

The Parochial Church Council of the Ecclesiastical Parish of St Mary's Lutterworth
Registered Charity 1134507
Annual Report For the year ending 31 December 2020



Administrative information

St. Mary's Church is in Church Street, Lutterworth and is part of the Diocese of Leicester within the Church of England. The correspondence address is St. Mary's Church, Church Gate, Lutterworth, Leicestershire, LE17 4AN

During the year, the following served as members and trustees of the PCC:-

Rector	The Rev'd C A M Styles		Vice Chair
Curate	The Rev'd T E Brown		Chairman to Jun '20
Reader Ministers	Dr P Kent		Chairman from Jun '20
	Mr M Lowdon		
	Mrs R E Lowdon	to Sep '20	
	Mrs L Turner		
Church Wardens	Mrs P C Dean	from Apr '17	
	Dr P Kent	from Apr '19	
Representatives on Deanery Synod	Mr D Eastwood	to Oct '20	
Elected Members	Mrs M Belton	to Oct '20	
	Mr J Dargie	from Apr '19	Deputy Churchwarden
	Mrs B Duffin	from Oct '20	
	Mr P W Gray	re-elected Oct '20	Treasurer
	Miss K Harper	to Aug '20	Children & Families Minister
	Mr B Horrex	from Oct '20	Youth Minister
	Mr M Lowdon	from Apr '19	
	Mrs R Lowdon	to Mar '20	
	Mr S Ray	from Apr '18	
	Mrs M Stannard	to Oct '20	
	Mr G Thomas	re-elected Apr '19	College Chaplain
	Mrs L Turner	from Apr '19	

Structure, governance and management

The Parochial Church Council is a corporate body established by the Church of England. It operates under the Parochial Church Council Powers Measure and is Registered Charity, number 1134507. St. Mary's Lutterworth is part of a Benefice, which also includes St. Mary's Bitteswell and St. Mary's Cotesbach.

Members of the PCC are either ex-officio trustees (Rector, Curates, Pastoral Assistants and Reader ministers), or elected as trustees by the Annual Parochial Church Meeting (APCM), or co-opted to fill vacancies during the year in accordance with the Church Representation Rules.

The Church maintains an Electoral Roll of members, which stood in January 2020 at 142 and had increased to 148 by December. All church attendees are encouraged to register on the Electoral Roll and are able to stand for election to the PCC. Trustees are initially provided with training material from the Charity Commission and thereafter are given on-the-job training by existing members or extra training by the Diocese. The full PCC met on six occasions during the year, and also had two away days.

The PCC **Standing Committee** (required by law) consists of the Rector, Churchwardens, PCC Treasurer, PCC Secretary and one other member elected by PCC, and has power to transact PCC business between meetings, subject to any directions given by PCC. Other sub-committees were structured as needed to address various aspects of the work and life of the Church.

Objectives

The PCC carries out religious activities and provides services, buildings, facilities and open space for the public. It has the responsibility in the object of promoting in the ecclesiastical parish the whole mission of the Church (pastoral, evangelistic, social and ecumenical). It has responsibility

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for the maintenance of St. Mary's Church, No.3 Poplar Avenue and the Church Gate Centre. In exercising their duties, the trustees have had due regard to the Charity Commission Guidance on public benefit.

Activities, Achievements & Performance

The whole year was overshadowed by the arrival and management of the Covid-19 pandemic. All Church activities were conducted, to the best of our knowledge and ability, in accordance with the guidelines and laws set out by the Government and the Church of England. Of necessity, these varied over time.

The PCC provided regular public worship with a range of Sunday, weekday and special services including traditional, contemporary, Communion, Prayer, Baptism, Marriage, Funeral, Civic, and celebratory services, together with smaller groups such as Alpha, Christianity Explored and Home Bible Study. The Church building is open on a daily basis for personal prayer and contemplation. The Church continued to teach and promote Christianity through meetings and events, and also carried out pastoral work including visiting the sick and bereaved. The whole mission of the Church is promoted by providing activities for senior citizens, adults, families and children and young people. Religious assemblies and other activities are provided in the local schools, and support is given to other charities. Social action in the community was undertaken through the ongoing provision of a Foodbank and the setting up of Crisis Action Support. The Church bells are rung regularly and traditional and contemporary forms of music are encouraged. Over 100 volunteers support activities and the regular worshipping community at December was about 500. The facilities are hired out for a range of community groups and events, and the PCC appoints school governors.

The Church maintains an office, open 10 to 12 Monday to Friday, and during the year employed two part-time Church Administrators, a Premises Officer, a groundsman, a cleaner, a Youth Minister and a Children and Families Minister. The part-time Administrator employed on behalf of the nearby Avon Swift benefice retired from that post in June, but then temporarily assisted in our office. No Ministry Trainees were in post. The Ministry Team included a Curate, a Pastoral Assistant, an Ordinand, a Chaplain to Lutterworth College and five licensed Reader Ministers, one of whom is also a Prison Chaplain

Our Vision as a Church

The PCC maintains the Church's commitment to a long term vision based around four key themes:

- Connect: how can we share with everyone?
- Explore: How can we share the gospel?
- Grow: how can we help people grow as Christians?
- Equip: How can we train and support people to serve?

The work of all four themes is fostered by a fifth:

- Support: What do we need to enable the mission?

Our structure of meetings is now built around these five elements, with PCC agendas centring upon progress reports from the five teams that are focused upon each element of our vision. All aspects of church life are encompassed by this over-arching vision and all have been linked to one of the five teams.

We are confident that that the clarity of this structure will take us forward over the coming years and enable us to focus upon the elements that are central to our life and mission as a church.

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Financial review

Total receipts on unrestricted and restricted funds were £141,202 (up £12,671) and £205,760 (up £90,424) respectively, and are detailed in the financial statements. The freehold house at 3 Poplar Avenue and the field off Boneham's Lane continue to be let, and provided a gross income of £8,075 unrestricted. In 2019 the responses to Vision Sunday brought in £2,868 restricted funds after tax recovery towards Buildings Improvement, upgrading Audio Visual equipment and employing Ministry Staff, and also £625 unrestricted funds, as well as pledges for regular giving. Vision Sunday in 2020 did not include a financial appeal. Planned giving (including payroll and regular web site giving) raised £96,135 unrestricted (up £14,169) and £35,790 restricted (up £3,324) after tax recovery. Other notable items (mostly restricted funds) are grants totalling £50,934 (up £24,500) in support of our work with under-18s, the Lutterworth and Villages Foodbank, Coronavirus Crisis Action, Church management and Churchyard maintenance. In particular, grants for the Foodbank increased by £15,278 to £30,949, and grants for the Crisis Action were £6,333. £78,985 worth of food was donated for the Foodbank (up £34,696). Statutory fees due to the PCC at £8,389 decreased by £2,160. We did not receive any bequests in 2020. In 2020 we received £3,172 restricted (£2,850 in 2019) from Avon Swift benefice to cover the costs of employing an administrator on its behalf. The restrictions on in-person services due to the pandemic had a predictable effect on collections in Church, which were down £5,315 at £2,307; on the other hand, sundry donations were £20,000 (up 7,430) and unplanned web site giving was £33,956 (up from only £1,840). £6,048 was received from crisis team clients in repayment for shopping done on their behalf.

