


Annual Report 2020

A network diagram consisting of numerous stylized human icons of various ethnicities and ages, connected by a web of thin, dashed black lines. The icons are scattered across the entire page, creating a sense of interconnectedness and community.

Adapting and Transforming Together

AIMS AND PURPOSE

St. Michael's Without Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent, the Rev. Roger Driver, to promote within the ecclesiastical parish, the whole mission of the church: pastoral, evangelistic, social and ecumenical. The PCC is responsible for the maintenance of the parish church building on Broad Street.

OBJECTIVES AND ACTIVITIES

At the opening of this Annual report for 2020 it is important to name that it has been an extremely difficult year for all of us. Covid-19 and the subsequent restrictions placed on every one of us, has influenced and impacted every area of our lives. As a church community we have experienced huge changes in the way that we have been able to meet with one another and operate. However, it is also very important to comment that, through this toughest of times, we have experienced great encouragement as a church family, and we have seen amazing growth and flourishing in many areas. We have seen growth in our church finances, despite experiencing a huge dent to our income via the café closure and cancellation of events. For this we lift up our praise and thanks to God, thank you Lord!

The year began, mid-February 2020, with our Parish weekend away. We had a wonderful time together, deepening fellowship, enjoying fantastic worship and strengthening our resolve around our vision and priorities. Little did we know what was just around the corner with the first Lockdown beginning just one month later. Our activities continue to be aligned with our objectives, however we have had to be 'light on foot' and ready to change direction at very short notice.

The PCC and the congregation remain committed to open the doors of our church and fully engage with the community of Bath and visitors to the City. We have seen a huge decline in visitors to Bath due to the national restrictions, however, we have seen an increase in the number of local people from Bath, often people alone, enjoying and delighting in the sanctuary and safe space that the church building offers facilitated by the weekday café setting.

The PCC maintains an overview of all the churches activities and the use of the building to ensure that these are compatible and promote our desire to demonstrate the way of Jesus. When we were first instructed to close our church buildings in March 2020, we placed a sign on the outside noticeboards that read 'The building may be closed

but the church is open' and we have made every effort to maintain this as a theme throughout.

In following Jesus who is the Way, the PCC are committed to prayer and this is at the centre of what we do. In responding to his call on our lives we in turn are part of the ongoing work to encourage others to follow too. We seek to share the love of God through welcome and hospitality. Despite not being able to open the doors of the building for many months we have maintained close connectivity to our church family and beyond. This was achieved via various forms of communication, including phone calls, Whatsapp groups and our church emails. In the first lockdown a daily email was sent out for 100 days consecutively. Feedback from this was very positive, providing a huge source of comfort and blessing to many. It is significant to also mention that our church database of contacts has grown enormously. Our services and worship put faith into practice through prayer and scripture, music and sacrament. The only difference this year is that the vast majority of our gatherings as a church community have been on Zoom!

'Movement,' a Youth organisation, have settled into using St Michaels as a base for their activities and have continued to live stream their services from the building, in line with Covid guidelines. Movement puts on events and creates resources for Youth and Young adults to be engaged, equipped and empowered to be all that God has called them.

Alongside our central church activity all other activities had to also cease including AA, NA, Lunchbox, Focus counselling, various meeting groups, chair-based exercise, choir rehearsals and all events. Some of this has impacted on our income negatively and we are very aware that although the events will come back into the building some of the activity in the crypt will not.

When planning our activities for the year we have considered the charity commission's guidance on public benefit and, in particular, the supplementary on charities for the advancement of religion. Specifically, we try to enable ordinary people to live out their faith as part of our parish community through:

WORSHIP, PRAYER AND TEACHING: These are central to our activity of encouraging the Christian Community, through seeking God in prayer, worship and through the Bible.

PASTORAL CARE: Provision of pastoral care for the congregation, people living in the parish and others who are part of the wider family of the church.

