

**St Mary the  
Virgin, Ardleigh**

**Finance Report  
for APCM**

**18th April 2021**

## Treasurers Report for the year ending 31 December 2020.

### Introduction

This is my fourteenth and final report as treasurer following my retirement as Treasurer and Committee Member on 24<sup>th</sup> February 2021. I would like to thank David Wright and his team in ensuring that the weekly collections are banked timely with supporting documentation prepared on a timely basis. I also thank my wife for completing the book-keeping over the last decade and note that she will also be stepping down. David is a key and invaluable member of the team and his support this past year has been greatly appreciated.

I also offer my thanks to all those who have donated cash and given their time to organise and support fund raising activities.

Finally, I thank Mr Phipps for his role as Independent Examiner of the accounts for the year to 31 December 2020.

### Overview and Operating Statement

I refer to the operating statement as it is important to communicate the financial results for the year ended 31 December 2020.

To provide clarity and transparency in respect of the Finances of the Church Accounts, the Funds are clearly classified as disclosed in the Statement of Assets with comparatives. Robust financial management principles have continued to be applied.

For the year, expenses have increased by 0.3% from £26,103 to £26,187. Income has decreased by 3% from £29,492 to £28,622 leaving an operating surplus of £2,435 for the year ended 31 December 2020 (Surplus £1,589: 31.12.19). The PCC has met its allocation of the Parish Share for the year at £11,775 (2019 £8,861) in full.

### Detailed Review

#### GENERAL FUND

##### Income

##### Voluntary Income

Total Income has decreased by 3% to £ 28,622 (2019 £29,492). Voluntary income has increased by 33% because of significant additional Donations from members of the Congregation. It is important to note that the level of comparable Total Income for the year ending 31 December 2007 was £46,000. It will be challenging to raise the level of income to these heights but clearly as a congregation we need to take active steps to achieve this aim.

##### Activities for generating funds

Drive-In Carols were arranged in December 2020 and this raised £1,331. However, all funds raised net of the organiser's fees were distributed to three charities.

##### Donations

Donations from the Roman Catholic community ceased in 2020 resulting in a shortfall of £3,700. However, the Deficit was made up by significant additional contributions from the congregation.

##### Income from Church Activities

There have been 1 wedding (2019 -3) and seven funerals (2019- 11) and net income decreased to £3,145.

##### Income from Investments

This income amounts to £1,009 and is still at historic low levels.

### Independent examiner's report to the PCC of St Mary the Virgin, Ardleigh

I report on the accounts of the PCC for the year ended December 2020.

#### Respective responsibilities of the PCC and the examiner

The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an Independent examination is needed.

It is my responsibility to

- Examine the accounts under section 145 of the 2011 Act;
- Follow procedures laid down in the general directions given by the Charity Commissioners section 145(5)(b) of the 2011 Act; and
- State whether particular matters have come to my attention.

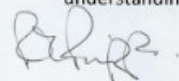
#### Basis of Independent Examiners Statement

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently I do not express an opinion on the accounts.

#### Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements
  - to keep accounting records in accordance with s. 130 of the 2011 Act: or
  - to prepare accounts, which accord with these accounting records 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.



