

# **ST JOHN THE BAPTIST CHURCH WATERINGBURY**



**REPORTS FOR THE  
ANNUAL PAROCHIAL CHURCH MEETING  
11<sup>th</sup> MAY 2021**

## **A Message from your Churchwardens**

We are pleased to provide this booklet, comprising our Annual Reports, in advance of our Annual Parochial Church Meeting on Tuesday, 11<sup>th</sup> May 2021 at 7.30pm via Zoom.

Please try to read these reports ahead of the meeting as this will save considerable time at the meeting, and also allow for a more meaningful discussion to take place on any issues which warrant further attention.

This Review contains only the statutory reports, since our previous APCM was only six months ago, and much of church life was put on hold due to Covid restrictions.

We sincerely hope that the coming year will see us returning to a more normal church way of life, and we continue to pray for one another as we serve God together.

*Peter Bond & Liz Gummer*  
*Churchwardens*

***Parish Church of St John the Baptist, Wateringbury***  
**Annual Parochial Church Meeting**  
**to be held on Tuesday, 11<sup>th</sup> May 2021**

**AGENDA**

***Annual Vestry Meeting***

- 1 Prayers
- 2 Presentation of Notice convening the meeting
- 3 Minutes of the Vestry Meeting of Tuesday, 29<sup>th</sup> September 2020
- 4 Election of Churchwardens

***Annual Parochial Church Meeting***

- 1 Presentation of Notice convening the meeting
- 2 Apologies for Absence
- 3 Minutes of the Annual Meeting of Tuesday, 29<sup>th</sup> September 2020
- 4 Submission of Electoral Roll
- 5 PCC Report
- 6 Accounts for the Financial Year ended 31<sup>st</sup> December 2020
- 6a Election of Independent Financial Examiner for the current year
- 7 Churchwardens' Fabric Report
- 8 Deanery Synod Report
- 9 Churchwardens' Report
- 10 Vicar's Report
- 11 Election to Deanery Synod
- 12 Elections to Parochial Church Council
- 13 Questions from the Floor
- 14 Date of 2022 APCM
- 15 Date of 1<sup>st</sup> PCC meeting – 25<sup>th</sup> May 2021

***Parish Church of St John the Baptist, Wateringbury***

**Minutes of the Vestry Meeting of the Parish of St John the Baptist  
held virtually on Tuesday 29 September 2020**

**1. PRAYERS**

The Meeting opened with prayers.

**WELCOME**

Barry Fisher, Vice Chair of the PCC welcomed all and thanked them for joining the virtual meeting. A huge debt of thanks was given to Peter Bond for organising the technology.

**2. PRESENTATION OF NOTICE CONVENING THE MEETING**

Barry confirmed that the appropriate notice had been posted outside the church at the correct time.

**3. MINUTES OF THE VESTRY MEETING OF 24 April 2019**

The minutes of the previous meeting were taken as an accurate record, and would be physically signed by Barry Fisher when possible.

**4. ELECTION OF CHURCHWARDENS**

Written nomination forms for the office of Churchwarden had been received as follows:-

Peter Bond proposed by David Merry, seconded by Hilary Fisher.

Liz Gummer proposed by Jan Pursey, seconded by Sheena Stewart.

Barry explained as they were eligible for election and had consented to stand, and there were no other candidates, Peter Bond and Liz Gummer were duly re-elected as Churchwardens. Barry said that we were all eternally grateful for their continuing service for the church.

The Vestry meeting was then closed.

**Minutes of the Annual Parochial Church Meeting for the Parish of St John the Baptist Wateringbury  
held virtually on Tuesday 29 September 2020**

**1. PRESENTATION OF NOTICE CONVENING THE MEETING**

Barry Fisher opened the meeting by welcoming everyone and thanking them for attending the meeting. He confirmed that the appropriate notice had been posted outside the church.

**2. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Ted and Jane Bates and Jane Hambly. Barry read out an email from Ted and Jane thanking the Churchwardens for their sterling work this year.

**3. MINUTES OF THE ANNUAL MEETING OF 24 April 2019**

The minutes of the previous meeting had been checked by the PCC and issues arising had been addressed by the PCC over the year. The minutes were taken as an accurate record and they will be signed by Barry Fisher when possible.

**4. SUBMISSION OF ELECTORAL ROLL**

A report from Hilary Fisher on the Electoral Roll was read out. There are 77 persons on the roll and last year the roll was 78. There were the following changes – two deceased and one new admission. Barry thanked Hilary for all her work with the Electoral Roll.

**5. ANNUAL REPORTS**

Barry introduced the Church Wardens' report and invited any questions. Peter and Liz said a massive thank you was due to all who have helped keep the church going especially in the current climate.

From the Worship and Mission report Barry noted that it was good that the Bible club got going and thanks to Alastair for organising that.

Barry formally thanked the Pastoral Committee for all the work they do in the background.

Regarding the Deanery Synod, Barry reported that Suzanne Rowlinson is now the Deanery Treasurer and she is working her way through the process required to update the bank account. Barry is continuing as the Lay Chair and Sheena Stewart is the Deanery Secretary.

