

REGISTERED CHARITY NUMBER: 1134709

**Report of the Trustees and
Audited Financial Statements
for the Year Ended 31 December 2019
for
THE PAROCHIAL CHURCH COUNCIL OF THE
ECCLESIASTICAL PARISH OF STOKE GIFFORD**

**THE PAROCHIAL CHURCH COUNCIL OF THE
ECCLESIASTICAL PARISH OF STOKE GIFFORD**

**Contents of the Financial Statements
FOR THE YEAR ENDED 31 DECEMBER 2019**

	Page
Report of the Trustees	1 to 12
Report of the Independent Auditors	13 to 14
Statement of Financial Activities	15
Balance Sheet	16 to 17
Cash Flow Statement	18
Notes to the Cash Flow Statement	19
Notes to the Financial Statements	20 to 39

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF STOKE GIFFORD

Report of the Trustees FOR THE YEAR ENDED 31 DECEMBER 2019

The trustees present their report with the financial statements of the charity for the year ended 31 December 2019. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The primary object of the PCC is the promotion of the Gospel of our Lord Jesus Christ according to the doctrines and practices of the Church of England. The trustees confirm that they have complied with their duty of the Charities Act 2011 in having due regard to the Charity Commission's guidance on Public Benefit when planning and reviewing the aims and objectives of St Michael's Church.

Vision

The vision of St Michael's Church is "Living to make a difference" by being "A Christian Heart at the Centre of the Community". The strategic components of realising that vision are defined as (i) Discipleship (ii) Outreach and (iii) Serving the community.

We seek to maintain a balance between the Anglican liturgy that is at the heart of all Church of England worship, and the freedom to experiment and change which maintains life and freshness.

Significant activities

In 2019, St Michael's Church fulfilled its charitable objectives by undertaking a number of activities, including:

- Links with the many schools in the parish, including the provision of assembly services and extra Religious
- Education lessons
- Pre-School and Nursery which are flourishing and virtually at capacity
- The Old School Rooms Coffee Shop
- Messy Church - held monthly for over 100 children and adults
- Youth clubs held weekly on Thursday evenings
- Increasing the number of our small midweek discipleship groups and encouraging leadership
- Involvement in a number of uniformed groups
- Providing a ministry for men with social and spiritual input
- Expanding services for the over 65s and providing opportunities to meet and build community
- Community use of our premises
- Working with other local churches
- Pastoral care, formal and informal
- Work environment - supporting the spiritual dimension of people in the workplace
- Provision of "Open-the-Book" school assemblies
- Provision of mentoring services to local secondary school pupils
- Delivery of Alpha courses
- Regular church services at local Care Homes

Giving

St Michael's aims to set aside 10% of the voluntary unrestricted giving, to be given to mission partners in the UK and overseas. New mission partners are reviewed by the Mission Action Group (MAG) in accordance with agreed procedures.

**THE PAROCHIAL CHURCH COUNCIL OF THE
ECCLESIASTICAL PARISH OF STOKE GIFFORD**

**Report of the Trustees
FOR THE YEAR ENDED 31 DECEMBER 2019**

OBJECTIVES AND ACTIVITIES

Volunteers

There are a number of volunteers at St Michael's Church and they assist in numerous ways. This includes:

- Serving in various ways during Sunday services
- Serving at the Old School Rooms Coffee Shop
- Youth work
- Children's work
- Facilities
- Audio-visual
- Maintenance
- Flower arranging
- Over 65s' community lunch
- Christmas Fair
- Harvest Celebration
- Stoke Gifford Community Library
- Fund raising events

The PCC would like to offer its grateful thanks to all staff and volunteers who lead and support the activities and ministries of St Michael's Church.

**THE PAROCHIAL CHURCH COUNCIL OF THE
ECCLESIASTICAL PARISH OF STOKE GIFFORD**

**Report of the Trustees
FOR THE YEAR ENDED 31 DECEMBER 2019**

ACHIEVEMENT AND PERFORMANCE

Charitable activities

Church attendance and electoral roll

Attendances based on averages throughout the year, have been:

	2015	2016	2017	2018	2019
Adult Attendance	337	355	390	402	413
Child Attendance	114	131	91	121	84
Electoral Roll	359	376	381	395	335

Baptisms, confirmations, wedding and funerals

The numbers of services and celebrations have been:

	2015	2016	2017	2018	2019
Baptisms 12 and under	18	8	26	15	9
Baptisms 12 and over	12	3	1	2	1
Confirmations	3	5	2	0	4
Weddings	6	9	5	4	1
Blessings	0	1	1	0	0
Funerals	6	6	13	13	5

St Michael's Church

Licensed ministry continues to play a key role in the parish. There are currently six Licensed Lay Ministers serving at St Michael's Church, including a new Licensed Lay Minister who started with us in 2019.

1. Discipleship:

There continues to be a focus on discipleship, primarily through Lifegroup membership. At St Michael's, Lifegroups are the central mechanism through which pastoral care and life-on-life Bible exploration is being delivered. Lifegroups play a crucial part as we grow together in discipleship, service and outreach and 'live to make a difference'. We grow in our discipleship within community and Lifegroups are integral to this. We have a wide variety of groups of varying sizes and expressions. These groups are safe spaces for people to share their lives, deepen friendships, study the Bible and cultivate a sense of community and family. There have been a number of training sessions for the Lifegroup leaders this year, and study resources are now available online for leaders to access. Leading a Lifegroup can be complex and we have made some changes to the Lifegroup structure this year to offer greater support for our leaders.

Prayer Triplets and Three Is Enough (TIE) groups are also becoming more numerous and offer greater intimacy and accountability in the lives of the people who choose to be in a triplet and are seeking to go deeper with God. There is also an opportunity for people to be blessed through prayer ministry during each of our church celebrations.

There are three predominant Lifegroups for students and young adults at St Michael's. These are Student Group, God 'n' Games and Young Adults Discipleship Group. There are around eleven students that meet regularly, at God 'n' Games and six who attend the Young Adult Discipleship Group. Each group is angled slightly different, with some more focussed on fellowship and others on in-depth Bible study.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF STOKE GIFFORD

Report of the Trustees FOR THE YEAR ENDED 31 DECEMBER 2019

Throughout 2019, we have aimed to grow the student and young adult community, both across the three above noted groups and more widely to those who do not attend any of these groups. This has been encouraged through socials and events after church on Sunday evenings. This has been supported by having a new Students and Young Adults worker.

In 2019 we have been continuing our discipleship through youth ministry with the discipleship groups that launched this time last year. FXG (Years 7-9) and WORD (Years 10-13) both meet on Wednesday evenings and Sunday mornings. In these sessions this group have been looking particularly at what being a Christian means and how do to talk to their friends about Jesus. They are also looking at how to read the Bible and how to pray? On Sunday mornings they have been following the speaking series along with the main church to aid conversation over Sunday lunch at home for families. We have also started up a youth band this year which will be playing every first Sunday of the month. At the moment it is led by our Youth Minister, but over the next few months as the young people grow in confidence, he will take a step back and let the young people lead on their own. From both these new ventures we have seen growth in the young people and are excited to see what God does in and through them in the year to come.

2. Outreach in the community:

St Michael's Church runs the internationally known Alpha course. It also runs the Marriage Course, the Marriage Preparation course, the Parenting course and Divorce Recovery workshops. There are regular events for young people from the local secondary schools and the residential care home, which is next door to the St Michael's Centre, benefits from a number of regular visits from clergy and volunteers. There is also a fortnightly service at the Beaufort Grange Nursing Home in Cheswick and at the new Stoke Gifford Retirement Village, which is also in the parish. Parentalk - The Teenage Years (a course by Care for the Family) is also run by church members and this is attended by both church members and those outside of the church community.

Within our midweek Youth Clubs, Teen Central (school years 7-9) and Club (school years 10&11) we aim to create a space where young people can come to have fun with friends. However this year we have stepped up the amount of intentional "God time" within the evening. We have started to pray with the young people and are encouraging them to pray as well before they leave each evening. We have seen prayers answered which has been amazing! We have also started a prayer room within Teen Central so the young people can go in and interact with the prayer stations and are encouraged to pray. We have had lots of great conversations about the bigger questions of life off the back of starting this and we will be looking to grow and see where God leads it. In Club we have been carrying on with asking a "Big Question" each week to help start up conversations about faith. The conversations that have happened during this section have been really encouraging. We have around 45 young people attending each week, staffed by our wonderful volunteer team who do an amazing work with the young people week in, week out.

Our relationship with St Michael's Primary school remains strong and continues to grow and strengthen. Our Children's Ministry team lead two assemblies each week and this includes an assembly led by the "Open the book" team. This is where we act out a Bible story and are able to invite both children and staff to participate, which is received really well and enjoyed by all involved. This has proved to be an effective way to encourage the children to think about what the story means to them.

