



SAINT PETER'S CHURCH OF
GREENHILL, LOWEDGES & LOWER BRADWAY

**ANNUAL REPORT & ACCOUNTS
2020**

CONTENTS

	PAGE
Aim & Purpose	3
Objectives & Activities	3
Achievement & Performances	3
A Note from Rev. Ned Lunn	3
Prayer & Worship	4
Serving & Welcome	4
Discipleship & Community	6
Operations (inc. Safeguarding)	7
Deanery Synod	9
S8 Mission Partnership & Diocesan Involvement	9
Financial Review	10
Reserves Policy	12
Volunteers	12
Structure, Governance & Management	13
Administrative Information	13
Independent Examiner's Report	15
Financial Statements	16
Notes to Financial Statements	19
Accounting Policies	19
Staff Costs	20
Related Parties & Transactions	20
Restricted Funds	20
Fund Movements	21

SAINT PETER'S CHURCH, GREENHILL, SHEFFIELD ANNUAL REPORT OF THE PAROCHIAL CHURCH COUNCIL FOR THE YEAR ENDED 31 DECEMBER 2020

Aim & Purposes

Saint Peter's 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. It also has maintenance responsibilities for Saint Peter's Church and Parish Centre.

Objectives & Activities

The PCC is committed to enabling individuals to worship at church and to become part of the parish community at Saint Peter's. Our services and worship put faith into practice through prayer and scripture, music and sacrament. When planning our activities for the year, the incumbent and the PCC have taken account of the charity commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion. We try to enable people to live out their faith as part of our parish community through:

- Worship and prayer, learning about the Gospel, and developing their trust in Jesus;
- Pastoral care; and
- Outreach work.

To facilitate this work it is important that we maintain the fabric of Saint Peter's Church and the Parish Centre.

Achievements & Performance

A note from Rev. Ned Lunn, Vicar of Saint Peter's Greenhill

The unforeseen and unprecedented impact of the pandemic across the world is written throughout the following report. The progressing strategy and momentum built up over the last few years came to a halt as we faced such a large scale and urgent crisis. Our budget was of no use to us as we saw much of our income generation through the Parish Centre stop almost overnight. Building work was put on hold as we navigated public health requirements and the painful suspension of public worship and gathering together as the family of God in this area. All our interactions were restricted, and isolation from one another was enforced upon us. That we are still here and looking ahead to 2021 is a testament to the long investment in sustaining ministry and mission in the parish through our vision and values.

2020 was due to be the year that we began work on updating our electrics and AV system to enable us to become a more accessible church for visitors and spiritual seekers. As I have said, our first budget in a number of years was going to help us to grow into a financially stable position and lead us to reinvest into mission activities. It was also the year that we were to review our Mission Action Plan and renew our priorities heading into the next three years. All of these have had to be put to one side so that we could focus on survival and maintenance.

The greatest impact, however, is seen in all our emotional lives as individuals. Relationships were strained to breaking point and we ended 2020 as fragile people. We grieved as many dearly beloved brothers and sisters died without us able to collectively say 'goodbye', and many others decided to move on in different directions for a number of reasons. This grief will scar us and it is appropriate to

acknowledge that together. It has been hard to see, amidst the global crisis, where God is and what will become of his Church in the aftermath of this year. I still see hope.

Reading this report, having experienced the reality of 2020 that underpins the facts outlined within, I see a community seasoned in the refiner's fire. I see a community tested in their resolve to love without borders, share without fear, seek with passion, and pray without ceasing. Amidst the loss and bereavement, the extreme strain and chaos, I see a loving, witnessing and growing community. We have all been changed by this culture-changing year, but we are a community well versed in 'change'. Those of us who are left are prepared to face the uncertainty of the journey of faith with greater trust in our faithful Father.

So, once more unto the breach, dear friends. As family we go.

Prayer & Worship

The Prayer & Worship Committee oversees the prayer and worship culture at Saint Peter's and looks at new ways for the congregation to engage in both these things. The committee met 4 times and began the year making plans for both the 09:30 service and the 11:00 service to merge. After many discussions and consultations, it was agreed, in January that after the APCM in April, our morning services would come together at 10:15.

From the end of March, the Sunday services went online due to the first national lockdown of the Coronavirus pandemic. Ned was quick to set up systems to ensure we could gather (at the new time) online and worship via our Facebook public page. The worship team created a bank of worship videos for use in the services and other members of the congregations were able to be included via prerecorded videos.

As lockdown restrictions eased and we were able to meet in limited numbers in the church building, we put time and effort into ensuring the Eucharist was available to those in-person. Our online services joined with the Mission Partnership churches and we were able to share resources over the summer season. Engagement with the online services has fluctuated due to demands on families but there have been many people accessing the services outside of the Sunday broadcast time.

Tea Service is a church service shared with some of the older people in our community, and is held on the 4th Friday of every month. There was only one gathering in 2020.

Children's Church have met several times throughout the year via a private Zoom gathering. Families took turns at the beginning of the year to share stories, songs and prayers and then at Christmas, Hannah Corrigan lead the children in advent reflections and craft.

Easter services were moved online – including a Mission Partnership Ascension Day service – as were Christmas celebrations. This year we looked at The Christmas Carol as a Mission Partnership and held an online Carol Service and a Zoom Christingle Service. The services at Christmas were well received despite the challenging circumstances.

Serving & Welcome

The Serving and Welcome committee continues to have oversight of Saint Peter's groups and activities that aim to reach out to those in our community. This includes: Afternoon Teas, Cookhouse, Makerspace, School Pastors and other work with local schools. The committee also reflects on and evaluates how we welcome people at our Sunday services. Additionally, the committee has some oversight of Saint Peter's involvement in other charities in the local community that are supported by the PCC, such as The Terminus Initiative and Grace Food bank. The Serving & Welcome Committee met 3 times during 2020. The Committee has been involved in planning a clothes swap which took place in

March, to raise funds for afternoon teas and serve the local community.