CAFÉ: Hospitality is key to the vision we hold to welcome all through the doors of the church building. We have opened the church whenever we have been able to and this year for the first time, we tried out a Christmas pop up shop. The Christmas shop also enabled the church to open for more extended hours.

COMMUNITY OUTREACH Missionary and outreach work which happens in and through the building has been severely curtailed by Covid-19. A hardship fund was created in March through which we have been able to support a number of people.

SOCIAL ACTION: During Lockdowns we have been able to offer the use of the church space to a variety of groups. AA have continued to meet when they can and during the first Lockdown when PPE was desperately needed, a company making shields used our church space, receiving national media attention in the process. During the second lockdown we were able to offer the use of the main church space to a charity called 'Christmas for CAHMS.' The charity aims to send a gift to every child and young person who is an inpatient in a mental health ward in the UK over the Christmas period.

GATHERING PLACE: We aim to host events that enable our building to be used for cultural and community activity; all of which are open to the whole community. This has been severely curtailed by Covid-19.

CHURCH PRIORITIES



WELCOME

As a church we have been in the centre of the city of Bath for centuries. In that time the ministry of welcome has been central and continues to be.

OPEN CHURCH: Despite the impact of Covid-19 we have remained committed, as a church, for the building to be open access as much as possible during the whole of the year during the daytime.

CAFÉ: In previous years we have worked hard to develop the café and ensure that it operates efficiently and professionally. It also facilitates our keeping the building open as much as possible. Initial projections for 2020 were very positive, showing increased activity during January and February compared with previous years. In line with government restrictions, it was closed for a significant proportion of the year. However, by re-arranging the church space, distance between tables was increased and we were able to offer a simplified menu, within a Covid secure setting, whenever the hospitality sector was allowed to open. Despite the disruption and allowing for Government CJRS grants to support for furloughed café staff, the café operation made a modest contribution to church funds. Arguably however, the real success was to enable a sense of community, safety, sanctuary, and opportunity to reflect or pray, valued by many for whom the isolation of lockdown had been severe. We have maintained the suspended coffee scheme (donations to allow free coffee for those in need) and we have also been blessed mightily this year with a wonderful group of voluntary chaplains on duty in the café, who have supported many people. Our mission for the future is to maintain this blend of a valued café with compassion and community. In this we should recognise and celebrate the work of our lead café worker, Julia Wawrzonkowska and hospitality manager Andrew Chrystal.

CHRISTMAS POP UP SHOP: For many years 'Cards for good causes' had run their operation in the church building but this year their terms and conditions were not acceptable, with a reduced offer to the church and also onerous penalty clauses if we were prevented from opening. Instead, and at relatively short notice, we considered whether we could operate a similar venture ourselves. What emerged was a Christmas pop up shop which despite closure during Lockdown 2 proved to be financially successful for the church. This has encouraged us to plan ahead for 2021 when the intention is to repeat the activity. Equally important, it promoted 'local' charities namely Tearfund, Genesis, Send-a-cow and Life Project, with which we are connected as a church and provided them an enhanced return on their card sales. (~£8000).

EVENTS: For obvious reasons it was really disappointing not being able to offer the building up for events for the vast majority of the year. In the first few months there were a few events, including the annual Mid-Somerset Festival Choral Day, but for the remainder of the year nothing was possible. However, we were able to offer the church

space to a number of amateur choirs, once they were permitted to rehearse. Our forward planning for opening the café meant we were Covid-secure and confident slightly ahead of other venues and we had the availability because all other events had been cancelled or postponed. We have greatly benefitted from a Covid-19 recovery grant and we have in place Covid-19 mitigation planning to enable events to happen again once we are able to. Because most charities have not been able to do any fundraising, we will be actively encouraging them to book the church for events in the future to help and support them in their ongoing work.

POWER OF THE SPIRIT AND PRAYER

PRAYER MINISTRY: The prayer ministry team has held together under challenging times and the team has remained available throughout 2020 to pray with the church family when asked, whether in Zoom gatherings or via personal phone calls. The Pastoral groups have also provided a successful network of prayer.

