

# St Boniface Church Bunbury

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## **Annual Report of the Bunbury Parochial Church Council and Accounts for the Year ended 31 December 2021**

The Parochial Church Council of the Ecclesiastical Parish of Bunbury  
a registered charity number 1133106

Cover photograph: The Easter Cross

# Annual Report of the Bunbury Parochial Church Council for the Year ended 31 December 2021

## Administrative information

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The parish church of Bunbury is St Boniface which is situated between Vicarage Lane and Bowes Gate Lane in Bunbury. The daughter church, Calveley Chapel, is situated in Calveley. The parish itself is part of the Diocese of Chester within the Church of England. The correspondence address is The New Vicarage, Vicarage Lane, Bunbury, Tarporley CW6 9PE.

The Parochial Church Council of the Ecclesiastical Parish of Bunbury ("Bunbury PCC") is registered as a charity with the Charity Commission, number 1133106.

PCC members who have served from 1 January 2021 until the date this report was approved by the PCC are:

Incumbent:	Revd Tim Hayward	Chair
Churchwardens:	Mr Simon Lees-Jones Mr Sean Augustin-Wood	
Elected Reps on the Deanery Synod:	Mr David Kendrick Mr Nick Sanders Mrs Elaine Crotty	(from May 2021) (from May 2021)
Elected PCC members:	Mrs Gill Arnold Mr Sean Augustin-Wood Mrs Pat Blackwood Mrs Elaine Crotty Mr David Cox Mrs Anne James Canon Dr John Mason Mrs Lucy Munro Mrs Lucy Oates Mr Mike Ridley Prof Jeremy Shears Mr Colin Stanyer Mrs Yvonne Wood	(to May 2021, also Churchwarden) (from May 2021) (also ex officio)  Secretary Treasurer (also ex officio)  (from May 2021) (from May 2021)
Other ex officio:	The Revd Claire Wilson Canon Dr John Mason Mrs Amber Middlemiss	Licensed Curate Treasurer (as General Synod member) Licensed Pastoral Worker
Co-opted		None

## Structure, governance and management

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The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC. The number registered on the electoral roll (which was renewed in 2019) has stayed at around the 100 mark for the duration of the reporting period.

*The PCC.* The PCC met 6 times during the calendar year, and once again as a result of the pandemic all but one of the meetings was conducted remotely using zoom. The standing committee and a number of sub-committees met between meetings, and minutes or oral reports of their deliberations were received by the full PCC and discussed where necessary.

*Health and Safety.* The PCC regards maintaining the Health & Safety of all people who visit, worship in or work at St Boniface to be very important. To this end Health & Safety matters continue to be discussed and reviewed at every PCC meeting. We continue to assess the risks associated with our activities and seek to minimize them. We also undertake regular inspections of the church premises and the churchyard to ensure no obvious hazards are present. Moreover, our Fabric Committee ensures all areas are well maintained. When an accident or incident is reported, we investigate the causes to identify learnings and we discuss the outcomes at the PCC. We ensure learnings are extracted and are incorporated into our working practices.

Of course, this year has again been dominated by the need to comply with Government regulations on health & safety in connexion with the Covid-19 pandemic. Services have been conducted in a Covid-secure environment. This has meant keeping up to date with the evolving Government regulations, Church of England guidance, as well as interpreting in the context of our local circumstances at St Boniface and Calveley – and preparing and updating risk assessments. A particularly challenging period was during Advent and Christmas 2021 with the emergence of the omicron variant.

One thing that has made keeping up with the regulations simpler is the excellent and timely information provided by the Church of England. This has helped by providing practical advice and offering interpretation of the regulations. In many cases, the Standing Committee and the PCC have had to weigh up what is the best way forward for our Churches. This has meant some difficult decisions, and the health and safety officer has expressed gratitude for the support and advice provided.

There are many people who have diligently and faithfully helped us to remain Covid secure and we owe a debt of gratitude to them. But most of all, we thank everyone who has attended our Churches for the understanding, compliance and good humour they have shown.

We are also aware that many have stayed away either because they are shielding or because they don't want to run the risk of transferring infection to others. We acknowledge and share the sadness many have felt at not being able to meet together as we would usually do.

The emergence of the omicron variant highlighted the continued risk the virus poses. However, at the time of writing (February 2022), we are moving from a pandemic towards an endemic situation where emergency measures are not required. We prayerfully and confidently look forward to better times ahead. Thank you to everyone for being so considerate.

*Data Privacy.* The PCC is committed to protecting and respecting your privacy. The processing of personal data is governed by the General Data Protection Regulation (the "GDPR"), which was introduced in 2018. Our systems are GDPR-compliant, and our Data Privacy Notice is available at <https://www.stbonifacebunbury.org/privacy-policy>

## Safeguarding

*Overview.* The approach to our safeguarding is "The care and protection of children, young people and vulnerable adults involved in Church activities is the responsibility of the whole Church. Everyone who participates in the life of the Church has a role to play in promoting a Safer Church for all".

Using this approach, St Boniface is committed to implementing the Church of England's Safeguarding Policy for children, young people and adults, '*Promoting a Safer Church*', and to demonstrating its compliance with that policy.

The PCC considers safeguarding at all its meetings. There were no cases or attendance agreements being managed at the end of the reporting period.

*Safeguarding Officer.* Following his appointment as Assistant Diocesan Safeguarding Adviser for the Diocese of Chester, Sean Augustin-Wood stepped down as the Parish Safeguarding Officer. Thank you to Sean for all the hard work, guidance and diligence he gave this role for the Parish.

