

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

Report and Financial Statements

31 December 2020

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 & Envelope Scheme Secretary	Mrs N Aslin (Tel: 01564 783107)	Tapster Way Church Lane Lapworth B94 5NX
Verger/Sexton	Mrs M 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	Mr R Binney (Tel: 01926 408778)	17 Warmington Grove Warwick CV34 5RZ
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	Lloyds Bank Plc PO Box 1000 Andover BX1 1LT
	Birmingham Midshires PO Box 81, Pendeford Business Park Wobaston Road Wolverhampton, WV9 5HZ	Virgin Money Jubilee House Gosforth, Newcastle upon Tyne NE3 4PL
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St Mary's PCC

Report of the Parochial Church Council for the year ended 31 December 2020

The Parochial Church Council presents its report and financial statements for the year ending 31 December 2020.

AIMS 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

The activities of the church during 2020 were dominated by the challenges of The COVID-19 pandemic:

Impact of the virus on Public Worship at St Mary's

During March 2020, church congregations became smaller as people stayed away because of coronavirus concerns. On 10th March the Archbishops wrote to clergy saying the Holy Communion should be in one kind only. On 17th March the Archbishops wrote to clergy again, suspending all Public Worship in the CofE. On Mothering Sunday, 22nd March, a small group recorded a Mothering Sunday service from the Lady Chapel and posted this online. On 24th March there was another Archbishops letter, this time saying that all church buildings must be closed, not just for Public Worship, but also for private prayer, and even for clergy. This was more than the government required.

The Rector filmed prayers from his desk for Passiontide and Holy Week and posted them online. Then, from Easter Day, helped by his daughter, the Rector started to film services in the Rectory garden. A new service each Sunday was posted on the "Lapworth and Baddesley Clinton Parish Churches" YouTube channel.

From 5th May clergy were allowed to enter their churches for their own prayers and to make video services. Services continued from the Rectory Garden, including a VE day sermon on 10th May following the 75th Anniversary on 8th May. On 21st May (Ascension Day) the Rector started to make video services in church. On 1st June the Rector revived his practice of saying Morning and Evening Prayer in church, Monday to Thursday, although this had to be done privately.

Places of Worship were allowed to reopen for individual prayer from 13th June. After much work on the necessary risk assessments, access and cleaning procedures, St Mary's reopened on Monday 15th June, 9am until 5pm each day. A steady trickle of people attended church for individual prayer. St Mary's was a relatively easy church to open. The location is remote enough to give confidence that it will not be overrun with visitors. The church is spacious and with Michele Twelftree, Verger, living nearby a daily cleaning routine is feasible. Most other churches in the Deanery were unable to open, or opened for only short periods each week.

As the lockdown eased, St Mary's started public worship again on Sunday 5th July. A great deal of work was required to complete the necessary risk assessments, and to work out the arrangements for cleaning, sanitisers and socially distanced seating. The worship had to proceed with no singing, which made it rather "dry". Services had to be kept short. It was necessary to reduce the number of services to keep the arrangements manageable. From 5th July most 11am services were videoed to a high standard by Ollie Parkes and then posted on YouTube.

St Mary's PCC

Report of the Parochial Church Council for the year ended 31 December 2020

ACHIEVEMENTS AND PERFORMANCE (continued)

Impact of the virus on Public Worship at St Mary's (continued)

On 8th August face masks became a legal requirement in churches, and from mid-August choirs (but not congregations) were allowed to sing. Our own choir recommenced on Sunday 27th September. Despite the difficulty of socially distanced seating the benefits of the choir singing rapidly became clear, especially as harvest hymns were sung on 4th October. The choir also made an important contribution to the well-attended All Souls service on 1st November.

The Coronavirus guidance for churches remained stable for several weeks, but by the end of October it was clear that strong action was needed to counteract the second wave of the virus. A second national lockdown started on 5th November. Places of Worship were closed, but small teams could use them to film services. Fortunately, by this stage a temporary internet connection could be made available in church and the livestreaming of services became possible. The new lockdown confused the arrangements for Remembrance Sunday, but in the end it was possible to hold a memorable outdoor service at the war memorial with trumpets, singing, an almost a full choir and eight wreath layers. On the last Sunday of the lockdown, Advent Sunday (29th November), a notable service was livestreamed from church with Salwan Cartwright-Shamoon singing solo.