Overall income increased by £103,095

£125,800 (down £9,168) was spent from unrestricted funds to provide the Christian ministry from St. Mary's Church. The Diocesan Parish Gift, which largely provides stipends and housing for the clergy, was £46,300 (unchanged). We spent £29,029 on Buildings Management (down £1,537); the decrease is mainly due to reduced running expenses, with an increase in maintenance costs offset by a reduction in improvements. Personnel costs were £22,739 (down £465). Overall Discipleship costs were £8,160 (up £232); significant changes were £1,262 on courses (up £1,188), £6,417 on service (up £3,855) due to lockdown effects, offset by a reduction of £5,090 due to not having Ministry Trainees. Regular support for overseas mission, through the Crosslinks organisation, continued at £6,000. Office costs were £4,707 (down £1,873). Costs for Outreach and Welcome were £2,159 (down £2,123) and for work with under-18s were £2,383 (down £2,092), both due to restrictions on in-person activities.

£189,593 (up £56,084) was spent from restricted funds, on mission and charity, children youth and schools work, social action, administration, Churchyard maintenance and improvement, and buildings. Notable items here are £75,988 (up £18,865) on staff for children and families work, the Foodbank, the Avon Swift administrator, and a contractor for the chaplaincy at Lutterworth College. The increase was due to the appointment of a new Youth Minister, offset by reductions due to other staff changes. The Foodbank issued £79,916 worth of food to clients and other charities (up £39,285); a stocktaking adjustment appears as an additional cost of £2,939 in 2019. Its running costs were £11,074 (down £4,238); in 2019 this included non-recurring grant-funded upgrades to equipment and the warehouse, in 2020 the balance of other costs was affected by operating changes due to lockdown restrictions. £7,797 (up £1,343) was spent on Churchyard maintenance and improvement; this included a full year paying the groundsman we employed beginning in March 2019 (supported by grant aid from the Town Council). New in 2020, £11,654 was spent on Coronavirus Crisis Action; this included administration, equipment, transport and shopping for clients.

Overall expenditure increased by £46,916

The surplus in unrestricted funds of £15,403 before transfers is mainly due to the increased planned and web site giving, and net reduction in spending. The surplus in restricted funds of £16,167 is mostly due to increased grants and web giving for the Foodbank, offset by increased personnel costs funded by deliberate draw-down of the Ministry Staff and Chaplaincy funds.

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The net results for the year, after various transfers between funds and gains or losses on investments (detailed in the financial statements), were an increase of £8,049 unrestricted funds, an increase of £22,251 restricted funds and an increase of £749 endowment funds. The balances carried forward (including tangible and investment fixed assets) were £229,160 of unrestricted funds, £353,943 of restricted funds and £13,125 of endowment funds.

The continued increases in both unrestricted and restricted planned giving were encouraging, and this year contributed to a surplus in funds after transfers, after several years of deficits. The PCC is continuing to take steps to improve its income and control costs, including emphasis on the need for increased regular giving from our members, and has actively sought grants mentioned above.

Reserves policy

The PCC holds a number of funds, balances and details of which are set out in notes 8e and 13 on pages 18, 20 and 21 of the accounts. Restricted and endowment funds can by law only be applied to the purpose specified; unrestricted funds are available to the PCC to use for any purpose within its objects.

The PCC has adopted a policy to set aside from unrestricted funds a General Reserve fund. This fund is held in reserve to cover risks of significant decline in income, theft of lead from the roof, unplanned repairs to the Church and other properties, unplanned work on trees in the Churchyard and other unplanned expenditure. The risks will be reviewed annually, and the reserve adjusted accordingly. The reserve stood at £45,555 at the beginning of the year; By 31 December the it was £55,755, after accrual of interest and depositing £10,000 from the surplus in the general fund.

It is our policy to invest our funds balances with CBF Church of England Deposit Fund.

Approved by the Parochial Church Council on 22 March 2021 and signed on its behalf by:

Revd. Charlie Adam Mark Styles, rector, PCC vice chairman

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St Mary's Lutterworth PCC
Statement of Financial Activities
For the year ending 31 December 2020

	Note	Unre- stricted Funds £	Re- stricted Funds £	Endow- ment Funds £	TOTAL FUNDS	
					2020 £	2019 £
INCOMING RESOURCES						
Voluntary income	2(a)	122,561	195,547	–	318,107	210,680
Activities for generating funds	2(b)	15	507	–	522	2,376
Investment income	2(c)	8,527	487	–	9,014	9,600
Church activities	2(d)	10,100	6,048	–	16,148	18,113
Other incoming resources	2(e)	–	3,172	–	3,172	3,099
TOTAL INCOMING RESOURCES		141,202	205,760	–	346,963	243,868
RESOURCES EXPENDED						
Costs of generating funds	3(a)	146	–	–	146	269
Church activities	3(b)	124,297	188,993	–	313,290	261,339
Governance costs	3(c)	812	–	–	812	658
Other resources expended	3(d)	545	600	–	1,145	6,211
TOTAL RESOURCES EXPENDED		125,800	189,593	–	315,392	268,477
NET INCOMING/(OUTGOING) RESOURCES BEFORE TRANSFERS		15,403	16,167	–	31,570	(24,609)
TRANSFERS BETWEEN FUNDS						
Transfers from other funds	6(a)	11,858	7,819	–	19,677	22,388
Transfers to other funds	6(b)	19,212	465	–	19,677	22,388
NET TRANSFERS FROM/(TO) OTHER FUNDS		(7,354)	7,354	–	–	–
NET INCOMING/(OUTGOING) RESOURCES GAINS (LOSSES) ON INVESTMENTS		8,049	23,521	–	31,570	(24,609)
NET MOVEMENT IN FUNDS		8,049	22,521	749	31,319	(19,893)
BALANCES BROUGHT FORWARD AT 1 JANUARY		221,111	331,422	12,376	564,909	584,802
BALANCES CARRIED FORWARD AT 31 DECEMBER		229,160	353,943	13,125	596,228	564,909

St Mary's Lutterworth PCC
Balance Sheet at 31 December 2020

	Notes		2020 £	2019 £
FIXED ASSETS				
Tangible fixed assets	7(a), 8(a)		81,762	83,644
Investment assets	7(b), 8(b)		282,857	283,108
			<u>364,619</u>	<u>366,752</u>
CURRENT ASSETS	8(c)			
Debtors	9		25,918	23,099
Short term deposits			144,052	143,118
Cash at bank and in hand			56,494	25,424
Foodbank stock			14,678	14,845
			<u>241,141</u>	<u>206,485</u>
LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR	8(d), 10		9,532	8,329
NET CURRENT ASSETS			<u>231,609</u>	<u>198,157</u>
NET ASSETS			<u>596,228</u>	<u>564,909</u>
FUNDS	8(e)			
Unrestricted			229,160	221,111
Restricted			353,943	331,422
Endowment			13,125	12,376
			<u>596,228</u>	<u>564,909</u>

Approved by the Parochial Church Council on 22 March 2021 and signed on its behalf by:

Revd. Charlie Adam Mark Styles, rector, PCC vice chairman

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Mr. Peter William Gray (treasurer)

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The notes on pages 7 to 22 form part of these accounts

St Mary's Lutterworth PCC
Notes to the Financial Statements
For the year ending 31 December 2020

1 ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the SORP 2005

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 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.