The Children's Ministry Team also teach Reserved RE termly with Years 1 to 6. This is an optional session that parents sign their children up for and numbers across the year groups are really healthy. We explore through conversation, games and activity the school values from a Christian view point and encourage the children to think about their relationship with God and what it means to them. Another highlight is celebrating the Christian festivals with different year groups from the school. In 2019 we hosted the children for Christmas experience, Easter experience, Harvest and Pentecost experience.

Messy Church runs on the first Wednesday of each month and continues to be very popular and busy. We welcome all families of primary aged children. Each session involves creativity, celebration and hospitality around a theme that is Christ centred. This is a great opportunity for families to worship together and do church in a fun and engaging way. This is run by a fantastic group of over 20 volunteers who plan, prepare and serve on the day.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF STOKE GIFFORD

Report of the Trustees FOR THE YEAR ENDED 31 DECEMBER 2019

3. Serving the community:

At St Michael's Church, we continue to serve our community, both local and further afield. In 2019 we had volunteers working with the primary school on the Cheswick estate, and running a weekly toddler group from this school building. Meanwhile, the Old School Rooms Coffee Shop continues to be very popular with the local community and is seen as an integral part of the ministry of St Michael's Church, where people find a warm welcome into the community.

Our three-fold Pastoral strategy, of Connect, Care and Prayer continues to flourish. In 2019 we partnered with the Kintsugi Hope charity, which seeks to support people in the areas of emotional and mental wellbeing, by running Kintsugi Hope Wellbeing Groups.

This year our Youth ministry links with Abbeywood School have continued to strengthen. We have continued to serve the school through offering mentoring sessions on both a group and 1-1 basis for students at Abbeywood who need extra support. The sessions are focused on the needs of the individual, but broadly aim to increase their confidence, resilience and ability to be self-reflective. Our Associate Youth Ministers consider it a huge privilege to be alongside these young people as they walk through life, being a listening ear and a source of encouragement for them.

The family and children's ministry team run three Parent and Toddler groups throughout the week. The newest group Bumps & Babies started in May 2019. This group is aimed at expectant mums and babies up to the age of one. This has been received really well in the community and has proven a healthy resource for parents and carers who get the opportunity to chat with others whilst sharing a drink and there is always cake on offer.

St Michael's Church Pre-School and Nursery is now in its eleventh year of operation, having celebrated its 10 year anniversary in April 2018. It continues to be very popular and we have a great team of people to deliver the vision for quality childcare in the area. During 2019, members of the congregation helped out at the Pre-School and Nursery to maintain the buildings in good working order, providing more opportunities for serving the community. We are pleased to report that the venture delivered a small financial surplus during 2019 and is expected to do so for the foreseeable future. This surplus is re-invested into the facilities at the nursery and in other charitable activities. We are delighted that in 2019, Ofsted reviewed St Michael's Pre-School and Nursery and re-accredited with the rating of "Good", which is much sought after. The Pre-School and Nursery is in a sound financial position and is debt-free. In 2019 we transferred £35,000 to a 'fabric fund', this will be used to help pay for roof repairs in 2020.

The Mission Action Group continued to support mission partners in 2019 through finance, prayer and building relationships. Trips to visit mission partners took place in August to Moldova and in October to Uganda/S. Sudan. The Mission Support Group, which is composed of the link people for all the mission partners and other church members interested in mission, met twice in 2019, in June and November. The meetings included news updates and prayer for the mission partners. News updates and prayer requests are also circulated to members of the group by the link people whenever they are received. The core admin group composed of the Chairman, Secretary and Finance Administrator of MAG dealt with the day-to-day organisational and administrative aspects relating to mission at St Michael's. An ad hoc working group met to consider applications for HOTC tithe funding; seven new projects were supported in 2019. Our new Associate Vicar, who started in 2019, was welcomed to MAG, as the designated clergy person linking the Mission Action Group and the church leadership team. Mission Partner of the month continued throughout 2019, with one of the mission partners profiled each month. In addition, a MAG Facebook page was started, to share mission news and prayer requests with church members. The Mission Action Group make regular reviews of the mission partners supported, and in 2019 made a recommendations to change a couple of our mission partners.

The three-fold strategy of Discipleship, Outreach and Serving the Community are fundamental precursors of a growing church and are essential to both the life of the church and the wider Heart of the Community project.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF STOKE GIFFORD

Report of the Trustees FOR THE YEAR ENDED 31 DECEMBER 2019

FINANCIAL REVIEW

Financial position

Total income for the year was £1,430,736 (compared with £1,196,133 in 2018). Total income exceeded expenditure by £73,085 (in 2018, income exceeded expenditure by £11,076).

Principal funding sources

The Principal funding sources are the generous giving of the congregation, Gift Aid reclamations, the community support of the Pre-School and Nursery, and the serving of refreshments via the Coffee Shop. The St Michael's Centre (SMC) also provides some restricted funding to contribute towards the salaries of staff members who are involved in SMC work.

The expenditure has satisfied the charitable objectives by supporting the advancement of the Christian faith, extensive children and youth work, elderly people's ministry and a wide range of community services, such as the Coffee Shop, and Pre-School and Nursery. The church did not receive any money from the Diocese of Bristol in 2019 and is a net contributor to the Diocese of Bristol.

Investment policy

St Michael's Church invests funds in excess of short term requirements with the CBF Church of England Deposit Fund and Lloyds Bank Special Reserve accounts. There are no investment conditions which have been placed upon these funds.

Reserves policy

The PCC has sought to build up free reserves to a level which supports the operations of the church during any temporary reduction in income and to enable a controlled rundown of activities, if it became no longer feasible to continue the operations of the church. The trustees are therefore working towards holding reserves of approximately three months core expenditure, which equates to £170,000. These reserves will ensure that staff will continue to be paid throughout their notice period, in the event that St Michael's ceases to be a going concern. It will also ensure that contributions can be made to the Bristol Diocese.

St Michael's total reserves were £519,991 as at 31 December 2019 (£446,906 in 2018). Of these reserves, St Michael's considers that £266,012 are free reserves (£219,380 in 2018).

Impact of Covid-19 on St Michael's Church

On 12 March 2020, the World Health Organisation upgraded the COVID-19 outbreak to pandemic status. The trustees have considered the impact of COVID-19 on the charity and believe the PCC would be able to meet its obligations for at least a year from the date of signing the financial statements.

Grant making policy

The trustees aim to set aside 10% of unrestricted giving and continue to work closely with existing mission partners, both in the UK and overseas. New mission partners are reviewed by the Mission Action Group (MAG) in accordance with agreed procedures.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF STOKE GIFFORD

Report of the Trustees FOR THE YEAR ENDED 31 DECEMBER 2019

FUTURE PLANS

In 2018 we held a leadership day where we gathered together as many leaders as we could to pray and discern where God might be calling us to next. A three-year Vision Action Plan for 2018- 2021 was developed to further our vision to be a "Christian Heart at the Centre of the Community - Living to make a difference" through discipleship, outreach and serving the community. The action plan set objectives across each area of ministry and is reviewed regularly by the leadership team. We expect to refresh the strategy in 2021.

In 2020 and beyond, we continue to focus our attention on our strategic vision of:

Discipleship (helping attendees' lives to make a difference)

God is calling us to a greater depth in maturity. Our summary verse for Discipleship is Colossians 2:6-7 "Just as you have received Christ Jesus as Lord, continue to live in Him, rooted and built up in Him, strengthened in the faith as you were taught and overflowing with thankfulness."

The leaders at St Michael's sense there is a continued need for Christian teaching, for more focused opportunities for Discipleship, Training and to equip people for works of service. We intend to continue to pray for, train and release more leaders.

Outreach (sharing the good news of Jesus in words and action)

God is calling for our faith to be infectious. Our summary verse for outreach is Acts 2:46 "The Lord added daily to their number those who were being saved." The leaders at St Michael's sense there is a need for outreach not drag-in, including the sharing of our faith through witnessing, through evangelistic events and through communities, especially new housing areas. We aim to continue engaging with our local community, developing partnerships with others in student work and serving the new housing areas.

Service (producing good works for the benefit of the community.)