Turning to the Buildings Committee, a debt is owed to Liz for her leadership ensuring that all the work is done. Liz expressed her thanks to all members of the Committee for their hard work over the year.

The choir are deeply disappointed that they can't meet currently – the RSM is looking into the science of Covid transmission from singing.

Thanks go to Ruth Dunn for the huge success of Messy Church prior to Covid and it's hoped that this can resume when safe to do so.

Barry noted that we are blessed with excellent Foundation Governor Appointments to Wateringbury Primary School.

Thanks to the Holy Dusters teams who look after the church so well.

It was a great pleasure to hear the bells once again at the recent Sunday service.

Sadly Covid has caused the coffee, craft and chat morning meetings to come to a halt for now.

We are very fortunate to have Pauline Welch and Alice English acting as Anna Chaplains.

With regards to the weekly newsletter, a small team meet on a Monday to discuss the newsletter and forthcoming Sunday service and this appears to be working well.

## **6. PRESENTATION OF AUDITED ACCOUNTS FOR THE FINANCIAL YEAR ENDED 31ST DECEMBER 2019**

Unfortunately Jane Hambly the newly appointed Treasurer was unable to attend the meeting and so Peter Bond gave a report on her behalf. He started by saying just how much the church owes to Richard Dunn and wanted to record our appreciation and thanks. Richard's accounts were thorough and complete as always and Peter thanked all those who regularly give as this is so important at this time.

Peter thanked Gordon Self for his work as Gift Aid Secretary, and to Suzanne Rowlinson as retiring Benefice Treasurer – she has done a brilliant job, and Peter also expressed his thanks to Suzanne for auditing the church accounts. He gave a massive thanks to Richard for everything he did as it was a fantastic job.

Thanks were given to Jane Hambly for taking on the role and Peter is sure she will do a fabulous job. Liz thanked Peter for taking on the accounts prior to handing them over to Jane as it was a massive task.

## **7. ELECTIONS TO DEANERY SYNOD**

Barry explained that there were elections to the Deanery Synod this year but Alastair Byron had decided not to stand for re-election although Barry Fisher was happy to continue. Alice Dunstall offered herself for election and this was agreed as there were no other candidates.

## **8. ELECTIONS TO PAROCHIAL CHURCH COUNCIL**

PCC members are elected for a three year term and the process of rolling re-elections started two years ago continues. Eddie Scarlin has stood down but there was a completed nomination form for him to stand again. Bob Bowie has also stood down.

Alice Dunstall offered herself for election having been previously co-opted to the PCC. Bob Bowie has agreed to be co-opted to the PCC for the time being.

Alice Dunstall was nominated by Eddie Scarlin, seconded by Sheena Stewart  
Eddie Scarlin was nominated by Sheena Stewart, seconded by Jan Pursey

As there are four vacancies Barry declared they were re-elected and two of the roles were filled.

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults).

## **9. ANY OTHER BUSINESS**

Liz Gummer thanked all those involved in the Parish Profile process especially Barry and Kate at the interview stage and all look forward to a successful outcome.

Alastair Byron gave thanks to all the Lay Ministers especially Barry for working so hard during the interregnum. Barry felt that we had all worked together in love and fellowship over the years and that he is only doing what he has been called to do.

## **10. DATE OF 1<sup>st</sup> PCC MEETING**

The first PCC meeting of the new parochial year will be on Tuesday 10 November 2020.

## **ANNUAL REPORTS 2021 APCM**

### **PCC**

Wateringbury PCC numbers 12 this year including ex-officio members, one co-opted member and the appointed treasurer. During the year Bob Bowie was co-opted onto the PCC.

At our meetings we have covered many important areas of church life such as:

Appointment of our new vicar - Revd Gary Townsend to the benefice

Coronavirus and its impact on church life

Fund raising in view of the impact of Coronavirus

Deanery Mission and Ministry Plan

New benefice of Mereworth, West Peckham and Wateringbury

Church finances and budget

Proposed communications and audio visual upgrades

The year has been dominated by the Covid pandemic and the impact on church life including two closures of the church building. PCC and Standing Committee meetings have been conducted virtually. All church related events eg Messy Church, Coffee, Craft and Chat, and Lent Lunches etc all stopped at the original lockdown in March 2020 and at the time of writing had not restarted.

The PCC is indebted to Bob Bowie, Alice Dunstall and David Wilson-Green for providing the technology and knowhow for the online services and to those involved in the services in any way.

*Sheena Stewart*  
*PCC Secretary*

### **Finance**

See Accounts commencing on page 12

### **Churchwardens' Fabric Report**

Our last report covered the previous year up to lockdown in March 2020. Since then we have had our Quinquennial Inspection, which found no urgent actions required, apart from moving items in the WC area to aid wheelchair access. A number of minor repairs were noted, all of which were already known to us, and which are planned when any other works required will make them more cost effective, for example minor masonry and window repairs.

The handrail in the churchyard has been installed since the last report. Thanks go to Tim Dunmall of Yalding Forge for his excellent work, and to Jan Pursey for the remainder of the Mike Pursey Fund towards the cost. We also received a donation from the Parish Council and one anonymous donation, and we would like to thank both givers.

The audio / visual project is still very much at the forefront of our minds. A sub-group has been formed to carry this forward, using the quotations obtained by Richard Dunn.

