

The Parochial Church Council of the Ecclesiastical Parish
of St Mary the Virgin, Lapworth
(St Mary's PCC)

Report and Financial Statements

31 December 2019

Charity number: 1165322

**St Mary's PCC
Report and Financial Statements
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St Mary's PCC
Legal and administrative information

Rector	Revd P H Gerard MSc BA (Tel: 01564 782098)	The Rectory Church Lane Lapworth B94 5NX
Churchwardens	Mr H O Roberts ACIB (Tel: 01564 783936)	White Oak Lapworth Street Lapworth B94 5QR
	Mr M E T Parkes FIBMS CSci (Tel: 01564 783189)	The Crofts Netherwood Lane Chadwick End B93 0BD
Secretary	Mrs K Baines GradDipPhys MCSP (Tel: 01564 782697)	18 Kingswood Close Lapworth B94 6JQ
Treasurer	Mr A I Jackson BEng MBA CEng FSOE FIPlantE (Tel: 01564 783028)	175 Station Lane Lapworth B94 6JG
Electoral Roll Officer	Mrs N Aslin (Tel: 01564 783107)	Tapster Way Church Lane Lapworth B94 5NX
Envelope Scheme Secretary	Mr H O Roberts ACIB (Tel: 01564 783936)	White Oak Lapworth Street Lapworth B94 5QR
Verger/Sexton	Mrs M J Twelftree (Tel: 01564 784465)	The Clerks House Church Lane Lapworth B94 5NX
Parish Safeguarding Co-ordinator	Mrs D A C Hill BEd, NPQH, BA (Tel: 01564 782218)	168 Station Lane Lapworth B94 6JH
Magazine Editor	Revd P H Gerard MSc BA (Tel: 01564 782098)	The Rectory Church Lane Lapworth B94 5NX

St Mary's PCC
Legal and administrative information

Magazine Production Editor	Mrs A Burley (Tel: 07860 689144)	Lapworth Croft Lodge Spring Lane Lapworth B94 5NS
Magazine Advertisements	Mr C D Nash FCIPD (Tel: 01564 785490)	Rose Cottage Church Lane Lapworth B94 5NX
Bellringers' Captain	Mr J Cranmer (Tel: 01564 782425)	Jubilee Cottages Old Warwick Road Lapworth B94 6AZ
Organist and Choirmaster	<i>Position vacant</i>	
Independent examiner	Mr C G Midgley	Greenacres Haseley Knob Warwick CV35 7NJ
Principal Office	The Rectory Church Lane Lapworth B94 5NX	
Bankers	HSBC Bank Plc PO Box 68 130 New Street Birmingham, B2 4JU Birmingham Midshires PO Box 81, Pendeford Business Park Wobaston Road Wolverhampton, WV9 5HZ CCLA Investment Management Limited The CBF Church of England Funds Senator House, 85 Queen Victoria Street London, EC4V 4ET	Lloyds Bank Plc PO Box 1000 Andover BX1 1LT Virgin Money Jubilee House Gosforth, Newcastle upon Tyne NE3 4PL Nationwide Building Society Nationwide House Pipers Way Swindon, SN38 1NW

St Mary's PCC

Report of the Parochial Church Council for the year ended 31 December 2019

The Parochial Church Council presents its report and financial statements for the year ending 31 December 2019.

Aim and purposes

The Parochial Church Council of the Ecclesiastical Parish of St Mary the Virgin, Lapworth (PCC) has the responsibility of cooperating with the incumbent, the Revd P H Gerard, in promoting 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 of Saint Mary the Virgin Lapworth (St Mary's).

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's. 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's Lapworth.

Achievements and performance

In 2019 St Mary's has an electoral roll of 112 and an average Sunday attendance of 61 adults and 5 children.

Matters discussed at the PCC meetings included:

- 1 Outreach to Families** - This is a continuing priority area for the PCC. The Rector is a Governor at Lapworth CofE Primary School, which is growing and currently has around 180 pupils. The Rector takes assemblies every week. There are special services at school for Harvest, Christmas and Ash Wednesday and school services in church at the end of each term. On 25th June Year 5 from the school walked to St Mary's Church to explore the church and Old School as part of the annual Pilgrimage Walk.

The church continues to offer a monthly "Family Service" and a twice monthly "Together@9.30" service aimed at families. In 2019 a "Baby and Toddler Praise" service was introduced on the third Tuesday of each month. The Junior Choir has continued to involve several children, despite the lack of a choirmaster since July.

In September 2019, following a Faculty application, pews were removed from the back of the north aisle to create a child friendly space around the font. A carpet has been put down along with child size furniture, books and soft toys. The PCC would like to thank Peter and Claire Hill who have led this project.

- 2 Occasional Offices (baptisms, weddings and funerals)** – There were 13 infant baptisms in church in 2019, the highest number for several years. There were 5 weddings and 9 funerals in church in 2019, as well as other pastoral services, especially for interment of ashes. There was no programme for Confirmation in 2019.

Occasional offices create important links into the community, and it would be good to have more baptisms and weddings. The PCC has been working on an improved website, which should help with this. It is hoped that the new website will go live in 2020.

St Mary's PCC

Report of the Parochial Church Council for the year ended 31 December 2019

Achievements and performance (continued)

- 3 Special Services** - The church maintains a regular pattern of special services, which provide opportunities to engage with the parish's wider community. These include Valentine's Day, Mothering Sunday, Easter, Ascension with additional choir music, Patronal Festival, Harvest, All-souls, Remembrance Sunday, Christingle and Christmas. Such services are often followed by refreshments or a parish lunch.

Choral Mattins on 29th September (St Michael's Day) was a special occasion because our diocesan bishop, the Rt Revd David Urquhart KCMG led the service. The Junior Choir sang Choral Mattins for the first time. The Bishop had come from St Michael's Baddesley Clinton where he led worship for the Patronal Festival. He stayed for the Parish Lunch.