The Christian life is always love in action. Our summary verse for service is Micah 6:8 "Act justly, love mercy and walk humbly with our God" God calls us to provide support in the issues that are faced by people in our community... debt, isolation & loneliness, relationship breakdown, mental health and bereavement. We will continue to work serving the community. For 2019, this included:

- A new Associate Vicar started in 2019, with initial focus on Lifegroups and developing ministry in new housing areas
- A new Youth Minister started in 2019
- A new Children's Minister started in 2019
- A new Buildings and Technical Manager started in 2019
- We provided support to people in our community, particularly those experiencing isolation & loneliness, relationship breakdown, addictions, mental health, bereavement etc.
- Continuing to look at new initiatives on how we can strengthen our calling
- Examining what might be missing in our Discipleship, Outreach & Serving
- Seeking to understand God's vision for us in the next few years

As St Michael's Church continues to grow, we hold onto a key verse of scripture from Isaiah:

"Enlarge the place of your tent, stretch your tent curtains wide, do not hold back; lengthen your cords, strengthen your stakes. For you will spread out to the right and to the left; your descendants will dispossess nations and settle in their desolate cities". Isaiah 54: 2-3

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The PCC is governed by two pieces of Church of England legislation, called Measures. These are the Parochial Church Council (Powers) Measure 1956 and the Church Representation Rules (contained in Schedule 3 to the Synodical Government Measure 1969 as amended). The charity constitutes an unincorporated charity.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF STOKE GIFFORD

Report of the Trustees FOR THE YEAR ENDED 31 DECEMBER 2019

STRUCTURE, GOVERNANCE AND MANAGEMENT

Charity constitution

The PCC is a Body Corporate established by the Church of England and operates under the Parochial Church Council Powers Measure. It meets regularly, plus occasional extra meetings.

Recruitment, appointment, induction and training of new trustees

Members of the PCC (trustees) are appointed ex-officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules or are co-opted onto the PCC due to the role they undertake. All trustees are given the Charity Commission publication CC3 *The Essential Trustee - What You Need to Know* to assist in the induction process and to allow all new trustees to be aware of their legal responsibilities. The Diocese of Bristol provides PCC (membership, trustee) training and new PCC members are encouraged to attend.

Organisational structure

The Parochial Church Council of the Ecclesiastical Parish of Stoke Gifford (Stoke Gifford PCC) serves a district of the ecclesiastical parish of Stoke Gifford within the Kingswood and South Gloucestershire Deanery of the Bristol Diocese of the Church of England.

Decision making

The day-to-day management is carried out by staff teams, committees and action groups who keep the PCC informed of their work. Each group provides a short report for the APCM.

Committees appointed by the PCC are:

- Standing
- Staff Team
- Pre-School & Nursery
- Finance Committee
- Fabric Committee
- Mission Action Group (MAG)
- Website committee

There are many other groups which focus on aspects of delivering the church strategy of Discipleship, Outreach and Serving the Community. These include Alpha, Lifegroups, Pastoral Ministry, Prayer, Socials, Worship, Over 65's, Youth and Children's work. Further information on these is provided at the Annual Report which is circulated at the Annual Parochial Church Meeting.

Most church business is conducted at PCC meetings, including the approval of accounts, setting of wedding fees and approval of candidates wishing to become lay ministers. Appropriate training, procedures and policies have been adopted in relation to such matters as health and safety, disability discrimination legislation and safeguarding.

**THE PAROCHIAL CHURCH COUNCIL OF THE
ECCLESIASTICAL PARISH OF STOKE GIFFORD**

**Report of the Trustees
FOR THE YEAR ENDED 31 DECEMBER 2019**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Related parties

St Michael's PCC is a related party of St Michael's Church Centre (SMCC). The SMCC is responsible for the construction and operation of the St Michael's Church Centre. The centre is the continuing expression of the vision of St Michael's of "Living to make a difference, by being a Christian heart at the centre of the community". The SMCC and St Michael's Church PCC have two trustees in common.

In order to deliver the new centre, SMCC has had to take out low-interest loans from individuals, the Bristol Diocese, and CAF Bank. CAF Bank have requested, (and the PCC of St Michael's has supplied) a "letter of comfort" to signify our support of the SMCC operations. At a PCC Meeting held on 14th July 2014 it was resolved that: "the Directors of St Michael's Church Centre Limited be supported to undertake a loan of up to £800,000 from CAF Bank (including the initial loan of £150,000) and that the St Michael's PCC should stand behind the Directors of St Michael's Church Centre Limited and offer a "letter of comfort" to CAF Bank in support of that loan, in regard to honouring the capital and interest repayments on that loan if required. The total value of these loans at the year-end was £448,497.

In 2014, the Bristol Diocese provided a loan of £375,000 and an additional loan of £250,000 was provided in 2015. The purpose of these loans was to support the building of the new church centre and this loan has been re-loaned to SMCC for that purpose. The PCC pay interest on these loans and levy the same rate of interest to the SMCC who are the beneficiaries of these loans. Interest payments on those loans will be the liability of SMCC, and will be paid from SMCC funds.

At the year end, the total loan outstanding, and was recoverable from SMCC, was £390,625 (2018: £453,125).

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF STOKE GIFFORD

Report of the Trustees FOR THE YEAR ENDED 31 DECEMBER 2019

STRUCTURE, GOVERNANCE AND MANAGEMENT

Corporate Governance

Internal controls over all forms of commitment and expenditure continue to be refined to improve effectiveness. Processes are in place to ensure that performance is monitored and that appropriate management information is prepared and reviewed regularly by the PCC.

The systems of internal control are designed to provide reasonable but not absolute assurance against material misstatement or loss. They include:

- An annual budget approved by the PCC
- Regular consideration by the PCC of financial results and variances from budgets
- Delegation of day to day management authority and segregation of duties
- Identification and management of risks

Risk management

The trustees have a risk management process. This involves identifying the types of risks the charity faces, prioritising them in terms of potential impact and likelihood of occurrence, and identifying means of managing or mitigating the risks. The trustees confirm that the major risks to which the charity is exposed, as identified by them, have been reviewed in the period and systems have been established and maintained to manage those risks.

Safeguarding

At St Michael's we are committed to enabling our church community to be a place where all are safe and protected from abuse, where all can be healed and where all can live life to the full. We seek to provide effective safeguarding processes to ensure the safety of young people and vulnerable adults. All those who work with children, young people or vulnerable adults at St Michael's undertake a checking process, culminating in a Disclosure & Barring Service (DBS) Check, which is renewed every five years.

During 2019, we were able to submit a positive Parish audit questionnaire to the Diocese over our 'Safer Recruiting' and general working practices. Going forward, we have a new Dashboard system which is open to view by the staff team and Diocese and will be a living view of our safeguarding actions. The Parish Safeguarding Policy was updated and ratified by the PCC in November 2019. Copies are available in the two church centres and the safeguarding section of the church website. You will see posters around the church estate, highlighting who to talk to about any safeguarding concerns. We also have a contact form on the website with a direct link to the Safeguarding Officer. One highlight of the year is the focus on upskilling and training. All PCC members have completed the mandatory safeguarding introduction and, during February, 30 church members completed the foundation training organised by our Children's Minister and run by the Diocese. Going forward, we will continue the emphasis on training and how we can apply what has been learnt within our church roles.

The Parish Safeguarding Officer for St Michael's is S Elgood.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1134709

Principal address

St Michael's Centre
North Road
Stoke Gifford
Bristol
BS34 8PD

**THE PAROCHIAL CHURCH COUNCIL OF THE
ECCLESIASTICAL PARISH OF STOKE GIFFORD**

**Report of the Trustees
FOR THE YEAR ENDED 31 DECEMBER 2019**

Trustees

S Jones	Rector	
T Benyon	Associate Vicar	
J Bradley	Associate Minister	
M Hepburn	Licensed Lay Minister (ex officio)	
J Hobbs	Licensed Lay Minister (ex officio)	
C Perkins	Licensed Lay Minister (ex officio)	Appointed 13-05-2019
J Spens	Licensed Lay Minister (ex officio)	
R Willerton	Licensed Lay Minister (ex officio) and Diocesan Synod Representative	
A Clare	Churchwarden	Resigned 24-04-2019
I Osborne	Churchwarden	
M Watkivs	Churchwarden	Appointed 24-04-2019
I Taylor	Co-opted (Operations Manager)	
A Volkmer	Co-opted (Financial Controller)	
D Adams	Deanery Synod Representative	Resigned 24-04-2019
J Allchorne	Elected member	Resigned 24-04-2019
E Bakewell	Elected member	Appointed 24-04-2019
A Emsley	Elected member	Resigned 11-11-2019
R Farrell	Elected member	Treasurer
P Hallett Allen	Elected member	Re-elected 24-04-2019
D McCann	Deanery Synod Representative	Appointed 24-04-2019
O McGregor	Elected member	Appointed 24-04-2019
C Murphy	Deanery Synod Representative	Appointed 01-09-2019
K Needham	Elected member	
J Peacey	Elected member	Resigned 24-04-2019
M Peacey	Elected member	
M Roach	Elected member	Appointed 24-04-2019
L Thomas	Diocesan Synod Representative	PCC Secretary from 11-11-2019
M Watkins	Deanery Synod Representative	Resigned 11-11-2019
		PCC Secretary to 11-11-2019
V Wicks	Elected member	

Auditors

Haines Watts Bristol Limited
Chartered Accountants and Statutory Auditors
Bath House
6-8 Bath Street
Bristol
BS1 6HL

Web addresses

www.stmichaelsbristol.org

**THE PAROCHIAL CHURCH COUNCIL OF THE
ECCLESIASTICAL PARISH OF STOKE GIFFORD**

**Report of the Trustees
FOR THE YEAR ENDED 31 DECEMBER 2019**

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The PCC is responsible for all parish finance, its management and control, including the appointment of a treasurer. While it may delegate some of its duties, this does not remove its legal responsibilities.