A major electrical inspection of the whole church was carried out which highlighted some works to be carried out. Some of these were as a result of upgrading electrical standards and regulations. We also intend to carry out some of the recommendations alongside any audio / visual work as deemed suitable.

Otherwise, routine maintenance works have been carried out, and we would like to thank all the members of the Buildings Committee for their various contributions in this respect. In particular we would like to thank David Merry for the many hours he has given to the regular upkeep of the church grounds. Thank you also to those who came to our autumn churchyard tidy-up and carried out some excellent work. Finally we are also grateful to the Parish Council for maintaining the church grounds, grass cutting etc. and to the team who do the actual work.

There is nothing to report on goods and ornaments. Our inventory remains the same.

*Liz Gummer and Peter Bond*

### **Deanery Synod**

'Keeping together' was a strong motivating factor in arranging via Zoom our Deanery Synod meetings last October and in February this year. We sought to uphold the sense that we're not alone in facing up to and creatively responding to the challenges which the Covid pandemic has set for the church's worshipping life and outreach.

In October we shared the various initiatives which parishes had taken, especially using information technology in sustaining worship and undertaking pastoral work.

In February we had the perspective from the Diocese when Diocesan Communications Adviser Jenny Ross talked about her department's work. The Diocese are keen to hear about parish activities as well as offering their own expertise in using information technology/Social Media. The Digital Church Resource Hub is a significant part of the work being carried out as well as Digital webinars. At the same time support in dealing with the Media and crises continued to be given.

The synod welcomed Rev. Gary Townsend to his first meeting following his licensing on 30<sup>th</sup> January 2021 as Priest in Charge of the Benefice of Mereworth, Watlingtonbury and West Peckham. His Installation as Rector will follow when a service in church can be arranged.

The Synod noted that discussions with the Church Wardens of the BART Group, Leybourne and West Malling and Offham on pastoral organisation were continuing as part of the Deanery Mission and Ministry Plan

*Barry Fisher Lay Co Chair Malling Deanery Synod*

### **Churchwardens' Report**

This year has been different from any other in so many ways. You will notice that unlike previous years, there are no Annual Reports, apart from the statutory ones, including the Accounts. Because our last Annual Parochial Church Meeting was only six months ago, and much of normal church life has been put on hold, there seemed little merit in writing a few sentences from each group.

However, on a positive note, we have much to be thankful for. We are delighted to welcome Rev'd Gary Townsend as our priest-in-charge, and look forward to his installation as soon as we are allowed to hold it. We warmly welcome his family, Sharon, Evie and Maybelle, and hope that they are settling into life in the Benefice.

Gary has thrown himself into his ministry in the Benefice with enthusiasm, warmth, sensitivity and compassion, and we are already feeling the benefits of his arrival.

We would also like to thank Rev'd Jim Brown and Canon Liz Walker for leading services in the short time we were back in church in the autumn. Thanks go also to Rev'd Wil North, our Area Dean, who acted as our priest-in-charge for some months, and who ably provided us with support.

We owe an enormous debt of gratitude to Bob Bowie for putting together our online worship week after week, and to all the other contributors who make these services possible. The services have a wide audience, even one international listener/viewer, and it has been lovely to hear familiar voices especially when we cannot be together in church. It has certainly done much to keep our sense of family alive.

We can also welcome our Cluster Administrator, Clare Garvey, whom we hope to meet in person one day. She has met the challenge of learning a new role from the isolation of her home, and we are grateful for her hard work on the admin side of things.

It has been hard not to be able to sing when we are in church, but we are grateful to Hilary Fisher and Luka Wilson-Green for their musical contributions, and we look forward to the return of the choir as soon as it is safe and permitted.

Thank you to Ruth Dunn and her team for cleaning the church, and to Gillian for providing flowers. We also thank Gillian and Jan for their work as vergers, tasks which are made more difficult by so many restrictions and guidelines. Many people have helped in maintaining the church grounds, and our thanks go to them also, but especially to David Merry whose quiet work has made such a difference.

One of the most important aspects of our church life over the past year has been communication, and we have been so fortunate to have Christine Byron and her team, putting in hours of hard work on the newsletter, and everyone who contributes to the website upkeep, the Facebook page, A Church Near You, to mention but a few of the means of communication now in use. Thank you everyone.

Our PCC has continued to meet, formerly chaired by Barry – thank you, Barry – and now by Gary. Alice Dunstall is stepping down from this role, and we would like to thank her for her excellent contributions, and we look forward to welcoming new members.

It is great to have Jane Hambly as our Treasurer – thank you Jane for your hard work thus far.

So many people contribute so much to our church that we may have missed some thanks, for which we apologise. Together we all make this church family what it is, and it is a privilege to serve as Churchwardens.

*Peter Bond and Liz Gummer*

## **Report from the Priest-In-Charge**

Sharon, Maybelle, and I do thank everyone for the welcome we received into the parish back in January of this year. To date I am still getting to grips with the running of the three parishes and for my first year I am sticking to the plan I set myself which is to 'get known and get to know.' Covid-19 restrictions have hampered but not prevented that. The on-line Sunday morning catch-up meetings, Monday evening planning meetings, Bible study group and PCC meetings, School Zoom assemblies, attendance at a Governors' meeting and a Parish Council meeting have all helped with getting to know people. More recently of course we have reopened for Sunday services and that has been a great help in building up acquaintances.