➤ Afternoon Teas

Afternoon Teas is an outreach opportunity that provides a valuable service to older people in our community and is held on the 2nd Friday every month. Most of those attending live alone and are generally lonely; others have walking difficulties, and some have dementia. Something as simple as getting out of the house to meet, eat and be with other people has a lasting effect. We serve a full traditional Afternoon Tea followed by some form of entertainment. Between 40 and 50 people attend, however, numbers do tend to fluctuate due to age related illness and infirmities.

In 2020 we ran two in-person sessions, before coronavirus restrictions prevented us from doing so. We took the decision to cease face-to-face sessions shortly before the March lockdown due to concerns for the vulnerable older people attending.

We received a grant of £540 from Sheffield City Council's Ward Pot funding. This was for activities and entertainment for Afternoon Teas. Due to the pandemic, we sought permission from the council for this money to be used for activity packs rather than face-to-face activity. At Christmas we provided 50 gift packs to isolated older people in the area: some in care homes and some living in their own home. Each pack contained: chocolates, soap, a Santa hat, a pen, a Christmas cracker, and a booklet about the true meaning of Christmas. The remaining money will be used to provide 50 Easter activity bags.

Special thanks to the PCC and Sheffield City Council for their financial support towards the costs of providing special buses, which have the facility to lift and clamp wheelchairs.

➤ Lowedges Family Cookhouse

Cookhouse serves families in Lowedges, through providing a free hot meal every Wednesday, cooked from surplus food. The project is a partnership between Saint Peter's, Timebuilders and LBJ Community Forum.

We provided weekly sessions up until the national lockdown came into place in March 2020 and we had an average of 15 families attending each week. Due to the pandemic, we had a long break without any activity; however, we kept contact with many of the families through community links such as LBJ Forum and The Terminus Initiative.

At the start of the year, we began conversations to renew our partnership with other organisations on this project to ensure clearer policies and procedures are in place to make this a safe and sustainable ministry.

In October 2020, we were approached by Grace Food Bank and asked if we would be willing to distribute some recipe packs each week. These packs contain a simple recipe and ingredients to make a meal for a family of 4. Since then, during term time we have supported staff from LBJ Forum to hand out 30 packs each week in a covid secure way, from Lowedges Community Centre.

➤ MakerSpace & Thursday Night Youth

Makerspace got off to a good start in 2020; we managed to provide food and build community with around 8 young people on a weekly basis. After Easter, we were unable to continue with Makerspace and other youth activities due to national restrictions, so the PCC decided to put Joe, our Detached Youth Worker on furlough. The youth work picked up again in October, when Makerspace began to meet online. The community that meets has grown and has become a great place to keep in touch whilst in-person gatherings are not ideal. Makerspace now sees an average of 5 young people on a weekly basis.

Thursday Night Youth also went online due to the Coronavirus pandemic. This session is now split into two age groups and offer different activities for the differing needs of the young people that attend. These groups average around 10 young people a week.

➤ Schools Work

Saint Peter's Church Greenhill, Lowedges & Lower Bradway Annual Reports & Accounts 2020

We visited Greenhill Primary, in partnership with Greenhill Methodist Church, in February to tell a Bible story and to pray. After this the national lockdown stopped us from being able to go into the school for the rest of the year. This also affected our usual interactions at the major festivals for the rest of the year. We were not prepared for the Easter season but, by Christmas, we were able to pre-record, again in partnership with Greenhill Methodist Church, a Christmas assembly which included the telling of the Christmas story, a short reflection, a Christmas carol and a prayer. This went to Greenhill Primary and Bradway Community Primary.

➤ School Pastors

School and college pastors are volunteers who commit themselves to the service of young people in their community, offering a reassuring and friendly presence to students who may not feel able to speak openly to teachers or parents. Before the pandemic, we sent two pastors from Saint Peter's who went in once a week. School Pastors was put on hold during the initial lockdown; and whilst one pastor was shielding, furlough restricted Joe's involvement until October. We now have one School Pastor going into school from Saint Peter's and the wider team continues to feel welcomed into the school.

Towards the end of the year, the team have been helping to mentor young people on a 1:1 basis who are struggling with their mental health. These sessions are building strong relationships and providing the young people with the much-needed support.

➤ Charities

The PCC continues to give to six charities as part of the mission of the church. At the beginning of 2020 the PCC looked at the charities we support and some new charities replaced others we have supported in the past. We committed to support the following charities:

Golddigger Trust (www.golddiggertrust.co.uk)

Grace Food Bank (www.gracefoodbanksheffield.org.uk)

Open Hands (<http://www.openhandsproject.org.uk/>)

Open House (<https://openhousesheffield.co.uk/>)

Open Doors (<https://www.opendoorsuk.org/>)

Terminus Initiative (www.terminusinitiative.org)

We continue to sponsor Belibie Jardiel Davila N'do from Burkina Faso through Compassion UK. We currently give £386 a year by direct debit to help provide Belibie with Bible teaching, hygiene and health education, games, community service opportunities and tuition. The Centre staff also provide monthly meetings, parenting skills training, income generating activities and discipleship lessons for Belibie's mother, a lone parent. The PCC write to him regularly and in 2020, committed to sending him a birthday gift of £30.

Discipleship & Community

The Discipleship & Community Committee met 4 times in 2019 and covered the following:

➤ Small Groups

Some small groups have continued to meet in 2020 using platforms such as Zoom to meet. These have continued to provide places of learning and support during the lockdown.