All amounts shown in the financial statements are rounded to the nearest whole pound.

Funds

Endowment funds are funds, the capital of which must be maintained; only income arising from investment of the endowment may be used either as restricted or unrestricted funds depending upon the purpose for which the endowment was established.

Restricted funds represent (a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and (b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund.

Unrestricted funds are funds which can be used for PCC ordinary purposes. They include the General fund and funds designated by the PCC for specific purposes.

Incoming resources

Collections are recognised when received by or on behalf of the PCC. Planned giving receivable under Gift Aid is recognised only when received. Income tax recoverable on Gift Aid donations is recognised when the income is recognised.

Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain.

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

Sales of books and magazines from the church bookstall are accounted for gross.

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

Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue. Tax recoverable on such income is recognised in the same accounting year.

Realised gains or losses are recognised when investments are sold. Unrealised gains or losses are accounted for on revaluation of investments at 31 December.

Resources used

Grants and donations are accounted for when awarded, whether or not that creates a binding obligation on the PCC.

The parish gift is both accounted for and paid by instalments. Any parish gift unpaid at 31 December is provided for in these financial statements as an operational (though not a legal) liability and is shown as a creditor in the Balance Sheet. Any parish gift overpaid at 31 December is provided for in these financial statements as an asset and is shown as a debtor in the Balance Sheet

All other expenditure is generally recognised when incurred and is accounted for gross.

Fixed assets

Consecrated property and movable church furnishings

Consecrated and beneficed property is not included in the accounts in accordance with s.10(2)(a) and (c) of the Charities Act 2011.

St Mary's Lutterworth PCC
Notes to the Financial Statements (continued)
For the year ending 31 December 2020

Movable church furnishings held by the Rector and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's Inventory which can be inspected (at any reasonable time). For inalienable property acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements. Items acquired since 1 January 2000 at a cost of £1,000 or more have been capitalised and depreciated in the financial statements over their currently anticipated useful economic life on a straight-line basis.

For Service Books, the anticipated life is 10 years.

All expenditure incurred in the year on consecrated or beneficed buildings, individual items under £1,000 or on the repair of movable church furnishings acquired before 1 January 2000 is written off.

Other fixtures, fittings and office equipment

Equipment used within the church premises is depreciated on a straight line basis over 5 years. Individual items of equipment with a purchase price of £1,000 or less are written off when the asset is acquired.

Investments

Investments are valued at market value at 31 December.

Current assets

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectable.

Short-term deposits include cash held on deposit either with the CBF Church of England Funds or at the bank.

2 INCOMING RESOURCES

	All incoming resources went to the General fund unless otherwise noted	Unre- stricted Funds £	Re- stricted Funds £	Endow- ment Funds £	TOTAL FUNDS	
					2020 £	2019 £
2(a)	Voluntary income					
	Planned giving					
	Gift aided planned giving					
	▪ General fund	61,285	–	–	61,285	48,890
	▪ Assistant Minister (R) fund	–	300	–	300	300
	▪ Buildings Improvement (R) fund	–	1,440	–	1,440	2,100
	▪ Foodbank (R) fund	–	2,298	–	2,298	928
	▪ Ministry Staff (R) fund	–	18,799	–	18,799	20,425
	▪ Mission and Charity (R) fund	–	–	–	–	39
	Income tax recoverable					
	▪ General fund	15,321	–	–	15,321	12,223
	▪ Assistant Minister (R) fund	–	75	–	75	75
	▪ Buildings Improvement (R) fund	–	360	–	360	525
	▪ Foodbank (R) fund	–	575	–	575	232
	▪ Ministry Staff (R) fund	–	4,700	–	4,700	5,106
	▪ Mission and Charity (R) fund	–	–	–	–	10
	Regular Web Giving					
	▪ General fund	2,700	–	–	2,700	1,950
	▪ Chaplaincy (R) fund	–	200	–	200	240
	▪ Foodbank (R) fund	–	2,757	–	2,757	404
	▪ Ministry Staff (R) fund	–	1,200	–	1,200	1,200
	Regular Web Tax recovered					
	▪ Foodbank (R) fund	–	467	–	467	49
	Payroll Giving					
	▪ General fund	8,068	–	–	8,068	7,990
	▪ Ministry Staff (R) fund	–	225	–	225	120

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Notes to the Financial Statements (continued)
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	All incoming resources went to the General fund unless otherwise noted	Unre- stricted Funds £	Re- stricted Funds £	Endow- ment Funds £	TOTAL FUNDS	
					2020 £	2019 £
2(a)	Voluntary income (continued)					
	Planned giving (continued)					
	Other planned giving					
	▪ General fund	8,547	–	–	8,547	10,354
	▪ Foodbank (R) fund	–	2,395	–	2,395	715
	Income tax (FWO not accrued)	215	–	–	215	559
	Web Site Giving					
	Donations					
	▪ General fund	10,489	–	–	10,489	–
	▪ Foodbank (R) fund	–	18,613	–	18,613	1,570
	▪ Mission and Charity (R) fund	–	30	–	30	–
	Tax Recovered					
	▪ General fund	1,475	–	–	1,475	–
	▪ Foodbank (R) fund	–	3,349	–	3,349	270
	Gift days					
	Gift aided donations					
	▪ General fund	–	–	–	–	100
	▪ Buildings Improvement (R) fund	–	–	–	–	50
	▪ Information Technology (R) fund	–	–	–	–	2,000
	▪ Ministry Staff (R) fund	–	–	–	–	100
	Income tax recoverable					
	▪ General fund	–	–	–	–	25
	▪ Buildings Improvement (R) fund	–	–	–	–	13
	▪ Information Technology (R) fund	–	–	–	–	500
	▪ Ministry Staff (R) fund	–	–	–	–	25
	Other donations					
	▪ General fund	–	–	–	–	500
	▪ Ministry Staff (R) fund	–	–	–	–	180
	Collections (open plate)					
	▪ General fund	2,257	–	–	2,257	7,265
	▪ Mission and Charity (R) fund	–	50	–	50	357
	Grants Received					
	▪ General fund	5,460	–	–	5,460	5,400
	▪ Churchyard Maintenance (R) fund	–	4,012	–	4,012	3,000
	▪ Corona Virus Crisis (R) fund	–	6,333	–	6,333	–
	▪ Foodbank (R) fund	–	30,949	–	30,949	15,672
	▪ Ministry Staff (R) fund	–	4,179	–	4,179	2,362
	Sundry donations and appeals					
	Gift aided donations					
	▪ General fund	2,570	–	–	2,570	3,493
	▪ Foodbank (R) fund	–	3,051	–	3,051	1,287
	▪ Information Technology (R) fund	–	1,000	–	1,000	–
	Income Tax Recoverable					
	▪ General fund	643	–	–	643	873
	▪ Foodbank (R) fund	–	763	–	763	322
	▪ Information Technology (R) fund	–	250	–	250	–
	Wall Box	504	–	–	504	700
	For Easter Lilies					
	▪ Flower (D) fund	–	–	–	–	306
	Mission Appeals					
	▪ Mission and Charity (R) fund	–	44	–	44	599