Lucy Oates was appointed to replace Sean as Parish Safeguarding Officer and Pat Blackwood agreed to be advocate for the vulnerable and elderly in the Parish. Jen Yates agreed to be advocate for youth in the Parish.

*Communication.* All visual safeguarding communications on the church noticeboards have been reviewed and updated. Editable versions were also created so other Parishes could utilize the resources if needed.

*Social Media.* An image log has been created so that all original images of children, teenagers and vulnerable individuals used on social media are logged and saved on an encrypted memory stick. Image permission forms have been signed by all parents/guardians of children under 16 years old.

*Training.* A review of the safeguarding training status of all individuals involved in serving and working for the church has been completed and requests for updates in training where needed have been made by Parish Safeguarding Officer. A plan to encourage wider members of the congregation to undertake basic safeguarding training has been developed and will be rolled out over the next 12 months.

*Supporting the wider Diocese.* The Parish took part in a trial for the Diocese for Safeguarding Support Software. It was very encouraging to see that as a Parish we are performing well in terms of safeguarding benchmarking – correct and robust safeguarding processes and measures are in place to protect members of the Parish.

## Objectives and activities

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Bunbury PCC has the responsibility of co-operating with the incumbent in promoting in the ecclesiastical parish the whole mission of the Church: pastoral, evangelistic, social and ecumenical. In deciding what activities to undertake, the PCC has paid due regard to the guidance of the Charity Commission concerning public benefit.

Our vision is to be: "A parish church at the heart of our communities, seeing God's heart in everyone."

In this respect our goals are:

1. The discerning and developing of everyone's different gifts and talents, so we can all play our part in the life and worship of our churches and chapels;
2. Growing our church family across all generations, so God's love can be seen and shared by all in our communities; and
3. Wise stewardship of our buildings and finances, so they are fit for purpose for our generation and the next.

This is a shared mission and ministry, and the Vicar, Wardens and PCC are extremely grateful to all who serve in their own way to enable us to carry out our mission to see God's kingdom come in Bunbury and beyond.

***The period covered by this report has once again been dominated in many ways by the global COVID pandemic. This made it another difficult and testing year for many who suffered physical and mental hardships. Once again we have tried to re-imagine our ministry with innovative ways of worship and community involvement, so we can continue to make Christ known to all in our community through our deeds, actions, our love and our prayerful support. This is reflected in some of the highlights described below.***

## Achievements and performance

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2021 was another year shaped by Covid, starting with further restrictions in the winter months. In solidarity with our NHS workers, we suspended Sunday services between January and March when the peak of hospitalisations and deaths was placing strain on local hospitals. We did however continue to offer online services every Sunday (throughout the entire period of the report) which were well supported by a growing list of lay contributors, and continued to be viewed by many who were unable or would not necessarily wish to attend a service in person.



*40 households took part in an Easter egg trail around the village during Lent and provided some wonderful creations.*

Sadly Tim and Claire were kept busy with funeral ministry and were very grateful to the Pastoral Visiting Team for their continued support in reaching out to the most vulnerable and isolated through regular phone calls. The real miracle occurring in these first few months of the year was the vaccine rollout which was delivered locally, and ably supported by a number of volunteer parishioners. This meant that by the time we recommenced our Sunday Services for Holy Week and Easter, the vast majority of the most vulnerable had received their first jab. The Spring also afforded us the opportunity to run an Easter egg trail around the village during Lent, as well as hosting outdoor services for Good Friday, and it was lovely to be able to sing outside on Easter Sunday (bearing

in mind we were still not singing inside because of Covid restrictions).

One of the real success stories of the year has been the emergence of Forest Church - an outdoor service held on the 1st Sunday of every month - with over 40 families in attendance over the past 12 months. Our thanks go to Beth for driving forward this initiative.

The summer months brought with them a further relaxation of measures and a very busy wedding season, with many couples finally getting married on their 2nd, 3rd or even 4th attempt! Special thanks go to David Cox, who at the end of the year stepped down as our Wedding Secretary, but ensured all our couples who had been so patient during Covid, finally got the wedding of their dreams at Bunbury.

During the summer our Curate Claire was ordained priest at Chester Cathedral and celebrated her first communion in the parishes with great support.

Tim was also commissioned to be the new Rural Dean for Malpas at a special service at St Boniface by the Bishop of Chester. The PCC are delighted with Tim's appointment and have arranged further administrative support for Tim. We are very grateful to Lucy Oates for taking on the new and expanded role of Parish Administrator. In the Autumn, Tim and the ministry team curated services both in person and online around the theme of the Fruits of the Spirit and it was great to be able to welcome the Bishop of Chester to conduct a Confirmation Service for some of our young people.

Tim worked very closely with the RBL and uniformed organisations to ensure the Remembrance Sunday service was very well attended, and special thanks goes to Jeremy Shears for continually updating our Risk Assessments, giving people the confidence to attend with our well thought through Covid arrangements.

Special mention must also go to Sean Augustin Wood, one of our new Church Wardens, who successfully commissioned a Memorial Cross which took pride of place during the Remembrance Service. It has been a real labour of love over the past few years but worth the wait and will be used both in church and around the wider community.

As Christmas approached we were delighted that our Youth Club were able to put on a Pantomime 'Dick Whittington' in the Village Hall to a full house. We were also able to host the Decibellas Christmas Concert at St Boniface. Sadly however a new Covid variant Omicron was to play havoc with our Christmas programme of services. Numbers were significantly reduced at our Carol Service and DIY Nativity, but we were proud to continue with caution and a limited capacity for our Crib Service, Midnight Mass and Christmas Day Services.