➤ Pastoral Ministry

2020 has been a difficult year pastorally during lockdown, with social bubbles and isolation. Keeping a sense of community has been challenging. The pastoral team was extended and a tree phone system employed so that as many people in the congregation were contacted by at least two people. This has

mainly been employed through periods of lockdown and relaxed when in person worship had been possible. Pastorally we have struggled to find ways to connect those without access to the internet or the relevant technology to services.

There was a very difficult situation this year, where online services and the lack of connection with each other caused friction and families to leave the church. A sermon was not well received by a few people in church and there was a strong reaction online where hurtful comments were shared and accusations made on both sides.

Due to the pandemic this was a difficult situation to deal with, one of the resolutions was to ask Discipleship and Community to produce documents for future conduct. As a result of this we produced three documents, one to set how to disagree well, one to set boundaries for sermons and a third to define the role of a preacher.

It was agreed that alongside this we should base this in our community so three groups have been set up, a preachers group that meets regularly to discuss sermons and that will act as a support for new preachers, a group for intercessors and a support group for small group leaders.

➤ Sunday Teaching

This year we looked at Acts and lectionary readings.

During lent we used the book Seven by Jen Hatmaker taking a look at our lives and how we might cut out the excess.

During Advent there were two options, either the lectionary readings for the in-person service or A Christmas Carol by Charles Dickens for the Mission Partnership online service.

The Christmas Carol service was online and was centred around A Christmas Carol.

Midnight Service was an exploration of Middle Earth using the books of Tolkien.

➤ Social Events

Due to the pandemic social events have been limited this year.

We had 30 attendees at a mixed board games and Hogmanay event in January. The afternoon comprised of board games followed by a traditional meal in the evening.

An online Christmas party was held on Zoom. Children's packs were delivered a week in advance to be covid compliant, these contained activities and a small amount of chocolate.

➤ Feast

Due to numbers continuing to decrease Feast has ceased to meet. The last session was not run due to the first lockdown in March.

➤ The Gathering

This was introduced during the second lockdown and it is a chance for people to meet socially and to pray with and for each other. There is a short period of worship, a period of reflection on the topic for the day, prayer and social time.

Operations

In 2020, the Operations Committee met 5 times to oversee the management and maintenance of the church and parish centre buildings & fabric, HR, finance and safeguarding policy.

➤ Buildings & Fabric

At the beginning of the year all necessary work for the QI was complete in preparation for the inspection

due in 2020. As well as that the installation of new electrical system was put in place under Archdeacons List B with the proviso we complete the planned AV and electrical overhaul during 2020. An exciting invitation by City Taxis and an eco-building firm was brought to the committee's attention. The proposal was to install charging points for electrical vehicles attached to a new Parish Centre.

The committee was also beginning to collate data on the Mission Action Point around increasing vocations and led a session at PCC to get a small sample. It was shown that half of those asked had a sense of call to particular ministries and the other half were 'at a crossroads'. More work was decided to be done within the wider congregation. Joe Corrigan's role went under review looking at how this may be financed in the future with less resources available. A new fixed term contract of 6 months was agreed and signed with better line management process put in place.

The Covid-19 crisis put a halt on many operational aspects of the church building. The committee, under guidance from the Church of England, produced a risk assessment to protect all users and visitors of our buildings from infection and transmission. Throughout the year this was revised and passed to PCC to assist in decisions as to whether the church and Parish Centre were opened or not. The closure of the Parish Centre under the first lockdown impacted our financial income greatly and effectively made the budget for the year to become moot. The cleaning contract with GCC was halted, although we continued to pay our contracted amount and we 'banked' time with the cleaners to enable a deep clean to be done when the buildings reopened and to increase the time we received by them. In line with government guidelines, the Parish Centre was opened to limited hirers who could produce their own robust risk assessments.

The groundwork stalled during the lockdown restrictions and the grass was left to grow long during the spring and summer months. A company were contracted to come and cut the lawn and the shrubbery in July. The lawn was completed but the shrubbery was left due to the company being overworked. A volunteer from the community came and cut much of the shrubbery as a sample of his work looking for a longer contract with Saint Peter's. It was decided that in the current financial situation it was unwise to commit to a long-term contract for work which could be done by volunteers in 'normal' circumstances. Plans for post-Covid maintenance was worked on and agreed in principle.

Covid-19 also halted the QI (this has been postponed to 2021) and the necessary electrical and AV works to progress.

➤ Safeguarding

After a safeguarding incident involving Cookhouse, a thorough review of the policies and procedures of the partnership between Saint Peter's, Lowedges Community Centre and Timebuilders was begun. Saint Peter's took a lead on overseeing the Safeguarding case involving the Diocesan Team as was appropriate. There were two other significant cases undertaken at the same time. This stretched the Safeguarding team but the hard work on policies and procedures as well as developing a Safer Church culture proved to be resilient enough to hold all these exceptionally well.

Becky Lehane, who has been our DBS Recruiter for many years moved away from Saint Peter's during 2020 leaving this role vacant. Sarah Rowland and Michelle Hayes have attempted to apply to become DBS Recruiters but the process kept stalling for different reasons. This issue became urgent at the end of 2020 having still not got a DBS Recruiter in place and many DBS required for ministry.

A Past Case review was completed along with an audit in September.

Sarah Rowland and Michelle Hayes continue to support members of our church and local communities alongside Ned and the wider Diocesan Safeguarding Team.

Deanery Synod

Two elected members of the PCC and the incumbent sit on the Deanery Synod. This provides the PCC with an important link between the parish and the wider structures of the church. At the APCM in October, Diane Wheeler stepped down as Deanery Synod Rep and Jim Bonham took up the role. The PCC would like to acknowledge and give thanks for the tremendous service that Diane gave in providing regular oral & written reports to the PCC on the proceedings at Deanery Synod meetings.