From my short time here, I can see that SJB is well served by many gifted and dedicated people. I am sure you will want to join with me in thanking them for all they have been doing and continue to do. There is so much that is already in place and being done successfully but I wonder what more needs to be done to ensure the continuance of an effective Christian presence within the village? But a better question to ask of course is "What would the Lord have us do for Him over the next few years?" As part of that it is clear we need to discern how to build relations with Mereworth and West Peckham and learn how to work together. All these questions are what I am asking myself and I and the PCC greatly value your prayers as we seek to take forward the work and witness of the church here in Watlington.

*Gary Townsend*  
*4<sup>th</sup> May 2021*

# The Church of St John the Baptist **Wateringbury**

Annual Report

and

Financial Statements

of the

Parochial Church Council

**For the year ending 31<sup>st</sup> December 2020**

**Bank**

Nat West PLC  
Swan Street  
West Malling  
Kent

**Honorary Treasurer**

Jane Hambly  
Wateringbury  
Kent

**Independent Examiner**

Suzanne Rowlinson BFP FCA  
Wateringbury  
Kent

# St John the Baptist Watringbury Parochial Church Council

## TREASURER'S REPORT FOR THE FISCAL YEAR 2020 (INCLUDING 2021 BUDGETS)

*All reports have been produced using Excel spreadsheets.*

*The Budgets for 2020 were formulated for the Standing Committee and then presented to the PCC and were approved for presentation to the ACPM. In addition to submission of a budget it is a requirement for us as a PCC to submit a 'Reserves Policy' for 2021, a copy of which is included in the Annual Report.*

*Income exceeded expenditure in 2020 by £ 16,995.09*

*You will see from the accounts that our **total income in 2020, was £ 38,062.70** compared to £56,936.25 in 2019.*

*The PCC's overall expenses including capital expenditure in 2020 was **£21,067.61** of which **£ 18,633.61** related to revenue expenditure. This compares to revenue expenditure of £31,258.87 and capital expenditure of £5,799.76 in 2019.*

*Our Parish Pledged Offer to the Diocese for 2020 was **£5,436** which includes Watringbury's stipend contribution for 2020. This was lower than budget due to the start of the interregnum. Our contribution towards the new benefice of Mereworth, West Peckham and Watringbury was £ 226.66. Gift Aided and Covenanted Donations in 2020, including income from regular standing orders **of £ 21,238** amounted to **£21,944.30** compared to a total of £23,406.36 in 2019.*

*Our total collection income was **£1,825.32**, compared with £ 2,814.63 in 2019. We are still allowed to recover tax on this collection income.*

*No weddings took place in 2020. One wedding took place in the church during 2019.*

*The income from funeral fees in 2020, less expenses, was **£1,063.60**, compared to a total of £ 2,162.20 in 2019.*

*During 2020 the PCC held £9,000 in 'unrestricted designated funds' towards the cost of a cabin as premises for a Church Meeting Room and Sundays Cool.*

*At the end of the 2020 fiscal year the PCC reserves have increased by £ 2,247.33 in the RDBF Church Repair Fund to **£ 16,836.97** with **£ 2,311.96** in the RDBF General Deposit Account and **£ 500.21** in the RDBF Loan Account. The PCC's Business Reserve Account had a balance of **£ 50,259.22** at the end of 2020.*

*It can be seen from the Statement of Assets and Liabilities that the PCC held total assets as at the 31<sup>st</sup> December 2020 of **£ 95,524.37**, an increase of **£ 16,995.09**, partly due to the interregnum and expenditure planned but not spent in 2020.*

*In the Budgets for 2021 our income is projected to be some **£ 31,895** and it is anticipated that the PCC general expenditure is likely to be some **£ 56,900**, £15,000 of which has been designated specifically for*

*WiFi and audio visual improvements. The budget also includes provision for any tree work during the year and a further £ 2,200 to the RDBF Church Repair Fund as part of our reserves policy.*

*In such a challenging year in which many have experienced significant pressures on their home budgets, the PCC wishes to thank you all for your generous Covenants during 2020. In addition, they would also like to thank those of you who have organised fund raising events or activities, however small, during what has been such a difficult year. It is hoped that as 2021 progresses, the lifting of restrictions will enable more people to come forward with both event ideas and activities as income from these events makes up a significant and necessary part of our income.*

*The members of the PCC are pleased that the 'Friends of Wateringbury Church' continue to raise funds to support future capital expenditure required to improve the fabric of the Church.*

*My thanks also go to Gordon Self for his hard work during the year as Gift Aid secretary and in submitting our annual tax refund claim. Thanks also to Suzanne Rowlinson for her agreement to be the PCC's Independent Examiner.*

*Thanks also to Church Wardens Peter Bond and Liz Gummer and all the members of the PCC for their help and support during 2020.*

***In conclusion I would like to draw your attention to the Budgets for 2021 and the Reserves Policy included with this Report and would request your formal approval to the Fiscal Report as presented.***