On 4th December 2019 a short outdoor service was held in a layby on Spring Lane. This came exactly two months after a body was discovered in a burning car at that site. The service was attended by 12 people and four dogs. It was especially appreciated by dog walkers and as a meet your neighbour event.

- 4 Verger/Sexton** – In June 2019 Sue Hines retired after almost 14 years in the verger role. She and her husband Alvar moved to Tewkesbury, but still visit the parish occasionally. The PCC is grateful for the huge contribution they have both made over many years. In July 2019 six people were interviewed for the verger's post and Michele Twelftree was appointed as "Parish Clerk", which is the formal name for the role. Michele's first Sunday on duty was 1st December 2019, which included the annual Christingle Service.
- 5 Social Events** – The PCC is grateful to the Parish Lunch Team which hosted 7 Parish Lunches in 2019, including an extra lunch on 29th September when Bishop David attended. The PCC is also grateful to the now separate Events Committee who organise refreshments after key services and at parish events. Once again the Village Hall Committee organised a Harvest Supper, this time in the Village Hall on 28th September.
- 6 Christmas Fete** – This annual event was held on 23rd November at the Village Hall. It attracts many people who have little other relationship with the church. It also raised around £1,300 for the church. The PCC is grateful to Sally Parkes and her family who do the organising.
- 7 Parish Magazine** – After producing the July/August edition of the Parish Magazine, Bill Bailey handed over his Production Editor role to a new volunteer, Alison Burley. Alison started with the September edition and has continued to develop the magazine, which moved to colour printing throughout with the December 2019/January 2020 edition. The PCC is grateful to Alison for the new developments in the magazine, and for taking on the role of Production Editor. Financially the magazine has had a more stable year with a modest surplus, which looks sustainable. The PCC is grateful to Kit Nash who secures most of the magazine's income through advertising, and to Vera Male and Mike Whitmarsh who run the envelope donations in the February edition. Thanks to a dedicated team of distributors, the benefits of free parish wide circulation continue to be enjoyed by the church and by the wider community.
- 8 Organist** – On 14th July 2019 we said good-bye to our organist and choirmaster William Uglow, who has left us to take up a teaching post at Rugby School. William has made a huge contribution in his six years in the role, most significantly with the introduction of the Junior Choir. We are still looking for a successor to William. However we have quite successful in booking good organists to cover Friday practices and Sunday services. Also our former Organ Scholar, James Bate has played for a lot outside of the Oxford University Terms. We badly need a new organist and choirmaster to ensure consistency, planning and development with the church music.

Achievements and performance (continued)

- 9 Choir** – The choir, with juniors, sang a Family Service version of “Sermon in Song” on the fifth Sunday of Lent (7th April). On Ascension Day (10th May) the choir sang with some representations from Tanworth-in-Arden at the annual Ascension Day Cluster Service. The Carol Service on 22nd December was very well supported by both choir and congregation. It is important to recruit a new Organist and Choirmaster so that music for these occasions can be properly selected, practiced and performed.
- 10 Reader Training** – Clare Kimpton completed Reader Training in Autumn 2018, and was licenced by Bishop David on 2nd March 2019. The Together@9.30 service, the 8.30am congregation and St Michael’s have all benefitted from her ministry, which is much appreciated. Clare has also led some of the Compline services in Lent and introduced the new “Baby and Toddler Praise” service.
- 11 Lay Training** – Six Lapworth parishioners participated in the 2018/19 3D course (Diocesan Developing Disciples Course). It was the first Lapworth based 3D group to operate for several years. Four Lapworth participants successfully completed the course and received the Bishop’s Certificate at the closing service on 11th July 2019. The diocese is planning to replace 3D with a more modular set of discipleship courses from September 2020.
- 12 Electoral Roll** – 2019 was a one-in-six year when the Electoral Roll has to be renewed from scratch. The publicity encouraged new people to join the Electoral Roll, so the number enrolled reached 112, hardly changed from the 2018 number of 113.
- 13 Charitable Support** - The church continues to support the Sparkhill Foodbank with donations of food collected at the back of church. Christian Aid is supported through a house to house collection and an annual supper and concert with Music Theatre Warwick. The PCC is grateful to the many people who help with these events. A group based in Lapworth Old School once again made Dresses for Africa and arranged for these to be distributed in Malawi. The PCC continues to make annual donations to several charities.
- 14 Diocesan Projects** – The PCC monitors the diocesan “People and Places” project with interest. So far the main impact on Lapworth has been a reduced Common Fund quota. It is clear however that the diocese must live with less stipendiary priests. This is already affecting many less well-to-do parishes, and will have a wider impact in the longer term. We are already feeling it in some ways because the Climate Emergency, widely recognised in 2019, meant that the Rector spent a greater proportion of his time on his Bishop’s Adviser for the Environment role than in previous years. Also it is getting noticeably harder to find priests to cover services when the Rector is away.
- As part of “People and Places” initiative the Diocese is merging the existing 13 Deaneries into six, each with a full time Area Dean. During 2019 there were various consultations about Shirley Deanery merging with Kings Norton and Mosley. A Bishop’s pastoral order confirming the merger came into effect on 1st March 2020.
- The PCC has four representatives in the Diocesan “Rural Learning Community”, which has met a total of four times. Lapworth played host on 19th October 2019 when the group met at the Old School. That session was particularly helpful and has inspired a parish Mission Planning morning for Saturday 4th April 2020. The Rural Learning Community is closely linked to People and Places, but more specifically about rural parishes.
- 15 Churchyard** – The new churchyard continues to benefit from the Dagger bequest and the old churchyard continues to benefit from Churchyard working parties twice a year and a November leaf rake. As evidenced under the EcoChurch heading, the PCC is increasingly interested in managing the churchyard in an ecologically friendly way to support wildlife habitats.