S8 Mission Partnership & Diocesan Involvement

The Mission Partnership Steering Committee met twice over 2020, once in person at the start of the year and then on Zoom in July. The clergy meeting, which also includes the Mission Partnership Development Worker and a representative from St James' (as Rev. Toby Hole settled into his role as Priest in Charge as well as maintaining his role as vicar of St Chad's), met monthly.

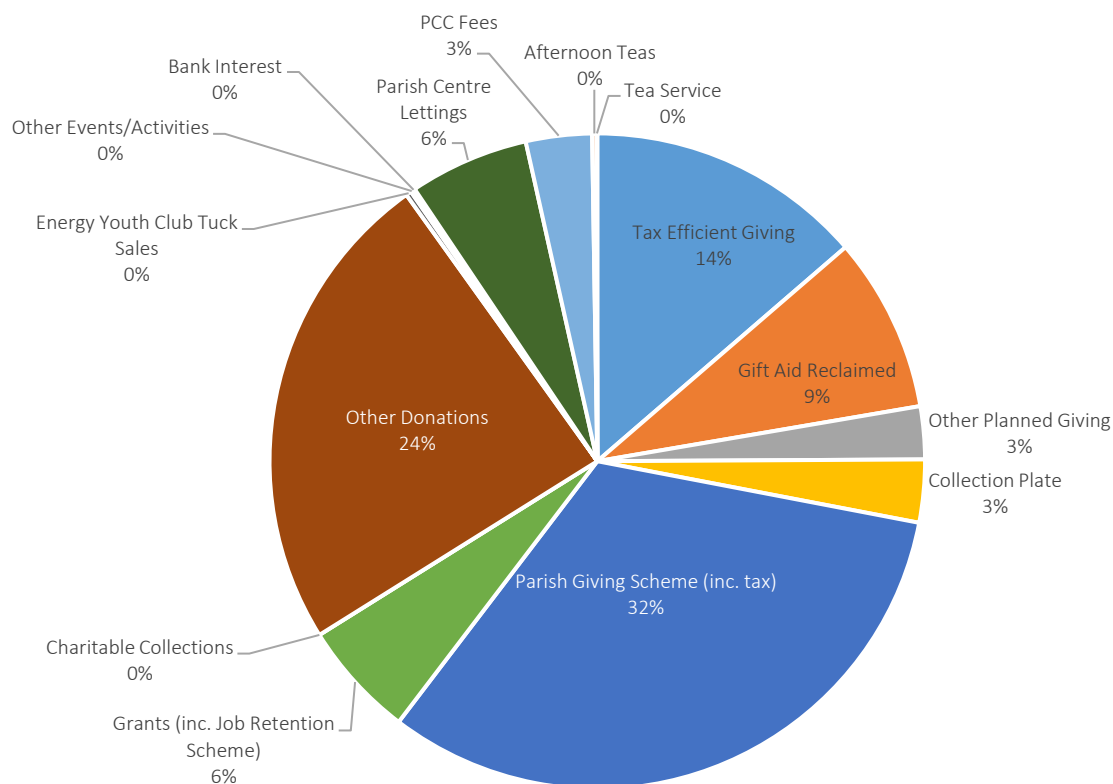
During the first lockdown all churches adopted online provisions of different kinds and by Easter it was felt that some form of long term plan should be adopted to provide shared, sustainable online provision even after lockdown restrictions were lifted. It was decided that a weekly, joint Mission Partnership service would be provided via YouTube involving contributions from each church each week would begin. The first of these was launched on Sunday 6th September.

Covid-19 also impacted our lent Series which was looking at different spiritual practices which was not completed due to restrictions on public gatherings and no online provision had yet been implemented or devised. We were able to share in a shared online service for Good Friday and we hosted an online pilgrimage around the Mission Partnership via YouTube and the Facebook Page. We also shared in our advent series exploring 'A Christmas Carol' and held a joint online Carol Service for the Mission Partnership.

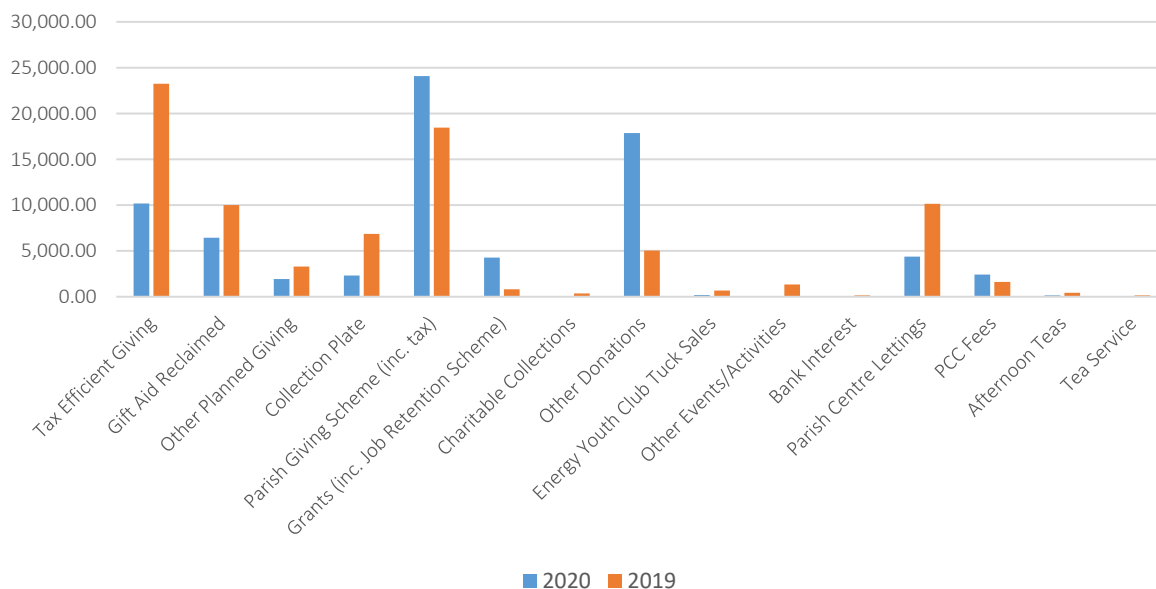
Financial Review

This financial statement provides comprehensive information about our receipts and payments in 2020.