Charity law requires the PCC as trustees of the church to prepare a trustees' annual report and financial statements for each financial year that give a true and fair view of the church's financial activities during the year and of its financial position at the end of the year. The PCC is also required to ensure that these are subjected to an annual independent examination or audit and to present these to the APCM in accordance with the Church Representation Rules.

In preparing these financial statements, the PCC is required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements; and
- Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the church and enable them to ensure that the financial statements comply with the Charities Act 2011 and applicable accounting standards. They are also responsible for safeguarding the assets of the church and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the board of trustees on and signed on its behalf by:

.....
S Jones – Rector and Chair of Trustees

**Report of the Independent Auditors to the Trustees of
The Parochial Church Council of the
Ecclesiastical Parish of Stoke Gifford**

Opinion

We have audited the financial statements of The Parochial Church Council of the Ecclesiastical Parish of Stoke Gifford (the 'charity') for the year ended 31 December 2019 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 December 2019 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

However, not all future events or conditions can be predicted. The COVID-19 viral pandemic is one of the most significant economic events for the UK with unprecedented levels of uncertainty of outcomes. It is therefore difficult to evaluate all of the potential implications on the charity's operations and activities. The trustees' view on the impact of COVID-19 is disclosed on page 6, of the Trustees' Report.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the trustees' annual report, other than the financial statements and our auditor's report thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

**Report of the Independent Auditors to the Trustees of
The Parochial Church Council of the
Ecclesiastical Parish of Stoke Gifford**

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities, the trustees are responsible for the preparation of the financial statements which give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

Our responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Independent Auditors.

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with Section 144 of the Charities Act 2011 and regulations made under Section 154 of that Act. Our audit work has been undertaken so that we might state to the charity's trustees and the trustees those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Haines Watts Bristol Limited
Chartered Accountants and Statutory Auditors
Eligible to act as an auditor in terms of Section 1212 of the Companies Act 2006
Bath House
6-8 Bath Street
Bristol
BS1 6HL

Date:

**THE PAROCHIAL CHURCH COUNCIL OF THE
ECCLESIASTICAL PARISH OF STOKE GIFFORD**

**Statement of Financial Activities
FOR THE YEAR ENDED 31 DECEMBER 2019**

	Notes	Unrestricted funds £	Restricted funds £	2019 Total funds £	2018 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	582,210	57,678	639,888	377,142
Charitable activities	5				
Ministry and mission		17,579	-	17,579	107,606
Coffee Shop		80,193	-	80,193	70,705
Pre-school and Nursery		439,054	141,390	580,444	549,356
Raising funds	3	531	477	1,008	-
Investment income	4	1,677	8	1,685	2,222
Other income	6	-	109,939	109,939	89,102
Total		1,121,244	309,492	1,430,736	1,196,133
EXPENDITURE ON					
Raising funds	7	-	133	133	-
Charitable activities	8				
Ministry and mission		529,914	184,501	714,415	567,399
Coffee Shop		84,309	-	84,309	77,463
Pre-school and Nursery		417,404	141,390	558,794	540,195
Total		1,031,627	326,024	1,357,651	1,185,057
NET INCOME/(EXPENDITURE)		89,617	(16,532)	73,085	11,076
Transfers between funds	24	(3,780)	3,780	-	-
Net movement in funds		85,837	(12,752)	73,085	11,076
RECONCILIATION OF FUNDS					
Total funds brought forward		413,679	33,227	446,906	435,830
TOTAL FUNDS CARRIED FORWARD		499,516	20,475	519,991	446,906

The notes form part of these financial statements

**THE PAROCHIAL CHURCH COUNCIL OF THE
ECCLESIASTICAL PARISH OF STOKE GIFFORD**

**Balance Sheet
31 DECEMBER 2019**

	Notes	Unrestricted funds £	Restricted funds £	2019 Total funds £	2018 Total funds £
CURRENT ASSETS					
Stocks	18	841	-	841	1,162
Debtors: amounts falling due within one year	19	25,568	15,881	41,449	31,278
Debtors: amounts falling due after more than one year	19	375,000	-	375,000	453,125
Cash at bank and in hand		<u>574,357</u>	<u>4,604</u>	<u>578,961</u>	<u>459,221</u>
		975,766	20,485	996,251	944,786
CREDITORS					
Amounts falling due within one year	20	<u>(101,250)</u>	<u>(10)</u>	<u>(101,260)</u>	<u>(44,755)</u>
NET CURRENT ASSETS		<u>874,516</u>	<u>20,475</u>	<u>894,991</u>	<u>900,031</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		874,516	20,475	894,991	900,031
CREDITORS					
Amounts falling due after more than one year	21	<u>(375,000)</u>	<u>-</u>	<u>(375,000)</u>	<u>(453,125)</u>
NET ASSETS		<u><u>499,516</u></u>	<u><u>20,475</u></u>	<u><u>519,991</u></u>	<u><u>446,906</u></u>

The notes form part of these financial statements

**THE PAROCHIAL CHURCH COUNCIL OF THE
ECCLESIASTICAL PARISH OF STOKE GIFFORD**

**Balance Sheet - continued
31 DECEMBER 2019**

FUNDS	24		
Unrestricted funds		499,516	413,679
Restricted funds		<u>20,475</u>	<u>33,227</u>
TOTAL FUNDS		<u>519,991</u>	<u>446,906</u>

The financial statements were approved by the Board of Trustees and authorised for issue on and were signed on its behalf by:

.....
S Jones - Rector and Chair of Trustees

.....
I Osborne - Churchwarden

.....
M Watkivs - Churchwarden

The notes form part of these financial statements

**THE PAROCHIAL CHURCH COUNCIL OF THE
ECCLESIASTICAL PARISH OF STOKE GIFFORD**

**Cash Flow Statement
FOR THE YEAR ENDED 31 DECEMBER 2019**

	Notes	2019 £	2018 £
Cash flows from operating activities			
Cash generated from operations	1	<u>180,555</u>	<u>91,459</u>
Net cash provided by operating activities		<u>180,555</u>	<u>91,459</u>
Cash flows from investing activities			
Interest received		<u>1,685</u>	<u>2,222</u>
Net cash provided by investing activities		<u>1,685</u>	<u>2,222</u>
Cash flows from financing activities			
Loan repayments in year		<u>(62,500)</u>	<u>(62,500)</u>
Net cash used in financing activities		<u>(62,500)</u>	<u>(62,500)</u>
		<hr/>	<hr/>
Change in cash and cash equivalents in the reporting period		119,740	31,181
Cash and cash equivalents at the beginning of the reporting period		<u>459,221</u>	<u>428,040</u>
Cash and cash equivalents at the end of the reporting period		<u>578,961</u>	<u>459,221</u>

The notes form part of these financial statements

**THE PAROCHIAL CHURCH COUNCIL OF THE
ECCLESIASTICAL PARISH OF STOKE GIFFORD**

**Notes to the Cash Flow Statement
FOR THE YEAR ENDED 31 DECEMBER 2019**

1. RECONCILIATION OF NET INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2019	2018
	£	£
Net income for the reporting period (as per the Statement of Financial Activities)	73,085	11,076
Adjustments for:		
Interest received	(1,685)	(2,222)
Decrease in stocks	321	122
Decrease in debtors	67,954	97,656
Increase/(decrease) in creditors	40,880	(15,173)
Net cash provided by operations	<u>180,555</u>	<u>91,459</u>

2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.1.19	Cash flow	At 31.12.19
	£	£	£
Net cash			
Cash at bank and in hand	<u>459,221</u>	<u>119,740</u>	<u>578,961</u>
	<u>459,221</u>	<u>119,740</u>	<u>578,961</u>
Debt			
Debts falling due within 1 year	-	(15,625)	(15,625)
Debts falling due after 1 year	<u>(453,125)</u>	<u>78,125</u>	<u>(375,000)</u>
	<u>(453,125)</u>	<u>62,500</u>	<u>(390,625)</u>
Total	<u>6,096</u>	<u>182,240</u>	<u>188,336</u>

The notes form part of these financial statements

**THE PAROCHIAL CHURCH COUNCIL OF THE
ECCLESIASTICAL PARISH OF STOKE GIFFORD**

**Notes to the Financial Statements
FOR THE YEAR ENDED 31 DECEMBER 2019**

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

Stoke Gifford PCC is an unincorporated charity. The address of the principal office is given in the Trustees report, page 7 of these financial statements. The nature of the charity's operations and principal activities are detailed in the Trustees report of these financial statements.

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The financial statements are prepared in sterling which is the functional currency of the charity and are rounded to the nearest £.