After the second lockdown (2nd December) Lapworth was subject to Covid Tier 3 measures; worship including choir singing continued. However, as Christmas approached there was increasing anxiety about the new strain of the coronavirus. On 20th December a successful Carol Service was held with a choir of 10. The service was live streamed and also repeated to allow more people to attend. On Christmas Eve and Christmas Day, the church followed the same pattern of services as previous years, but attendance was greatly reduced, and the choir down to 4 or 5 people.

On 31st December, Lapworth was moved to Tier 4, but this change had limited impact on worship. However, after a third national lockdown was announced on 4th January 2021, the risk assessment was reviewed to ensure a full two metres between households, no choir singing and greater care on entry and exit to the building.

Video Services and Live Streaming

These have been an unexpected consequence of the pandemic. From Easter until June services came from the Rectory garden. The PCC is grateful to Ollie Parkes, whose equipment and skills have hugely improved the quality of recordings since public worship restarted in July 2020. Since November the 11am Sunday service has usually been livestreamed. For most Sundays, when there is livestreaming, the YouTube viewing figures are in the range 60-90 or more, sometimes much more (Remembrance Sunday 361, Carol Service 144).

The recording and livestreaming of services would appear to be important for the future, and may well need more investment from the PCC.

Music and Choir

Choir singing was severely disrupted by Covid, as described under Public Worship above.

An important new phase for the choir began on 17th January 2021 with Ron Binnie of Warwick starting as Organist and Choirmaster. Ron played for some services in October 2020 before his appointment was confirmed by the PCC in November. Unfortunately, choir singing has not been allowed in the third national lockdown. Since February 2021 various choir members have been singing solos.

The choir and PCC are grateful to James Bate who, outside of Oxford Term times continued to make a huge contribution to the music at St Mary's, often with the situation made difficult by Covid. It was sad that the choir could not sing at his last service on 10th January 2021.

The Junior Choir has dwindled since March 2020 with most juniors staying away from church altogether because of the Covid situation.

The choir and PCC were saddened by the death of Peter Lapworth in April 2020. Peter has contributed a lot to the choir in recent years, singing tenor and organising of outings, Junior Choir pocket money and the involvement of juniors in serving.

St Mary's PCC

Report of the Parochial Church Council for the year ended 31 December 2020

ACHIEVEMENTS AND PERFORMANCE (continued)

Outreach to families

Many parents have been keen to keep children out of church because of concerns about potential Covid infections moving between church and school. Unfortunately, this has resulted in very few children attending church in 2020, and minimal junior choir activity since March. Some younger children attended at Christmas and two teenagers sang. The Family Service has continued once a month, but there have been no Together@930 services since March.

It has not been possible for the Rector to take assemblies at Lapworth CofE Primary School since March, or to have school services in church. The Rector has made some video assemblies and done a couple of Zoom assemblies, but these have their limitations, and have not settled into a pattern.

Some form of re-booting of children's activities will be required when the situation allows.

Occasional Offices (Baptisms, Weddings and Funerals)

There was one wedding in January and a Baptism in February, but all other baptisms and weddings were cancelled or postponed. One wedding was cancelled in June, re-arranged to November, cancelled again and now re-arranged for late May 2021.

There were seven funerals in church and four taken at crematoriums. Nine sets of ashes were interred in the churchyard. These numbers are similar to 2019. Only one funeral was directly related to Covid.

Charitable Activities

The March lockdown made it impossible to collect foodbank food in church, and left some stock stranded in church. At the same time a small number of families in Lapworth started to make heavy use of the Foodbank based at the Lees Chapel, Station Lane. In the end the PCC decided that we should join forces with the Lees, move our stock over to them and promote the Lees foodbank with the St Mary's congregation.

Unfortunately, Covid made it impossible to have a Christian Aid Supper, or Christian Aid house to house collection in 2020. Sadly, Peter Lapworth, who organised the house to house collection, died in April 2020.

An additional Parish lunch was held on 26th January 2020 to raise money for Northleigh School.

The diocesan container that is usually sent to Malawi in the spring of each year was postponed, and eventually cancelled for 2020. The parish activities to support the container, including "Dresses for Africa" also had to stop.

Social Events

These were almost all cancelled, although there were two parish lunches in January. The Valentines Service was held in February, but not well attended and not attempted in February 2021.