Achievements and performance (continued)

- 16 Church Path** – In 2019 we experienced growing difficulty and frustration with the church path. The path is particularly difficult for elderly people and people in wheelchairs. Much of the gravel has now been removed, and this has helped, but serious problems remain. The PCC applied for a faculty for a new hard surface path towards the end of the year. The Diocesan Advisory Committee (DAC) have asked us to get quotes for different types of path so that we are making an informed decision about the kind of path we want. Getting a new path surface is a priority for 2020.
- 17 Maintenance Projects** – No major maintenance projects were undertaken in 2019, but some important smaller projects were completed. The brushes on the church bell clappers were replaced in January 2019. The church's stained glass was professionally cleaned. The worst sections of the perimeter drain around the church were repointed to make sure that water drains away from the church building. The church path approaching the external door by the choir vestry was also repointed. This path must be monitored closely because it has the potential to become dangerously slippery. A new intruder alarm was installed at the end of May, together with a new alarm monitoring and maintenance contract. This appears to work much better than our previous contract. The new alarm system also covers the lead on the church roof in a way that is approved by our insurers Ecclesiastical. This means that the church roof is properly insured once again. In December 2019 several of the old light fittings which had failed were changed to warm LEDs. This has significantly improved the lighting in church.
- 18 Eco Church** – Churchwarden, Mike Parkes, has been encouraging the church take forward environmental projects and to seek Eco Church awards under the accreditation scheme run by A Rocha UK. Considerable progress has been made. Many new LED lights have been installed, a BeeBomb pack of wildflower seeds was sown in the churchyard, articles have appeared in the Parish Magazine and churchyard bird feeders have been installed. Regular services focused on the Environment have been taking place in the Season of Creation (1st Sept to 4th October) and the church has started to promote car sharing for journeys to church. It is hoped that the church can secure an Eco Church Bronze award in 2020.
- 19 Safeguarding** – A big step forward was made when Claire Hill agreed to take on the role of Parish Safeguarding Co-ordinator. The PCC is grateful to Claire. The parish is now compliant with CofE guidance requiring a lay person in this role. The change was implemented in January 2019 when the PCC approved Claire's appointment along with the necessary changes to the parish Safeguarding Policy. The PCC also approved a Statement on Domestic Abuse. In November, the Rector and Claire Hill had a session with Claire Wesley, from the Diocesan Safeguarding team, on the diocese's new Safeguarding Dashboard app. which produces a Safeguarding Plan for the Parish. Several people from the parish attended different Safeguarding training sessions, particularly the new course about responding well to Domestic Abuse.

St Mary's PCC

Report of the Parochial Church Council for the year ended 31 December 2019

Financial Review

Total receipts to unrestricted funds were £86,003 (2018: £88,650 *restated*) of which £30,836 (2018: £31,047) arose from Christian stewardship, £3,785 (2018: £2,791) was made from loose plate collections and £26,575 (2018: £28,670) was from donations and appeals. Total restricted income was £1,840 (2018: £26,030) of which £581 (2018: £13,020 *restated*) was from donations and appeals. Included within the total reported income was Gift Aid income of £9,319 (2018: £8,866).

Total income fell by nearly 20%. The PCC envisages that it will have to continue financing its activities through the existing sources of income; giving by the congregation, fees, donations from outside bodies and the income received from its financial reserves. The PCC is grateful for the ongoing support it receives from the Lapworth Charity.

Church running and maintenance costs were £22,536 (2018: £19,065). The contribution to the Diocesan parish share of £50,136 (2018: £56,107) largely provides the stipends and housing for the clergy. The sum that the churches in the Diocese have to find is shared between the churches to a formula, which for St. Mary's is approximately 60% of its unrestricted income of two years previous (that is, for 2020, 60% of 2018's unrestricted income). To ensure that the methodology does not compromise the PCC's duties as charity trustees, the PCC calculates an "Adjusted Unrestricted Income", which is its unrestricted income that has not been received to cover specific costs. It uses this to calculate a "Base Common Fund contribution". Using the Base Common Fund contribution, the PCC decides on the appropriate contribution to the Diocesan parish share it should make. For 2019 and 2020 the PCC decided to make its Diocesan parish share equal to its 2017 and 2018 Base Common Fund contributions respectively. Details of the PCC's calculations to derive Adjusted Unrestricted Income and Base Common Fund contribution are set out in the Additional Information section of these financial statements.

The net movement on unrestricted funds was an increase of £5,905 (2018: reduction of £1,875). The increase was entirely due to the gains on the investments.

During the year, the total fund balances increased from £244,999 to £247,012, of which £168,294 is unrestricted.

Through donations received from the congregation and giving at the PCC's discretion, donations totalling £5,862 (2018: £6,028) were made. Of this, three (2018: two) donations were over £1,000. These were to Christian Aid for £1,697 (2018: £1,722), The Children's Society for £1,290 (2018: £1,224) and Lapworth School £1,215 (2018: £770). Christian Aid was supported through a house to house collection, for which the PCC thanks Peter Lapworth and all the collectors, and an annual supper and concert with Music Theatre Warwick. Most of the donation to The Children's Society was raised through members of the congregation having collection boxes throughout the year. The PCC is grateful to Bill and Kay Baily for organising both the Christian Aid supper and concert and The Children's Society collection boxes.

The principal financial management policies of the PCC continue to be the prompt banking of offertories and other income, the timely payment of invoices and regular monitoring of the cash flow position.

St Mary's PCC

Report of the Parochial Church Council for the year ended 31 December 2019

Reserves policy

The PCC tries to maintain a minimum balance on free reserves of greater than three months unrestricted payments. This is equivalent to a minimum of £21,833 (2018: £21,759). It is held to smooth out fluctuations in cash flow and to meet emergencies. The balance of the free reserves at the yearend was £122,217 (2018: £122,250), which is higher than the minimum balance.

Where the balance is sufficiently higher than the minimum balance, the PCC tries to further assist the Diocese by making its full Diocesan parish share contribution in January of the particular financial year. Full payment for the 2019 and 2020 financial years were made in the Januarys of the respective years.