Jane Hambly (Honorary Treasurer)

## Wateringbury Parochial Church Council

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

		Unrestricted Fund	Unrestricted Designated Fund	Restricted Designated Fund	Total
	Notes	2020	2020	2020	2020
<b>RECEIPTS</b>		£	£	£	£
Sequestration	11	£1,186.20			£1,186.20
Collections	3	£1,825.32			£1,825.32
Covenants/Gift Aid	1	£21,944.30			£21,944.30
Tax Recovered	6	£6,648.44			£6,648.44
VAT Recovered	12	£0.00			£0.00
Funeral Fees	12	£1,647.60			£1,647.60
Wedding Fees	12	£45.00			£45.00
Friends of Wateringbury Church	8			£0.00	£0.00
Donations Received - Specific	4	£0.00			£0.00
Donations Received - General	4	£2,319.68			£2,319.68
Church Repair Fund - Interest	10	£47.37			£47.37
RDBF Loan Account - Interest	10	£9.26			£9.26
RDBF General Deposit -Interest	10	£2.00			£2.00
Fund Raising - General	9	£0.00			£0.00
Plant Sale	9			£383.00	£383.00
Lent Lunches	4	£0.00			£0.00
12th Night Quiz	9			£216.00	£216.00
Christmas Bazaar	9			£30.00	£30.00
Cream Teas	9			£0.00	£0.00
Sale of Church Book	9			£68.00	£68.00
Book Sales	9			£24.26	£24.26
Angels & Cribs	9	£0.00			£0.00
Ride & Stride	9			£27.50	£27.50
Fair Trade	9	£215.53			£215.53
Sunday Coffee	4	£300.00			£300.00
Wateringbury Players	4			£500.00	£500.00
Sale of Jams	9			£359.73	£359.73
Remembrance Book Fees	12	£0.00			£0.00
Big Christmas card appeal	4	£204.00			£204.00
Easyfundraising.com	4			£15.24	£15.24
RSA Pensioners Association		£0.00			£0.00
Business Reserve Account Interest	10	£44.27			£44.27
<b>Total receipts</b>		<b>£36,438.97</b>	<b>£0.00</b>	<b>£1,623.73</b>	<b>£38,062.70</b>
<b>PAYMENTS</b>					
Grants and Donations Paid	18	£841.20			£841.20
Rostrum	22	£0.00			£0.00
Fund Raising & Publicity	17	£288.00			£288.00

## Wateringbury Parochial Church Council

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

	Notes	Unrestricted Fund 2020	Unrestricted Designated Fund 2020	Restricted Designated Fund 2020	Total 2020
Ecclesiastical Insurance	23	£4,077.21			£4,077.21
Wedding Expenses		£0.00			£0.00
Funeral Expenses	20	£584.00			£584.00
P.C.C. Expenses - General	23	£429.69			£429.69
Church Running Costs	23	£103.79			£103.79
Cluster expenses	23	£226.66			£226.66
Training	21	£0.00			£0.00
Parish Pledged Offer	19	£5,436.00			£5,436.00
Church Repair and Maintenance	23	£2,108.16			£2,108.16
Salaries	20	£819.00			£819.00
Electricity	24	£2,247.15			£2,247.15
Printing	23	£133.31			£133.31
Water & Drainage Rates	24	£56.62			£56.62
Flower Festival	17	£0.00			£0.00
Youth Group	18	£150.00			£150.00
Sequestration Account	21	£525.00			£525.00
Year 6 Bibles	18	£239.84			£239.84
Church Music Licence & Copyright	23	£188.98			£188.98
Christmas Bazaar	17	£0.00			£0.00
Sunday School Expenses	22	£0.00			£0.00
Messy Church	22	£31.00			£31.00
Friends of Kent Churches	18	£10.00			£10.00
Royal School of Church Music	23	£108.00			£108.00
Friends of Rochester Cathedral	18	£20.00			£20.00
KCA Bell Ringing	18	£0.00			£0.00
Book of Remembrance	22			£0.00	£0.00
Malling Deanery	23	£10.00			£10.00
Wifi and AV improvement	29	£0.00			£0.00
Petty Cash Top Up		£0.00			£0.00
Railings along front path	29			£2,434.00	£2,434.00
Church Quinquennial Works	27	£0.00			£0.00
<b>Total Payments</b>		<b>£18,633.61</b>	<b>£0.00</b>	<b>£2,434.00</b>	<b>£21,067.61</b>
Transfer to RDBF Church Repair Fund		£2,199.96	£0.00	0	£2,199.96
<b>SURPLUS/ (-DEFICIT)</b>		<b>£15,605.40</b>	<b>£0.00</b>	<b>-£810.27</b>	<b>£14,795.13</b>