Mission Planning

A group of PCC members attended the diocesan "Rural Learning Communities" programme over 2019 and 2020. As this came to a close, a Mission Planning event for Lapworth and Baddesley Clinton was scheduled for 4th April 2020 with a follow up meeting in June. This all had to be cancelled. It will be necessary to look at Mission Planning again when the situation allows.

Parish Magazine

The Parish Magazine managed to print and distribute 10 editions in 2020, just like any other year. It felt miraculous at times. The CofE guidance banning the distribution of parish magazines came out at the end of March, just after the April edition had been distributed. A very generous donation, and lots of work by Norma Aslin, allowed the May and June editions to be distributed via Royal Mail. These editions were restricted to 52 pages to keep below 100 grams with envelope and address label. The printers remained open! The magazine was much appreciated as sign of continuity through the lockdown, especially by people unable to access the online world.

Thanks are particularly due to Alison Burley who puts the magazine together and organises the printing, which has been all colour since December 2019, also to Kit Nash who organises the advertising and the many people involved with magazine distribution.

St Mary's PCC

Report of the Parochial Church Council for the year ended 31 December 2020

ACHIEVEMENTS AND PERFORMANCE (continued)

PCC meetings and APCM

The PCC met in January and March 2020 and since then met by Zoom in June, September and November. In line with CofE guidance the Annual Meetings were delayed from April until 19th October and were held by Zoom. Not all PCC members have access to Zoom.

Electoral Roll

The electoral Roll stands at 116 made up of 58 people who live in the parish and a further 58 who live outside.

Clerks House

The PCC is grateful to the Lapworth Charity, which makes the Clerks House available to the PCC for the verger's accommodation. At the time of Michele Twelftree's appointment as verger (July 2019) the Lapworth Charity expressed the desire to formalise the arrangement. In 2020 a lease was finalised between the Charity and the PCC, and this runs until 20th October 2041 at a peppercorn rent.

Eco church

Early in 2020 the PCC applied for Eco Church bronze accreditation and this was awarded early in March. The PCC is grateful to Mike Parkes who has led the effort, and who provides a monthly Eco article for the Parish Magazine. See also Churchyard.

Churchyard

A successful church and churchyard working party was held on 7th March 2020, and a smaller socially distanced working party in groups of up to six was held on 10th October. It was not possible to offer the usual refreshments. A leaf rake was held on 5th December. The mowing contractors were able to mow throughout the lockdown so maintenance of the churchyard has held up well.

The PCC aspired to replace the churchyard gravel path with a resin path in the summer of 2020, but this proved too difficult to organise in the Covid lockdowns. However, the PCC is thankful for a generous donation it received specifically for this project, so it should prove possible in 2021.

The PCC discussed plans to increase slightly the rewilding area in the churchyard. This may be implemented in 2021.

Church Building Maintenance Projects

It was difficult to pursue maintenance projects in 2020, although some progress was made. A stone fell from the tower, and after a visit from the architect it was agreed to have the whole tower professionally defrassed. This was completed in August 2020. Progress was also made on the nave lighting with all the remaining halogen fittings replaced with LEDs. The nave lighting is now consistent in appearance and reliable in operation. The churchwardens have had several meetings with Jan Bakewell, Parish Building Surveyor (Birmingham Archdeaconry), and various contractors to prepare for stone replacement projects in 2021.

Safeguarding

The parish safeguarding policy was updated to include the necessary provisions about reporting serious incidents to the Charity Commission and was approved by the PCC in January 2020. Most PCC members did safeguarding training in February 2017, and so the three year renewal is due. Face to face training sessions were not feasible during the lockdowns but online training is now available, so the training needs can be addressed. Since the lockdowns started in March there has been minimal contact with children in church.

Deanery Synod and Chapter

In November 2019 the Deaneries of Kings Norton, Moseley and Shirley agreed to merge in conformance with the Diocesan People and Places programme. The merger came into effect on 1st March 2020. The new combined Deanery Synod has yet to meet, partly because of Covid, and partly because the full time Area Dean is not yet in post. The Shirley Chapter of clergy has continued to meet via Zoom in 2020.

St Mary's PCC

Report of the Parochial Church Council for the year ended 31 December 2020

ACHIEVEMENTS AND PERFORMANCE (continued)

Diocesan Projects

The Diocese has continued with its People and Places programme, which has mainly been about merging 13 deaneries into 6 in 2020, as discussed above. Covid has had a bad effect on the diocese finances in 2020, and 2021 looks as though it will also be a difficult year.