Free reserves exclude restricted income funds, endowment funds and tangible fixed assets such as land, buildings and other assets held for the charity's use. Also, designated funds already committed for essential future spending (2019: £nil and 2018: £nil) are excluded from the free reserves.

The PCC is aware that its estimate of remaining quinquennial expenditure on the fabric is around £426,000. The PCC is therefore targeting having total unrestricted funds of around £448,000, less the restricted fabric fund. As at 31 December 2019, with the restricted fabric fund being £4,797, the target for the total unrestricted funds stood at around £443,000. The PCC is fully aware that its unrestricted funds of £168,294 are significantly below the target.

No minimum balance is set for any of the restricted funds, other than all the individual funds not being in deficit.

The PCC's main approach to managing risk, associated with holding reserves, is to spread the holding across a number of financial institutions, which at 31 December 2019 totalled six (2018: six).

Volunteers

We would like to thank all the volunteers who work so hard to make our church the lively and vibrant community it is. We want to mention our churchwardens Mr Roberts and Mr Parkes who have worked so tirelessly on our behalf. Thanks are also due to Mr Jackson and Mrs Baines who work hard as our Treasurer and PCC Secretary respectively.

Structure, governance and management

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure The PCC and is a registered charity.

The method of appointment of PCC members is set out in the Church Representation Rules. At St Mary's the membership of the PCC consists of the incumbent (our rector), churchwardens, the reader and members elected by those members of the congregation who are on the electoral role of the church. All those who attend our services 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. New members receive initial training into the workings of the PCC.

The full PCC met six times during the year.

St Mary's PCC

Report of the Parochial Church Council for the year ended 31 December 2019

Structure, governance and management (continued)

Lapworth PCC has two related trusts, which are:

- *Lapworth Old School Trust (Registered No. 1068925)*

In March 1997 the PCC made a donation to S W Willson and A H Kimpton, promoters for a new trust to be formed and known as the Old School Trust. The conveyance of the Old School House was completed in March 1997 to the names of the Trustees of the Old School Trust. In March 1998 the full approval of the Charity Commissioners was given and the name Lapworth Old School Trust was entered in the central register of charities.

The charitable objects of this trust are for the benefit of St Mary's Church, Lapworth and the community without distinction of political, religious or other opinion including use for meetings, lectures and classes and for other forms of recreation and leisure time occupations with the object of improving the conditions of life for the said community. Members of the Lapworth Parochial Church Council who are also Trustees of the Old School Trust are Revd P H Gerard, Mr M E T Parkes, Mr H O Roberts, Mrs K Baines and Mr A I Jackson.

- *The Willson Memorial Trust (Registered No. 1077750)*

On the 31st December 1998 the PCC donated funds of £75,411 to the above Trust. The objects of the Trust are for the benefit of St. Mary's Church, Lapworth, Warwickshire and the community. Members of the Lapworth Parochial Church Council who are also Trustees of the Willson Memorial Trust are Revd P H Gerard, Mr M E T Parkes, Mr H O Roberts, Mrs K Baines and Mr A I Jackson.

On the 6th September 1999 the objects of the Trust were amended to read "The furtherance of the religious and other charitable purposes of the Church of England in the Parish of Lapworth". Since 2004 all income received by the Trust has been given to the PCC.

The PCC holds cash and investments, as custodian Trustee, on behalf of the Lapworth Old School Trust (LOST) and the Willson Memorial Trust (WMT). The procedures employed by the PCC to safeguard its own assets are extended to those funds belonging to the LOST and the WMT. Separate accounting records are maintained for each of these Trusts which may be used to indicate, when required, the amount of funds in the PCC's bank accounts which belong to the LOST and the WMT respectively. Details of the amounts held at the yearend for each of these funds are given in note 10 of the financial statements.

St Mary's PCC

Report of the Parochial Church Council for the year ended 31 December 2019

Administrative Information

Saint Mary The Virgin Lapworth (St. Mary's) is the Church of England church serving the local communities in and around the village of Lapworth, Warwickshire. It is part of the Diocese of Birmingham within the Church of England. The correspondence address is The Rectory, Church Lane, Lapworth, Solihull, B94 5NX. Registered charity number 1165322.

PCC members who have served from 1 January 2019 until the date this report was approved are:

Ex Officio members:

Revd P H Gerard	Rector and Deanery Synod Representative
Mrs V Hamley	Reader and Deanery Synod Representative
Mr M E T Parkes	Warden
Mr H O Roberts	Warden and Deanery Synod Representative

Elected members:

Mr J Arnott	
Mrs N Aslin	Electoral Roll Officer
Mrs K Baines	Secretary
Mrs R C Bird	
Mr D H Bradnock	Vice Chair
Mr L A Carver	
Mr P A J Hill	
Mr A I Jackson	Treasurer and Deanery Synod Representative
Mr I T Knowles	Deanery Synod Representative
Mr D Leone	Resigned 18 November 2019
Mrs V R Male	Resigned 16 April 2019
Mr A M Powles	
Mrs J Siddall	Resigned 16 April 2019
Mrs J Tookey	
Mr B R Whitty	

Approved by the PCC and signed on their behalf by:

P H Gerard

The Revd P H Gerard

16-Mar-20

Date

**Independent examiner's report
To the Trustees of St Mary's PCC**

I report to the charity trustees on my examination of the accounts of the Charity for the year ended 31 December 2019 which are set out on pages 12 to 22.

Responsibilities and basis of report

As 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 charity's accounts carried out under section 145 of the 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act;
or
2. the accounts do not accord with those records; or
3. the accounts do 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.