Mr R J Phipps ACMA, PGCE  
1 Cherrywood,  
Station Road  
Alresford  
Essex

24 February 2021

**Ardleigh St Mary the Virgin**

Statement of Assets as at 31 December 2020

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General Fund

Total	A Vicar's Rooms	A PCC Property	A PCC Property	A Bell Fund	A Organ Fund	A Lighting Fund	A Youth Fund	A Fabric fund	A Flower Fund	B General Fund	
<b>Balance at at 31.12.19</b>	<b>203,474.09</b>	<b>92,648.92</b>	<b>5,769.90</b>	<b>36.04</b>	<b>4,362.06</b>	<b>2,460.25</b>	<b>2,000.00</b>	<b>278.59</b>	<b>72,669.49</b>	<b>1,502.40</b>	<b>21,756.44</b>
Cash Receipts for period	86.50	-	-	-	-	-	-	-	-	86.50	-
Significant Donations	17,153.00	-	-	-	-	-	-	-	17,153.00	-	-
Asset Revaluation	398.06	-	396.78	1.28	-	-	-	-	-	-	-
Inter Fund Transfers	-	-	-	-	-	-	-	(30,000.00)	-	30,000.00	-
Inter Fund Transfers	-	-	-	-	-	-	-	30,000.00	-	(30,000.00)	-
Utilisation of Funds	2,219.56	-	-	-	-	-	(215.83)	-	-	-	2,435.39
Utilisation of Funds	(96,446.83)	-	-	-	-	-	-	(96,446.83)	-	-	-
GCG & Essex Churches	77,740.00	-	-	-	-	-	-	77,740.00	-	-	-
Tax Recoveries due	(4,315.24)	-	-	-	-	-	-	-	-	-	(4,315.24)
Prior year tax received- Debtor	(863.37)	-	-	-	-	-	-	-	-	-	(863.37)
Prior year tax received	6,365.83	-	-	-	-	-	-	-	-	-	6,365.83
GADS Received	1,885.96	-	-	-	-	-	-	-	-	-	1,885.96
<b>Balance at at 31.12.20</b>	<b>207,697.56</b>	<b>92,648.92</b>	<b>6,166.68</b>	<b>37.32</b>	<b>4,362.06</b>	<b>2,460.25</b>	<b>2,000.00</b>	<b>62.76</b>	<b>71,105.66</b>	<b>1,588.90</b>	<b>27,265.01</b>
A- Restricted Funds											
B- Designated Funds											
<b>Increase in Funds</b>	<b>4,223.47</b>										
	4,223.47										
CHECK	207,697.56										
	207,697.56										
	-										
	207,697.56	0.00									

Curatage Fund	Canon Perry Fund	Bell Fund	Organ Fund
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Note:  
Significant Donations include an anonymous donation for £16,000 excluding Gift Aid Tax recovered in January 2021 for £4,000 and £1,153 from sale of pews.

**EXPENSES**

**Ministry and Administrative Expenses**

Ministry expenses have decreased by 30% to £4,297 with Secretarial decreasing by 12% to £1,144.

**Church Running costs**

This has decreased by 17% to £7,420 and comprise mainly non-discretionary spend.

**Parish Giving**

This comprised the organisers costs relating to the Drive-In Carols for £960 and donations to Beacon House (£191), Children's Society (£37), Embrace the Middle East, Colchester Food Bank and Colchester Anti Loo Roll Brigade (all at £92 each).

**Parish Share**

The Parish Fee for the year to 31 December 2020 amounts to £10,890 (2019; £7,140) and assigned fees paid to the Chelmsford Board of Finance (CBoF) amount to £885 (2019; £1,721) and both these total £11,775.

As reported last year we are still awaiting the conclusions of the working party established by the CBoF in respect of the Parish Share calculations.

**Movements in other funds**

**GENERAL FUND- Non- operational items**

In the year tax recoveries for £6,636 in respect of Planned Giving and £1,886 in respect of the Gift Aid Small Donation Scheme was received.

**FABRIC FUND**

The Asbestos and Heating project contracts were awarded to successful contractors in December 2019. The Asbestos project was completed successfully in 2020 with costs amounting to £36,028 and the Heating Project is expected to cost £106,293 We have been fortunate to receive significant funding from Friends of Essex Churches Trust (£10,000) for the Asbestos Project and the GCG Environmental Trust (£67,500) for the Asbestos and Heating Project. The Heating Project is subject to final testing and handover to the PCC.

In the year, an anonymous donation for £16,000 was received which together with Gift Aid Tax recovered has strengthened the Cash Reserves of the PCC. In addition, £1,153 was received from the sale of surplus pews.

**Vicar's Rooms**

It is expected that the Vicar's Rooms Funds would be redesignated as a Fabric Restricted Fund following a meeting with the Chelmsford Board of Finance representative.

**Overall Funds at 31 December 2020**

The closing cash balance of the Total Funds amount to £207,698 an increase of £4,223 from 31<sup>st</sup> December 2019.

**Conclusion**

The Parish share is the single largest item that St Mary's needs to fund and for the year to 31<sup>st</sup> December 2020 amounted to £11,775. As with all expenses, the outgoings are funded through the General Fund-Revenue Account. Finally, I wish the PCC the best in all future endeavours.