The financial statements have been prepared on a going concern basis after consideration by the trustees of the commitments provided to St Michael's Church Centre Ltd in connection with the funding for the construction of the Church Centre building. As discussed in note 26 to the financial statements, the charity took loans of £375,000 and £250,000 from the Diocese of Bristol, the funds from which have been passed to St Michael's Church Centre Ltd. To date, repayments of £234,375 have been made. In addition, the charity has provided a letter of comfort to CAF Bank recognising the moral obligation the charity has in respect of an £800,000 loan provided to St Michael's Church Centre Ltd in the event of any default. The total value of this loan at the year-end was £448,497.

The trustees have considered the potential impact on the charity in the event of default on either or both of these debts by St Michael's Church Centre Ltd, and believe that the charity would be able to continue to meet its current obligations for at least a period of one year should this happen, due to the continued support of the Diocese of Bristol and the security the freehold property of the new Church Centre would provide. Current cash resources within the charity would enable on-going operation of the charity to continue for the foreseeable future whilst any issues on default of the loans were managed. Although this is only an uncertainty, the trustees have had due regard to the situation, and have decided that no adjustment to the figures, which would be required if the charity was not a going concern, is required.

Impact of Covid-19 on St Michael's Church

As concluded above, the accounts have been prepared on the assumption that the charity is able to continue as a going concern. However, the COVID-19 pandemic is likely to have a profound impact on the global economy, and may in turn affect the charity. The trustees have considered the impact of this issue on the charity's current and future financial position. The charity holds general reserves of £67,498, designated reserves that can be drawn down if necessary of £198,514 and a cash balance of £578,961. The trustees consider that the charity has sufficient cash reserves to continue as a going concern for a period of at least 12 months from the date on which these financial statements are approved.

**THE PAROCHIAL CHURCH COUNCIL OF THE
ECCLESIASTICAL PARISH OF STOKE GIFFORD**

**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 DECEMBER 2019**

1. ACCOUNTING POLICIES - continued

Income

Collections are recognised when received by or on behalf of the PCC. Planned giving receivable under gift aid is recognised only when received. Income tax recoverable on gift aid donations is recognised when the related income is recognised. Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement and the amount due. Rental income from the letting of church premises is recognised when the rental is due. Other income is recognised on a receipts basis. The value of services provided by volunteers has not been included. Coffee Shop income is accounted for on a cash received basis. Pre-school and Nursery income is accounted for on an accrual basis.

Grants

Grants, including grants for the purchase of fixed assets, are recognised in full in the Statement of Financial Activities in the year in which they are receivable, where all conditions associated with the grant have been met. Where conditions exist which remain unsatisfied, the grant is treated as a liability until the conditions have been substantially met.

Expenditure

Liabilities are recognised when goods or services have been supplied or provided to the charity, and where services relate to the accounting period but are provided subsequently.

Where expenditure does not fall entirely within one cost category, it is apportioned between categories so as to reflect an appropriate division of costs. VAT on expenditure is irrecoverable and costs reported in the financial statements include such VAT.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Tangible fixed assets

Consecrated and beneficed property is excluded from the accounts by the Charities Act 2011. No value is placed on movable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this to be inalienable property. All expenditure incurred during the year on consecrated or beneficed buildings and movable church furnishings, whether maintenance or improvement, is written off as expenditure in the Statement of Financial Activities.

The PCC policy is to capitalise significant capital expenditure over £2,500.

Depreciation

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Leasehold property improvements - 6 years, straight line

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items. Cost comprises direct materials and those overheads that have been incurred in bringing the stocks to their present location and condition.

Taxation

The charity is exempt from tax on its charitable activities.

**THE PAROCHIAL CHURCH COUNCIL OF THE
ECCLESIASTICAL PARISH OF STOKE GIFFORD**

**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 DECEMBER 2019**

1. ACCOUNTING POLICIES - continued

Debtors

Debtors are measured on initial recognition at settlement amount after any amounts advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.

Cash and short term investments

Cash at bank is held to meet short-term cash commitments as they fall due rather than for investment purposes and includes all cash equivalents held in the form of short-term highly liquid investments. Cash equivalents are short-term, highly liquid investments that are readily convertible to known amounts of cash and that are subject to an insignificant risk of changes in value.

Creditors

The charity has creditors which are measured at settlement amounts.

Financial Instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments. Financial instruments are recognised when the charity becomes party to the contractual provisions of the instrument. Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include trade and other debtors, amounts due from group undertakings and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost. Financial assets are derecognised only when the contractual rights to the cash flows from the asset expire or are settled, or when the charity transfers the financial asset and substantially all the risks and rewards of ownership to another entity, or if some significant risks and rewards of ownership are retained but control of the asset has transferred to another party that is able to sell the asset in its entirety to an unrelated third party.

Basic financial liabilities

Basic financial liabilities, including trade and other creditors and amounts due to group undertakings are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Debt instruments are subsequently carried at amortised cost, using the effective interest rate method. Financial liabilities are derecognised when, and only when, the charity's contractual obligations are discharged, cancelled, or they expire.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

**THE PAROCHIAL CHURCH COUNCIL OF THE
ECCLESIASTICAL PARISH OF STOKE GIFFORD**

**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 DECEMBER 2019**

1. ACCOUNTING POLICIES - continued

Pension costs and other post-retirement benefits

The charity participates in the Pension Builder Scheme section of Church Workers Pension Fund (CWPF) for lay staff. The Scheme is administered by the Church of England Pensions Board, which holds the assets of the schemes separately from those of the Employer and the other participating employers.

The scheme is a multi-employer scheme as described in Section 28 of FRS 102 as it is not possible to attribute the Pension Builder Scheme's assets and liabilities to specific employers. This means that contributions are accounted for as if the Scheme were a defined contribution scheme.

Donated goods, services and facilities

Donated goods, services or facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. On receipt, donated services and facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

2. DONATIONS AND LEGACIES

	2019	2018
	£	£
Standing orders	259,620	243,260
Weekly offering scheme	515	572
Other planned giving	112,383	50,847
Church collections	6,792	6,767
Sundry donations	3,309	4,259
Gift aid tax refunds	81,446	66,437
Legacies	175,823	5,000
	<u>639,888</u>	<u>377,142</u>

3. RAISING FUNDS

	2019	2018
	£	£
Fundraising events	<u>1,008</u>	<u>-</u>

4. INVESTMENT INCOME

	2019	2018
	£	£
Deposit account interest	<u>1,685</u>	<u>2,222</u>

**THE PAROCHIAL CHURCH COUNCIL OF THE
ECCLESIASTICAL PARISH OF STOKE GIFFORD**

**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 DECEMBER 2019**

5. INCOME FROM CHARITABLE ACTIVITIES

		2019	2018
	Activity	£	£
Church lettings	Ministry and mission	1,175	1,025
Wedding and funeral fees	Ministry and mission	2,051	2,824
Ministries	Ministry and mission	7,487	8,198
Youth work	Ministry and mission	6,866	3,964
Grants	Ministry and mission	-	88,594
Parish weekend	Ministry and mission	-	2,926
Other charitable activities	Ministry and mission	-	75
Coffee Shop takings	Coffee Shop	80,193	70,705
Grants	Pre-school and Nursery	141,890	127,974
Pre-school and Nursery fees	Pre-school and Nursery	<u>438,554</u>	<u>421,382</u>
		<u>678,216</u>	<u>727,667</u>

Grants received, included in the above, are as follows:

	2019	2018
	£	£
National Education Grants	141,390	127,974
DCMS Grant	-	8,594
Archbishops Council	-	5,000
St Michael's Church Centre Limited	-	75,000
Other	<u>500</u>	-
	<u>141,890</u>	<u>216,568</u>

6. OTHER INCOME

	2019	2018
	£	£
SMCC contribution to facilities	60,559	38,424
SMCC contribution to administration	<u>49,380</u>	<u>50,678</u>
	<u>109,939</u>	<u>89,102</u>

**THE PAROCHIAL CHURCH COUNCIL OF THE
ECCLESIASTICAL PARISH OF STOKE GIFFORD**

**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 DECEMBER 2019**

7. RAISING FUNDS

Raising donations and legacies

	2019	2018
	£	£
Fundraising event costs	<u>133</u>	<u>-</u>

8. CHARITABLE ACTIVITIES COSTS

	Direct Costs (see note 9)	Grant funding of activities (see note 10)	Support costs (see note 11)	Totals
	£	£	£	£
Ministry and mission	635,750	73,865	4,800	714,415
Coffee Shop	84,309	-	-	84,309
Pre-school and Nursery	<u>557,094</u>	<u>1,700</u>	<u>-</u>	<u>558,794</u>
	<u>1,277,153</u>	<u>75,565</u>	<u>4,800</u>	<u>1,357,518</u>

9. DIRECT COSTS OF CHARITABLE ACTIVITIES

	2019	2018
	£	£
Staff costs	534,965	492,767
Other operating leases	33,065	30,394
Ministry	20,013	17,433
Youth and student work	23,237	18,165
Administration- general	12,864	11,988
Parish share	158,400	144,000
SMCC Contribution	92,445	79,200
Property costs	138,504	81,549
Employment costs - Other	117,725	93,755
Legal fees	596	-
Pre-school - catering	35,341	33,459
Pre-school - property costs	31,539	51,207
Pre-school - other	52,358	42,847
Coffee Shop - direct costs	26,101	21,836
Coffee Shop - other	-	6,794
	<u>1,277,153</u>	<u>1,125,394</u>

Direct costs in the previous year have been reallocated to reflect the nature of costs.