C G Midgley

25-Mar-20

Mr C G Midgley
Greenacres
Haseley Knob
Warwick
CV35 7NJ

Date

St Mary's PCC

Statement of Financial Activities for the year ended 31 December 2019

		Unrestricted Funds	Restricted Funds	Total 2019	Total 2018 <i>(* restated, see note 2)</i>
	Notes	£	£	£	£
INCOME AND ENDOWMENTS					
Voluntary income	3a	70,434	581	71,015	84,019 *
Activities for generating funds	3b	6,489	-	6,489	8,482
Income from investments	3c	2,448	1,259	3,707	3,545
Church activities	3d	6,632	-	6,632	6,871 *
Other	3e	-	-	-	7,393
Total income		<u>86,003</u>	<u>1,840</u>	<u>87,843</u>	<u>110,310 *</u>
EXPENDITURE					
Church activities	4a	87,318	9,383	96,701	94,200 *
Raising funds	4b	15	-	15	560 *
Total expenditure		<u>87,333</u>	<u>9,383</u>	<u>96,716</u>	<u>94,760 *</u>
Net (expenditure) / income before investment gains		(1,330)	(7,543)	(8,873)	15,550
Net gains / (losses) on investments	8	7,205	3,681	10,886	(2,295)
Gross transfers between funds	11	30	(30)	-	-
Net movement in funds		5,905	(3,892)	2,013	13,255
Balance at 1 January 2019	11	162,389	82,610	244,999	231,744
Balance at 31 December 2019	11	<u>168,294</u>	<u>78,718</u>	<u>247,012</u>	<u>244,999</u>

There are no gains or losses for this or the prior year other than those disclosed in the Statement of Financial Activities. All income and expenditure arises from continuing activities.

St Mary's PCC
Balance Sheet as at 31 December 2019

		31 December 2019		31 December 2018	
		£	£	£	£
	Notes				
Fixed assets					
Fixed asset investments	8		142,838		120,497
Current assets					
Debtors	9	10,380		12,155	
Cash at bank and in hand		360,126		352,483	
		<u>370,506</u>		<u>364,638</u>	
Creditors: amounts falling due within one year	10	(266,332)		(240,136)	
Net current assets			<u>104,174</u>		<u>124,502</u>
Total assets less current liabilities being total net assets			<u>247,012</u>		<u>244,999</u>
Funds	11				
Restricted			78,718		82,610
Unrestricted			168,294		162,389
Total charity funds			<u>247,012</u>		<u>244,999</u>

Approved by St Mary's PCC and signed on their behalf by:

Revd P H Gerard

P H Gerard

Date

16-Mar-20

St Mary's PCC

Cash flow statement for the year ended 31 December 2019

	Notes	2019 £	2019 £	2018 £	2018 £
Net cash (used in) / provided by operating activities			(5,383)		5,113
Cash flows from investing activities					
Dividends, interest and income from investments	3c	<u>3,707</u>		<u>3,545</u>	
			3,707		3,545
Cash flows arising from tax recoverable on:					
Planned giving	3a	8,098		7,762	
Collections	3a	1,140		729	
Donations and appeals	3a	81		375	
Recoverable VAT	3e	<u>-</u>		<u>7,393</u>	
			<u>9,319</u>		<u>16,259</u>
Change in cash and cash equivalents in the year			7,643		24,917
Cash and cash equivalents at 1 January			352,483		327,566
Cash and cash equivalents at 31 December			<u>360,126</u>		<u>352,483</u>
Reconciliation of net (expenditure) / income before investment gains					
Net (expenditure) / income before investment gains / (losses)			(8,873)		15,550
Adjustments for:					
Dividends, interest and income from investments	3c		(3,707)		(3,545)
Investment (gain) / loss allocated to WMT & LOST	8		(11,455)		2,211
Recoverable tax on gift aided donations			(9,319)		(8,866)
Recoverable VAT			-		(7,393)
Decrease / (increase) in debtors	9		1,775		(1,014)
Increase in creditors	10		26,196		8,170
Net cash (used in) / provided by operating activities			<u>(5,383)</u>		<u>5,113</u>
Analysis of cash and cash equivalents					
Cash in hand			<u>360,126</u>		<u>352,483</u>

St Mary's PCC
Notes forming part of the financial statements
for the year ended 31 December 2019

1 Accounting policies

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' "true and fair view" provisions, together with FRS102 (2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice, Accounting and Reporting by 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 fair value.

{a} Recognition of income and endowments

Income and endowments are recognised when the PCC becomes legally entitled to the use of the resources; and the inflow of economic benefit is probable; and the monetary value can be measured with sufficient reliability.

Grants and donations are included in the SOFA when any preconditions preventing their use by the PCC have been met. For collections and planned giving this is when the funds are received.

Gift aid and other tax claims are included in the SOFA at the same time as the cash donations to which they relate.

Investment income is included in the accounts when receivable.

Investment gains and losses include any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

{b} Recognition of expenditure and liabilities

Liabilities are recognised as soon as there is a legal or constructive obligation and settlement is probable and quantifiable.

Governance costs include the costs of preparation and examination of the statutory accounts, the cost of PCC meetings and the cost of any legal advice to the PCC on governance or constitutional matters.

{c} Assets

In so far as consecrated and beneficed property of any kind is excluded from the statutory definition of "charity" by Section 10(2) (a) and (c) of the Charities Act 2011 such assets are not capitalised in the financial statements.

Investments quoted on a recognised stock exchange or whose value derives from them are valued at market value at the yearend.

Amounts owing to the PCC at 31 December are shown as debtors less provision for amounts that may prove un-collectable.

{d} Funds

Restricted funds are income funds that must be spent on restricted purposes and details of the funds held and restrictions provided are shown in the notes to the accounts.

Unrestricted funds represent the remaining income funds of the PCC that are available for spending on the general purposes of the PCC, including amounts designated by the PCC for fixed assets for its own use or for spending on a future project.