CONNECT: We have a number of small groups that have run throughout or at various points during the year, with all the groups meeting on Zoom post the 23rd March. These groups have included those following bible studies, Alpha, The Bible Course, Parenting for Faith, Theological discussion, Friday Fellowship and Flourish (a brand new, women's fellowship group). Looking forward, some of these groups will inevitably remain on Zoom whilst others will return to the church building or meet back in people's homes. We believe that these small groups are going to be really important as we move forward.

WORSHIP

Worship remains at the heart of our services and an important part of what we do at St Michaels. One of the huge impacts that we are still living with, and will do so for the foreseeable future, is that we are not allowed to sing together. Alongside that our musicians were not allowed to gather to play together. One of the very first hurdles we faced in light of the first Lockdown was, as our buildings closed, the worship team were no longer able to meet on a Thursday to practice, and services on a Sunday began to look radically different. This radical change, particularly moving all our services online, with the combining factors of not being able to meet in person, not being able to rehearse and not being able to sing, was that the self-employed role of 'worship leader and musical director' was not needed. We have had worship in Zoom which is being led by worship leaders from their homes, for which the congregation have been very grateful. In addition to this the worship group played 'live' and 'in person' for the Christingle Service. A huge thank you to them all and as we go forward all that the worship team have achieved will no doubt be the bedrock on which the team and the leadership (which has become self-evident) will grow

EVANGELISM

PASTORAL GROUPS: Pastoral groups were formed as we went into the first lockdown, ensuring that we focused on staying in touch with both those we know well and people more on the edge of the church community. There will continue to be an 'ebb and flow' in these groups, and it is a delight to welcome new Pastoral group leaders as the need to make space for groups to grow in number becomes more evident.

ALPHA: Two groups became one as an Alpha course was completed on Zoom that had begun in person. We have seen friendships emerge and relationships deepened with God. Alpha is a normal part of our church activity and we look forward to seeing new groups emerge in 2021. It has been a particular encouragement to witness individual church members starting up Alpha courses in their local communities.

CONNECTING WITH COMMUNITIES: A wonderful thing has happened this year; many of us have connected into our local communities in a way that has never been seen to be possible before. We have committed to celebrate these stories in our gathered meetings and our church community continue to be inspired to be salt and light in our neighbourhoods, spreading the good news of Jesus.

CHILDREN AND FAMILIES

CHILDREN AND YOUTH: It has been a very difficult year for our children and youth. Being unable to meet in the building has meant that our youth have struggled to engage with church. Our children's groups have met regularly in Zoom church, in a unique breakout room, and we have enjoyed welcoming many of our young people to serve in a variety of ways in Zoom church. 'Jam,' our younger youth group, have met regularly, fortnightly and 'Jim Jam's,' our children's group, began to meet fortnightly towards the end of 2020. Both groups have benefitted in so many ways and we are very thankful to all those involved in this ministry. There is a definite challenge now for the church to engage with how we can support and encourage our youth into the future. It is also significant to note that this is a challenge that is shared by most churches.

BABY CAFÉ AND MESSY CHURCH: The year began with the baby café increasing in numbers but with the closure of the building Baby Café had to stop and did not resume for the remainder of the year. Messy church has continued throughout the year but in a very different format. Three videos were made for Messy Easter, Messy Summer and Messy Christmas and were shared on St Michaels You tube channel. We were able to share these with the Baby café families on our closed Facebook group, via our database that had been created over 2019 and also our church congregation and wider community. With Covid-19 mitigation it is going to be challenging returning to some

of this activity, however we are looking forward to re- engaging with as many families wherever possible.