**THE PAROCHIAL CHURCH COUNCIL OF THE
ECCLESIASTICAL PARISH OF STOKE GIFFORD**

**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 DECEMBER 2019**

10. GRANTS PAYABLE

	2019	2018
	£	£
Ministry and mission	73,865	51,933
Pre-school and Nursery	<u>1,700</u>	<u>2,930</u>
	<u>75,565</u>	<u>54,863</u>

The total grants paid to institutions during the year was as follows:

	2019	2018
	£	£
SIITA Nest Children's Home - Uganda	32,533	15,560
Family Impact - Zimbabwe	-	1,100
Network Counselling	2,690	2,520
Faith Home for Children - India	4,400	-
Crisis Centre	3,526	3,852
Eurovangelism	360	4,440
Peace and Hope Trust - Nicaragua	2,160	2,040
Univida - Brazil	2,760	3,640
Other	1,352	4,010
Axe Valley Christian Trust	1,250	1,000
Bridges for Communities	1,612	1,590
Caring at Christmas	956	1,138
The Brickworks	3,000	1,600
Kenya Thriving	500	1,000
Hope Church Rhondda	<u>1,200</u>	-
	<u>58,299</u>	<u>43,490</u>

Individuals experiencing difficulties are assisted through friendship and also in monetary form as appropriate. During the year, grants of £17,266 (2018 - £11,373) were paid to individuals. Where monetary support removes duplication of effort or where the charity does not have sufficient resources to be effective on its own, the charity shares the light and love of God through its monetary support of other churches and charities working within Bristol and the surrounding area.

**THE PAROCHIAL CHURCH COUNCIL OF THE
ECCLESIASTICAL PARISH OF STOKE GIFFORD**

**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 DECEMBER 2019**

11. SUPPORT COSTS

	Governance costs £
Ministry and mission	<u>4,800</u>

Support costs, included in the above, are as follows:

Governance costs

	2019	2018
	Ministry and mission £	Total activities £
Auditors' remuneration	<u>2,800</u>	<u>2,800</u>
Accounts preparation	<u>2,000</u>	<u>2,000</u>
	<u>4,800</u>	<u>4,800</u>

12. AUDITORS' REMUNERATION

	2019	2018
	£	£
Fees payable to the charity's auditors for the audit of the charity's financial statements	<u>2,800</u>	<u>2,800</u>
Accounts preparation	<u>2,000</u>	<u>2,000</u>
Total fees payable	<u>4,800</u>	<u>4,800</u>

13. TRUSTEES' REMUNERATION AND BENEFITS

The trustees all give freely of their time and expertise.

During 2019, payment was made under an employment contract to A Volkmer, in her role as Financial Controller. A Volkmer was a co-opted trustee by virtue of her position as Financial Controller and received total employee benefits of £9,753 and pension contributions of £430.

Payment was also made during the year under an employment contract to I Taylor, in his role as Operations Director. I Taylor was a co-opted trustee by virtue of his position as Operations Director and received total employee benefits of £13,527 and pension contributions of £596.

Payment was made under an employment contract during the year to L Thomas, in her role as Church Administrator. L Thomas was a Diocesan Synod Representative and received total employee benefits of £11,758 and pension contributions of £518.

In addition, payment was made under an employment contract during the year to C Murphy, in her role as Events Co-ordinator and Vicar's PA. C Murphy was a Diocesan Synod Representative and received total employee benefits of £2,688 and pension contributions of £120.

**THE PAROCHIAL CHURCH COUNCIL OF THE
ECCLESIASTICAL PARISH OF STOKE GIFFORD**

**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 DECEMBER 2019**

13. TRUSTEES' REMUNERATION AND BENEFITS - continued

Trustees' expenses

During the year 2 trustees (2018: 2) had their expenses met by the PCC. Expenses of £2,232 (2018 - £2,318) were paid for travel, subsistence, phone services, hospitality and provision of musical equipment.

14. STAFF COSTS

	2019	2018
	£	£
Wages and salaries	475,517	440,750
Social security costs	36,801	32,071
Other pension costs	22,647	19,946
	<u>534,965</u>	<u>492,767</u>

The average monthly number of employees during the year was as follows:

	2019	2018
Pre-school and Nursery	25	25
Coffee Shop	6	5
Church administration	4	3
Youth, student and children's minister	1	1
Facilities	1	1
	<u>37</u>	<u>35</u>

No employees received emoluments in excess of £60,000.

Staff costs by activity during the year were as follows:

	2019	2018
	£	£
PCC	79,095	66,772
Pre-school and Nursery	398,858	377,162
Coffee Shop	57,012	48,833
	<u>534,965</u>	<u>492,767</u>

In addition to the above, other employment costs of £109,939 (2018 - £89,102) were incurred by the PCC for staff who are jointly employed by the PCC and SMCC but working for SMCC. Contributions have been made by SMCC and are included in other income.

**THE PAROCHIAL CHURCH COUNCIL OF THE
ECCLESIASTICAL PARISH OF STOKE GIFFORD**

**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 DECEMBER 2019**

15. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	352,304	24,838	377,142
Charitable activities			
Ministry and mission	16,086	91,520	107,606
Coffee Shop	70,705	-	70,705
Pre-school and Nursery	421,382	127,974	549,356
Investment income	2,217	5	2,222
Other income	-	89,102	89,102
Total	862,694	333,439	1,196,133
EXPENDITURE ON			
Charitable activities			
Ministry and mission	371,448	195,951	567,399
Coffee Shop	77,463	-	77,463
Pre-school and Nursery	540,195	-	540,195
Total	989,106	195,951	1,185,057
NET INCOME/(EXPENDITURE)	(126,412)	137,488	11,076
Transfers between funds	124,374	(124,374)	-
Net movement in funds	(2,038)	13,114	11,076
RECONCILIATION OF FUNDS			
Total funds brought forward	415,717	20,113	435,830
TOTAL FUNDS CARRIED FORWARD	413,679	33,227	446,906

**THE PAROCHIAL CHURCH COUNCIL OF THE
ECCLESIASTICAL PARISH OF STOKE GIFFORD**

**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 DECEMBER 2019**

16. DONATED GOODS, SERVICES AND FACILITIES

During the year, the church has benefitted from numerous services provided by volunteers covering areas such as children's and youth work, coffee shop, and all areas of ministry. Further services have been provided in the form of assistance with maintenance, finance and administration. It is not possible to measure the financial benefit of such services in the accounts.

During the year, a number of supplies have been donated to further the ministry of the church. It has not been possible to value the goods donated and the trustees do not believe the total value is material to the financial statements.

During the year, the charity has recognised the value of the provision of facilities in the Church Centre and made a payment of £92,445 (2018 - £79,200) to St Michael's Church Centre Limited accordingly.

Similarly, SMCC Limited has recognised the work carried out for administration and building maintenance of Church Centre by staff who are jointly employed by the PCC and SMCC. Contributions of £49,380 (2018 - £50,678) and £60,559 (2018 - £38,424) have been made in relation to administration and building maintenance respectively and are included in other income in the financial statements.

17. TANGIBLE FIXED ASSETS

	Improvements to property £
COST	
At 1 January 2019 and 31 December 2019	<u>86,916</u>
DEPRECIATION	
At 1 January 2019 and 31 December 2019	<u>86,916</u>
NET BOOK VALUE	
At 31 December 2019	<u><u>-</u></u>
At 31 December 2018	<u><u>-</u></u>

18. STOCKS

	2019 £	2018 £
Stocks	<u>841</u>	<u>1,162</u>

**THE PAROCHIAL CHURCH COUNCIL OF THE
ECCLESIASTICAL PARISH OF STOKE GIFFORD**

**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 DECEMBER 2019**

19. DEBTORS

	2019	2018
	£	£
Amounts falling due within one year:		
Tax refunds	13,142	23,073
Pre-school fees owing	7,428	6,554
St Michael's Church Centre Ltd	-	15
Other debtors	5,254	1,636
Loan to St Michael's Church Centre Ltd	<u>15,625</u>	<u>-</u>
	<u>41,449</u>	<u>31,278</u>
Amounts falling due after more than one year:		
Loan to St Michael's Church Centre Ltd	<u>375,000</u>	<u>453,125</u>
Aggregate amounts	<u>416,449</u>	<u>484,403</u>

The onward loan of the Diocesan loan to SMCC of £15,625 is to be repaid by April 2020, and the loan of £375,000 is to be repaid by 30th June 2024. See related parties (note 24) for more details of the loan.

20. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2019	2018
	£	£
Other loans (see note 22)	15,625	-
Pension contributions payable	4,360	3,023
Other creditors	37,505	4,543
Pre-school deposits held	9,700	8,800
St Michael's Church Centre Ltd	11	-
Accrued expenses	10,539	7,117
Pre-school fees received in advance	<u>23,520</u>	<u>21,272</u>
	<u>101,260</u>	<u>44,755</u>

**THE PAROCHIAL CHURCH COUNCIL OF THE
ECCLESIASTICAL PARISH OF STOKE GIFFORD**

**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 DECEMBER 2019**

21. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

	2019	2018
	£	£
Other loans (see note 22)	<u>375,000</u>	<u>453,125</u>

The onward loan of the Diocesan loan to the SMCC of £15,625 is to be repaid by April 2020, and the loan of £375,000 is to be repaid by 30th June 2024. See related parties (note 24) for more details of the loan.

22. LOANS

An analysis of the maturity of loans is given below:

	2019	2018
	£	£
Amounts falling due within one year on demand:		
Loan from Diocese of Bristol	<u>15,625</u>	<u>-</u>
Amounts falling between one and two years:		
Loan from Diocese of Bristol	<u>-</u>	<u>78,125</u>
Amounts falling due in more than five years:		
Repayable by instalments:		
Loan from Diocese of Bristol	375,000	375,000

23. LEASING AGREEMENTS

The following operating lease payments are committed to be paid as follows:

	Land and buildings		Other operating leases	
	2019	2018	2019	2018
	£	£	£	£
Expiring:				
Within one year	30,000	30,000	1,065	1,065
Between one and five years	100,000	120,000	2,130	3,165
In more than five years	<u>-</u>	<u>10,000</u>	<u>-</u>	<u>-</u>
	<u>130,000</u>	<u>160,000</u>	<u>3,195</u>	<u>4,260</u>

**THE PAROCHIAL CHURCH COUNCIL OF THE
ECCLESIASTICAL PARISH OF STOKE GIFFORD**

**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 DECEMBER 2019**

24. MOVEMENT IN FUNDS

	At 1.1.19 £	Net movement in funds £	Transfers between funds £	At 31.12.19 £
Unrestricted funds				
General fund	72,550	55,626	(60,678)	67,498
Windfall fund	132,292	749	-	133,041
Brimble fund	14,650	175,823	(125,000)	65,473
Service fund	1,383	(30)	-	1,353
Missionary Bursaries fund	8,019	(33,642)	36,668	11,045
Fabric fund	6,407	(124,389)	128,000	10,018
Library fund	7,256	(1,621)	-	5,635
Vicarage redecoration and music fund	4,329	(2,886)	-	1,443
Coffee Shop fund	(1,733)	(3,106)	17,230	12,391
Pre-school and Nursery fund	150,703	34,622	(35,000)	150,325
Pre-school and Nursery Repairs fund	13,367	(9,035)	35,000	39,332
Pre-school and Nursery Mission Hardship fund	4,456	(2,494)	-	1,962
	<u>413,679</u>	<u>89,617</u>	<u>(3,780)</u>	<u>499,516</u>
Restricted funds				
Sharing fund	6,352	(1,378)	-	4,974
Fabric HOTC grant fund	12,000	-	-	12,000
Rowe Trust fund	267	(39)	-	228
Parish Weekend fund	885	-	-	885
SIITA fund	-	(3,774)	3,780	6
Children's Ministry	18	610	-	628
Health & Safety Officer	208	(208)	-	-
Church Repair fund	13,497	(11,743)	-	1,754
	<u>33,227</u>	<u>(16,532)</u>	<u>3,780</u>	<u>20,475</u>
TOTAL FUNDS	<u>446,906</u>	<u>73,085</u>	<u>-</u>	<u>519,991</u>

**THE PAROCHIAL CHURCH COUNCIL OF THE
ECCLESIASTICAL PARISH OF STOKE GIFFORD**

**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 DECEMBER 2019**

24. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	422,073	(366,447)	55,626
Windfall fund	749	-	749
Brimble fund	175,823	-	175,823
Service fund	-	(30)	(30)
Missionary Bursaries fund	20	(33,662)	(33,642)
Fabric fund	-	(124,389)	(124,389)
Library fund	-	(1,621)	(1,621)
Vicarage redecoration and music fund	879	(3,765)	(2,886)
Coffee Shop fund	81,203	(84,309)	(3,106)
Pre-school and Nursery fund	440,297	(405,675)	34,622
Pre-school and Nursery Repairs fund	-	(9,035)	(9,035)
Pre-school and Nursery Mission Hardship fund	200	(2,694)	(2,494)
	1,121,244	(1,031,627)	89,617
Restricted funds			
Sharing fund	3,831	(5,209)	(1,378)
Rowe Trust fund	8	(47)	(39)
SIITA fund	28,759	(32,533)	(3,774)
Carols On The Green fund	2,299	(2,299)	-
Nursery Education Grants fund	141,390	(141,390)	-
Children's Ministry	17,770	(17,160)	610
SMCC salary contribution	109,939	(109,939)	-
Health & Safety Officer	5,496	(5,704)	(208)
Church Repair fund	-	(11,743)	(11,743)
	309,492	(326,024)	(16,532)
TOTAL FUNDS	1,430,736	(1,357,651)	73,085

**THE PAROCHIAL CHURCH COUNCIL OF THE
ECCLESIASTICAL PARISH OF STOKE GIFFORD**

**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 DECEMBER 2019**

24. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.1.18 £	Net movement in funds £	Transfers between funds £	At 31.12.18 £
Unrestricted funds				
General fund	86,248	24,117	(37,815)	72,550
Windfall fund	120,187	493	11,612	132,292
Brimble fund	14,650	-	-	14,650
Service fund	1,383	-	-	1,383
Missionary Bursaries fund	5,664	(28,860)	31,215	8,019
Fabric fund	4,468	(1,061)	3,000	6,407
Library fund	8,722	(1,466)	-	7,256
Vicarage redecoration and music fund	4,329	-	-	4,329
Coffee Shop fund	813	(2,546)	-	(1,733)
Pre-school and Nursery fund	139,090	(82,169)	93,782	150,703
Pre-school and Nursery Repairs fund	25,357	(31,990)	20,000	13,367
Pre-school and Nursery Mission Hardship fund	<u>4,806</u>	<u>(2,930)</u>	<u>2,580</u>	<u>4,456</u>
	415,717	(126,412)	124,374	413,679
Restricted funds				
Sharing fund	6,817	(465)	-	6,352
Fabric HOTC grant fund	12,000	-	-	12,000
Rowe Trust fund	477	(210)	-	267
Parish Weekend fund	796	89	-	885
SIITA fund	5	(3,605)	3,600	-
Nursery Education Grants fund	-	127,974	(127,974)	-
Children's Ministry	18	-	-	18
Health & Safety Officer	-	208	-	208
Church Repair fund	<u>-</u>	<u>13,497</u>	<u>-</u>	<u>13,497</u>
	<u>20,113</u>	<u>137,488</u>	<u>(124,374)</u>	<u>33,227</u>
TOTAL FUNDS	<u>435,830</u>	<u>11,076</u>	<u>-</u>	<u>446,906</u>

**THE PAROCHIAL CHURCH COUNCIL OF THE
ECCLESIASTICAL PARISH OF STOKE GIFFORD**

**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 DECEMBER 2019**

24. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	363,439	(339,322)	24,117
Windfall fund	493	-	493
Missionary Bursaries fund	95	(28,955)	(28,860)
Fabric fund	-	(1,061)	(1,061)
Library fund	644	(2,110)	(1,466)
Coffee Shop fund	74,917	(77,463)	(2,546)
Pre-school and Nursery fund	423,106	(505,275)	(82,169)
Pre-school and Nursery Repairs fund	-	(31,990)	(31,990)
Pre-school and Nursery Mission Hardship fund	-	(2,930)	(2,930)
	862,694	(989,106)	(126,412)
Restricted funds			
Sharing fund	4,108	(4,573)	(465)
Rowe Trust fund	5	(215)	(210)
Parish Weekend fund	2,926	(2,837)	89
SIITA fund	11,955	(15,560)	(3,605)
Carols On The Green fund	2,540	(2,540)	-
Nursery Education Grants fund	127,974	-	127,974
SMCC salary contribution	89,102	(89,102)	-
Health & Safety Officer	5,735	(5,527)	208
Church Repair fund	89,094	(75,597)	13,497
	333,439	(195,951)	137,488
TOTAL FUNDS	<u>1,196,133</u>	<u>(1,185,057)</u>	<u>11,076</u>

General fund (unrestricted)

The fund represents the day to day operation of the Ministry and Mission of St Michael's Church.