Breakdown of income in 2020:



Income for 2020 against income from previous year:



Due to the global pandemic, the total of receipts for 2020 is £74,487 compared to £82,605 in 2019, a decrease of approximately 10%. Most of the income remains to be unrestricted and covered by Gift Aid declarations or via the Parish Giving Scheme. The income via the PGS has increased by 31%, which also accounts for the drop in Tax Efficient Giving.

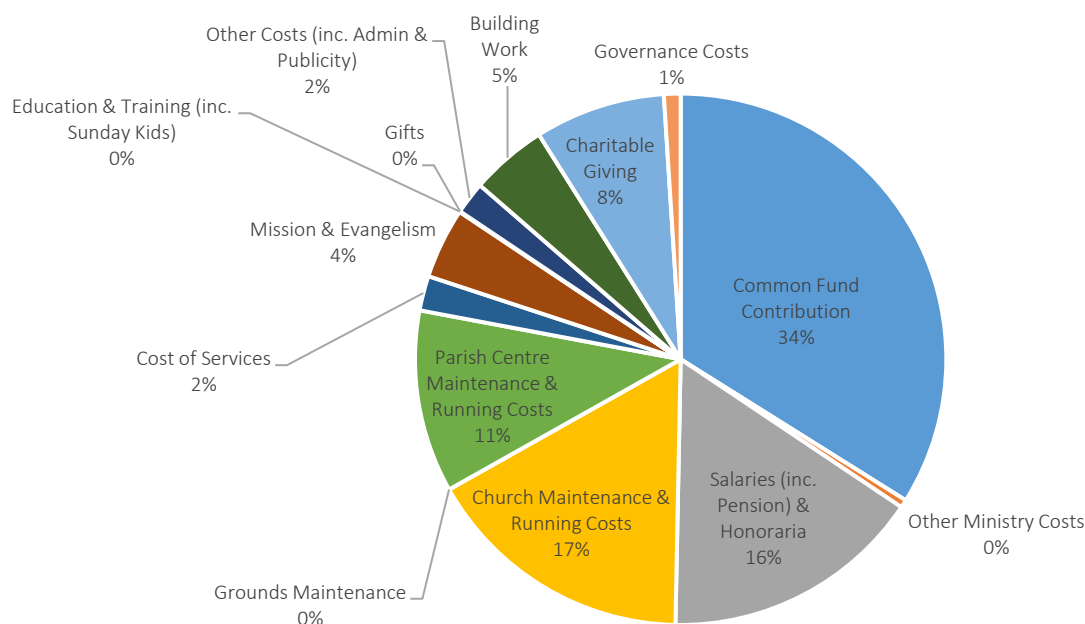
Saint Peter's Church Greenhill, Lowedges & Lower Bradway Annual Reports & Accounts 2020

This year, Saint Peter's received £17,871 in one-off donations. The PCC is incredibly grateful for these two generous donations and the continuous giving of the congregation, through what has been a very difficult year.

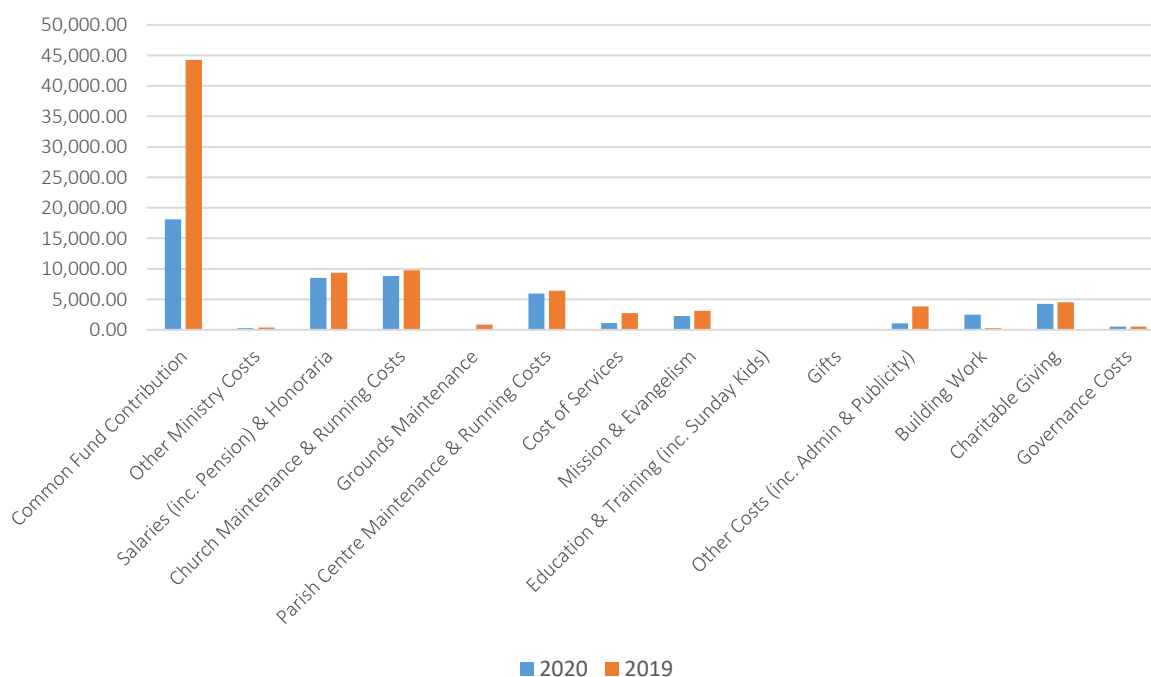
In 2020, Saint Peter's was also awarded £540 from Sheffield City Council's Ward Pot Small Grant Scheme towards activity packs for Afternoon Teas.