FINANCIAL REVIEW

Income increased and expenditure fell in 2020. The increased income was primarily due to donations received. The fall in expenditure was primarily due to the effects of COVID 19.

Total receipts to unrestricted funds were £80,327 (2019: £86,003) of which £29,467 (2019: £30,836) arose from Christian stewardship, £1,530 (2019 £3,785) was made from loose plate collections and £25,954 (2019: £26,575) was from donations and appeals. Total restricted income was £26,247 (2019: £1,840) of which £25,150 (2019: £581) was from donations and appeals. Included within the total reported income was Gift Aid income of £13,348 (2019: £9,319).

Total income rose by nearly 22%. 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.

During 2020 the PCC became aware that the Lapworth Charity is obliged, under its constitution, to donate "1/8th part of the income [of Lapworth Charity] to the churchwardens of Lapworth for the repair and maintenance of the parish church". The PCC has asked Lapworth Charity if, going forward, it intends its usual donation to be restricted to the repair and maintenance of the parish church.

Church running and maintenance costs were £14,695 (2019: £22,536).

The contribution to the Diocesan parish share of £46,252 (2019: £50,136) 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 2021, 60% of 2019's unrestricted income). To ensure that the methodology does not compromise the PCC's duties as charity trustees, the PCC calculates an "60% of its unrestricted income of two years previous", which has been 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 2020 and 2021 the PCC decided to make its Diocesan parish share equal to its 2018 and 2019 Base Common Fund contributions respectively. Full details of the PCC's calculations to derive its Base Common Fund contribution are set out in the Additional Information section of these financial statements. In 2020, because of the financial effects of COVID 19, the Diocese announced that in 2021 it would review the methodology for calculating the sum that the churches in the Diocese have will be asked to find in 2022.

The net movement on unrestricted funds was an increase of £9,708 (2019: £5,905). The increase was due to the fall in unrestricted expenditure being greater than the fall in unrestricted income.

During the year, the total fund balances increased from £247,012 to £277,733, of which £178,002 is unrestricted.

Through donations received from the congregation and giving at the PCC's discretion, donations totalling £2,089 (2019: £5,862) were made. Of this, one (2019: three) donation was over £1,000. This was to The Children's Society for £1,239 (2019: £1,290). 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 this.

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 2020

FINANCIAL REVIEW (continued)

Reserves policy

The PCC tries to maintain a minimum balance on free reserves of greater than its estimate of three months unrestricted payments. Because of COVID 19 in 2020, this remains as 2019 at an equivalent to a minimum of £21,885 (2019: £21,885). It is held to smooth out fluctuations in cash flow and to meet emergencies. The balance of the free reserves at the yearend was £129,691 (2019: £122,217), 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 payments for the 2020 and 2021 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 (2020: £nil and 2019: £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 reserves that can be used for quinquennial expenditure of around £426,000. The PCC is fully aware that its total funds of £179,089, which can be used for quinquennial expenditure, 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 2020 totalled six (2019: 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 Mrs Baines and Mr Jackson who work hard as our PCC Secretary and Treasurer respectively.

St Mary's PCC

Report of the Parochial Church Council for the year ended 31 December 2020

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, the deanery synod representatives and members elected by those members of the congregation who are on the electoral roll 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.

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 Mrs K Baines, Revd P H Gerard, Mr A I Jackson, Mr M E T Parkes and Mr H O Roberts.

- *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 Mrs K Baines, Revd P H Gerard, Mr A I Jackson, Mr M E T Parkes and Mr H O Roberts.

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 2020

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 2020 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	<i>(Resigned 29 June 2020)</i>
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	<i>(Resigned 29 June 2020)</i>
Mr A I Jackson	Treasurer and Deanery Synod Representative
Mr I T Knowles	Deanery Synod Representative
Mr A M Powles	<i>(Resigned 29 June 2020)</i>
Mrs J Tookey	
Mrs M Twelftree	Deanery Synod Representative <i>(Appointed 19 October 2020)</i>
Mr B R Whitty	<i>(Resigned 29 June 2020).</i>

Approved by the PCC and signed on their behalf by:

P H Gerard

The Revd P H Gerard

15 March 2021

Date

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

I report on the accounts of the church for the year ended 31 December 2020 which are set out on pages 12 to 21.