St Mary's PCC
Notes forming part of the financial statements
for the year ended 31 December 2019

2 Change of accounting policy and prior period adjustments

On 1 January 2019 the charity changed its accounting policy in regard to processing funds on behalf of third parties. Previously, with the exception of LOST and WMT, processing of funds on behalf of third parties had been included in the charity's own reported income and expenditure. To give greater clarity as to the charity's financial activities, the processing of funds for all third parties is excluded from the charity's reported income and expenditure for the year ended 31 December 2019. Prior period adjustments, as shown in the table below, have been made to the relevant income and expenditure categories for the year ended 31 December 2018 in order to ensure a consistent accounting treatment across both 2018 and 2019. There is no effect on the previously reported net income before investment gains for the year ended 31 December 2018 as a consequence of these adjustments.

	Restated 2018 £	Previously reported 2018 £
<i>Income and endowments</i>		
Voluntary income		
Collections		
Special collections	-	4,326
Donations and appeals		
Third party fees	-	98
Church activities		
Contribution to rectory expenses	-	406
	<hr/>	<hr/>
<i>Expenditure</i>		
Church activities		
Missionary and charitable giving	1,970	6,028
Other ministry costs		
Clergy expenses	1,366	1,472
Clergy housing	601	901
Sundry expenses	2	100
Raising funds		
Costs of appeals	120	388
	<hr/>	<hr/>

St Mary's PCC
Notes forming part of the financial statements
for the year ended 31 December 2019

3 Income and endowments

	Unrestricted Funds	Restricted Funds	Total 2019	Total 2018 <i>(* restated, see note 2)</i>
	£	£	£	£
3a Voluntary income				
Planned giving				
Christian stewardship	30,836	-	30,836	31,047
Tax recoverable on planned giving	8,098	-	8,098	7,762
	<u>38,934</u>	<u>-</u>	<u>38,934</u>	<u>38,809</u>
Collections				
Loose plate collections	3,785	-	3,785	2,791
Special collections	-	-	-	- *
Tax recoverable on collections	1,140	-	1,140	729
	<u>4,925</u>	<u>-</u>	<u>4,925</u>	<u>3,520 *</u>
Donations and appeals				
Lapworth Parish Council	-	-	-	250
Lapworth Charity	20,000	-	20,000	20,000
Willson Memorial Trust	1,717	-	1,717	1,615
Flower fund	2,380	-	2,380	1,580
Fabric fund	-	457	457	11,930
Junior choir	-	43	43	1,225
Other donations	2,478	-	2,478	4,715
Third party fees	-	-	-	- *
Tax recoverable on donations and appeals	-	81	81	375
	<u>26,575</u>	<u>581</u>	<u>27,156</u>	<u>41,690 *</u>
	<u>70,434</u>	<u>581</u>	<u>71,015</u>	<u>84,019 *</u>
3b Activities for generating funds				
Parish magazine advertising	5,071	-	5,071	6,213
Christmas fair	1,391	-	1,391	1,359
Other fundraising activities	27	-	27	910
	<u>6,489</u>	<u>-</u>	<u>6,489</u>	<u>8,482</u>
3c Income from investments				
Bank interest	938	483	1,421	1,115
Dividends received	1,510	776	2,286	2,430
	<u>2,448</u>	<u>1,259</u>	<u>3,707</u>	<u>3,545</u>
3d Church activities				
Fees for weddings and funerals	4,672	-	4,672	4,423
Parish magazine sales	1,960	-	1,960	2,448
Contribution to rectory expenses	-	-	-	- *
	<u>6,632</u>	<u>-</u>	<u>6,632</u>	<u>6,871 *</u>
3e Other				
VAT refund on church windows	-	-	-	7,393
Total income and endowments	<u>86,003</u>	<u>1,840</u>	<u>87,843</u>	<u>110,310 *</u>

St Mary's PCC
Notes forming part of the financial statements
for the year ended 31 December 2019

4 Expenditure

	Unrestricted Funds	Restricted Funds	Total 2019	Total 2018 <i>(* restated, see note 2)</i>
	£	£	£	£
4a Church activities				
Missionary and charitable giving	2,215	-	2,215	1,970 *
Ministry: Diocesan parish care				
Common fund request	34,182	-	34,182	56,107
Common fund gift	15,954	-	15,954	-
Other ministry costs				
Clergy expenses	879	860	1,739	1,366 *
Clergy housing	682	-	682	601 *
Other direct church costs	2,098	-	2,098	2,402
Church running & maintenance				
General repairs	7,870	144	8,014	4,426
Church running costs	6,579	-	6,579	7,092
Organists and choir	5,499	229	5,728	6,091
Flower fund expenses	2,215	-	2,215	1,456
Major repairs				
Perimeter drains	-	5,407	5,407	-
Children's area	423	531	954	-
Parish magazine costs	5,791	-	5,791	6,025
Churchyard upkeep	1,223	2,212	3,435	4,962
Cost of independent examination	1,708	-	1,708	1,700
Sundry expenses	-	-	-	2 *
	<u>87,318</u>	<u>9,383</u>	<u>96,701</u>	<u>94,200 *</u>
4b Raising funds				
Christmas fair expenses	15	-	15	45
Church function costs	-	-	-	395
Costs of appeals	-	-	-	120 *
	<u>15</u>	<u>-</u>	<u>15</u>	<u>560 *</u>
Total resources expended	<u>87,333</u>	<u>9,383</u>	<u>96,716</u>	<u>94,760 *</u>

St Mary's PCC
Notes forming part of the financial statements
for the year ended 31 December 2019

5 Support costs

All support costs have been allocated to expenditure on church activities. As the sole charitable activity of the PCC is the promotion in the parish of the whole mission of the church, no further apportionment of support costs has been undertaken. The support costs have been allocated between the restricted and unrestricted funds as follows:

	Unrestricted Funds	Restricted Funds	Total 2019	Total 2018
	£	£	£	£
Other ministry costs				<i>(* restated, see note 2)</i>
Clergy expenses	879	860	1,739	1,366 *
Clergy housing	682	-	682	601 *
Governance costs	1,708	-	1,708	1,700
	<u>3,269</u>	<u>860</u>	<u>4,129</u>	<u>3,667 *</u>

Governance costs comprise the charge for the independent examination of the financial statements. No other remuneration was payable to the independent examiner in the year to 31 December 2019 (2018: £nil).