The pandemic restrictions also meant that we had to close the doors of the Parish Centre to hirers for a good chunk of the year, decreasing our income from lettings by 57%.

Breakdown of expenditure in 2020:



Expenditure for 2020 against expenditure from previous year:



The overall expenditure for 2020 has decreased by 38% due to the Coronavirus pandemic.

Our commitment to the Diocese's Common Fund was reduced from £34,300 to £18,100 to allow some flexibility in cashflow.

Our contract with the cleaning company, GCC Facilities Management, meant that we couldn't pause our payments. However, we were able to save up the cleans we didn't receive during national lockdown and we've been able to claim more than one clean a week as we slowly open our doors to the public.

During 2020, we only carried out emergency and routine works within the church building (boiler services, alarm services, etc) and no progress was made on the building project.

There was a revision to the Youth Worker's contract in October, which was agreed during the first national lockdown. During that time, the PCC received and paid 80% of the Youth Worker's wage through the Job Retention Scheme. For 6 months, our Youth Worker was furloughed and carried out no work for Saint Peter's. Our Youth Worker also opted-in to a workplace pension in April 2020.

The PCC received £540 from Sheffield City Council to spend on Christmas activity packs for the people who would usually attend Afternoon Teas but couldn't because of Covid-19 restrictions.

Each year the PCC agrees to give 5% of the previous year's unrestricted income to various charities. At the end of 2019, the PCC decided to continue supporting Sat-7 in prayer but to financially support the work of Open Doors. Payments of £585 were made to each of these charities.

Charities supported by Saint Peter's:

Open House Trust

Open Hands Project Sheffield

Open Doors

The Terminus Initiative

Grace Food Bank

Golddigger Trust

There were no charitable collections made in 2020.

Reserves Policy

It is PCC policy to maintain a balance on unrestricted funds (if possible) which equates to approximately six months' unrestricted payments (excluding Common Fund or unusual events such as Church Weekend) to cover emergency situations which may arise from time to time. This amount equates to £20,790.38 (based on 2019 figures). The total amount of unrestricted funds at the end of the year is enough to cover this reserve. The reserves are saved in the Church Deposit Fund separate from the church current account.

Volunteers

Apart from the Vicar, the church officers serve on a voluntary basis. We also depend on volunteers to arrange the flowers, provide refreshments every Sunday and at fundraising events, act as altar servers, be chalice assistants, be members of the welcoming team, organise food for church meals, ensure the building and the grounds are maintained, advise on safeguarding policies and health and safety

requirements, help run the amazing Afternoon Teas and Tea Services and all the children & youth work that we do in our church.

We would like to thank all the volunteers, who work so hard for Saint Peter's church and the surrounding community that we impact.

Structure, Governance and Management

The Parochial Church Council is a corporate body incorporated by the Church of England.

The PCC operates under the Parochial Church Council powers measures. The method of appointment of the 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.

PCC members are made aware of and encouraged to attend workshops and other training events which are relevant to their responsibilities.

The PCC has four sub committees: Serving & Welcome, Discipleship & Community, Prayer & Worship and Operations. Each committee was chaired by a Churchwarden or Deputy Churchwarden. These groups are tasked with putting legs on the ideas that the church has, but all decisions must be put to the PCC for approval. The committee leaders, vicar, PCC Secretary and Treasurer had discussions before putting ideas to the PCC - this group is the Standing Committee.

The PCC met 4 times during the last year with an average attendance of 89%.

The minutes from the PCC meetings from the last year are available upon request. Please speak to Joy Arnott.

There are currently 71 people recorded on the electoral roll.

Due to the pandemic the Church of England issued the necessary measures to postpone APCMs until the end of October. At the APCM, Rebecca Popplewell was re-elected to serve as Churchwarden and Michelle Hayes was elected to serve alongside her.

In July of 2020, Elizabeth Lydon stepped down as Secretary of the PCC and we give thanks to her for her years of faithful service. Joy Arnott was appointed as Secretary at the APCM.

The PCC has given due regard to the Charity Commission guidance on Public Benefit and this report outlines some of the many ways that the charity has furthered its charitable objects for public benefit.

Administrative Information

Saint Peter's Church is situated on Reney Avenue, Greenhill, Sheffield, S8 7FN. It is a part of the Diocese of Sheffield within the Church of England. The correspondence address is Saint Peter's Vicarage, Reney Avenue, Greenhill, Sheffield S8 7FN. The Parochial Church Council (PCC) is a charity excepted from registration with the Charity Commission.

PCC members who have served between 1 January 2019 and the date these accounts are made up to are:

Vicar	Rev. Ned Lunn	PCC Chair
Churchwardens	Mrs Michelle Hayes	Deputy PCC Chair
	Mrs Rebecca Popplewell	Treasurer

Saint Peter's Church Greenhill, Lowedges & Lower Bradway
Annual Reports & Accounts 2020

Lay Workers	Mrs Michelle Hayes Mrs Hannah Corrigan Dr Simon Hayes
Deanery Synod Representatives	Dr Simon Hayes Mrs Diane Wheeler <i>(Jan-Oct)</i> Mr James Bonham <i>(from Oct)</i>
Elected Members	Mrs Margaret Kohler <i>(Jan-Oct)</i> Mrs Ros Rees Mrs Elizabeth Lydon <i>(Jan-Jul)</i> Secretary <i>(Jan-Jul)</i> Mrs Joy Arnott Secretary <i>(from Jul)</i> Mrs Sarah Rowland Safeguarding Officer Mrs Sarah Clayton Mr Chris Capps Mr John Marshall <i>(Jan-Dec)</i> Mrs Janice Jackson Mrs Alison Brown Mrs Diane Wheeler <i>(from Oct)</i>

EMPLOYEES

Mr Joseph Corrigan Detached Youth Worker

CHURCH ARCHITECTS

Smith & Roper Architects Buxton Road, Bakewell, DE45 1BZ

INDEPENDENT EXAMINER

Peter Winter 103 Wilkinson Street, Sheffield, S10 2GJ

BANKS

CAF Bank Ltd 25 Kings Hill Avenue, Kent, ME19 4JQ

Independent Examiner's Report to the trustees/members of Saint Peter's Church, Greenhill, Parochial Church Council

I report on the accounts for the year ended 31st December 2020.