Respective Responsibilities of Trustees and Examiner

The church's trustees are responsible for the preparation of the accounts. The church'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;
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the 2011 Act); and
- To state whether particular matters have come to my attention.

Basis of Independent Examiner's report

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 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 no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

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 section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act 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.

C G Midgley

26 March 2021

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 2020

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
INCOME AND ENDOWMENTS					
Voluntary income	3a	65,299	25,150	90,449	71,015
Activities for generating funds	3b	5,308	-	5,308	6,489
Income from investments	3c	2,047	1,097	3,144	3,707
Church activities	3d	7,673	-	7,673	6,632
Total income		<u>80,327</u>	<u>26,247</u>	<u>106,574</u>	<u>87,843</u>
EXPENDITURE					
Church activities	4a	73,409	6,602	80,011	96,701
Raising funds	4b	-	-	-	15
Total expenditure		<u>73,409</u>	<u>6,602</u>	<u>80,011</u>	<u>96,716</u>
Net income / (expenditure) before investment gains		6,918	19,645	26,563	(8,873)
Net gains on investments	8	2,615	1,543	4,158	10,886
Gross transfers between funds	11	<u>175</u>	<u>(175)</u>	<u>-</u>	<u>-</u>
Net movement in funds		9,708	21,013	30,721	2,013
Balance at 1 January 2020	11	168,294	78,718	247,012	244,999
Balance at 31 December 2020	11	<u>178,002</u>	<u>99,731</u>	<u>277,733</u>	<u>247,012</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 2020

		31 December 2020		31 December 2019	
		£	£	£	£
	Notes				
Fixed assets					
Fixed asset investments	8		151,012		142,838
Current assets					
Debtors	9		14,782		10,380
Cash at bank and in hand			383,437		360,126
			<u>398,219</u>		<u>370,506</u>
Creditors: amounts falling due within one year	10		(271,498)		(266,332)
Net current assets			<u>126,721</u>		<u>104,174</u>
Total assets less current liabilities being total net assets			<u>277,733</u>		<u>247,012</u>
Funds	11				
Restricted			99,731		78,718
Unrestricted			178,002		168,294
Total charity funds			<u>277,733</u>		<u>247,012</u>

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

Revd P H Gerard

P H Gerard

Date

15 March 2021

St Mary's PCC

Cash flow statement for the year ended 31 December 2020

	Notes	Year ended 31 December 2020 £	Year ended 31 December 2019 £
Cashflows from operating activities			
Net income / (expenditure) before investment gains		26,563	(8,873)
Adjustments for:			
Dividends, interest and income from investments	3c	(3,144)	(3,707)
Investment gain allocated to WMT & LOST	8	(4,016)	(11,455)
(Increase) / decrease in debtors	9	(4,402)	1,775
Increase in creditors	10	5,166	26,196
Net cash provided by operating activities		<u>20,167</u>	<u>3,936</u>
Cash flows from investing activities			
Dividends, interest and income from investments	3c	3,144	3,707
Net cash provided by investing activities		<u>3,144</u>	<u>3,707</u>
Change in cash and cash equivalents in the year		23,311	7,643
Cash and cash equivalents brought forward		360,126	352,483
Cash and cash equivalents carried forward		<u>383,437</u>	<u>360,126</u>
Analysis of cash and cash equivalents			
Cash in hand		<u>383,437</u>	<u>360,126</u>
Analysis of changes in net debt and cash balances			
	At start of year £	Cash flows £	At end of year £
Cash	<u>360,126</u>	<u>23,311</u>	<u>383,437</u>

St Mary's PCC
Notes forming part of the financial statements
for the year ended 31 December 2020

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 (2019) as the applicable accounting standards and the 2019 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 2020

2 COVID-19 pandemic

On 23 March 2020 and 5 November 2020 the UK Government imposed general lockdowns in response to the global COVID-19 pandemic. The Trustees do not consider that the COVID-19 pandemic has had, or will have, any adverse effect on the ability of the charity to continue as a going concern, but an accurate estimate of the impact cannot yet be made.