During the year, £40,448 (2018 - £34,815) was transferred to the Missionary Bursaries fund in accordance with St Michael's grant making policy of setting aside 10 percent of voluntary planned giving for mission partners both in the UK and overseas. £3,000 (2018 - £3,000) was transferred to the Fabric fund as a provision for future costs. £17,230 was transferred to the Coffee Shop fund to reduce the historic debtor balance held in the Coffee Shop fund.

Windfall fund (unrestricted)

To provide a "reserve account" as a back-up to cover any deficits or special expenditure on the General Fund for the church.

Brimble fund (unrestricted)

To set aside legacy monies as a back-up to cover any deficits or special expenditure on the General Fund for the church. During the year £125,000 was transferred to the Fabric fund as a provision for future church repairs.

**THE PAROCHIAL CHURCH COUNCIL OF THE
ECCLESIASTICAL PARISH OF STOKE GIFFORD**

**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 DECEMBER 2019**

24. MOVEMENT IN FUNDS - continued

Missionary Bursaries fund (designated)

The fund represents amounts set aside for the support of missionaries both at home and abroad. During the year, £40,448 (2018 - £34,815) was transferred from general funds. £3,780 (2018 - £3,600) was transferred to the SIITA fund.

Fabric fund (designated)

Created to set aside a fund for current and future provision for maintaining the fabric of St Michael's Church. During the year, £3,000 (2018 - £3,000) was transferred from the general fund. £125,000 was transferred from the Brimble fund.

Library fund (designated)

Created to identify and make easy the administration of the income and expenditure associated with buying and selling books and cards for the church.

Vicarage Redecoration and music fund (designated)

Created to set aside a fund for current and future provision for maintaining the fabric of the current vicarage and for musical equipment.

Coffee Shop fund (designated)

The fund represents the operating of the St Michael's Coffee Shop. During the year £17,230 was transferred from the general fund.

Pre-school and Nursery fund (designated)

The fund represents the operation of the St Michael's Church Pre-School and Nursery.

During the year, a transfer of £35,000 (2018 - £20,000) was made to the Pre-school and Nursery Repairs fund as a provision for future repairs.

Pre-school and Nursery Repairs fund (designated)

A fund to set aside current and future maintenance of the fabric of the old vicarage building and grounds rented from the Diocese. During the year, a transfer of £35,000 (2018 - £20,000) was made to the Pre-school and Nursery fund as a provision for future repairs.

Sharing fund (restricted)

The fund represents donations given specifically for the purpose of alleviating financial hardship of individuals that are in need.

Fabric HOTC grant fund (restricted)

The fund represents a grant received specifically for the church fabric under the HOTC project remit.

SMCC salary contribution (restricted)

The fund represents the recharge of salaries to the PCC from SMCC, where employees are jointly employed by the PCC and SMCC, but are on the payroll of the PCC for administrative purposes.

Nursery Education Grants fund (restricted)

The fund represents grants received from South Gloucestershire Council. The level of NEG's received is conditional upon the numbers of eligible children in the Pre-School and Nursery.

Church Repair fund (restricted)

The fund represents grants received specifically for the repairs and renovation of St Michael's church tower.

**THE PAROCHIAL CHURCH COUNCIL OF THE
ECCLESIASTICAL PARISH OF STOKE GIFFORD**

**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 DECEMBER 2019**

24. MOVEMENT IN FUNDS - continued

Comparative analysis of net funds between funds, are as follows:

Fund balances as at 31 December 2018	Unrestricted funds £	Restricted funds £	Total funds £
Current assets	907,929	36,857	944,786
Current liabilities	<u>(41,125)</u>	<u>(3,630)</u>	<u>(44,755)</u>
Total net assets	866,804	33,227	900,031

25. EMPLOYEE BENEFIT OBLIGATIONS

St Michael's PCC (Stoke Gifford) (PB 2014) participates in the Pension Builder Scheme section of CWPf for lay staff. The Scheme is administered by the Church of England Pensions Board, which holds the assets of the schemes separately from those of the Employer and the other participating employers. The Church Workers Pension Fund has a section known as the Defined Benefits Scheme, a deferred annuity section known as Pension Builder Classic and a cash balance section known as Pension Builder 2014.

Pension Builder Scheme

The Pension Builder Scheme of the Church Workers Pension Fund is made up of two sections, Pension Builder Classic and Pension Builder 2014, both of which are classed as defined benefit schemes.

Pension Builder Classic provides a pension for members for payment from retirement, accumulated from contributions paid and converted into a deferred annuity during employment based on terms set and reviewed by the Church of England Pensions Board from time to time. Discretionary increases may also be added, depending on investment returns and other factors.

Pension Builder 2014 is a cash balance scheme that provides a lump sum that members use to provide benefits at retirement. Pension contributions are recorded in an account for each member. This account may have bonuses added by the Board before retirement. The bonuses depend on investment experience and other factors. There is no requirement for the Board grant any bonuses. The account, plus any bonuses declared, is payable from members' Normal Pension Age.

There is no sub-division of assets between employers in each section of the Pension Builder Scheme.

There were contributions of £4,360 (2018 - £3,023) outstanding at the year-end. The pensions costs charged to the SoFA in the year are contributions payable (2019: £22,647, 2018: £19,946).

A valuation of the Pension Builder Scheme is carried out once every three years. The most recent was carried out as at 31 December 2019.

For the Pension Builder Classic section, the valuation revealed a deficit of £14.2m on the ongoing assumptions used. At the most recent annual review, the Board chose not to grant a discretionary bonus, which will have acted to improve the funding position. There is no requirement for deficit payments at the current time.

For the Pension Builder 2014 section, the valuation revealed a surplus of £1.8m on the ongoing assumptions used. There is no requirement for deficit payments at the current time.

The legal structure of the scheme is such that if another employer fails, St Michael's PCC (Stoke Gifford) (PB 2014) could become responsible for paying a share of that employer's pension liabilities.

**THE PAROCHIAL CHURCH COUNCIL OF THE
ECCLESIASTICAL PARISH OF STOKE GIFFORD**

**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 DECEMBER 2019**

26. RELATED PARTY DISCLOSURES

Stoke Gifford PCC is a related party of St Michael's Church Centre (SMCC). The SMCC is responsible for the construction and operation of the St Michael's Church Centre. The SMCC and Stoke Gifford PCC have two trustees in common.

On 30th June 2014, Stoke Gifford PCC received a loan from the Diocese of Bristol in support of the construction of the St Michael's Church and Community Centre. This loan was at an interest rate of 0.55% over the CCLA base rate (during the year to 31 December 2019 was 0.5%), and it is required to be repaid by 30th June 2024 as funds allow. On 16th July 2014, these monies were onward loaned to SMCC on the same basis as St Michael's DCC received the loan from the Diocese.

During April and May of 2015, Stoke Gifford PCC received an additional loan of £250,000 from the Diocese of Bristol in support of the construction of the new St Michael's Church Centre. This loan was at an interest rate of 0.55% over the CCLA base rate (during the year to 31 December 2019 was 0.5%), and increasing by 0.5% each year until repaid by 2020. It is required to be repaid by May 2020 as funds allow. During April and May 2015, these monies were onward loaned to SMCC on the same basis as St Michael's DCC received the loan from the Diocese. Interest payments of £6,646 was paid by SMCC to the Diocese.

At the year end, the Diocese loans outstanding were £390,625 (2018 - £453,125)

It has also been agreed that the Stoke Gifford PCC should stand behind the Directors of St Michael's Church Centre Limited (SMCC) and offer a "letter of comfort" to CAF Bank in support of that loan of £800,000 (£448,497 outstanding at the year end), in regard to honouring the capital and interest repayments on that loan if required. Whilst this letter of comfort does not form a legal guarantee, it does represent the commitment of the DCC to support the charitable purpose of SMCC.

During the year, a contribution of £92,445 (2018 - £79,200) was paid to St Michael's Church Centre Limited from the ordinary fund in recognition of the use of the Church Centre and Old School Rooms for church activities.

Contributions of £49,380 (2018: £50,678) and £60,559 (2018: £38,424) have been received from SMCC in recognition of work carried out by employees who are jointly employed by the PCC and SMCC, for administration and building maintenance of the Church Centre respectively and are included in other income in the financial statements.

Contributions of £75,000 was received in 2018 from SMCC to the Church Tower Repairs fund in recognition of the renovation of the church tower.

Donations from trustees and related parties

The aggregate donations received from trustees were £102,901 (2018 - £84,579)

Other related party transactions

An allowance of £nil (2018 - £1,600) was paid to M Hepburn, a trustee, for hosting an intern.

An allowance of £nil (2018 - £1,600) was paid to S Jones, a trustee, for hosting interns.

An allowance of £2,400 (2018 - £800) was paid to J Bradley, a trustee for hosting a youth worker.

An allowance of £800 (2018 - £nil) was paid to M Roach, a trustee for hosting a student ministry worker.