Respective responsibilities of the Trustees and Independent Examiner

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

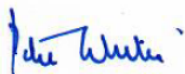
My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent Examiner's Statement

In connection with my examination, no material matters have come to my attention which give me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act ; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have come across no matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Peter Winter MA FCCA FCIE
Chartered Certified Accountant
103 Wilkinson Street
Sheffield S10 2GJ

29 April 2021

Financial Statements for the year ended 31 December 2020

RECEIPTS

	2020		TOTAL FUNDS 2020	TOTAL FUNDS 2019
	Unrestricted Funds	Restricted Funds		
VOLUNTARY INCOME				
Tax Efficient Giving	10,187	0	10,187	23,262
Gift Aid Reclaimed	6,431	0	6,431	10,003
Other Planned Giving	1,940	0	1,940	3,300
Collection Plate	2,307	0	2,307	6,851
Parish Giving Scheme (inc. tax)	21,398	2,700	24,098	18,452
Grants (inc. Job Retention Scheme)	0	4,281	4,281	800
Charitable Collections	0	0	0	355
Other Donations	17,871	0	17,871	5,058
	60,133	6,981	67,114	68,081

ACTIVITIES FOR GENERATING FUNDS

Energy Youth Club Tuck Sales	0	200	200	660
Other Events/Activities	0	70	70	1,341
	0	270	270	2,001

INCOME FROM INVESTMENTS

CBF and Bank Interest	95	0	95	166
	95	0	95	166

CHURCH ACTIVITIES

Parish Centre Lettings	4,395	0	4,395	10,156
PCC Fees	2,425	0	2,425	1,609
Afternoon Teas	0	161	161	440
Tea Service	27	0	27	152
	6,847	161	7,008	12,357

TOTAL RECEIPTS FOR THE YEAR	67,075	7,413	74,488	82,605
------------------------------------	---------------	--------------	---------------	---------------

PAYMENTS

	2020		TOTAL FUNDS 2020	TOTAL FUNDS 2019
	Unrestricted Funds	Restricted Funds		

CHURCH ACTIVITIES

Common Fund Contribution	18,100		18,100	44,280
Other Ministry Costs	260		260	403
Salaries (inc. Pension) & Honoraria	2,128	6,372	8,499	9,360

Saint Peter's Church Greenhill, Lowedges & Lower Bradway
Annual Reports & Accounts 2020

Church Utility Costs	3,460		3,460	3,263
Other Church Running Costs	3,323		3,323	4,615
Church Maintenance	2,044		2,044	1,893
Grounds Maintenance	0	0	0	835
Parish Centre Utility Costs	3,523		3,523	3,646
Other Parish Centre Costs	2,405		2,405	2,762
Cost of Services	1,127		1,127	2,734
Mission & Evangelism	1,373	918	2,291	3,094
Education & Training (inc. Sunday Kids)	24		24	41
Gifts	0	0	0	0
Other Costs (inc. Admin & Publicity)	1,049		1,049	3,870
Building Work		2,495	2,495	299
	38,815	9,785	48,599	81,094

MISSIONARY & CHARITABLE GIVING

Open House Trust	585	0	585	630
Compassion UK	377	0	377	350
SAT 7	0	0	0	630
Children's Society	0	355	355	395
Grace Food Bank, Sheffield	585	0	585	630
Terminus Initiative	585	0	585	630
Golddigger Trust	585	0	585	630
Open Hands Project	585	0	585	630
Open Doors	585	0	585	0
	3,887	355	4,242	4,525

COST OF GENERATING VOLUNTARY INCOME

	0	0	0	0
	0	0	0	0

FUNDRAISING COSTS

	0	0	0	0
	0	0	0	0

GOVERNANCE COSTS

Independent Examiner	540	0	540	540
	540	0	540	540

TOTAL PAYMENTS FOR THE YEAR	43,242	10,139	53,381	86,159
------------------------------------	---------------	---------------	---------------	---------------

TOTAL INCOME FOR THE YEAR	67,075	7,413	74,488	82,605
<i>SURPLUS (DEFICIT) FOR THE YEAR</i>	<i>23,833</i>	<i>-2,727</i>	<i>21,107</i>	<i>-3,554</i>

<i>BALANCES AT 1 JANUARY 2020</i>	<i>20,770</i>	<i>10,386</i>	<i>31,155</i>	
BALANCES AT 31 DECEMBER 2020	44,603	7,659	52,262	

ASSETS & LIABILITIES

	Cash in hand & at bank	Short Term Deposits	TOTAL
Unrestricted Funds	22,244	22,381	44,625
Restricted Funds	7,659		7,659
<i>Youth Mission Fund</i>	<i>0</i>	<i>0</i>	<i>0</i>
<i>Fresh Expression Fund</i>	<i>643</i>		<i>643</i>
<i>Charities Fund</i>	<i>215</i>		<i>215</i>
<i>Afternoon Tea Fund</i>	<i>53</i>	<i>0</i>	<i>53</i>
<i>Building Fund</i>	<i>6,611</i>		<i>6,611</i>
<i>Weekend Away Fund</i>	<i>137</i>		<i>137</i>
			52,284

Despite all the accounts being reconciled, there is a discrepancy of £21.98; meaning there was £21.98 more in hand than the Financial Activities show. The total assets of Saint Peter's at the end of 2020 was £52,284.