6 Staff

During the year the PCC had no employees (2018: none).

7 Trustees

Revd P H Gerard (Rector) received expenses of £860 (2018: £894) in respect of mileage charges, travel costs and other miscellaneous expenditure. £860 (2018: £nil) was outstanding at the yearend. Mrs G M Jackson, the wife of Mr A I Jackson (Treasurer) received £80 (2018 : £nil) for playing the organ at one of the October services. £nil (2018: £nil) was outstanding at the yearend. With the exception of Revd P H Gerard and Mrs G M Jackson, none of the members of the PCC, nor any person connected with them, received any remuneration or expenses in the year to 31 December 2019 (2018: £nil) beyond the reimbursement of out-of-pocket expenses.

8 Fixed asset investments

**Year ended
31 December 2019
£**

Carrying value at beginning of year	120,497
Add net gain on revaluation	22,341
Carrying value at the end of the year	<u>142,838</u>

The investments comprise common investment funds, of which 57% (2018: 62%) are based in the UK, and 43% (2018: 38%) overseas. The net gain / (loss) on revaluation of investments is allocated between the PCC, Lapworth Old School Trust and the Willson Memorial Trust in accordance with each entity's share of the investments as follows:

	Year ended 31 December 2019 £	Year ended 31 December 2018 £
St Mary's PCC	10,886	(2,295)
Lapworth Old School Trust	6,367	(1,174)
The Willson Memorial Trust	5,088	(1,037)
	<u>22,341</u>	<u>(4,506)</u>

St Mary's PCC
Notes forming part of the financial statements
for the year ended 31 December 2019

9 Debtors	31 December 2019	31 December 2018
	£	£
Prepayments and accrued income	3,128	4,035
Other debtors	7,252	8,120
	<u>10,380</u>	<u>12,155</u>

Included within other debtors is an amount of £50 due after more than one year (2018: £50) from the Birmingham Diocese in respect of the Diocesan Rectory Decorating fund.

10 Creditors: amounts falling due within one year	31 December 2019	31 December 2018
	£	£
Funds held in capacity as custodian trustee:		
Lapworth Old School Trust	145,129	125,390
The Willson Memorial Trust	114,299	109,211
	<u>259,428</u>	<u>234,601</u>
Accruals and deferred income	6,904	5,535
	<u>266,332</u>	<u>240,136</u>

The amounts shown above as owing to the Lapworth Old School Trust, and the Willson Memorial Trust represent the cash balances belonging to these funds which are held within its own bank accounts by the PCC in its capacity as custodian Trustee.

The movement in the funds of Lapworth Old School Trust and The Willson Memorial Trust held by the PCC are as follows:

	Lapworth Old School Trust		The Willson Memorial Trust	
	2019	2018	2019	2018
	£	£	£	£
Balance at the start of the year	125,390	117,029	109,211	110,248
Receipts	22,533	23,345	1,717	1,615
Payments	(9,161)	(13,810)	(1,717)	(1,615)
Investment (loss) / gain	6,367	(1,174)	5,088	(1,037)
Balance at the end of the year	<u>145,129</u>	<u>125,390</u>	<u>114,299</u>	<u>109,211</u>

St Mary's PCC
Notes forming part of the financial statements
for the year ended 31 December 2019

11 Summary of fund movements

	Fund balance b/f £	Income & endowments £	Expenditure £	Investment gains £	Fund transfers £	Fund balance c/f £
Unrestricted funds						
General	48,941	74,850	(74,426)	2,082	1,919	53,366
Fabric	110,704	1,688	(4,901)	4,930	(911)	111,510
Flower	501	2,389	(2,215)	31	(207)	499
Junior choir	1,205	19	-	56	(11)	1,269
Magazine	1,038	7,057	(5,791)	106	(760)	1,650
	<u>162,389</u>	<u>86,003</u>	<u>(87,333)</u>	<u>7,205</u>	<u>30</u>	<u>168,294</u>
Restricted funds						
Clock restoration	5,865	90	(144)	267	-	6,078
Car	4,419	62	(860)	166	-	3,787
Rectory decorating	50	-	-	-	-	50
Edith Mary Hudson	1,925	30	-	90	(30)	2,015
New churchyard	59,769	915	(2,212)	2,682	-	61,154
Junior choir	973	56	(229)	37	-	837
Fabric	9,609	687	(5,938)	439	-	4,797
	<u>82,610</u>	<u>1,840</u>	<u>(9,383)</u>	<u>3,681</u>	<u>(30)</u>	<u>78,718</u>
	<u>244,999</u>	<u>87,843</u>	<u>(96,716)</u>	<u>10,886</u>	<u>-</u>	<u>247,012</u>

The restricted funds are held for the following purposes:

- The clock restoration fund was set up for the maintenance of the Parish Church's clock.
- The car fund is used to provide financial support to the Rector in paying for his mileage charges whilst on Parish business.
- The rectory decorating fund is for the cost of redecoration of the rectory.
- The Edith Mary Hudson fund arises from a bequest in 1937 and is for the purpose of keeping the Parish Church and Graveyard in good repair.
- The new churchyard fund is for the maintenance of the new churchyard.
- The junior choir funds are those which have been raised specifically for the ongoing financial support of the junior choir.
- The restricted fabric fund is used to separately administer funds raised for the sole purpose of the maintenance of the fabric of the church. The designated fabric fund is for funds which the Trustees have allocated for this purpose but for which no contractual obligation exists.

The Edith Mary Hudson fund's share of bank interest and dividends received of £30 (2018: £29) has been transferred to the general fund. This is in accordance with the terms of the fund and the practice of previous years. Sufficient resources are held in an appropriate form to enable each fund to be applied in accordance with any restrictions.