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Notes to the Financial Statements (continued)
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	All incoming resources went to the General fund unless otherwise noted	Unre- stricted Funds £	Re- stricted Funds £	Endow- ment Funds £	TOTAL FUNDS	
					2020 £	2019 £
2(a)	Voluntary income (continued)					
	Sundry donations and appeals (continued)					
	Other Donations					
	▪ General fund	2,916	–	–	2,916	194
	▪ Events (D) fund	–	–	–	–	30
	▪ Flower (D) fund	110	–	–	110	–
	▪ Buildings Improvement (R) fund	–	–	–	–	2,422
	▪ Churchyard Maintenance (R) fund	–	30	–	30	–
	▪ Corona Virus Crisis (R) fund	–	69	–	69	–
	▪ Foodbank (R) fund	–	8,050	–	8,050	2,045
	▪ Hardship (R) fund	–	–	–	–	300
	Gifts in Kind					
	▪ Foodbank (R) fund	–	78,985	–	78,985	44,289
		<u>122,561</u>	<u>195,547</u>	<u>–</u>	<u>318,107</u>	<u>210,680</u>
2(b)	Activities for generating funds					
	Functions and Events					
	▪ General fund	–	–	–	–	105
	▪ Buildings Improvement (R) fund	–	–	–	–	4
	▪ Foodbank (R) fund	–	507	–	507	1,618
	Hiring out rooms	–	–	–	–	500
	Charitable Trading Income	15	–	–	15	149
		<u>15</u>	<u>507</u>	<u>–</u>	<u>522</u>	<u>2,376</u>
2(c)	Investment income					
	Dividends on Investments					
	▪ Churchyard Trusts Revenue (R) fund	–	326	–	326	317
	Interest on Deposits					
	▪ General Reserve (D) fund	200	–	–	200	467
	▪ Ruth Gee Improvements (D) fund	187	–	–	187	329
	▪ Ruth Gee Ministry Support (D) fund	60	–	–	60	106
	▪ Assistant Minister (R) fund	–	38	–	38	67
	▪ Bell (R) fund	–	21	–	21	38
	▪ Churchyard Trusts Revenue (R) fund	–	20	–	20	32
	▪ Hardship (R) fund	–	29	–	29	51
	▪ Organ (R) fund	–	46	–	46	81
	▪ Other restricted funds	–	6	–	6	10
	Rents etc.					
	▪ General fund	5,675	–	–	5,675	5,675
	▪ Buildings (D) fund	2,400	–	–	2,400	2,400
	Interest on tax reclaimed					
	▪ General fund	3	–	–	3	17
	▪ Designated funds	–	–	–	–	0
	▪ Ministry Staff (R) fund	–	1	–	1	6
	▪ Other restricted funds	–	0	–	0	3
		<u>8,527</u>	<u>487</u>	<u>–</u>	<u>9,014</u>	<u>9,600</u>

St Mary's Lutterworth PCC
Notes to the Financial Statements (continued)
For the year ending 31 December 2020

	All incoming resources went to the General fund unless otherwise noted	Unre- stricted Funds £	Re- stricted Funds £	Endow- ment Funds £	TOTAL FUNDS	
					2020 £	2019 £
2(d)	Church activities					
	Discipleship					
	Services	–	–	–	–	240
	Small groups	84	–	–	84	68
	Fees due to the PCC (statutory)	8,389	–	–	8,389	10,549
	Fees due to the PCC (Locally set)					
	▪ General fund	749	–	–	749	655
	▪ Bell (R) fund	–	–	–	–	60
	Outreach and Welcome					
	▪ General fund	330	–	–	330	1,914
	▪ Events (D) fund	–	–	–	–	181
	▪ Buildings Improvement (R) fund	–	–	–	–	12
	Social Action (Coronavirus Crisis Teams)					
	▪ Corona Virus Crisis (R) fund	–	6,048	–	6,048	–
	Under 18s work					
	with Children					
	▪ General fund	447	–	–	447	2,298
	▪ Events (D) fund	–	–	–	–	1,751
	▪ Mission and Charity (R) fund	–	–	–	–	360
	with Youth					
	▪ General fund	–	–	–	–	26
	▪ Events (D) fund	100	–	–	100	–
		10,100	6,048	–	16,148	18,113
2(e)	Other incoming resources					
	Employment costs recovered					
	▪ Avon Swift Administrator (R) fund	–	3,172	–	3,172	2,850
	Insurance claims	–	–	–	–	249
		–	3,172	–	3,172	3,099
	TOTAL INCOMING RESOURCES	141,202	205,760	–	346,963	243,868

3 RESOURCES EXPENDED

	All resources expended came from the General fund unless otherwise noted	Unre- stricted Funds £	Re- stricted Funds £	Endow- ment Funds £	TOTAL FUNDS	
					2020 £	2019 £
3(a)	Costs of generating funds					
	Costs of generating voluntary income	146	–	–	146	143
	Costs of fundraising events					
	▪ General fund	–	–	–	–	10
	▪ Foodbank (R) fund	–	–	–	–	117
		146	–	–	146	269
3(b)	Church activities					
	New buildings or major works (CGC project)					
	▪ Buildings Improvement (R) fund	–	–	–	–	6,221

St Mary's Lutterworth PCC
Notes to the Financial Statements (continued)
For the year ending 31 December 2020

	All resources expended came from the General fund unless otherwise noted	Unre- stricted Funds £	Re- stricted Funds £	Endow- ment Funds £	TOTAL FUNDS	
					2020 £	2019 £
3(b)	Church activities (continued)					
	Management - Buildings					
	Church Major repairs (structure) (quinquennial report)					
	▪ Buildings (D) fund	750	–	–	750	–
	Church Running Expenses	17,056	–	–	17,056	18,775
	Church Maintenance					
	▪ General fund	5,737	–	–	5,737	2,500
	▪ Buildings (D) fund	552	–	–	552	1,105
	▪ Organ (R) fund	–	–	–	–	275
	Church Improvements					
	▪ General fund	–	–	–	–	2,169
	▪ Ruth Gee Improvements (D) fund	501	–	–	501	501
	▪ Information Technology (R) fund	–	729	–	729	112
	Church Gate Centre Running Costs					
	▪ General fund	3,150	–	–	3,150	3,917
	▪ Buildings (D) fund	–	–	–	–	312
	▪ Unrestricted Property (D) fund	782	–	–	782	782
	▪ CGC Property (R) fund	–	218	–	218	218
	Upkeep of 3 Poplar Avenue					
	▪ Buildings (D) fund	501	–	–	501	504
	Management - Churchyard					
	▪ General fund	29	–	–	29	13
	▪ Churchyard Maintenance (R) fund	–	7,797	–	7,797	6,454
	Management - Church Office					
	▪ General fund	4,707	–	–	4,707	6,580
	▪ Information Technology (R) fund	–	485	–	485	61
	Management - Communications	2,566	–	–	2,566	2,000
	Discipleship					
	Ministry Trainees	–	–	–	–	5,090
	Courses	1,262	–	–	1,262	74
	One to One	51	–	–	51	16
	Prayer Events	82	–	–	82	10
	Resources	165	–	–	165	101
	Services					
	▪ General fund	6,334	–	–	6,334	2,360
	▪ Flower (D) fund	84	–	–	84	202
	▪ Information Technology (R) fund	–	667	–	667	1,578
	Small groups	184	–	–	184	76
	Grants (see note 11 for policy and recipients)					
	Church overseas					
	Overseas Missions					
	▪ General fund	6,000	–	–	6,000	6,000
	▪ Mission and Charity (R) fund	–	–	–	–	49
	Relief agencies					
	▪ Mission and Charity (R) fund	–	74	–	74	–
	Home Missions etc					
	▪ General fund	25	–	–	25	25
	▪ Mission and Charity (R) fund	–	–	–	–	333
	Secular Charities					
	▪ Mission and Charity (R) fund	–	–	–	–	983
	Individuals etc.					
	▪ Hardship (R) fund	–	401	–	401	363