## Youth work

*Forest Church.* In response to the pandemic and not being able to meet face to face, we decided to launch Forest Church in the churchyard where we set aside time to reflect on the nature around us and what it can teach us about God. This has proved very popular with young families, and over 40 families attended at some point during the year. We frequently have between 30-40 people present, and as a result are having to source more tree stumps!

*Service of Light.* Due to concerns about hosting a Christingle service during a time of Covid restrictions we decided to have a service of light with Lanterns instead. People



*Due to Covid restrictions, a service of light with lanterns replaced the usual Christingle service*

picked up packs with all the materials needed and walked proudly to Church with their lanterns. The service itself was very moving.

*Advent Windows.* We are so grateful to the 24 households of all ages who took part in our Advent windows project which brought a bit of cheer at a dark time of the year strengthening our links with the wider community.

*Easter Egg Trail.* 40 households and local businesses helped create an Easter egg trail. We really had some fantastic and creative responses. Each one was completely different. Again, this gave opportunities to make new connections in the community and invite families to other Church events.

*Easter Cross.* As we came out of lockdown, the cross became a powerful symbol of hope as we invited all those in our community to decorate it with garden flowers and

blossoms (see report cover).

*Pantomime.* With the threat of another Covid wave looming, we were so grateful that the Pantomime went ahead as planned. People were desperate to get out and about and we were completely sold out weeks before the event. It went extremely well and we are so proud of our budding actors!

*Youth Club.* Youth Club remains very popular with 25 teenagers attending. We have two Duke of Edinburgh award students who have taken a strong role in leading the activities.

## ALIVE

When the ALIVE project was launched no one could have foreseen the outbreak of Covid with the enforced lockdowns for our community. The lunch and social group had to stop meeting, and loneliness amongst our elderly friends became much more acute. Fortunately, with the help of the volunteers and the pastoral team, everyone had contact with someone they could chat to on a regular basis. However, some have been admitted to hospital after suffering falls and are now housebound. And some have been admitted to care homes.

The lunch and social group are now meeting again and after a slow start people are building confidence and are happy to come along. However, there are a few who still feel unable to leave their homes.

When lockdown was lifted a coach trip to Bridgemere Garden Centre took place. It was paid for by a grant from the Cheshire police commissioner, for which we are most

grateful. The outing was enjoyed by everyone, and the restaurant laid on a wonderful lunch for us after a morning wandering around the Centre. Many returned to the coach with purchases of new warm slippers!

The Early Birds came to our lunch one day, bringing a gift of a pot plant for each member. They sang some songs, and it was so lovely to see the youngsters engaging with the elderly. This is something we would like to build upon in the future. The volunteers delivered the pot plants to those unable to join us.

A Christmas lunch, followed by a lady playing keyboard with everyone singing Christmas carols also really lifted the spirits.

The future of ALIVE is looking good as we continue to try to find ways to help our elderly community to keep active and engaged. Watch this space!

## Calveley Chapel

Having been established as a Chapel over 180 years ago, by the tenant of the now demolished Calveley Hall, our daughter church, Calveley Chapel, today provides an opportunity for traditional worship in a beautiful unique rural setting. Prior to health and safety concerns over the pandemic we held two regular services each month, the first Sunday Family Communion and the third Sunday Morning Worship. We are soon to return to this format having held only one service per month during 2021.

Special celebratory services are held at Easter, Harvest and Christmas, and the Chapel provides an excellent venue throughout the year for baptisms and smaller, more intimate, weddings, as well as a venue for various regular community meetings.

## Church fabric

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The Church Fabric Committee oversees the improvements and repairs to the church buildings and facilities. It reports and makes recommendations to the PCC.

The quinquennial inspection repairs for St Boniface were completed in March 2021 costing £18,000. As reported last year, we were grateful for the financial support we received from a Covid-19 Emergency Heritage at Risk Response Grant, awarded in 2020, which helped to fund this work. We will be contracting quinquennial repairs for Calveley Chapel this year once the final quotations have been received.

Repairs to the 1873 church turret clock were completed in November which involved removal of the external hands so the drive shaft could be withdrawn. We are grateful for the fundraising organised by the bellringers which avoided any call on



*Repairs to the clock demanded some impressive work to remove the hands.*



*The memorial cross took pride of place at the Remembrance Service.*

general church funds. A welcome quiz night was held in the church between Covid restrictions.

New quotations are being sought for the proposed free-standing oak servery unit containing a warming cabinet. This project had been put on hold as we entered the pandemic.

The postponed tree surgery work was completed in December.

An application to extend the footpath into the new West cemetery and removal of surplus soil is awaiting final approval from the Diocesan Registrar.

Plans and approval for the funded re-planting and refurbishment of the Grade 2 listed double gates on the North perimeter of the churchyard are nearing completion.

## Financial review

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*Background.* This reporting year was again impacted financially by the effects of the coronavirus pandemic, but as time progressed, a welcome semblance of “normality” emerged: there were more parochial fees for weddings; advertising in the Link; giving holding up; and some fund-raising events once again. We were also helped with another very strong performance from our CCLA investments.

This returning normality also gave the impetus for the formation of a more active finance committee which was able to meet on a number of occasions to consider longer-term strategic matters as well as operational ones. As a result, the PCC is now exploring ways in which the high level of restricted funds might be used more effectively to support significant projects and developments that will enhance our mission. As a first step this year, it was recognized that the Challinor fund (which has objects that place few constraints on how it might be spent) could be used to fund some of the major fabric work, and also to cover that element of the parish administrator’s work associated with supporting the vicar in his rural dean role.