3 Income and endowments

	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
3a Voluntary income				
Planned giving				
Christian stewardship	29,467	-	29,467	30,836
Tax recoverable on planned giving	8,134	-	8,134	8,098
	<u>37,601</u>	<u>-</u>	<u>37,601</u>	<u>38,934</u>
Collections				
Loose plate collections	1,530	-	1,530	3,785
Tax recoverable on collections	214	-	214	1,140
	<u>1,744</u>	<u>-</u>	<u>1,744</u>	<u>4,925</u>
Donations and appeals				
Lapworth Charity	20,000	-	20,000	20,000
Willson Memorial Trust	1,337	-	1,337	1,717
Flower fund	247	-	247	2,380
Fabric fund	-	-	-	457
Clock restoration fund	-	-	-	-
Junior choir	-	-	-	43
Donation for church path	-	20,000	20,000	-
Other donations	4,370	150	4,520	2,478
Tax recoverable on donations and appeals	-	5,000	5,000	81
	<u>25,954</u>	<u>25,150</u>	<u>51,104</u>	<u>27,156</u>
	<u>65,299</u>	<u>25,150</u>	<u>90,449</u>	<u>71,015</u>
3b Activities for generating funds				
Parish magazine advertising	5,281	-	5,281	5,071
Christmas fair	-	-	-	1,391
Other fundraising activities	27	-	27	27
	<u>5,308</u>	<u>-</u>	<u>5,308</u>	<u>6,489</u>
3c Income from investments				
Bank interest	505	270	775	1,421
Dividends received	1,542	827	2,369	2,286
	<u>2,047</u>	<u>1,097</u>	<u>3,144</u>	<u>3,707</u>
3d Church activities				
Fees for weddings and funerals	3,808	-	3,808	4,672
Parish magazine sales	3,865	-	3,865	1,960
	<u>7,673</u>	<u>-</u>	<u>7,673</u>	<u>6,632</u>
Total income and endowments	<u>80,327</u>	<u>26,247</u>	<u>106,574</u>	<u>87,843</u>

St Mary's PCC
Notes forming part of the financial statements
for the year ended 31 December 2020

4 Expenditure

	Unrestricted Funds	Restricted Funds	Total 2020	Total 2019
	£	£	£	£
<i>4a Church activities</i>				
Missionary and charitable giving	850	-	850	2,215
Ministry: Diocesan parish care				
Common fund request	34,182	-	34,182	34,182
Common fund gift	12,070	-	12,070	15,954
Other ministry costs				
Clergy expenses	194	263	457	1,739
Clergy housing	649	50	699	682
Other direct church costs	1,377	-	1,377	2,098
Church running & maintenance				
General repairs	3,999	144	4,143	8,014
Church running costs	5,570	-	5,570	6,579
Organists and choir	2,767	109	2,876	5,728
Flower fund expenses	664	-	664	2,215
Major repairs				
Perimeter drains	-	-	-	5,407
Children's area	-	-	-	954
Tower repairs	-	3,840	3,840	-
Parish magazine costs	8,137	-	8,137	5,791
Churchyard upkeep	1,442	2,196	3,638	3,435
Cost of independent examination	1,508	-	1,508	1,708
	<u>73,409</u>	<u>6,602</u>	<u>80,011</u>	<u>96,701</u>
<i>4b Raising funds</i>				
Christmas fair expenses	-	-	-	15
	<u>-</u>	<u>-</u>	<u>-</u>	<u>15</u>
Total resources expended	<u>73,409</u>	<u>6,602</u>	<u>80,011</u>	<u>96,716</u>

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 2020	Total 2019
	£	£	£	£
Other ministry costs				
Clergy expenses	194	263	457	1,739
Clergy housing	649	50	699	682
Governance costs	1,508	-	1,508	1,708
	<u>2,351</u>	<u>313</u>	<u>2,664</u>	<u>4,129</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 2020 (2019: £nil).

St Mary's PCC
Notes forming part of the financial statements
for the year ended 31 December 2020

6 Staff

During the year the PCC had no employees (2019: none).