COMMON PURPOSE

THE ABBEY: During the year the Abbey choirs have been rehearsing regularly at St Michaels due to the extensive building works at the Abbey. We have enjoyed hosting the choirs and have been blessed abundantly by them. At Christmas the Abbey choirs provided the music for our in-person services and brought much joy. The Christmas pop-up shop was a joint venture with the Abbey and a very successful 'Parenting for Faith' course was run jointly between the Abbey and St Michaels. Morning Prayer takes place Monday – Thursday and members of St Michaels Without, St Michaels Within and the Abbey, meet regularly to pray together on Zoom. Going into 2021 we will continue to build on the good relationship we continue to build with the Abbey in this group ministry.

CITY CENTRE MINISTRY: We continue to foster and work on important relationships with the local community. The strongest connections are with The Walcot Street traders Association, The Abbey Ward Resident's Association, Bath Business Improvement District, Bath and North East Somerset Council and a number of Voluntary and Community Sector Groups, including St. John's Foundation. During the latter part of the year a number of coffee mornings were held on Zoom with a variety of Ecumenical church leaders from the City centre. It will be a good thing to continue meeting to support and pray for one another.

SOCIAL JUSTICE AND ENVIRONMENT

An exciting piece of news this year is that we applied for and were awarded the bronze level award with A Rocha! During the lockdown we have maintained the outdoor planters demonstrating our support for the "Wild Walcot" initiative Eco-church is a regular item on the PCC agenda and gradually becoming an integral part of all our decision making. During Lent we had a well-publicised series of daily challenges called Eco Lent to inspire us with practical measures to reduce our environmental footprint. We had a thought-provoking sermon series on Jesus and creation in the Autumn and regularly include environmental issues in our prayers. At Christmas Anne Egan, with a small team of lockdown contributors, once again created a brilliant Rubbish Christmas tree-a tree made entirely of recycled materials. Maintaining an Eco focus will need to be at the forefront of our planning as we look to further adapt the building in order to become more sustainable. We hope to learn from others in the diocese and beyond to improve our corporate and personal environmental performance.

SAFEGUARDING

Rachel Snook continued as temporary safeguarding lead and a permanent safeguarding lead is still being sought. A programme of DBS renewals and new registrations have continued, and a new Safeguarding digital dashboard has been introduced by the diocese. This digital dashboard will be implemented by St Michael's over the coming months and will enable greater oversight and accountability of safeguarding within church. The Diocese has been more pro-active this year in its approach to safeguarding and training as we all have to up our game in this very important area.

BUILDING AND FABRIC

The quinquennial inspection report has been used for scheduling routine maintenance work. Much work has been undertaken; An audit of the church lighting; live streaming capability has been installed, including a link to the 5G network; repairing the pigeon netting; replacing the toilet water heater in the disabled toilet; redecoration; gutters cleaned, and the toilet cistern renewed in the prayer chapel. Overall, the church fabric remains in good condition. and this is due in no small way to the constant and routine care- taking and repair continued throughout the year by David Snook and Ken Slade. We are so thankful for their generosity of time and it is appropriate to record our sincere thanks for this conscientious work undertaken.

CHURCH FINANCES

The Church accounts for 2020 have been prepared in accordance with the SORP (Statements of Recommended Practice).

Church Finances at the start of the 2020 were already facing considerable challenges as noted in the 2019 Annual Report. Adjectives and metaphors to describe the effect on what was considered 'normal' before Covid-19 have been overworked. The pandemic has dominated all areas of Church operation, but we must acknowledge the grace and provision of God in His support of St Michael's Without, throughout 2020.

In 2019 we recognised the challenge of finances in 2020 and devised an action plan comprising:

1. Targeted action to keep the congregation fully aware of the financial challenge and trust in their response.
2. Full liaison with the Diocese and availing ourselves of their stewardship advice.
3. Focused action to ensure expenditure is necessary and targeted to support the mission.
4. Seeking greater detail in our understanding about hidden costs to our organisation.
5. Seeking further improvements and efficiency in the routine operation of Church, Café and Venue.