# Wateringbury Parochial Church Council

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2020

		Unrestricted Funds	Unrestricted Designated Funds	Restricted Designated Funds	Total	
	2019	2020	2020	2020	2020	
	Note					
<b>RECEIPTS</b>						
Planned giving	1	23,406.36	21,944.30	0.00	0.00	21,944.30
Collections at services	3	2,814.63	1,825.32	0.00	0.00	1,825.32
All other giving and voluntary receipts, including special appeals (recurring and one-off)	4	14,426.45	2,823.68	0.00	515.24	3,338.92
Gift Aid recovered (planned giving and one-off donations)	6	7,219.38	6,648.44	0.00	0.00	6,648.44
Legacies received (capital value)	7	0.00	0.00	0.00	0.00	0.00
Grants (include recurring and one-off)	8	0.00	0.00	0.00	0.00	0.00
Fundraising activities (gross proceeds)	9	4,855.08	215.53	0.00	1,108.49	1,324.02
Dividends, interest, income from property etc.	10	136.97	102.90	0.00	0.00	102.90
Fees retained by PCC (weddings, funerals etc.)	11	0.00	1,186.20	0.00	0.00	1,186.20
Trading activities (gross proceeds), NOT fundraising	12	3,568.20	1,692.60	0.00	0.00	1,692.60
Other receipts/income not already listed	13	509.18	0.00	0.00	0.00	0.00
<b>TOTAL INCOMING RESOURCES</b>		<b>56,936.25</b>	<b>36,438.97</b>	<b>0.00</b>	<b>1,623.73</b>	<b>38,062.70</b>
<b>PAYMENTS</b>						
Costs of fundraising activities	17	21.00	288.00	0.00	0.00	288.00
Mission giving and donations	18	2,132.41	1,261.04	0.00	0.00	1,261.04
Diocesan parish share contribution	19	15,787.76	5,436.00	0.00	0.00	5,436.00
Salaries, wages and honoraria	20	16,917.50	1,403.00	0.00	0.00	1,403.00
Clergy and staff expenses	21		525.00	0.00	0.00	525.00
Mission and evangelism costs	22		31.00	0.00	0.00	31.00
Church running expenses (including governance)	23		7,385.80	0.00	0.00	7,385.80
Church utility bills	24		2,303.77	0.00	0.00	2,303.77
Costs of trading	25	0.00	0.00	0.00	0.00	0.00
Major repairs to the church building	27	0.00	0.00	0.00	0.00	0.00
Major repairs to church hall/other PCC property including redecoration	28	0.00	0.00	0.00	0.00	0.00
New building work to the church, church hall, clergy housing or other PCC property.	29	0.00	0.00	0.00	2,434.00	2,434.00
Other payments/expenditure not already listed	99		0.00	0.00	0.00	0.00

TOTAL RESOURCES EXPENDED		34,858.67	18,633.61	0.00	2,434.00	21,067.61
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NET INCOMING RESOURCES		22,077.58	17,805.36	0.00	-810.27	16,995.09
RDBF Church Repair Fund Transfer		2199.96	0	0	0	0
Total Fund Brought Forward at 1st January 2020		56,451.70	51,097.44	9,000.00	18,431.84	78,529.28
TOTAL FUNDS CARRIED FORWARD AT 31st December 2020	16	78,529.28	68,902.80	9,000.00	17,621.57	95,524.37
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**Wateringbury Parochial Church Council**  
BALANCE SHEET at 31 DECEMBER 2020

	2019	Unrestricted Funds 2020	Unrestricted Designated Funds 2020	Restricted Designated Funds 2020	Total 2020
<b><u>Current Assets</u></b>					
Prepayments	£0.00	£0.00	£0.00	£0.00	£0.00
Petty Cash	£96.00	£77.65	£0.00	£0.00	£77.65
Bank Current Account	£10,827.78	£25,538.36	£0.00	£0.00	£25,538.36
Bank Reserve Account	£50,214.95	£23,637.65	£9,000.00	£17,621.57	£50,259.22
RDBF Loan Account	£498.21	£500.21	£0.00	£0.00	£500.21
RDBF Church Repair Account	£14,589.64	£16,836.97	£0.00	£0.00	£16,836.97
RDBF General Deposit	£2,302.70	£2,311.96	£0.00	£0.00	£2,311.96
<b><u>Total Current Assets</u></b>	<b>£78,529.28</b>	<b>£68,902.80</b>	<b>£9,000.00</b>	<b>£17,621.57</b>	<b>£95,524.37</b>
<b><u>Current Liabilities</u></b>					
	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>
<b><u>Current Assets less Current Liabilities:</u></b>	<b>£78,529.28</b>	<b>£68,902.80</b>	<b>£9,000.00</b>	<b>£17,621.57</b>	<b>£95,524.37</b>
<b><u>Represented by :</u></b>					
<b><u>Capital &amp; Reserves</u></b>					
General Fund Brought Forward	£56,451.70	£51,097.44	£9,000.00	£18,431.84	£78,529.28
Surplus Brought Forward	£0.00	£0.00	£0.00	£0.00	£0.00
Income Expenditure Account	£19,877.62	£17,805.36	£0.00	-£810.27	£16,995.09
Transfer to RDBF Church Repair Fund	£2,199.96	£0.00	£0.00	£0.00	£0.00
<b>TOTAL RESERVES</b>	<b>£78,529.28</b>	<b>£68,902.80</b>	<b>£9,000.00</b>	<b>£17,621.57</b>	<b>£95,524.37</b>