Whilst the use of restricted funds and the good performance of investments is helpful, we are nevertheless mindful of the continuing need for “everyday” expenditure to be fully met from regular committed giving and other reliable income sources. This is essential if we are to develop a long-term sustainable financial plan and not just end up “selling the family silver” and managing decline gracefully. This need for sustainability will remain an important part of our thinking as we develop our plans further and in a way that supports the overall strategy for developing our mission.

In the following sections we provide a commentary on the main financial outcomes of the year.



*The church has a strong tradition of supporting other charities, particularly Christian Aid with fund-raising events.*

*Unrestricted funds.* Total income and endowments on ordinary unrestricted funds were £89k which was the same as the 2020 (and up on 2019 by £5k). However, a significant element of this increase was associated with fees arising from weddings (bellringers, organists etc) that had been largely absent in 2020 (and for which there are matching costs); the underlying level of giving was more stable, and absent the particularly generous one-off donations that had occurred in 2020 in response to the financial challenges of the pandemic. The position is therefore broadly stable, but there is still an underlying need to address levels of giving in the medium to long term.

Turning to expenditure, the increase in the total unrestricted amount (from £83k in 2020 to £87k in 2021) was an inevitable consequence of the welcome increase in use of the church as the number of services and other activities gradually increased giving rise to greater running

and maintenance costs.

The net position for the unrestricted funds was therefore (before transfers and investment gains) a surplus of about £2k compared with a £5k surplus in 2020.

The PCC has continued the policy that 10% of giving should be ear-marked for charitable giving. Support was offered to local charity *Save the Family*, to the national charity *Childline*, and internationally to the KNYRNA Educational Trust in South Africa. A rolling three-year programme has now been established for our charitable giving. The annual transfer from Calveley Chapel funds of £2k was also made, and as a result, the total unrestricted fund reserves (before unrealized investment gains) were unchanged (2020, an increase of about £4k).

*Calveley Chapel.* The accounts of Calveley Chapel are consolidated within these accounts and are treated as a designated fund. They show total income of about £2.6k (2020, £3.4k) almost all of which was from giving through collections and directly through bank transfers. The expenditure for the year was just £1.8k (2020, £2k), most of which was insurance, giving an operating deficit for the year of about £0.9k (2020, deficit of £0.7k), after taking into account the £2k contribution to general funds.

*Other designated funds.* As reported last year, the 700 project fund was wound up and proceeds were passed on to the designated charities. The curate fund was used to support the first full year of Claire's ministry with us, paying about £5k in fees to the Diocese. There remains a balance of nearly £10k in the curate fund.

During the year, the everyday costs and expenditure associated with the Youth Club were recorded within a designated fund. This made a small surplus due largely to the highly successful pantomime.

*Restricted funds.* Once again the major movement in restricted funds related to the youth worker. It was great that Beth was able to undertake her youth work throughout the year despite ongoing Covid and lockdown issues (see above). The net movement on the youth worker fund was small (a deficit of £1.8k before investment revaluations) as we continue to benefit from dedicated long-term giving to youth work at St Boniface.

During the year a separate restricted fund was set up for the major repairs that were needed to the church clock. There was a wonderful response from the community, and with an excellent fund-raising quiz night, the entire costs of the work were covered leaving a small surplus to fund some additional clock work that is needed and that will be undertaken in 2022.

As noted above, the Challinor fund was used to support fabric work and some of the parish admin. The call of about £10k on these reserves was offset by a larger gain on the value of its investments (see below).

There was little movement on other restricted funds other than for the churchyard where maintenance spending continued at usual levels.

#### Overview

The overall financial strength of the PCC continues to hold up well primarily because of the strong performance of our investments (held with CCLA). Once again these gained in value and enjoyed an overall increase of nearly £66k (£31k in 2020). About £14k of this increase was related to non-restricted funds. Of the remaining unrealized gains (£42k) the majority, nearly £40k, related to the Challinor fund which (see above) the PCC has decided to use more actively, reducing the call on designated funds such as those directed at fabric.

The position is not as robust as may appear at first sight. The year-on-year rise in asset values will not go on for ever (and might enter a rapid decline in an uncertain world) and this rather flatters the underlying position. General funds reserve level remain just £8k. As noted above, this still needs to be addressed through increased giving (and other means of enhancing income).

## Reserves policy

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The reserves policy was last reviewed by the PCC in 2017 when it was agreed that it should remain the same: to keep a balance on unrestricted funds (excluding designated funds if possible), which equates to approximately six months' unrestricted payments, to cover emergency situations that may arise from time to time.

At the year-end there was a balance of £126k (2020, £119k) on unrestricted funds including £118k (2020, £112k) of designated funds. Once again, with six months' unrestricted payments in a normal year running at around £60k, this reserves target has formally been met, but only once designated funds are included.

Given the desirability of retaining designated funds, and to use fund-raising at present for specific projects rather than for general church running costs, it is clear that this position

remains somewhat precarious. The intention to use the Challinor fund for future works and projects that might previously have been funded from various designated funds should however play a role in easing this situation (whilst not removing the need to ensure that “regular” expenditure is covered by matching regular income from giving and fees).