Despite the upheaval in 2020, our financial position has improved during the year for a number of reasons and these are analysed by reference to the actions above:

1. The congregation responded with urgency and generosity to the developing pandemic. Unprompted donations to a hardship fund were forthcoming and significant changes to planned giving was noted following a letter from the PCC to the congregation in June. As a result, regular planned giving, donations and gift aid increased by 40% over 2019.
2. The Diocese was understanding and reactive to our initial concerns regarding the considerable increase to parish share for 2020. Furthermore, the Diocese also recognized in general, the significant impact to church finances from pandemic restrictions and introduced a system to rebate parish shares. As a result, the 2020 levy to St Michael's Without was reduced from £79055 to £74800. With thanks to God and the generosity of church family we were able to pay this in full. The parish share for 2021 has been set at £71150.
- 3&4. Lockdowns and other restrictions meant that many areas of previous ordinary church life were curtailed. This reduced expenditure in some areas and has allowed a greater clarity to determine what is necessary to support our mission. We were grateful to receive government support via the Covid Job Retention Scheme and were also successful in a grant application to Heritage Lottery Fund – Culture Recovery Fund.
5. Slow lockdown release and uncertainty regarding returning visitors and residents to the city centre prompted changes to the weekday operation and scope of the offering. Improved efficiencies became clear and valuable lessons learnt, and this experience that will assist decision making for the future.

Covid Job Retention Scheme (CJRS): All appropriate staff were furloughed and claims made to the CJRS to support salaries. Payments were made at 100% of normal rates for March and April before dropping to the claimable rate of 80% thereafter. Additional hardship payments from the designated fund were made where necessary at the discretion of the ministry team. Flexible furloughing arrangements have been used, once allowed, to ensure as much support as possible is available to staff.

Culture Recovery Fund (CRF): A successful application was made to the Heritage Lottery Fund for a grant to assist cultural recovery post pandemic. A central pillar of the St Michael's Without mission is to share the building and heritage with all. The sum of £17500 was allocated to mitigate costs against Covid restrictions and develop new means to promote cultural offerings, eg live streaming of choirs.

VAT deferral : The church took advantage to defer VAT due for March 2020 Quarter, as per HMRC's announcement early into Lockdown 1.0. The September 2020 return resulted in a rebate due to the church of £2194, but this was not refunded on account of earlier liability. We intend to pay the outstanding deferred VAT, namely £617, when it falls due in March 2021.

The accounts also show a number of Restricted funds where the opportunity to spend the monies for the purposes intended has not been forthcoming. We propose to revisit these during 2021 to either spend them according to the original expressed wish or seek to repurpose them (or indeed return the funds) in consultation with the original donors.

Summary: By God's grace and sacrificial responses from the Church congregation the balance sheet has improved during 2020. Currently we have moved away from a church that needs trading incomes to support parish expenditure to one which is self-supporting, indeed with some surplus to support the mission. However, this is not a solved problem since planned giving is subject to ebbs and flows as the church demographic changes. Consequently, we will require continued reliance on God Himself and our God given ingenuity to make every widow's mite count.

Church Reserves Policy: The PCC determined many years ago that a Reserve should be held as a financial buffer against the unforeseen. It is maintained at a level appropriate to discharge liabilities in the event that the church was unable to operate in the planned manner for an extended period of time. Current reserve is £20,000.

STAFF AND VOLUNTEERS

The Staff team is led by the Rector, and a core group that meets most weeks is the Ministry Team who are made up of the licensed and Permission to Officiate Clergy, Readers, Verger, Worship Leader and Administrator.

We are grateful for the numerous volunteers who help serve in many ways in our activities and in the maintenance of the building. The 'Holy Dusters' who clean the church, the team who enable Lunchbox food for the homeless to happen in the crypt, the many musicians and others active in the services, flower arrangers, welcome team, Prayer Ministry Team, children's and youth work teams, Ken Slade and Dave Snook who oversee health and safety in the buildings along with minor repairs, the members of the PCC and the Ministry Team. Many activities have been curtailed during the pandemic, despite this a large number of volunteers have continued to serve throughout 2020 in a huge variety of roles.