# WATERINGBURY PAROCHIAL CHURCH COUNCIL

## INCOME & EXPENDITURE ACCOUNT - Year to 31st DECEMBER 2020

	INCOME 2019	INCOME 2020
Sequestration	£106.00	£1,186.20
Collections	£2,814.63	£1,825.32
Covenants/Gift Aid	£23,406.36	£21,944.30
Tax Recovered	£7,219.38	£6,648.44
VAT Recovered	£509.18	£0.00
Funeral Fees	£2,247.20	£1,647.60
Wedding Fees	£790.00	£45.00
Friends of Wateringbury Church	£0.00	£0.00
Donations Received - Specific	£80.99	£0.00
Donations Received - General	£25.00	£2,319.68
RDBF Church Repair Fund - Interest	£40.52	£47.37
RDBF Loan Account - Interest	£9.19	£9.26
RDBF General Deposit -Interest	£1.99	£2.00
Fund Raising - General	£10.14	£0.00
Plant Sale	£539.60	£383.00
Lent Lunches	£184.76	£0.00
Refund from EMWT Benefice	£4,510.00	
12th Night Quiz	£191.00	£216.00
Christmas Bazaar	£1,523.19	£30.00
Cream Teas	£410.60	£0.00
Sing along across the A20 Concert	£1,072.50	£0.00
Church Fair with Bells	£0.00	£0.00
Canterbury Choristers	£0.00	£0.00
Sale of Church Book	£48.00	£68.00
Book Sales	£141.77	£24.26
Angels & Cribs	£0.00	£0.00
Ride & Stride	£0.00	£27.50
Fair Trade	£254.65	£215.53
Sunday Coffee	£300.00	£300.00
Wateringbury Players	£400.00	£500.00
Spire Shingles Appeal	£8,475.00	
Sale of Jams	£0.00	£359.73
Remembrance Book Fees	£797.75	£0.00
Big Christmas card appeal	£562.71	£204.00
Easyfundraising.com	£26.87	£15.24
RSA Pensioners Association	£152.00	
Business Reserve Account Interest		£44.27
<b>Total Income</b>	<b>£56,850.98</b>	<b>£38,062.70</b>

	<b>EXPENDITURE 2019</b>	<b>EXPENDITURE 2020</b>
Grants and Donations Paid	£1,794.55	£841.20
Rostrum	£140.00	£0.00
Fund Raising & Publicity	£21.00	£288.00
Ecclesiastical Insurance	£4,125.82	£4,077.21
Wedding Expenses	£335.00	£0.00
Funeral Expenses	£85.00	£584.00
P.C.C. Expenses - General	£79.15	£429.69
Church Running Costs	£1,781.30	£103.79
(ETW) Joint Benefice Expenses	£159.28	£0.00
Cluster expenses		£226.66
Training	£0.00	£0.00
Parish Pledged Offer	£15,787.76	£5,436.00
Church Repair and Maintenance	£477.24	£2,108.16
Salaries	£819.00	£819.00
Electricity	£2,882.06	£2,247.15
Printing	£120.94	£133.31
Water & Drainage Rates	£195.11	£56.62
Flower Festival	£0.00	£0.00
Youth Group	£244.31	£150.00
Sequestration Account	£663.50	£525.00
Year 6 Bibles	£167.86	£239.84
Church music Licence & Copyright	£153.28	£188.98
Christmas Bazaar	£0.00	£0.00
Sunday School Expenses	£104.00	£0.00
Messy Church	£226.80	£31.00
Friends of Kent Churches	£10.00	£10.00
Royal School of Church Music	£105.00	£108.00
Friends of Rochester Cathedral	£20.00	£20.00
KCA Bell Ringing	£1.00	£0.00
Book of Remembrance	£749.91	£0.00
Malling Deanery	£10.00	£10.00
Wifi and AV improvement	£0.00	£0.00
Petty Cash Top Up	£0.00	£0.00
Railings along front path		£2,434.00
Architects Fee - Spire Project	£116.26	
Capital Expenditure - Spire Shingles Project	£2,004.54	
Church Quinquennial Works	£1,479.00	£0.00
<b>Total Expenditure</b>	<b>£34,858.67</b>	<b>£21,067.61</b>
Transfer to RDBF Church Repair Fund	£2,199.96	£2,199.96
<b>SURPLUS/ (-DEFICIT)</b>	<b>£19,792.35</b>	<b>£14,795.13</b>