Approved by the PCC and signed on their behalf by the Chairperson, Rev. Ned Lunn

24 March 2021

Notes to Financial Statements for the year ended 31 December 2020

Accounting Policies

1. The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2009 using Receipts and Payments basis. They include all transactions, assets and liabilities for which the PCC is responsible in law but not the accounts of church groups that own their main affiliation to another body, nor those that are informal gatherings of church members.
2. Restricted funds represent
 - a. income from trusts or endowments which can be expended only on those restricted objects provided in the terms of the trust or bequest;
 - b. donations or grants received for a specific object or invited by the PCC for a specific object.

The funds may be expended only 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. These restrictions do not apply where donors subsequently agree that surpluses which are not required to achieve the specific object may be used by the PCC for other purposes. In those circumstances such surpluses become unrestricted. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned on an average balance basis.

3. Unrestricted funds are general funds which can be used for the PCC's ordinary purposes.
4. All incoming resources are recognised when they are received (in cash, by cheque or through a bank transfer). With minor exceptions, all receipts are accounted for gross. Those exceptions are:
 - a) Fees exclude amounts which are paid initially to the PCC but to which the appropriate minister, organist or vergers and not the PCC are entitled;
 - b) Insurance claims are netted off the relevant expenditure;
 - c) Refunds of money overpaid by the PCC are also netted off relevant expenditure;
 - d) As are other churches' contributions to joint evangelical ventures;
 - e) Contributions to gifts to individuals are not included;
 - f) Money received by the PCC which more properly belongs to other organisations is paid to those organisations and is excluded.
 - g) Refunds of expenditure incurred by the PCC on behalf of individuals are excluded.
5. All expenditure is generally recognised when it is incurred and with the exceptions described in para 4 above is accounted for gross.
6. Consecrated and benefice property is not included in the PCC's fixed assets in accordance with s 96 (2) (a) of the Charities Act 1993.
7. Movable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require faculty for disposal are inalienable property, listed in the church's inventory, which can be inspected at any reasonable time by arrangement with the vicar or a churchwarden. The alienable property is not included in the account.
8. Other equipment used within church premises is depreciated on a straight-line basis over four years. Individual items of equipment with a purchase price of £500 or less are written off when the asset is acquired.

9. The Parish Centre is not valued in the balance sheet because its attachment to the church means it is most unlikely that it could be sold separately.

Staff Costs

10. During 2020 the PCC employed a part-time detached youth worker. The salary total in the accounts includes payments to HMRC and to a workplace pension for which the youth worker and PCC are liable. The payroll facilities are provided by the treasurer via Quickbooks.

Related Parties & Transactions

11. As Detached Youth Worker, Joe Corrigan was paid a salary throughout 2020 (changes to his contracted pay are explained above and in PCC minutes). Joe Corrigan is the spouse of Mrs Hannah Corrigan, who sits on the PCC. She had no involvement in decisions relating to Joe Corrigan's employment or remuneration.
12. Rev. Ned Lunn and is the only member of the PCC to remain a trustee of Grace Food Bank and Bradway Community Hall. Becky Marshall, wife to PCC member John Marshall, was chair of the board at Grace Food bank in 2020. Both Ned Lunn and Michelle Hayes are trustees of The Terminus Initiative.
13. No other payments or expenses were paid to any other PCC member, persons closely related to them or related parties.
14. Joy Arnott works for The Terminus Initiative and Bess Popplewell volunteers for Open House Trust.

Restricted Funds

15. During 2020 the PCC had six restricted funds.
16. *The Youth Mission Fund* covers tax efficient giving specifically for Joe's wage, grants received for youth work activity, fundraising for particular activities and sales from the youth tuck shop. Payments & receipts for specific youth activity have been through this restricted fund.
17. *The Fresh Expression Fund* was created in 2014 to raise funds for Church at the Abbey – our evening outreach service. This service ceased in the summer of 2014. In 2016, it was confirmed by The Sheffield Diocese Board of Finance that we could use these funds to cover expenses for our new Messy Church outreach. Since this service ceased in April 2016, we are in discussion with the Diocese about how to best use this fund.
18. *The Charities Fund* reflects decisions to give certain collections or (part of) the takings of a certain event to specific charities, and to make appeals on behalf of individual charities. As there was no collection at the end of 2020 (and the 2019 payment was made to The Children's Society in 2020), the remaining balance needs to be distributed to a charity of the PCC's choosing. It seems this balance has been carried across for several years.
19. *Afternoon Tea Fund* reflects the Ward Pot Grant received in 2020.
20. *Building Fund* shows the money received (via donations, grants and fundraising) towards big building and maintenance works needing to be done at Saint Peter's.
21. *Church Weekend Fund* was created to track monies received for the running of the Church Weekend Away in June 2017. Due to the generosity of our congregants, there was surplus funds at the end of the event. The PCC will need to discuss what happens with the closing balance.

Fund Movements

	Balance at 1 Jan 2020	Receipts	Payments	Adjustments	Balance at 31 Dec 2020
Unrestricted Funds	20,770	67,075	43,242	22	44,625
Restricted Funds	10,386	7,413	10,139		7,659
Youth Mission Fund	0	6,641	6,641		0
Fresh Expression Fund	643	0	0		643
Charities Fund	570	0	355		215
Afternoon Tea Fund	0	701	649		53
Building Fund	9,036	70	2,495		6,611
Weekend Away Fund	137	0	0		137
	31,155	74,488	53,381		52,284