St Mary's PCC
Notes forming part of the financial statements
for the year ended 31 December 2019

12 Analysis of net assets by fund

	Unrestricted	Restricted	
	Funds	Funds	Total
	£	£	£
Fixed assets	119,315	23,523	142,838
Current assets	315,311	55,195	370,506
Current liabilities	<u>(266,332)</u>	-	<u>(266,332)</u>
Fund balance	<u>168,294</u>	<u>78,718</u>	<u>247,012</u>

13 Related party transactions

All income earned in the year by The Willson Memorial Trust (WMT) has been donated to the Lapworth Parochial Church Council (LPCC). Amounts are shown in note 3 of these financial statements.

LOST and WMT are each a party related to the LPCC by virtue of common Trustees. Members of the LPCC who are also Trustees of LOST and WMT are: Revd P H Gerard, Mr M E T Parkes, Mr H O Roberts, Mrs K Baines and Mr A I Jackson.

The LPCC also acts as a custodian Trustee for LOST and WMT. Details of funds held in cash on behalf of LOST and WMT at the yearend are given in note 10 of these financial statements.

14 Going Concern

There are no material uncertainties as to the PCC's ability to continue as a going concern.

15 Controlling party and ultimate controlling party

The controlling party and ultimate controlling party of the Charity is the Board of Members of St Mary's PCC.

St Mary's PCC
Additional information

This information does not form part of the financial statements of the Lapworth Parochial Church Council and has not been subject to an independent examiner's review.

1 External Giving

	Year ended 31 Dec 2019	Year ended 31 Dec 2018
	£	£
Giving at the PCC's discretion:		
Christian relief and development agencies		
<i>CMS</i>	150	150
<i>Birmingham Diocese Malawi Fund</i>	100	100
<i>Church Urban Fund</i>	150	150
<i>Christian Aid</i>	-	50
<i>Additional Curates Society</i>	100	100
	<u>500</u>	<u>550</u>
Other		
<i>Lapworth School</i>	1,215	770
<i>Lapworth Elderberries</i>	100	100
<i>Lapworth Old Peoples' Association</i>	100	-
<i>Crisis UK</i>	300	300
<i>Lapworth Parish Council</i>	-	250
	<u>1,715</u>	<u>1,420</u>
Total giving at the PCC's discretion	<u>2,215</u>	<u>1,970</u>
Giving through donations from the congregation:		
Christian relief and development agencies		
<i>Children's Society</i>	1,290	1,224
<i>Outreach Angels</i>	300	-
<i>Christian Aid</i>	1,697	1,672
	<u>3,287</u>	<u>2,896</u>
Other		
<i>Centre Point</i>	-	210
<i>J Bate</i>	-	502
<i>Royal British Legion</i>	360	450
	<u>360</u>	<u>1,162</u>
Total giving through donations from the congregation	<u>3,647</u>	<u>4,058</u>
Total Parish donations	<u>5,862</u>	<u>6,028</u>

Note that "total parish donations" of £6,028 for the year ended 31 December 2018 were previously disclosed in the Statement of Financial Activities (SOFA) as missionary and charitable giving within expenditure on church activities. As a consequence of a change in accounting policy (see note 2) missionary and charitable giving for 2018 has been restated in the SOFA as the "total giving at the PCC's discretion" of £1,970 .

St Mary's PCC
Additional information

2 Summary of the net expenditure

	Year ended 31 Dec 2019	Year ended 31 Dec 2018
		<i>(* restated, see note 2)</i>
	£	£
Income from regular church activities	86,003	88,703 *
Expenditure for regular church activities	<u>(87,333)</u>	<u>(89,074) *</u>
Deficit on regular church activities	<u>(1,330)</u>	<u>(371)</u>
Income for fabric maintenance	687	11,884
Fabric maintenance	<u>(5,938)</u>	<u>(2,164)</u>
(Deficit) / surplus on fabric maintenance	<u>(5,251)</u>	<u>9,720</u>
Income from other activities	1,153	9,723 *
Expenditure on other activities	<u>(3,445)</u>	<u>(3,522) *</u>
(Deficit) / surplus from other activities	<u>(2,292)</u>	<u>6,201</u>
Net (expenditure) / income before investment gains	<u>(8,873)</u>	<u>15,550</u>

St Mary's PCC
Additional information

3 PCC calculations to derive Adjusted Unrestricted Income and Base Common Fund contribution

	Year ended 31 Dec 2019	Year ended 31 Dec 2018 <i>(* restated, see note 2)</i>
	£	£
Unrestricted Income	<u>86,003</u>	<u>88,704</u> *

	Year ended 31 Dec 2019	Year ended 31 Dec 2018
	£	£
Adjusted Unrestricted Income		
All General Fund income before investment gains and fund transfers	74,850	77,078
Less General Fund income designated for specific costs:		
Contributions received towards Christmas Fair hall hire costs	(15)	(45)
Contributions received towards cost of coach hire	-	(395)
Contribution received for Rectory Expenses	-	-
Contributions received towards information booklets costs	(88)	(95)
Contributions received towards new window postcard costs	-	(100)
Contributions received towards the 2017 magazine deficit	-	(1,250)
All Unrestricted Fabric Fund income before investment gains and fund transfers	1,688	1,017
All Unrestricted Junior Choir Fund income before investment gains and fund transfers	19	18
Magazine Fund:		
Interest and dividends	26	20
Yearend surplus excluding interest and dividends	1,240	2,635
Flower Fund:		
Interest and dividends	9	58
Yearend surplus excluding interest and dividends	165	124
	<u>77,894</u>	<u>79,065</u> *

	2019 for 2021	2018 for 2020
	£	£
Base Common Fund contribution		
Contribution 60% of Adjusted Unrestricted Income	46,736	47,196
2% discount for prompt payment	(935)	(944)
	<u>45,801</u>	<u>46,252</u>