7 Trustees

Revd P H Gerard (Rector) received expenses of £859 (2019: £860) in respect of mileage charges, travel costs and other miscellaneous expenditure. £558 (2019: £680) was outstanding to him at the yearend. Mrs G M Jackson, the wife of Mr A I Jackson (Treasurer) received £95 (2019: £80) for playing the organ at church services. £nil (2019: £nil) was outstanding at the yearend. Mr O Parks the son of Mr MET Parks (Warden) received a gift voucher of £200 (2019: £nil) for providing equipment and producing the live streamed services during the year. £nil (2019: £nil) was outstanding at the yearend. Mrs M Twelftree, in carrying out the duties of Verger, has the use of the Clerk's House and receives payments from third parties. She also received £299 from the PCC for phone and internet at the Clerk's House. With the exception of Revd P H Gerard, Mrs G M Jackson, Mr O Parks and Mrs M Twelftree, none of the members of the PCC, nor any person connected with them, received any remuneration or expenses in the year to 31 December 2020 (2019: £nil).

Gifts of £10,408 (year ended 31 December 2019: £12,704) were made by the Trustees, or their immediate family, to the charity in the year ended 31 December 2020. These donations were made on the same basis as all other donors.

8 Fixed asset investments

	Year ended 31 December 2020
	£
Carrying value at beginning of year	142,838
Add net gain on revaluation	8,174
Carrying value at the end of the year	<u>151,012</u>

The investments comprise common investment funds, of which 48% (2019: 57%) are based in the UK, and 52% (2019: 43%) overseas. The net gain 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 2020	Year ended 31 December 2019
	£	£
St Mary's PCC	4,158	10,886
Lapworth Old School Trust	2,268	6,367
The Willson Memorial Trust	1,748	5,088
	<u>8,174</u>	<u>22,341</u>

St Mary's PCC
Notes forming part of the financial statements
for the year ended 31 December 2020

9 Debtors	31 December 2020	31 December 2019
	£	£
Prepayments and accrued income	3,524	3,128
Other debtors	11,258	7,252
	<u>14,782</u>	<u>10,380</u>

Included within other debtors is an amount of £nil due after more than one year (2019: £50) from the Birmingham Diocese in respect of the Diocesan Rectory Decorating fund.

10 Creditors: amounts falling due within one year	31 December 2020	31 December 2019
	£	£
Funds held in capacity as custodian trustee:		
Lapworth Old School Trust	152,315	145,129
The Willson Memorial Trust	116,047	114,299
	<u>268,362</u>	<u>259,428</u>
Accruals and deferred income	3,136	6,904
	<u>271,498</u>	<u>266,332</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	
	2020	2019	2020	2019
	£	£	£	£
Balance at the start of the year	145,129	125,390	114,299	109,211
Receipts	14,697	22,533	1,337	1,717
Payments	(9,779)	(9,161)	(1,337)	(1,717)
Investment gain	2,268	6,367	1,748	5,088
Balance at the end of the year	<u>152,315</u>	<u>145,129</u>	<u>116,047</u>	<u>114,299</u>

St Mary's PCC
Notes forming part of the financial statements
for the year ended 31 December 2020

11 Summary of fund movements

	Fund balance b/f £	Income & endowments £	Expenditure £	Investment gains £	Fund transfers £	Fund balance c/f £
Unrestricted funds						
General	53,366	69,525	(64,608)	849	1,475	60,607
Fabric	111,510	1,363	-	1,705	(1,687)	112,891
Flower	499	251	(664)	1	1,113	1,200
Junior choir	1,269	16	-	19	(9)	1,295
Magazine	1,650	9,172	(8,137)	41	(717)	2,009
	<u>168,294</u>	<u>80,327</u>	<u>(73,409)</u>	<u>2,615</u>	<u>175</u>	<u>178,002</u>
Restricted funds						
Clock restoration	6,078	73	(144)	91	-	6,098
Car	3,787	45	(263)	54	-	3,623
Rectory decorating	50	-	(50)	-	-	-
Edith Mary Hudson	2,015	25	-	31	(25)	2,046
Church path	-	25,153	-	382	-	25,535
New churchyard	61,154	734	(2,196)	902	-	60,594
Junior choir	837	9	(109)	11	-	748
Fabric	4,797	208	(3,840)	72	(150)	1,087
	<u>78,718</u>	<u>26,247</u>	<u>(6,602)</u>	<u>1,543</u>	<u>(175)</u>	<u>99,731</u>
	<u>247,012</u>	<u>106,574</u>	<u>(80,011)</u>	<u>4,158</u>	<u>-</u>	<u>277,733</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 fund's share of bank interest and dividends received of £25 (2019: £30) has been transferred to the general fund. This is in accordance with the terms of the fund and the practice of previous years.
- The church path fund is for the resurfacing of the paths surrounding the church building. The terms of the gift are such that any excess funds at completion of the works should be transferred to the restricted fabric fund.
- 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 transfer of funds from the restricted fabric fund to unrestricted funds is in respect of monies spent on a children's area within the church which is for general use. The designated fabric fund is for funds which the Trustees have allocated for this purpose but for which no contractual obligation exists.