In the Office the core team are Lisa Ware who works as Administration and Events Coordinator, Paul Trembling who is our Part-time Assistant Bookkeeper and off-site Lesley Davies our main Bookkeeper. We employ a variety of full time and casual staff in the café and as events teams. Andrew Chrystal, as Hospitality Manager has oversight of café operations and events staffing.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The PCC convened 9 times during 2020. The APCM was postponed due to the pandemic and was held on Tuesday 13th October on zoom.

The Standing Committee met at various times in the year and reported back to the PCC. In 2020 the members were Roger Driver (Rector), Andrew Tapsfield, Rachel Snook (Church Wardens), Rachel Walker (PCC Secretary), William Hills (Treasurer/ Resigned July 2020) and Marian Marlow (Reader).

Since March 2020 we have been holding PCC and standing committees on zoom.

STATEMENT OF TRUSTEE'S RESPONSIBILITIES

The trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards including Financial Reporting Standard 102: The Financial Reporting

Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the income and expenditure of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed/constitution. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

FINAL WORDS

In addition to the Advent emails that were sent out daily, an Advent gift bag was delivered to as many people as possible on our database. A magnet was included in this bag, perhaps you have it on your fridge? The verse reads, 'Trust in the Lord with all your heart,' Proverbs 3:5-6. As we look forward into 2021 let us, as individuals and a church community, keep this verse at the forefront of all that we are and all that we do. Despite all the trials and tribulations that we have faced, let's remember that God remains in charge and promises us a hope for the future, always.

ADMINISTRATIVE INFORMATION

St. Michael's Church is situated on Broad Street, Bath. The correspondence address is St Michael's Without Church, Broad Street, Bath, BA1 5LP. It is part of the Diocese of Bath and Wells within the Church of England. The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2006) and is a charity which holds registration with the Charity Commission – Charity Number 1130721.

PAROCHIAL CHURCH COUNCIL: The Council consists of ex-officio members (The Rector as Chair, the Churchwardens, the Readers and Deanery Synod representatives) and up to 12 elected members. PCC members serving in 2020 until the date this report was approved are:

INCUMBENT	Revd. Roger Driver
ASSISTANT CURATE	Revd. Caroline Deakin
CHURCH WARDENS	Rachel Snook (Elected 16 th April 2018) Charles Curnock (Elected 13 th October 2020)
READERS	Marian Marlow Sheila Watters
DEANERY SYNOD REPS	Steve Egan (Co-opted March 2021) Jane Pleave (Co-opted March 2021)
ELECTED 2017	Les Phillips
ELECTED 2018	Esther Egan William Hills (Resigned July 2020)
ELECTED 2019	Rachel Walker
ELECTED 2020	Andrew Tapsfield Charles Dods Alison Dods

**PAROCHIAL CHURCH COUNCIL OF ST MICHAEL'S WITHOUT
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2020**

		Unrestricted		Restricted	Total Funds	Total Funds
	Note	General Reserves	Designated Funds	Funds	2020	2019
		£		£	£	£
Income from:						
Donations and Legacies	2	159,016	-	25,273	184,289	114,054
Charitable Activities	3	43,765	-	4,321	48,086	93,943
Other Trading Activities	4	15,144	-	-	15,144	35,711
Investments	5	158	-	-	158	338
Total income		218,083	-	29,594	247,677	244,046
Expenditure on:						
Raising Funds	7	27,952	-	413	28,365	40,700
Charitable Activities	6	176,531	-	10,415	186,946	230,416
Total expenditure		204,483	-	10,828	215,311	271,116
Net income/(expenditure) before transfer:		13,600	-	18,766	32,366	(27,070)
Transfers between funds		893	(893)	-	-	-
Net movement in funds		14,493	(893)	18,766	32,366	(27,070)
Total funds at 1 January 2020	14	15,919	34,775	14,420	65,114	92,184
Total funds at 31 December 2020	14	30,412	33,882	33,186	97,480	65,114

The charity has no recognised gains or losses other than the results for the year as set out above.

