.58	232.58
Balance at 31 December	<u>179.47</u>	<u>232.58</u>

Donations for charitable causes are normally passed on in the year received; donations for other restricted purposes of the PCC may be accumulated. Exceptionally in 2021 £72.50 was held in the fund to be paid the The British Heart Foundation in 2022. Details of giving to third parties are set out in Note 15.

STAFF LEAVING FUND	2021	2020
	£	£
Donations	-	420.00
Expenditure	-	-420.00
Balance at 31 December and 1 January	<u>-</u>	<u>-</u>

MEAL DELIVERY FUND	2021	2020
	£	£
Donations	908.00	2,740.00
Tax recoverable on Gift Aid	177.50	655.00
Expenditure	-	-1,212.63
	<u>1,085.50</u>	<u>2,182.37</u>
Movements during year		
Balance at 1 January	2,182.37	-
Balance at 31 December	<u>3,267.87</u>	<u>2,182.37</u>

The Meal Delivery fund was established in 2020 to handle income and expenditure associated specifically with the provision of pre-prepared frozen meals during the COVID-19 pandemic. These have been distributed on a weekly basis by volunteers.

SEQUESTRATION FUND	2021	2020
	£	£
Fee Income	-	882.00
Grant from Diocesan Board of Finance	-	1,500.00
Transfer from General Fund	-	6,768.68
Expenditure	-	-9,150.68
	<u>-</u>	<u>-</u>
Balance at 31 December	<u>-</u>	<u>-</u>

The Sequestration Fund was used during the interregnum in 2020 to cover vicarage and other related costs.

NOTES TO THE FINANCIAL STATEMENTS (continued)
For the year ended 31 December 2021

11 RELATED PARTY TRANSACTIONS

1. The Incumbent Priest and Chair of the PCC, Rev. Mark Bridgen, claimed a total of £54.98 for expenses.
2. The husband of PCC member and churchwarden Mrs Brenda Ross served as church organist throughout 2020. His remuneration is set out in Note 13. He claimed £77.84 for expenses.
3. Churchwarden Mrs Brenda Ross claimed a total of £139.21 for expenses.
4. Treasurer Mr Christopher Saunders claimed £322.98 for the purchase of a portable PA system for the Parish Centre and for the annual garden waste disposal fee.
5. PCC member Mrs Rosemary Creed claimed a total of £22.32 for expenses.
6. PCC member Mrs Janet Eilbeck was paid £1,000 for the provision of furniture for the Parish Centre.

12 DONATIONS FROM PCC MEMBERS

During 2021 a total of £24,770.00 was donated by members of the PCC and related parties, through the Planned Giving Scheme and / or through one-off gifts, while they served as members of the PCC. This disclosure does not include any unidentified cash or anonymous donations which may have been received. The equivalent figure for 2020 was £29,198.40.

13 ORGAN & CHOIR

	2021	2020
	£	£
Organist's retainer (including temporary cover)	3,080.00	3,070.00
Maintenance & repair of organ and pianos	1,033.22	409.80
Church music and RSCM subscription	144.64	107.00
	<hr/>	<hr/>
TOTAL	4,257.86	3,586.80
	<hr/> <hr/>	<hr/> <hr/>

14 PARISH CENTRE

	2021	2020
	£	£
Receipts from lettings etc	16,210.35	14,852.00
Full running costs & maintenance	-13,034.10	-13,618.86
	<hr/>	<hr/>
Net contribution from Parish Centre operations to overheads	3,176.25	1,233.14
	<hr/> <hr/>	<hr/> <hr/>

The income and cost figures shown above are taken from Notes 2(d) and 3(b).

Use of the Parish Centre was severely curtailed from March 2020 due to the Covid pandemic. Restrictions were partially eased during the first half of 2021. Significant savings were made on maintenance, utilities and disposable items in the first half of 2021, to the extent that Parish Centre operations were still able to make a modest contribution to overheads.

Local authority grants totalling £18,565.14 were received during 2021: £14,565.14 in Additional Restrictions Grants and £4,000 as a Discretionary Business Lockdown Payment. These are separately disclosed in Note 2(e) and are not included within the net contribution from Parish Centre operations.

15 MISSIONARY AND CHARITABLE GIVING

Missionary and charitable giving may be summarised as follows:

	Total	Total
	2021	2020
	£	£
General Fund	30.00	45.00
Tithing Fund (Unrestricted)	13,200.00	13,500.00
Charities Fund (Restricted)	884.36	299.75
	<hr/>	<hr/>
Giving recorded within expenditure	14,114.36	13,844.75
Agency collections not included within expenditure	1,769.30	1,523.50
Total Giving	15,883.66	15,368.25
	<hr/> <hr/>	<hr/> <hr/>
Giving from the General Fund		
Friends of Rochester Cathedral	20.00	20.00
Friends of Kent Churches	10.00	10.00
Sevenoaks Deanery	-	15.00
	<hr/>	<hr/>
	30.00	45.00
	<hr/> <hr/>	<hr/> <hr/>

NOTES TO THE FINANCIAL STATEMENTS (continued)
For the year ended 31 December 2021

Giving from the Tithing Fund

Bible Society	500.00	500.00
Bridge Trust	-	500.00
British Red Cross	-	600.00
Children's Society	-	500.00
Christian Aid	-	200.00
Church Army	400.00	500.00
CMS	700.00	700.00
Combat Stress	500.00	500.00
Demelza House	600.00	600.00
Domestic Abuse Volunteer Support Services	500.00	500.00
Hospice in the Weald	700.00	700.00
Kenward Trust	500.00	500.00
Medecins sans Frontieres	600.00	600.00
Mission Aviation Fellowship	700.00	700.00
Mpwapwa, Tanzania	600.00	-
Open Doors	600.00	600.00
Porchlight	500.00	-
Rochester Poverty & Hope Appeal	500.00	500.00
Royal Agricultural Benevolent Institution	500.00	500.00
Scotts Project	500.00	400.00
Scripture Union	-	300.00
Sevenoaks Churches Group Social Concern	300.00	300.00
Sevenoaks Counselling	1,500.00	1,500.00
The Silver Line / Age UK	500.00	500.00
Water Aid	500.00	500.00
West Kent Debt Advice	900.00	800.00
World Vision	600.00	-
	13,200.00	13,500.00

The PCC agreed, subject to annual review, to support Sevenoaks Counselling to the extent of £1,500 per annum for a period of five years to 2021. PCC member Mr Stephen Day is a trustee of this charity. Mr Graham Roper was both a member of the PCC and a trustee of the charity West Kent Debt Advice during 2021.

	Total 2021 £	Total 2020 £
<u>Giving from the Charities Fund</u>		
Porchlight (share of proceeds of Christmas Fair)	884.36	-
Rochester DBF (Poverty and Hope Appeal)		299.75
	884.36	299.75

Giving from restricted funds represent funds collected for outside charities that have passed through the PCC's accounts and that have resulted from collections, fund raising events and other donations. The amounts include Gift Aid where appropriate.

Agency collections

Christian Aid	70.00	
Church Mission Society	515.00	1,187.00
Combat Stress	250.00	117.00
Crosslight	245.00	-
Mission Aviation Fellowship	689.30	-
Rochester DBF (Confirmation Service)	-	219.50
	1,769.30	1,523.50

Agency collections are those where the amounts are paid direct to the charities concerned and are not included within expenditure. The figures do not include Gift Aid that the charities concerned can claim directly themselves.