The Church of St John the Baptist  
**Wateringbury**

Financial Statements for 2020

Budgets for 2021

And

Reserves Policy for 2021

of the

Parochial Church Council

# WATERINGBURY PAROCHIAL CHURCH COUNCIL

## BUDGET PLAN 2021

	Income / Exp	Type	Budget 2020	Budget 2021
Bequests and Legacies	I	Revenue	£0.00	£0.00
Collections	I	Revenue	£2,000.00	£1,500.00
Covenants & Gift Aid	I	Revenue	£22,000.00	£22,000.00
Donations Unspecified	I	Revenue	£0.00	£0.00
Fees Received (others)	I	Revenue	£0.00	£0.00
Friends of Wateringbury Church	I	Capital	£0.00	£0.00
Fund Raising General	I	Revenue	£3,500.00	£2,000.00
Funeral Fees	I	Revenue	£0.00	£0.00
Interest received on PCC Acc	I	Revenue	£20.00	£20.00
Donation Specific	I	Revenue	£150.00	£0.00
Tax Recovered from Gift Aid	I	Revenue	£6,750.00	£6,375.00
Fair Trade	I	Revenue	£0.00	£0.00
Wedding Fees	I	Revenue	£0.00	£0.00
Remembrance Book	I	Revenue	£0.00	£0.00
Sequestration	I	Revenue	£0.00	£0.00
VAT Recovered	I		£0.00	£0.00
			£34,420.00	£31,895.00
Church Repairs & Maintenance	E	Revenue	£1,500.00	£1,530.00
Indicative Offer (£19,100 in 2019)	E	Revenue	£15,984.00	£18,313.25
Benefice Expenses	E	Revenue	£4,200.00	£1,000.00
Cluster Expenses	E	Revenue	£1,800.00	£1,836.00
Electricity	E	Revenue	£3,400.00	£3,468.00
Fund Raising & Publicity Costs	E	Revenue	£250.00	£255.00
Grants & Donations Paid	E	Revenue	£1,400.00	£800.00
Insurance Premiums etc	E	Revenue	£4,400.00	£4,100.00
Office & General Stationary	E	Revenue	£20.00	£20.40
PCC General Expenses	E	Revenue	£400.00	£408.00
Church Running Costs	E	Revenue	£1,500.00	£1,530.00
Postage & Carriage	E	Revenue	£10.00	£10.20
Printing & Publications	E	Revenue	£200.00	£204.00
Sundays Cool	E	Revenue	£200.00	£204.00
Messy Church	E	Revenue	£300.00	£306.00
Salaries	E	Revenue	£859.95	£1,463.22
WPS Y6 Bibles	E	Revenue	£250.00	£255.00
Training	E	Revenue	£100.00	£102.00
Youth Group/Holiday Club	E	Revenue	£150.00	£0.00
Water & Drainage	E	Revenue	£250.00	£255.00
Funeral Expenses	E	Revenue	£0.00	£0.00

Wedding Expenses	E	Revenue	£0.00	£0.00
Wifi , audio and visual running costs	E	Revenue	£0.00	£240.00
Mike Pursey Memorial Fund	E	Revenue	£689.42	£0.00
Sequestration	E	Revenue	£550.00	£0.00
	E		<u>£38,413.37</u>	<u>£36,300.07</u>
	E			
BUDGET SURPLUS/DEFICIT (Revenue)	E		<u><u>-£3,993.37</u></u>	<u><u>-£4,405.07</u></u>
	E			
WiFi & Audio Visual Improvements	E	Capital	£10,000.00	£15,000.00
Railings along path to church	E	Capital	£3,500.00	£0.00
Church Quinquennial Works	E	Capital	£0.00	£3,000.00
Tree Works	E	Capital	£200.00	£400.00
Church Spire	E	Capital	£0.00	£0.00
Architects Fee	E	Capital	£0.00	£0.00
Church Meeting Room	E	Capital	£20,000.00	£0.00
RDBF Church Repair Fund	E	Capital	£2,200.00	£2,200.00
			<u>£35,900.00</u>	<u>£20,600.00</u>
Expenses			£74,313.37	£56,900.07
Income			<u>£34,420.00</u>	<u>£31,895.00</u>
Surplus/Deficit			<u><u>-£39,893.37</u></u>	<u><u>-£25,005.07</u></u>

# **St John the Baptist Wateringbury Parochial Church Council**

## **RESERVES POLICY 2021**

*In conjunction with our proposed budgets for 2021 the PCC has agreed a 'Reserves Policy' to ensure that our 'Church' and related services to the Parish can be maintained at an acceptable level during the coming year.*

*At present the Parish's financial reserves, excluding designated and restricted funds are approximately **£68,902**. Unrestricted designated funds total **£9,000**, restricted designated funds, **£17,622**. These designated funds are for installation of WiFi and audio and visual improvements in the church and towards the provision of a church meeting room. The PCC will require some **£ 36,300** in 2020 to cover the running of the church, including the Benefice expenses, the Indicative Offer to the Diocese, salaries and general PCC expenses and church running costs.*

*The majority of our income is derived from collections, Gift Aid Donations and fund raising activities, which in the past, together with use of our Reserves, have been able to meet the growing deficit between income and expenditure.*

*The PCC have budgeted that our income from regular Covenants and collections in 2021 should be in the region of **£23,500**. Additional income from fund raising activities, recovery of tax, fees and donations is estimated to be in the region of **£8,375**.*

*The total projected income will mean that the PCC is NOT expected to be able to cover the general running costs for the Parish and our share of Benefice costs without having to eat into our reserves in 2021 to the tune of about **£4,400**. This has arisen due to the expected reduction in income in both collections and fund raising, especially in the first half of 2021. Although it is not ideal to run such a deficit, the PCC recognise the negative impact of the pandemic on our church life, but have balanced this against the reduced parish pledge paid throughout 2020 which has more than offset the projected deficit.*

*Wateringbury PCC are committed to continue regular fiscal reviews throughout 2021 to ensure that expenditure is maintained within the budget parameters and, if necessary, review and amend the budgets.*

**Jane Hambly (Honorary Treasurer)**