Francis Perera ACA  
Treasurer  
24 February 2021

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Ref	GENERAL FUND	12 months to 31-Dec-20 Current Year	12 months to 31-Dec-19 Prior Period Actual
<b>INCOME</b>			
1	Voluntary income	22,542.21 33%	16,888.58
2	Activities for generating funds	1,331.00	-
3	Donations	595.00 -90%	5,806.80
4	Income from Church activities	3,145.00 -39%	5,187.97
5	Income from Investments	1,008.78 -37%	1,608.26
	<b>TOTAL INCOME</b>	<b>28,621.99 -3%</b>	<b>29,491.61</b>
<b>EXPENSES</b>			
6	Ministry Expenses	5,417.23 -30%	7,728.36
7	Church Running Costs	7,419.78 -17%	8,922.16
8	Parish Giving	1,574.59 166%	591.40
9	Parish Share	11,775.00 33%	8,861.00
	<b>TOTAL EXPENSES</b>	<b>26,186.60 0.3%</b>	<b>26,102.92</b>
	Inter Fund Transfers	-	<b>(1,800.00)</b>
	<b>Increase in General Funds</b>	<b>2,435.39</b>	<b>1,588.69</b>

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GENERAL FUND	12 months to 31-Dec-20 Current Year	12 months to 31-Dec-19 Prior Period Actual	
<b>1 Voluntary Income</b>			
Planned Giving	7,799.97 21%	6,449.96	
Gift Aided Giving	9,461.00 83%	5,172.80	
Recoverable income tax	4,315.24 49%	2,905.72	
Collections	837.00 -60%	2,089.50	
Offertory Box/Candlestand	129.00 -62%	270.50	
	<b>22,542.21 33%</b>	<b>16,888.58</b>	
<b>2 Activities for generating funds</b>			
Drive in Carols	1,331.00	-	
	<b>1,331.00</b>		
<b>3 Donations</b>			
Roman Catholic Community	- -100%	3,700.00	
Other Donations- General	595.00 -69%	1,905.00	
Other Donations- Building	-	201.80	
	<b>595.00 -90%</b>	<b>5,806.80</b>	
<b>4 Income from Church activities</b>			
Parochial Fees-Weddings	924.00 -64%	2,590.00	
Parochial Fees-Funerals	2,175.00 -44%	3,877.00	
<b>Total Parochial Fees</b>	<b>3,099.00 -52%</b>	<b>6,467.00</b>	
Assigned Fees	- -100%	(1,564.33)	
Net Income	3,099.00	4,902.67	
Sundry Income	46.00 -84%	285.30	
	<b>3,145.00 -39%</b>	<b>5,187.97</b>	
<b>5 Income from Investments</b>			
Bank interest- Barclays Bank (Tfr from Chelmsford)	562.09 -13%	646.97	
Bank interest-CBF Deposit Fund (Reinvested)	446.69 -54%	961.29	
	<b>1,008.78</b>	<b>1,608.26</b>	
<b>TOTAL INCOME</b>	<b>28,621.99 -3%</b>	<b>29,491.61</b>	
<b>6 Ministry and Administration Expenses</b>			
Ministry	4,296.58 -30%	6,105.31	
Finance Administration	(23.35)	325.05	
Secretarial- Ardleigh	1,144.00 -12%	1,298.00	
	<b>5,417.23 -30%</b>	<b>7,728.36</b>	
<b>7 Church Running Costs</b>			
Heating & Light	426.76 -80%	2,188.10	
Insurance	3,386.00 11%	3,055.61	
Rates	63.55 24%	51.15	
Church Maintenance	3,221.15 0%	3,235.03	
Other Parish Expenses	322.32 -18%	392.27	
Church Running costs	<b>7,419.78 -17%</b>	<b>8,922.16</b>	
<b>8 Parish Giving</b>	<b>1,574.59 166%</b>	<b>591.40</b>	
<b>9 Parish Share</b>			
Parish Fee	10,890.00 53%	7,140.00	
Assigned Fees to CBoF	885.00	1,721.00	
	<b>11,775.00</b>	<b>8,861.00</b>	
<b>TOTAL EXPENSES</b>	<b>26,186.60 0%</b>	<b>26,102.92</b>	
Inter Fund Transfers	-	<b>(1,800.00)</b>	
<b>Increase/(Decrease) in General Funds</b>	<b>2,435.39</b>	<b>1,588.69</b>	
<b>Ministry Expenses</b>			
Priests Expenses	1,318.29 -32%	1,949.38	
Other Ministry Expenses	1,640.09 -28%	2,278.33	
Organ & Organist	1,338.20 -29%	1,877.60	
	<b>4,296.58 -30%</b>	<b>6,105.31</b>	
<b>Parish Giving Comprise the following:</b>			
Pop Corn Movies (Organisers of Drive In Carols)	960.00		
Donations to Charities and expenses	386.95		
<b>Total</b>	<b>1,346.95</b>		
Beacon House	190.90		
Royal British Legion	36.74		
	<b>1,574.59</b>		