St Mary's Lutterworth PCC
Notes to the Financial Statements (continued)
For the year ending 31 December 2020

	All resources expended came from the General fund unless otherwise noted	Unre- stricted Funds £	Re- stricted Funds £	Endow- ment Funds £	TOTAL FUNDS	
					2020 £	2019 £
3(b)	Church activities (continued)					
	Outreach and Welcome					
	▪ General fund	2,159	–	–	2,159	4,100
	▪ Events (D) fund	–	–	–	–	183
	Prayer and Pastoral	199	–	–	199	85
	Personnel					
	Gratuities etc.					
	▪ General fund	535	–	–	535	178
	▪ Foodbank (R) fund	–	33	–	33	–
	Honoraria	4,410	–	–	4,410	300
	Staff costs					
	Employment costs					
	▪ General fund	14,565	–	–	14,565	17,774
	▪ Avon Swift Administrator (R) fund	–	3,186	–	3,186	2,850
	▪ Foodbank (R) fund	–	12,492	–	12,492	8,836
	▪ Ministry Staff (R) fund	–	54,629	–	54,629	29,214
	Counselling & other support	300	–	–	300	420
	Recruitment	436	–	–	436	558
	Training					
	▪ General fund	1,090	–	–	1,090	602
	▪ Ministry Staff (R) fund	–	359	–	359	324
	Working expenses					
	▪ General fund	1,404	–	–	1,404	3,372
	▪ Ministry Staff (R) fund	–	1,789	–	1,789	898
	▪					
	Parish Gift	46,300	–	–	46,300	46,300
	Social Action					
	Coronavirus Crisis Action					
	▪ Corona Virus Crisis (R) fund	–	11,645	–	11,645	–
	Foodbank - in kind					
	▪ Foodbank (R) fund	–	79,916	–	79,916	40,631
	Foodbank - monetary					
	▪ Foodbank (R) fund	–	11,074	–	11,074	15,311
	Prison Chaplaincy	–	–	–	–	170
	Under 18s work					
	with Children					
	▪ General fund	511	–	–	511	1,155
	▪ Events (D) fund	298	–	–	298	1,488
	with Families	286	–	–	286	222
	in Schools					
	▪ General fund	233	–	–	233	206
	▪ Chaplaincy (R) fund	–	3,500	–	3,500	15,000
	with Youth					
	▪ General fund	659	–	–	659	648
	▪ Events (D) fund	150	–	–	150	–
	Shared	245	–	–	245	756
		124,297	188,993	–	313,290	261,339

St Mary's Lutterworth PCC
Notes to the Financial Statements (continued)
For the year ending 31 December 2020

	All resources expended came from the General fund unless otherwise noted	Unre- stricted Funds £	Re- stricted Funds £	Endow- ment Funds £	TOTAL FUNDS	
					2020 £	2019 £
3(c)	Governance costs					
	Independent examiner's fees	293	–	–	293	293
	Miscellaneous	43	–	–	43	35
	PCC Meetings etc.	476	–	–	476	330
		<u>812</u>	<u>–</u>	<u>–</u>	<u>812</u>	<u>658</u>
3(d)	Other resources expended					
	Bank charges etc.					
	▪ General Fund	150	–	–	150	63
	▪ Events (D) fund	4	–	–	4	42
	▪ Foodbank (R) fund	–	–	–	–	4
	Debts written off					
	▪ Events (D) fund	346	–	–	346	423
	▪ Buildings Improvement (R) fund	–	–	–	–	320
	▪ Churchyard Maintenance (R) fund	–	600	–	600	–
	▪ Corona Virus Crisis (R) fund	–	0	–	0	–
	Miscellaneous	45	–	–	45	–
	Uninsured Losses					
	▪ General Fund ¹	–	–	–	–	2,000
	▪ Foodbank (R) fund ²	–	–	–	–	420
	Stocktake Adjustment					
	▪ Foodbank (R) fund	–	–	–	–	2,939
		<u>545</u>	<u>600</u>	<u>–</u>	<u>1,145</u>	<u>6,211</u>
	TOTAL RESOURCES EXPENDED	125,800	189,593	–	315,392	268,477

4 STAFF COSTS

				2020 £	2019 £
	Salaries, Wages, etc.			81,563	54,353
	Employer's National Insurance			4,646	2,365
	Employer's Pension Contribution			3,073	2,256
				<u>89,282</u>	<u>58,974</u>

During the year, the PCC employed church administrators (including one for the neighbouring Avon Swift benefice), children and families ministers, a youth minister, a premises officer, an organist and a foodbank manager, none of whom earned £60,000 p.a. or more.

5 TRANSACTIONS WITH RELATED PARTIES

The following members of the PCC were paid during the year: Miss Katrina Harper, £16,130 as children and families minister; Mr Ben Horrex, £23,589 as Youth Minister; Mr Graham Thomas, £3,500 as Lutterworth College chaplain. There were no other disclosable transactions in respect of PCC members, persons closely connected with them or other related parties.

¹ This was the cost to replace some portable staging which was stolen (along with a trailer) while on loan to the PCC.

² This was the cost to repair damage to a Foodbank volunteer's car door.

St Mary's Lutterworth PCC
Notes to the Financial Statements (continued)
For the year ending 31 December 2020

6 TRANSFERS BETWEEN FUNDS

		Unre- stricted Funds £	Re- stricted Funds £	Endow- ment Funds £	TOTAL FUNDS	
					2020 £	2019 £
6(a)	Transfers from other funds					
	From General fund					
	▪ to General Reserve (D) fund, to partially replace drawdown in prior years	10,000	–	–	10,000	–
	▪ to Events (D) fund, to cover deficit from events	298	–	–	298	582
	▪ to Foodbank (D) fund, designation by PCC towards running costs	–	–	–	–	3,000
	▪ to Avon Swift Administrator (R) fund, to cover late charges from pension provider	–	14	–	14	–
	▪ to Churchyard Maintenance (R) fund, to make up shortfall in income compared to expenditure	–	4,010	–	4,010	3,106
	▪ to Parsonage (R) fund, annual designation by PCC	–	150	–	150	150
	From General Reserve (D) fund					
	▪ To General fund, to bring fund balance up to zero	–	–	–	–	11,501
	From Churchyard Trusts Revenue (R) fund					
	▪ to Churchyard Maintenance (R) fund, towards costs	–	345	–	345	348
	From Events (D) fund					
	▪ To General fund, surplus from events	–	–	–	–	241
	From Foodbank (D) fund					
	▪ to General fund, contribution for use of CGC	1,440	–	–	1,440	1,560
	From Foodbank (R) fund					
	▪ to General fund, contribution for use of CGC	120	–	–	120	–
	From Ministry Staff (R) fund					
	▪ to Children and Families (R) fund, to cover deficit and close the fund	–	–	–	–	42
	From Ruth Gee Ministry Support (D) fund					
	▪ to Chaplaincy (R) fund, to cover deficit	–	3,300	–	3,300	1,858
		<u>11,858</u>	<u>7,819</u>	<u>–</u>	<u>19,677</u>	<u>22,388</u>
6(b)	Transfers to other funds					
	To General fund					
	▪ from General Reserve (D) fund	–	–	–	–	11,501
	▪ from Events (D) fund	–	–	–	–	241
	▪ from Foodbank (D) fund	1,440	–	–	1,440	1,560
	▪ from Foodbank (R) fund	–	120	–	120	–
	To General Reserve (D) fund	10,000	–	–	10,000	–
	To Avon Swift Administrator (R) fund	14	–	–	14	–
	To Chaplaincy (R) fund					
	▪ from Ruth Gee Ministry Support (D) fund	3,300	–	–	3,300	1,858
	To Children and Families (R) fund					
	▪ from Ministry Staff (R) fund	–	–	–	–	42
	To Churchyard Maintenance (R) fund					
	▪ from General fund	4,010	–	–	4,010	3,106
	▪ from Churchyard Trusts Revenue (R) fund	–	345	–	345	348