The PCC's policy in 2018 was to reduce cash reserves and increase the amount held as investments in CCLA funds. This has served the PCC well since, as the markets have continued to rise and income has increased. Although there is no intention to adjust this at present, it is noted that the amount of cash held has continued to reduce so even those funds that have healthy level of assets could in principle have short term liquidity difficulties if large deficits were to continue. This situation will continue to be monitored carefully. Contingency measures, outlined previously (see 2020 report) are available should this situation arise.

**Approved by the PCC on 23 March 2022 and signed on their behalf by the Chair of the meeting:**

**The Revd Tim Hayward, Vicar and PCC Chair**

## Independent Examiner's Report to the PCC of Bunbury

I report on the accounts for the year ended 31st December 2021 which are set out on pages 1 to 6.

### Respective responsibilities of the PCC and Independent Examiner

As trustees of the charity, the members of the PCC are responsible for the preparation of the accounts. They consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

### Basis of Independent Examiner's statement

My examination was carried out in accordance with the General Directions given by the Charity Commission.

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

### Independent Examiner's statement

In connection with my examination, no matters have come to my attention

1. which give me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with s.130 of the 2011 Act; or
- to prepare accounts which accord with these accounting records have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

Date: 24 March 2022

Name: Mr Graham Melia

Address:

## Parochial Church Council of St Boniface, Bunbury

### Statement of financial activities

For the year to 31 December 2021						For the year to 31 December 2020					
	Note	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2021 £	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2020 £
<b>INCOMING RESOURCES</b>											
Donations and legacies	2(a)	56,512	13,101	18,306	0	87,919	66,597	3,303	17,839	0	87,739
Other trading activities	2(b)	7,081	2,136	2,497	0	11,714	5,359	3,380	0	0	8,739
Income from investments	2(c)	4,796	11	2,514	0	7,321	4,669	20	2,746	0	7,435
Income from charitable activities	2(d)	19,404	0	120	0	19,524	11,334	101	165	0	11,600
Other income	2(e)	1,014	0	0	0	1,014	1,024	0	0	0	1,024
<b>TOTAL INCOME AND ENDOWMENTS</b>		<b>88,807</b>	<b>15,248</b>	<b>23,437</b>	<b>0</b>	<b>127,492</b>	<b>88,983</b>	<b>6,804</b>	<b>20,750</b>	<b>0</b>	<b>116,537</b>
<b>RESOURCES EXPENDED</b>											
Expenditure on raising funds	3(a)	(183)	0	0	0	(183)	(250)	(2)	0	0	(252)
Expenditure on charitable activities	3(b)	(84,232)	(19,679)	(34,229)	0	(138,140)	(80,929)	(8,140)	(16,667)	0	(105,736)
Other expenditure		(2,619)	(4,083)	(798)	0	(7,500)	(2,282)	(332)	(396)	0	(3,010)
Net gains/(losses) on investments		868	12,841	42,476	9,375	65,560	0	5,767	21,882	3,216	30,865
<b>NET INCOME/(EXPENDITURE)</b>		<b>2,641</b>	<b>4,327</b>	<b>30,886</b>	<b>9,375</b>	<b>47,229</b>	<b>5,522</b>	<b>4,097</b>	<b>25,569</b>	<b>3,216</b>	<b>38,404</b>
Transfers between funds	6(b)	(1,458)	1,458	0	0	0	(1,467)	1,467	0	0	0
Gains/(losses) on revaluation of fixed assets		0	0	0	0	0	0	0	0	0	0
Other gains/(losses)		0	0	0	0	0	0	0	0	0	0
<b>NET MOVEMENT IN FUNDS</b>		<b>1,183</b>	<b>5,785</b>	<b>30,886</b>	<b>9,375</b>	<b>47,229</b>	<b>4,055</b>	<b>5,564</b>	<b>25,569</b>	<b>3,216</b>	<b>38,404</b>
BALANCES B/FWD 1 JANUARY		7,071	111,646	323,066	65,205	506,988	3,016	106,082	297,497	61,989	468,584
Prior year adjustment	10	0	457	(457)	0	0	0	0	0	0	0
BALANCE AT 1 JANUARY RESTATED		7,071	112,103	322,609	65,205	506,988	3,016	106,082	297,497	61,989	468,584
<b>BALANCES C/FWD 31 DECEMBER</b>		<b>8,254</b>	<b>117,888</b>	<b>353,495</b>	<b>74,580</b>	<b>554,217</b>	<b>7,071</b>	<b>111,646</b>	<b>323,066</b>	<b>65,205</b>	<b>506,988</b>