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 2020

12 Analysis of net assets by fund

	Unrestricted Funds £	Restricted Funds £	Total £
Fixed assets	122,515	28,497	151,012
Current assets	326,985	71,234	398,219
Current liabilities	(271,498)	-	(271,498)
Fund balance	<u>178,002</u>	<u>99,731</u>	<u>277,733</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 / or 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 2020	Year ended 31 Dec 2019
	£	£
Giving at the PCC's discretion:		
Christian relief and development agencies		
<i>CMS</i>	250	150
<i>Birmingham Diocese Malawi Fund</i>	150	100
<i>Church Urban Fund</i>	250	150
<i>Additional Curates Society</i>	150	100
	<u>800</u>	<u>500</u>
Other		
<i>A Rocha UK</i>	50	-
<i>Lapworth School</i>	-	1,215
<i>Lapworth Elderberries</i>	-	100
<i>Lapworth Old Peoples' Association</i>	-	100
<i>Crisis UK</i>	-	300
	<u>50</u>	<u>1,715</u>
	<u>850</u>	<u>2,215</u>
Total giving at the PCC's discretion		
Giving through donations from the congregation:		
Christian relief and development agencies		
<i>Children's Society</i>	1,239	1,290
<i>Outreach Angels</i>	(300)	300
<i>Crisis UK</i>	300	-
<i>Christian Aid</i>	-	1,697
	<u>1,239</u>	<u>3,287</u>
Other		
<i>Royal British Legion</i>	-	360
	<u>-</u>	<u>360</u>
	<u>1,239</u>	<u>3,647</u>
Total giving through donations from the congregation		
	<u>2,089</u>	<u>5,862</u>
Total Parish donations		

During 2020 the 2019 donation of giving through donations from the congregation to Outreach Angels of £300 was written back and, in consultation with those raising the money, given to Crisis, a charity with similar aims.

St Mary's PCC
Additional information

2 Summary of the net expenditure

	Year ended 31 Dec 2020	Year ended 31 Dec 2019
	£	£
Income from regular church activities	80,327	86,003
Expenditure for regular church activities	<u>(73,409)</u>	<u>(87,333)</u>
Surplus / (deficit) on regular church activities	<u>6,918</u>	<u>(1,330)</u>
Income for fabric maintenance	25,235	687
Fabric maintenance	<u>(3,840)</u>	<u>(5,938)</u>
Surplus / (deficit) on fabric maintenance	<u>21,395</u>	<u>(5,251)</u>
Income from other activities	1,012	1,153
Expenditure on other activities	<u>(2,762)</u>	<u>(3,445)</u>
Deficit from other activities	<u>(1,750)</u>	<u>(2,292)</u>
Net income / (expenditure) before investment gains	<u>26,563</u>	<u>(8,873)</u>

St Mary's PCC
Additional information

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

	Year ended 31 Dec 2020 £	Year ended 31 Dec 2019 £
Unrestricted Income	<u>80,327</u>	<u>86,003</u>
	Year ended 31 Dec 2020 £	Year ended 31 Dec 2019 £
Adjusted Unrestricted Income		
All General Fund income before investment gains and fund transfers	69,525	74,850
Less General Fund income designated for specific costs:		
Contributions received towards Christmas Fair hall hire costs	-	(15)
Contributions received towards information booklets costs	-	(88)
All Unrestricted Fabric Fund income before investment gains and fund transfers	1,363	1,688
All Unrestricted Junior Choir Fund income before investment gains and fund transfers	16	19
Magazine Fund:		
Interest and dividends	26	26
Yearend surplus excluding interest and dividends	1,009	1,240
Flower Fund:		
Interest and dividends	4	9
Yearend surplus excluding interest and dividends	-	165
	<u>71,943</u>	<u>77,894</u>
	2020 for 2022 £	2019 for 2021 £
Base Common Fund contribution		
Contribution 60% of Adjusted Unrestricted Income	43,166	47,196
2% discount for prompt payment	(863)	(944)
	<u>42,303</u>	<u>46,252</u>