St Mary's Lutterworth PCC
Notes to the Financial Statements (continued)
For the year ending 31 December 2020

		Unre- stricted Funds £	Re- stricted Funds £	Endow- ment Funds £	TOTAL FUNDS	
					2020 £	2019 £
6(b)	Transfers to other funds (continued)					
	To Foodbank (D) fund	–	–	–	–	3,000
	To Events (D) Fund	298	–	–	298	582
	To Parsonage (R) fund	150	–	–	150	150
		<u>19,212</u>	<u>465</u>	<u>–</u>	<u>19,677</u>	<u>22,388</u>
	NET TRANSFERS FROM/(TO) OTHER FUNDS	<u>(7,354)</u>	<u>7,354</u>	<u>–</u>	<u>–</u>	<u>–</u>

7 FIXED ASSETS FOR USE BY THE PCC

			Freehold Land and Buildings ¹ £	Church Equipment ² £	Total £
7(a)	Tangible fixed assets				
	ACTUAL/DEEMED COST	At 1 January	95,000	32,727	127,727
		Disposals	–	–	–
		Additions at cost	–	–	–
		At 31 December	<u>95,000</u>	<u>32,727</u>	<u>127,727</u>
	DEPRECIATION	At 1 January	13,000	31,083	44,083
		Withdrawn on disposals	–	–	–
		Charge for the year	1,000	882	1,882
		At 31 December	<u>14,000</u>	<u>31,965</u>	<u>45,965</u>
	NET BOOK VALUE	At 31 December	<u>81,000</u>	<u>762</u>	<u>81,762</u>

		Freehold Land and Buildings ³ £	CBF Investment Account ⁴ £	Other Securities ⁵ £	Total £
7(b)	Investment fixed assets				
	Market value – 1 January	272,200	10,888	20	283,108
	Net gains (losses) on annual revaluation				
	▪ Churchyard Trusts Capital (E) fund	–	749	–	749
	▪ Poplar Avenue Property (R) fund	(1,000)	–	–	(1,000)
	▪ Unrestricted Property (D) fund	–	–	–	–
	Market value – 31 December	<u>271,200</u>	<u>11,637</u>	<u>20</u>	<u>282,857</u>

¹ The tangible Freehold Land and Buildings comprises the Church Gate Centre, purchased in September 2006.

² The Church Equipment comprises Mission Praise hymnbooks purchased in 2004, radio microphones and computers purchased in 2007, a printer/copier and an electronic organ purchased in 2012, a projector purchased in 2014, a sound mixing desk with stage box purchased in 2016, and a projector screen purchased in 2018.

³ The investment freehold land and buildings comprise 3 Poplar Avenue (estimated value obtained from the Zoopla property website), and a field off Boneham's Lane near Milords Farm (estimated value provided by the tenant based on the current value of agricultural land in the locality).

⁴ The holdings in CBF investment account are 568 shares. They are held by the diocese as custodian trustees of various Churchyard Trusts.

⁵ The other securities are valued at nominal value. The CBF shares and other securities are held by the diocese as custodian trustees of various Churchyard Trusts.

St Mary's Lutterworth PCC
Notes to the Financial Statements (continued)
For the year ending 31 December 2020

8 ANALYSIS OF NET ASSETS BY FUND

		Unre- stricted Funds £	Re- stricted Funds £	Endow- ment Funds £	TOTAL FUNDS	
					2020 £	2019 £
8(a)	Tangible Fixed Assets					
	▪ Ruth Gee Improvements (D) fund	–	–	–	–	501
	▪ Unrestricted Property (D) fund	63,358	–	–	63,358	64,140
	▪ CGC Property (R) fund	–	17,642	–	17,642	17,860
	▪ Information Technology (R) fund	–	762	–	762	1,143
	Total Tangible Fixed Assets	63,358	18,404	–	81,762	83,644
8(b)	Investment Fixed Assets					
	▪ Unrestricted Property (D) fund	46,200	–	–	46,200	46,200
	▪ Poplar Avenue Property (R) fund	–	225,000	–	225,000	226,000
	▪ Churchyard Trusts Capital (E) fund	–	–	11,657	11,657	10,908
	Total Investment Fixed Assets	46,200	225,000	11,657	282,857	283,108
8(c)	Current Assets					
	▪ General fund	7,480	–	–	7,480	3,570
	▪ General Reserve (D) fund	55,755	–	–	55,755	45,555
	▪ Buildings (D) fund	7,172	–	–	7,172	6,576
	▪ Events (D) fund	295	–	–	295	349
	▪ Flower (D) fund	491	–	–	491	465
	▪ Foodbank (D) fund	–	–	–	–	1,440
	▪ Ruth Gee Improvements (D) fund	44,332	–	–	44,332	44,145
	▪ Ruth Gee Ministry Support (D) fund	9,127	–	–	9,127	12,366
	▪ Assistant Minister (R) fund	–	12,049	–	12,049	11,636
	▪ Avon Swift Administrator (R) fund	–	40	–	40	233
	▪ Bell (R) fund	–	5,238	–	5,238	5,217
	▪ Buildings (R) fund	–	64	–	64	63
	▪ Buildings Improvement (R) fund	–	275	–	275	(1,525)
	▪ Churchyard Maintenance (R) fund	–	12	–	12	–
	▪ Churchyard Trusts Revenue (R) fund	–	1,798	–	1,798	1,797
	▪ Corona Virus Crisis (R) fund	–	805	–	805	–
	▪ Foodbank (R) fund	–	67,297	–	67,297	18,507
	▪ Freeman (R) fund	–	55	–	55	55
	▪ Hardship (R) fund	–	6,422	–	6,422	6,795
	▪ Information Technology (R) fund	–	432	–	432	1,879
	▪ Ministry Staff (R) fund	–	9,158	–	9,158	34,742
	▪ Mission and Charity (R) fund	–	74	–	74	54
	▪ Organ (R) fund	–	10,275	–	10,275	10,229
	▪ Parsonage (R) fund	–	1,025	–	1,025	870
	▪ Churchyard Trusts Capital (E) fund	–	–	1,468	1,468	1,468
	Total current assets	124,653	115,020	1,468	241,141	206,485

St Mary's Lutterworth PCC
Notes to the Financial Statements (continued)
For the year ending 31 December 2020