The notes on pages 3 to 6 form part of these accounts

**Parochial Church Council of St Boniface, Bunbury**

**Balance sheet as at 31 December**

	Note	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2021 £	2020 £
<b>FIXED ASSETS</b>							
Tangible	6(a)	761	0	0	0	<b>761</b>	1,286
Investments	6(b)	6,901	102,138	300,084	74,580	<b>483,703</b>	418,143
		<u>7,662</u>	<u>102,138</u>	<u>300,084</u>	<u>74,580</u>	<b>484,464</b>	419,429
<b>CURRENT ASSETS</b>							
Debtors	7	10,569	1,979	3,507	0	<b>16,055</b>	5,420
Short-term deposits	8	3,545	4,636	40,234	0	<b>48,415</b>	71,814
Cash at bank and in hand		(9,091)	9,135	9,923	0	<b>9,967</b>	27,084
		<u>5,023</u>	<u>15,750</u>	<u>53,664</u>	<u>0</u>	<b>74,437</b>	104,318
<b>LIABILITIES</b>							
Creditors: amounts falling due in one year	9	(4,431)	0	(252)	0	<b>(4,683)</b>	(16,759)
<b>NET CURRENT ASSETS/(LIABILITIES)</b>		<u>592</u>	<u>15,750</u>	<u>53,412</u>	<u>0</u>	<b>69,754</b>	87,559
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u><b>8,254</b></u>	<u><b>117,888</b></u>	<u><b>353,496</b></u>	<u><b>74,580</b></u>	<u><b>554,218</b></u>	506,988
Creditors: amounts falling due after one year		0	0	0	0	<b>0</b>	0
<b>TOTAL NET ASSETS</b>		<u><b>8,254</b></u>	<u><b>117,888</b></u>	<u><b>353,496</b></u>	<u><b>74,580</b></u>	<u><b>554,218</b></u>	506,988
<b>PARISH FUNDS</b>							
Unrestricted	11	8,254	0	0	0	<b>8,254</b>	7,071
Designated	11	0	117,888	0	0	<b>117,888</b>	111,646
Restricted	12	0	0	353,496	0	<b>353,496</b>	323,066
Endowment		0	0	0	74,580	<b>74,580</b>	65,205
		<u><b>8,254</b></u>	<u><b>117,888</b></u>	<u><b>353,496</b></u>	<u><b>74,580</b></u>	<u><b>554,218</b></u>	506,988

Approved by the PCC on 23 March 2022 and signed on its behalf by the Revd Tim Hayward, Chairman

The notes on pages 3 to 6 form part of these accounts

## Notes to the financial statements

### For the year ending 31 December 2021

#### 1. ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the FRS 102 SORP.

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible under law. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members. Also excluded are transactions where the PCC acts solely as a collection agent for another party (such as collections where it has been determined that all or a specified proportion will be passed on to a named charity).

#### Funds

*Endowment funds* are funds, the capital of which must be maintained; only income arising from investment of the endowment may be used either as restricted or unrestricted funds depending upon the purpose for which the endowment was established.

*Restricted funds* represent (a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and (b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not usually invest separately each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

*Unrestricted Funds* are general funds which can be used for PCC ordinary purposes. On occasions the PCC may designate part of the unrestricted funds for a particular purpose. Although these designated funds are thereby ear-marked for that purpose they still form a part of the unrestricted funds of the PCC and may still be used for PCC ordinary purposes.

#### Incoming resources

Planned giving, collections and donations are recognized when received. Tax refunds are recognized when the incoming resource to which they relate is received. Grants and legacies are accounted for when received rather than when the PCC is legally entitled to the amounts due. Exceptionally, grants may be recognised earlier when they are deemed certain and relate to expenditure that occurred in the financial period. Dividends are accounted for when receivable, and interest is accounted for when received. All other income is recognized when it is receivable. All incoming resources are accounted for gross.

#### Resources expended

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The diocesan parish share is accounted for when due. All other expenditure is generally recognized when it is incurred and is accounted for gross.

#### Fixed assets

Consecrated and benefice property is not included in the accounts in accordance with s.96(2)(a) of the Charities Act 1993. Calveley Chapel is treated as having zero book value reflecting its perceived market value as affected by the restrictive covenants associated with it.

Movable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church's inventory, which can be inspected (at any reasonable time).

Equipment used within the church premises or for church purposes outside of the building is depreciated on a straight-line basis over four years. Individual items of equipment with a purchase price of £1,000 or less (£500 prior to 2011) are written off when the asset is acquired, although at their discretion the Trustees may reduce this threshold to £500 in the case of items that are clearly of long-term value and capital in nature.

*Investments* are valued at market value at 31 December.

#### 2. INCOMING RESOURCES

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2021 £	2020 £
2(a) <b>Donations and legacies</b>						
Planned giving:						
Gift Aid donations	24,062	1,860	8,988	0	<b>34,910</b>	29,891
Tax recovered	6,016	465	2,248	0	<b>8,729</b>	8,257
Other planned giving	1,202	0	180	0	<b>1,382</b>	4,101
Collections	7,077	241	0	0	<b>7,318</b>	4,229
Gift Days	0	0	0	0	<b>0</b>	0
Grants	1,090	9,600	6,460	0	<b>17,150</b>	11,655
Donations	17,065	935	430	0	<b>18,430</b>	29,606
Special appeals	0	0	0	0	<b>0</b>	0
Legacies	0	0	0	0	<b>0</b>	0
	<b>56,512</b>	<b>13,101</b>	<b>18,306</b>	<b>0</b>	<b>87,919</b>	<b>87,739</b>

2(b) <b>Other trading activities</b>						
Fund-raising	0	2,096	2,497	0	<b>4,593</b>	3,300
Advertising	5,481	0	0	0	<b>5,481</b>	4,769
Lettings	1,600	40	0	0	<b>1,640</b>	670
	<b>7,081</b>	<b>2,136</b>	<b>2,497</b>	<b>0</b>	<b>11,714</b>	<b>8,739</b>
2(c) <b>Income from investments and cash deposits</b>						
Dividends and interest including tax recoverable from investments	4,667	0	2,490	0	<b>7,157</b>	6,911
Interest from cash on deposit	0	11	24	0	<b>35</b>	299
Other investment income	129	0	0	0	<b>129</b>	225
	<b>4,796</b>	<b>11</b>	<b>2,514</b>	<b>0</b>	<b>7,321</b>	<b>7,435</b>
2(d) <b>Income from charitable activities</b>						
Parochial Fees	11,849	0	0	0	<b>11,849</b>	8,545
Bellringer and Organist fees	4,920	0	120	0	<b>5,040</b>	1,565
Other fees	2,635	0	0	0	<b>2,635</b>	1,490
	<b>19,404</b>	<b>0</b>	<b>120</b>	<b>0</b>	<b>19,524</b>	<b>11,600</b>
2(e) <b>Other income</b>						
Recharges	984	0	0	0	<b>984</b>	928
Insurance claims	0	0	0	0	<b>0</b>	0
Other income	30	0	0	0	<b>30</b>	96
	<b>1,014</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,014</b>	<b>1,024</b>

