

St. Mary's Church

The Parish Church of Riverhead with Dunton Green, Kent



FINANCIAL REVIEW OF PAROCHIAL CHURCH COUNCIL OF ST MARY THE VIRGIN, RIVERHEAD WITH DUNTON GREEN

for the year ended 31 December 2020

**PAROCHIAL CHURCH COUNCIL OF ST MARY THE VIRGIN, RIVERHEAD WITH
DUNTON GREEN**

Annual Accounts for the year ending 31 December 2020

Financial Review

The Report of the PCC has been prepared in accordance with Financial Reporting Standard for Smaller Entities (effective January 2005).

Total incoming resources were £60,623 (2019: £102,789; 2018: £99,613) and are detailed in the financial statements, of which the Church Hall provided a gross income of £5,311 (2019: £13,887; 2018: £12,604).

Voluntary income overall has decreased to £52,875 compared to last year (2019: £78,313; 2018: £77,835), with a contribution coming from a single legacy.

The period of reporting has been significantly impacted by a global pandemic. The church building has been closed for significant periods during 2020. The underlying voluntary giving for 2020 is significantly lower than last year, and Planned Giving has decreased. Regular giving is a key aspect of funding the work the PCC undertakes. Regular giving through using the monthly or weekly envelopes and bank standing orders benefit from much needed Gift Aid. Giving via legacies is also encouraged and full details are contained on St Mary's website. A single legacy of £2,000 was received during the year and their use is being targeted and reviewed by the PCC.

Fees received (funerals, weddings etc.) totalled £752 and were substantially lower than last year (2019: £6,895; 2018: £6,666)

£76,677 (2019: £84,012; 2018: £93,903) was spent on church activities and is lower than last year.

Contributions to the Diocese during 2019 includes both what was previous called the 'parish share' – a payment towards the Diocese's running costs - and the payment to cover the Vicar's Stipend. £48,878 was paid to the Diocese (2019: £48,878; 2018: £46,800). The budgeted contribution for 2021 to the Diocese is £12,000. This Indicative Offer is lower than the Indicative Offer Calculation from the Diocese.

Utility bills for gas and electric for the church totalled £1,619 (2019: £2,566; 2018: £2,462).

PAROCHIAL CHURCH COUNCIL OF ST MARY THE VIRGIN, RIVERHEAD WITH DUNTON GREEN

Annual Accounts for the year ending 31 December 2020

The Church Hall had expenditure of £5,364 (2019: £6,270; 2018: £6,580).

Charitable giving by St Mary's was £572 (2019: £1,528; 2018: £1,735).

The result for the year was a net outcoming of resources of £15,898 (2019: net incoming of £16,906; 2018: net incoming resources of £4,749).

Actions suggested to be reviewed for 2021 include:

- Budgets for income and expenditure have been set and regular monitoring will take place
- We need to encourage improvements to the level of regular giving
- Explore how resources can be shared between the three churches forming the West Sevenoaks Team Ministry, which St Mary's are now part of, with the support of our new Vicar
- Details continue to be refined on the church's website to provide clarity regarding the types of giving and how to do this and increase awareness of the benefit of Gift Aid
- Explore further methods of accepting donations, increasing the prominence of the current digital methods of making payments, both by card and contactless
- Increase the numbers on the electoral roll
- Review where further cost savings can be made
- Maintain reserves as targeted
- Utilise the procurement policy developed to obtain competitive quotations for work required

The total fund balances carried forward at 31 December 2020 were £147,310 (2019: £163,208; 2018: £146,302).

The Church Repair Fund and Hall Repair Fund have year-end balances of £18,318 and £12,063 respectively (2019: £15,567 and £11,210 respectively) and these are retained towards meeting the future cost of repairs to the fabric of the church and hall, including costs arising from the Quinquennial inspection. The Quinquennial Inspection Report was

**PAROCHIAL CHURCH COUNCIL OF ST MARY THE VIRGIN, RIVERHEAD WITH
DUNTON GREEN**

Annual Accounts for the year ending 31 December 2020

issued on 1 February 2016. The works identified within the Report require the contributions set aside for the anticipated repairs to be undertaken. The next Quinquennial will take place on 9 March 2021.

The Lunch Club Fund has received minimal income during the year of £840 (2019: £588; 2018: £606) and incurred costs of £19 (2019: £1,581; 2018: £1,501). The closing Lunch Club Fund balance is £822 (previous years closing balances: 2019: £0; 2018: £824). A review of the income and expenditure will need to be undertaken during the coming year when the Lunch Club is able to re-start.

The PCC have retained the Parish Investment Trust of £75,296 (2019: £75,296; 2018: £75,296). Any interest raised from this Trust is paid into the CBF Deposit Account. As recorded previously, an important development during 2016 was the receipt of confirmation from the Diocese that this Trust fund can be accessed by the PCC for any ecclesiastical purposes of the parish.

We have striven to minimise expenditure and encourage giving during 2020 by undertaking the following:

- Continue to obtain income from the Easyfundraising and AmazonSmile websites
- Received income from the recycling of old mobile phones and printer cartridges through Recycle4Charity
- Promoted different ways of giving, which can now be done contactless and by all types of payment card
- We successfully re-negotiated the renewal of the utilities contract and explored savings on the photocopier

Reserves

It is PCC policy to deposit money not needed for day-to-day activities in the CBF Church of England Deposit accounts. The amounts totalled £95,352 (2019: £94,949; 2018: £94,241).

**PAROCHIAL CHURCH COUNCIL OF ST MARY THE VIRGIN, RIVERHEAD WITH
DUNTON GREEN**

Annual Accounts for the year ending 31 December 2020

The CBF Deposit Funds for the church are held by CBF and have not been eroded this year. The CBF Fund at the end of the year was £20,056. This equates to 20% of the payments the church budgeted for in 2020.

As indicated above, during 2016 the Diocese clarified access to the Parish Trust Fund. These funds are retained in a deposit account. The Parish Trust Fund of £75,296 is to be used for ecclesiastical purposes and it is the intention of the PCC to retain these funds as a Parish Trust Fund against a time of need.

The target for general reserves is for a sum equivalent to between three and six months of outgoings, which normally would broadly equate to between £22,000 to £45,000. The general reserves of £36,556 (2019: £56,536) falls within this range.

Thanks

I would like to include my thanks to Margaret Nicholas, Barry Sharp, Bryan Nicholas, John Curtis and all those assisting with the counting and processing of the weekly collections, and for their ongoing support.

It is proposed that these accounts are to be examined by Jim Metcalf FCMA. The PCC would like to express their thanks in advance to him for undertaking this work.

Stuart Wigley (Hon Treasurer)

21 February 2021