		Unre- stricted Funds £	Re- stricted Funds £	Endow- ment Funds £	TOTAL FUNDS	
					2020 £	2019 £
8(d)	Current Liabilities					
	▪ General fund	4,426	–	–	4,426	3,570
	▪ Buildings (D) fund	625	–	–	625	625
	▪ Avon Swift Administrator (R) fund	–	40	–	40	233
	▪ Churchyard Maintenance (R) fund	–	12	–	12	–
	▪ Foodbank (R) fund	–	647	–	647	1,030
	▪ Information Technology (R) fund	–	–	–	–	1,197
	▪ Ministry Staff (R) fund	–	3,709	–	3,709	1,620
	▪ Mission and Charity (R) fund	–	74	–	74	54
	Total Current Liabilities	5,051	4,482	–	9,532	8,329
8(e)	Fund Balances					
	▪ General fund	3,055	–	–	3,055	–
	▪ General Reserve (D) fund	55,755	–	–	55,755	45,555
	▪ Buildings (D) fund	6,547	–	–	6,547	5,951
	▪ Events (D) fund	295	–	–	295	349
	▪ Flower (D) fund	491	–	–	491	465
	▪ Foodbank (D) fund	–	–	–	–	1,440
	▪ Ruth Gee Improvements (D) fund	44,332	–	–	44,332	44,646
	▪ Ruth Gee Ministry Support (D) fund	9,127	–	–	9,127	12,366
	▪ Unrestricted Property (D) fund	109,558	–	–	109,558	110,340
	▪ Assistant Minister (R) fund	–	12,049	–	12,049	11,636
	▪ Avon Swift Administrator (R) fund	–	–	–	–	–
	▪ Bell (R) fund	–	5,238	–	5,238	5,217
	▪ Buildings (R) fund	–	64	–	64	63
	▪ Buildings Improvement (R) fund ¹	–	275	–	275	(1,525)
	▪ CGC Property (R) fund	–	17,642	–	17,642	17,860
	▪ Chaplaincy (R) fund	–	–	–	–	–
	▪ Children and Families (R) fund	–	–	–	–	–
	▪ Churchyard Improvement (R) fund	–	–	–	–	–
	▪ Churchyard Maintenance (R) fund	–	–	–	–	–
	▪ Churchyard Trusts Revenue (R) fund	–	1,798	–	1,798	1,797
	▪ Corona Virus Crisis (R) fund	–	805	–	805	–
	▪ Foodbank (R) fund	–	66,650	–	66,650	17,477
	▪ Freeman (R) fund	–	55	–	55	55
	▪ Hardship (R) fund	–	6,422	–	6,422	6,795
	▪ Information Technology (R) fund	–	1,194	–	1,194	1,825
	▪ Ministry Staff (R) fund	–	5,449	–	5,449	33,122
	▪ Mission and Charity (R) fund	–	–	–	–	–
	▪ Organ (R) fund	–	10,275	–	10,275	10,229
	▪ Parsonage (R) fund	–	1,025	–	1,025	870
	▪ Poplar Avenue Property (R) fund	–	225,000	–	225,000	226,000
	▪ Churchyard Trusts Capital (E) fund	–	–	13,125	13,125	12,376
	Total Fund Balances	229,160	353,943	13,125	596,228	564,909

¹ The Buildings Improvement (R) fund was in deficit at the end of 2019. This was more than covered by income in 2020, and there was no further expenditure.

St Mary's Lutterworth PCC
Notes to the Financial Statements (continued)
For the year ending 31 December 2020

9 DEBTORS

				2020 £	2019 £
	Income tax recoverable ¹			13,970	14,691
	Prepayments			7,633	2,606
	Other Debtors			4,315	5,801
				<u>25,918</u>	<u>23,099</u>

10 LIABILITIES FALLING DUE WITHIN ONE YEAR

				2020 £	2019 £
	Deferred income - Bond for 3 Poplar Ave.			625	625
	Creditors for goods and services			4,811	3,926
	Other Creditors			4,097	3,778
				<u>9,532</u>	<u>8,329</u>

11 GRANTS POLICY AND RECIPIENTS

The collections at certain services are announced as being for specific missions or charities. The PCC also occasionally receives donations earmarked for specific missions or charities. All such funds are sent to the specified recipient.

In 2018 the PCC started a 3-year commitment to support two missionary families in Africa and Spain, through the Crosslinks organisation.

From time to time the PCC organises or hosts events to raise funds for specific missions or charities.

From time to time the PCC makes grants to specific missions or charities, in response to requests for donations.

From time to time the PCC makes grants to individuals, to assist in cases of hardship, using funds given for that purpose.

Recipients are detailed below.

Recipients

				2020 £	2019 £
	Adam Hggins' appeal for Rainbows Hospice			–	360
	Bible Society			–	49
	Crosslinks Milsom			3,000	3,000
	Crosslinks Moody			3,000	3,000
	DEC East Africa Cyclone Appeal			–	266
	Leicester DG Bell Restoration Fund			25	25
	Novus Cantores			–	67
	Royal British Legion Poppy Appeal			–	290
	The Children's Society			–	333
	Toilet Twinning			74	–
	Individuals (Social Need)			401	363
				<u>6,500</u>	<u>7,752</u>

¹ One claim (for the year 2019) was made and received in 2020, with £14,910 recovered. One claim (for the year 2020) was made in 2021, with £14,066 recovered.

St Mary's Lutterworth PCC
Notes to the Financial Statements (continued)
For the year ending 31 December 2020

12 SOCIAL ACTION

As well as the charitable giving described above, the PCC operates a Foodbank affiliated with the Trussell Trust. Grants are paid to the national charity to assist with their work in providing the central support for this activity.

In 2020, the PCC set up teams to assist people who were shielding or sheltering with shopping etc. While most of these clients repaid the PCC for their shopping, in a few cases it was paid for by the PCC as a grant.

Recipients

			2020 £		2019 £
	The Trussell Trust ¹		–		360
	Covid Crisis Team clients		605		–
			<u>605</u>		<u>360</u>

13 FUND DETAILS

The restricted funds comprise:-

The Assistant Minister (R) fund. This consists of funds given for the purpose of employing an Assistant Minister (this role replaced the Youth Minister). The Assistant Minister role is currently vacant.

The Avon Swift Administrator (R) fund. This consists of funds provided by the nearby Avon Swift benefice to cover the costs of our employing an administrator on their behalf. The arrangement ended in 2020.

The Bell (R) fund. This consists of funds given for the purpose of maintaining the Church Bells.

The Buildings (R) fund. This consists of old funds held for the purpose of maintaining the Church Properties (3 Poplar Avenue and the Church Gate Centre), and for maintaining and improving Church Facilities.

The Buildings Improvement (R) fund. This consists of funds raised for the purpose of major improvements to the Church and Church Gate Centre.

The CGC Property (R) fund. This represents that part of the value of the Church Gate Centre which was bought using funds released through the sale of the old Church Hall

The Chaplaincy (R) fund. This consists of funds received for the purpose of supporting the Chaplain in Lutterworth College. Use of this fund was discontinued in 2020 when the Chaplain was directly employed by the College.