### 3. RESOURCES EXPENDED

	Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	TOTAL FUNDS	
	£	£	£	£	2021	2020
	£	£	£	£	£	£
3(a) <b>Expenditure on raising funds</b>						
Costs of generating voluntary income	183	0	0	0	<b>183</b>	252
Cost of goods for fund-raising	0	0	0	0	<b>0</b>	0
Other costs of holding events	0	0	0	0	<b>0</b>	0
	<b>183</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>183</b>	<b>252</b>
3(b) <b>Church activities</b>						
Missionary and charitable giving						
Overseas	0	1,156	0	0	<b>1,156</b>	0
Relief agencies	0	0	0	0	<b>0</b>	1,189
Home mission	0	0	0	0	<b>0</b>	0
Secular charities	0	4,811	0	0	<b>4,811</b>	3,177
	<b>0</b>	<b>5,967</b>	<b>0</b>	<b>0</b>	<b>5,967</b>	<b>4,366</b>
Diocesan parish share	51,099	3,956	0	0	<b>55,055</b>	50,717
Incumbent working expenses	628	252	0	0	<b>880</b>	0
Vicarage costs	4,853	0	0	0	<b>4,853</b>	4,485
Assistant staff costs	2,346	791	16,753	0	<b>19,890</b>	19,305
Church running costs	12,746	1,440	0	0	<b>14,186</b>	13,717
Church maintenance	690	150	4,018	0	<b>4,858</b>	1,390
Upkeep of services	597	0	161	0	<b>758</b>	1,813
Upkeep of churchyard	0	0	1,990	0	<b>1,990</b>	1,660
Magazine expenditure	6,288	0	0	0	<b>6,288</b>	6,538
Youth work, education and training	0	660	0	0	<b>660</b>	0
Structural repairs	0	6,463	11,307	0	<b>17,770</b>	0
Installation repairs	0	0	0	0	<b>0</b>	0
Decoration	0	0	0	0	<b>0</b>	0
Salaries, honoraria and fees	4,460	0	0	0	<b>4,460</b>	1,220
Depreciation	525	0	0	0	<b>525</b>	525
New building works	0	0	0	0	<b>0</b>	0
	<b>84,232</b>	<b>19,679</b>	<b>34,229</b>	<b>0</b>	<b>138,140</b>	<b>105,736</b>

### 4. STAFF COSTS

A part-time Administrator was employed from 1 June 2021. Approximately half of her time was spent supporting the Vicar in his role as Rural Dean. This was funded from the Challinor rather than Unrestricted funds. A part-time youth worker was employed throughout the year.

## 5. PAYMENTS TO PCC MEMBERS

The part-time Administrator is also a PCC member but recuses herself whenever her employment is discussed by the PCC. The PCC Chair similarly recuses himself whenever his wife's role as youth worker is discussed. A small immaterial portion of the expenses paid to the incumbent may have related to services as Chair of the PCC. No other payments or trustee expenses were paid to any other PCC member, persons closely connected to them or related parties.

## 6. FIXED ASSETS

### (a) Tangible

The tangible fixed assets at the start of the period was a digital piano purchased at the end of 2018 and a laser printer bought in September 2019. As per the accounting policies each is being depreciated on a straight line basis over four years.

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2021 £	2020 £
Asset cost/value						
Balance b/f	2,099	0	0	0	2,099	2,099
Additions	0	0	0	0	0	0
Balance c/f	2,099	0	0	0	2,099	2,099
Accumulated depreciation						
Balance b/f	(813)	0	0	0	(813)	(288)
Charge for year	(525)	0	0	0	(525)	(525)
Balance c/f	(1,338)	0	0	0	(1,338)	(813)
Net book value						
Balance b/f	1,286	0	0	0	1,286	1,811
Balance c/f	761	0	0	0	761	1,286

### (b) Investments

*Endowment Funds.* There is now one endowment fund held by Chester DBF on behalf of Bunbury PCC. This is the Drury Trust and consists of 3,189 units of the CBF Investment Fund and which had a market value of £74,580 on 31/12/21 (31/12/20, £65,205).

*Restricted Funds.* The Challinor Fund is held as a restricted fund and, in accordance with the terms of the bequest that created it, is to be used for general church purposes with the Vicar and Churchwardens as trustees. As at 31/12/21 the fund was invested in 3,465 accumulation units of CBF Investment Fund with a value of £202,086 (31/12/20, £171,929) and in 3,246 of income units of CBF Investment Fund valued at £75,913. As at 31/12/20 it had held 1,771 income units at a value of £36,202 but at the start of the year purchased all the Organ fund's 1475 income units (at a cost of £30,168). The 296 CBF Investment Fund income units held by the Flower Fund at 31/12/20 were purchased at the start of the year by Unrestricted funds at a cost of £6,034. At 31/12/21 the Youth restricted fund held 944 of CBF Investment Fund income units which were valued at £22,084 (31/12/20, £19,308).