The Children and Families (R) fund. This consists of funds given for the purpose of supporting the Church's children and families work, in particular the employment of a Children and Families Minister or Worker. Use of the fund was discontinued in 2018, the balance having been spent, and with no ongoing income. It was closed in 2019 when the final instalment of a grant from the diocese had been received

The Churchyard Improvement (R) fund. This consists of funds raised for the purpose of improving the churchyard according to a project initiated by the Lutterworth Improvement Partnership. It was closed in 2019 after the balance had been spent.

The Churchyard Maintenance (R) fund. This consists of funds received by grant and donation for the purpose of maintaining the churchyard

The Churchyard Trusts Revenue (R) fund. This consists of accumulated income from the Churchyard Trusts Capital (E) fund, to be used for maintenance of the churchyard.

The Corona Virus Crisis (R) fund. This consists of funds received by grant for the purpose of supporting people sheltering and shielding during the Covid19 pandemic.

¹ In 2020, the Trussell Trust waived their fee to assist foodbanks during the Corona Virus pandemic.

St Mary's Lutterworth PCC
Notes to the Financial Statements (continued)
For the year ending 31 December 2020

The Foodbank (R) fund. This consists of funds raised for the purpose of setting up and running the Lutterworth and Villages Foodbank

The Freeman (R) fund. This consists of funds given for the purpose of re-gilding the letters and figures and heraldic arms on and generally maintaining in good order and condition the "Freeman" tablet in the chancel of the Church.

The Hardship (R) fund. This consists of funds given to assist in cases of hardship. It was formed in 2012 on the closure of two small local charities for the poor, and subsequently augmented by other donations.

The Information Technology (R) fund. This consists of funds given for the purpose of providing computing, communications and multimedia equipment for the Church.

The Ministry Staff (R) fund. This consists of funds raised for the purpose of employing paid staff in the Church's various ministries, including but not limited to Assistant, Children and Families, and Youth work. It replaces the Children and Families (R) fund, which was closed in 2019, and the Youth (R) fund, which was closed in 2018.

The Mission and Charity (R) fund. This consists of funds raised through collections at particular services, and by appeal or donation, specifically to be given to missions and charities.

The Organ (R) fund. This consists of funds given for the purpose of maintaining and restoring the Church Organ.

The Parsonage (R) fund. This consists of funds irrevocably designated by the PCC, and formerly augmented by the diocese, for the purpose of maintaining the decoration of the Parsonage House (Rectory). This fund was maintained for each parish by the Diocesan Parsonages Board, but during 2000 the fund was transferred to the parishes.

The Poplar Avenue Property (R) fund. This represents the value of 3 Poplar Avenue, since it was originally purchased as a Curate's House, using the proceeds of the sale of Havelock House, which had been given to the PCC as a Curate's House

The endowment fund comprises:-

The Churchyard Trusts Capital (E) fund. This is a collection of small trusts the income of which is to be used for the maintenance of the churchyard. This fund is held by the diocese, and the income from it is paid into the Churchyard Trusts Revenue (R) fund.

The unrestricted funds comprise the General fund, and the following **designated funds**:-

The General Reserve (D) fund. This consists of funds set aside by the PCC as a reserve to cover various contingencies as detailed in the Reserves Policy

The Buildings (D) fund. This consists of funds designated by the PCC from the General fund, for the upkeep of the various buildings.

The Events (D) fund. Some events organised by the PCC (such as Parish Weekends Away) involve significant income and expenditure, but are largely self-financing, or are for fund-raising purposes but have related costs.. Sometimes the income and expenditure may be in different years. This fund is used to separate such monies from routine income and expenditure, with any surplus or shortfall transferred to or from the general fund.

The Flower (D) fund. This consists of funds designated by the PCC from the General fund, for the purpose of buying flowers to decorate the Church, including donations for Easter Lilies

The Foodbank (D) fund. This consists of funds designated by the PCC from the General fund, towards the costs of running the Foodbank. Use of this fund was discontinued at the end of 2020.

The Ruth Gee Improvements (D) fund. This consists (initially) of half the legacy received from Ruth Gee, designated by the PCC for the purpose of improving facilities in the Church.

The Ruth Gee Ministry Support (D) fund. This consists (initially) of half the legacy received from Ruth Gee, designated by the PCC for the purpose of supporting the ministry of the Church.

The Unrestricted Property (D) fund. This represents the value of property which does not have restrictions on it. It currently includes that part of the value of the Church Gate Centre which was bought using the Ruth Gee Ministry Support (D) fund, and the field off Boneham's Lane.

St Mary's Lutterworth PCC
Notes to the Financial Statements (continued)
For the year ending 31 December 2020

14 FUNDS HANDLED BY THE PCC AS AGENT FOR THIRD PARTIES

Fees due to the Diocesan Board of Finance are received by the PCC, and forwarded to the DBF after deducting amounts claimed by Readers and non-stipendiary Clergy. From time to time, other fees are received by the PCC and passed on to other PCCs in the area (usually Bitteswell and Cotesbach), or to the organist, choir, etc. at weddings and funerals. Occasionally, the PCC acts as agent for other PCCs in the area, or for individuals, in the purchase of goods such as altar supplies and stationery. Although these funds do not come under the accounts of the PCC, they are recorded here for information.

			2020 £	2019 £
INCOMING RESOURCES				
Fees Due to DBF			5,524	9,640
Local Fees (not PCC)			613	4,313
Other Transit Fees			1,426	5,533
Other Transit receipts (not fees)			1,194	51
TOTAL INCOMING RESOURCES			8,757	19,537
RESOURCES EXPENDED				
DBF fees claimed by Readers etc.			903	1,142
DBF fees to Diocese			4,621	8,498
Local Fees (not PCC)			613	4,313
Other Transit Fees			1,426	5,533
Other Transit Payments (not fees)			1,194	51
TOTAL RESOURCES EXPENDED			8,757	19,537
NET MOVEMENT IN FUNDS			–	–
BALANCE BROUGHT FORWARD AT 1 JANUARY			–	–
BALANCE CARRIED FORWARD AT 31 DECEMBER			–	–
CURRENT ASSETS				
Debtors			1,012	1,243
Cash and Bank Accounts			843	(235)
			1,855	1,008
LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR				
Creditors			1,855	1,008
			1,855	1,008
NET ASSETS			–	–

Independent Examiner's Report to the PCC of St. Mary's, Lutterworth

This Report on the financial statements of the PCC for the year ended 31st December 2020, which are set out on pages 1 to 22, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ("the Regulations") and Section 132 of the Charities 2011 ("the Act").

Respective responsibilities of the PCC and the Examiner

As members of the PCC you are responsible for the preparation of the financial statements; you consider that the audit requirements of the Regulations and Section 144(2) of the Act do not apply. It is my responsibility to issue this Report on those financial statements in accordance with the terms of Regulations.

Basis of Independent Examiner's Report

My examination was carried out in accordance with the General Directions given by the Charity Commission. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the financial statements and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent Examiner's Statement

In connection with my examination, no matters have come to my attention:

- (1) which give me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with Section 130 of the Act; and
 - to prepare financial statements, which accord with the accounting records and comply with the requirements of the Act and the Regulations have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

CDexter

Caroline Dexter BSc (Hons), FCA
For And On Behalf of
Barkers Accountants Limited
Chartered Accountants and Statutory Auditors
Street Ashton Farmhouse
Stretton under Fosse
Rugby
Warwickshire
CV23 0PH

7th April 2021