*Designated Funds.* As at 31/12/21 the non-cash assets from the Restoration/Fete, Calveley and Curate Support designated funds were invested in 2656, 1357 and 354 income units of the CBF Investment Fund respectively with values of £62,111, £31,745 and £8,281 respectively (31/12/20, £54,302, £27,755 and £7,240 respectively).

*Unrestricted Funds.* Having had no investments at 31/12/20, at the start of the period but the unrestricted funds purchased 295 income units of the CBF Investment Fund at a cost of £6,034 (from the Flower Fund). As at 31/12/21 this investment was valued at £6,901.

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2021 £	2020 £
Market value b/f 1 January	0	89,297	263,641	65,205	418,143	387,278
Prior year adjustments	0	0	0	0	0	0
Value at 1 January restated	0	89,297	263,641	65,205	418,143	387,278
Disposals at carrying value	0	0	(6,034)	0	(6,034)	0
Purchases at cost	6,034	0	0	0	6,034	0
Revaluation gain/(loss)	867	12,841	42,477	9,375	65,560	30,865
Market value at 31 December	6,901	102,138	300,084	74,580	483,703	418,143

## 7. DEBTORS

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2021 £	TOTAL FUNDS 2020 £
Tax recoverable	8,533	379	1,770	0	10,682	2,203
Prepayments and accruals - debtors	0	0	0	0	0	813
Other debtors	2,036	1,600	1,737	0	5,373	2,404
	10,569	1,979	3,507	0	16,055	5,420

8. SHORT TERM DEPOSITS	Unrestricted	Designated	Restricted	Endowment	TOTAL FUNDS	
	Funds	Funds	Funds	Funds	2021	2020
	£	£	£	£	£	£
CBF Deposit Accounts						
609021001D (General PCC)	3,545	1	24,019	0	27,565	43,149
609021007D (Calveley)	0	4,635	0	0	4,635	4,633
609021011D (Challinor)	0	0	3,621	0	3,621	11,445
609021012D (Organ)	0	0	9,689	0	9,689	9,684
609021013D (Bells)	0	0	2,905	0	2,905	2,903
	3,545	4,636	40,234	0	48,415	71,814

9. LIABILITIES	Unrestricted	Designated	Restricted	Endowment	TOTAL FUNDS	
	Funds	Funds	Funds	Funds	2021	2020
	£	£	£	£	£	£
Prepayments and accruals - creditors	(3,524)	0	0	0	(3,524)	(16,186)
Trade creditors	(885)	0	(252)	0	(1,137)	(347)
Other creditors	(22)	0	0	0	(22)	(226)
	(4,431)	0	(252)	0	(4,683)	(16,759)

#### 10. PRIOR YEAR ADJUSTMENT

In 2021 it was recognised that the financial resources associated with the Youth Club's activities are not normally restricted, and that financial transactions should more appropriately be recorded within a designated fund, retaining a restricted fund only for those elements of income (such as any grants) and associated expenditure specifically directed towards supporting the work of the Youth Club. It was considered this should be applied to previous years too, so a prior year adjustment has been made to reflect a transfer from the old (restricted) to a new (designated) youth club fund.

#### 11. UNRESTRICTED AND DESIGNATED FUNDS

The PCC has ear-marked part of the unrestricted reserves (and specific sources of future income) for particular purposes. Such designated funds (see note 1) are currently maintained for: Church Restoration (directed to which is the net income from the annual fete); and an amount (10% of net voluntary unrestricted income) for charitable giving. Given the existence and size of a restricted Churchyard fund (see note 11) the PCC decided in 2019 to release what had up to that point been a designated Churchyard fund (directed to which had been part of the Parochial Fees for funerals). The income and expenditure associated with Calveley Hall Chapel is also maintained as a designated fund. A Curate Support designated fund was created on receipt of a bequest in 2017, and this provides financial support for housing and other costs associated with having an assistant curate in the parish. A Youth Club designated fund was established in 2021 (see note 10).

Designated Funds	Balance at		Outgoing	Investment	Transfers & Revaluation	Balance at
	Jan-21	Incoming				
Church Fabric (Fete)	57,404	9,601	(8,000)	2	7,809	66,816
Ear-marked for charitable giving	3,467	0	(3,467)	0	3,458	3,458
Calveley	34,282	2,868	(1,762)	2	1,991	37,381
Curate support (legacy)	13,993	0	(5,424)	6	1,041	9,616
700 Project	2,500	813	(3,313)	0	0	0
Youth Club (designated)	457	1,956	(1,796)	0	0	617
	112,103	15,238	(23,762)	10	14,299	117,888

12. RESTRICTED FUNDS	Balance at		Outgoing	Investment	Transfers & Revaluation	Balance at
	Jan-21	Incoming				
Churchyard - restricted	18,103	368	(1,996)	5	0	16,480
Choir	3,072	300	(110)	1	0	3,263
Kitchen	1,471	0	0	0	0	1,471
Challinor - accumulated income	211,491	1,737	(13,478)	1,926	39,700	241,376
Bells	2,962	0	(294)	2	0	2,670
Organ	29,344	120	(514)	6	0	28,956
Flowers	7,321	0	0	3	0	7,324
Church steps	4,265	0	0	2	0	4,267
Friday at Tillys	4,269	0	0	0	0	4,269
Youth Worker	37,840	12,599	(14,946)	571	2,776	38,840
ALIVE	1,096	826	(478)	0	0	1,444
Bunbury Community	1,375	(125)	0	0	0	1,250
Clock repair	0	4,601	(3,210)	0	0	1,391
Youth Club (restricted)	0	500	0	0	0	500
	322,609	20,926	(35,026)	2,516	42,476	353,501