Prior year fund comparatives are shown in note 8.

**PAROCHIAL CHURCH COUNCIL OF ST MICHAEL'S WITHOUT
BALANCE SHEET
AS AT 31 DECEMBER 2020**

	Note	2020 £	2019 £
Fixed assets			
Tangible assets	9	12,606	13,499
Current assets			
Debtors	10	12,106	18,762
Stock	11	6,938	4,920
Cash at bank and in hand	12	85,582	59,778
		<u>104,626</u>	<u>83,460</u>
Liabilities			
Creditors : amounts falling due within one year	13	(19,752)	(31,845)
		<u>84,874</u>	<u>51,615</u>
Net current assets		84,874	51,615
		<u>97,480</u>	<u>65,114</u>
Total net assets		<u>97,480</u>	<u>65,114</u>
Funds			
Restricted	18	33,186	14,420
Unrestricted Designated	18	33,882	34,775
Unrestricted General	18	30,412	15,919
		<u>97,480</u>	<u>65,114</u>

These financial statements were approved by the trustees on _____ 2021 and are signed on their behalf by:

R Driver _____

A Tapsfield _____

**PAROCHIAL CHURCH COUNCIL OF ST MICHAEL'S WITHOUT
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020**

1 Accounting Policies

Basis of preparation

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard 102 (effective January 2016), the Charities Act 2011 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP). The charity is a public benefit entity as defined under FRS102.

The charity continues as a going concern and therefore the financial statements are prepared on the going concern basis.

Income

Income from donations is included in income when these are receivable, except as follows:

- I. When donors specify that donations given to the charity must be used in future accounting periods, the income is deferred until those periods;
- II. When donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred until the pre-conditions have been met.

Investment income is included on a receivable basis.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis, inclusive of any VAT which cannot be recovered.

Administration costs have been allocated between other trading activities and charitable activities. The apportionment has been allocated on the basis of usage and is analysed in note 20.

Fixed assets

Fixed assets are stated at cost with purchases of £100 or greater being capitalised. Depreciation is calculated so as to write off the cost of fixed assets over the useful life as follows:

Café Equipment	33% reducing balance
Office Equipment	25% straight line
Audio Visual Equipment	25% straight line

Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered.

Prepayments are valued at the amount prepaid after taking account of any discounts due.

Stock

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Cash and cash equivalents

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

Creditors

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any discounts due.

Fund Accounting

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

Designated funds form part of unrestricted funds and have been identified as being for particular purposes by the Trustees. They are not restricted and can be undesignated at any time at the discretion of the Trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity.

Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

2 Income from donations and legacies

	Unrestricted General Reserves £	Unrestricted Designated Funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 £
Donations and gifts	26,289	-	9,023	35,312	25,886
Gift Aid Tax reclaims	23,380	-	500	23,880	15,700
Planned Giving	94,513	-	-	94,513	67,568
St Pauls Hall Fund	-	-	-	-	4,900
HMRC Covid-19 Job Retention	14,834	-	-	14,834	-
Cultural Recovery Grant - Covid-19	-	-	15,750	15,750	-
	<u>159,016</u>	<u>-</u>	<u>25,273</u>	<u>184,289</u>	<u>114,054</u>

See note 21 for prior year comparative.

3 Income from charitable activities

	Unrestricted General Reserves £	Unrestricted Designated Funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 £
Church events & away trips	1,348	-	4,321	5,669	2,798
Other rents & building hire	5,924	-	-	5,924	25,250
Church Café	30,908	-	-	30,908	64,659
Card sales	319	-	-	319	1,236
Christmas Pop Up Shop	5,266	-	-	5,266	-
	<u>43,765</u>	<u>-</u>	<u>4,321</u>	<u>48,086</u>	<u>93,943</u>

See note 21 for prior year comparative.

4 Income from other trading activities

	Unrestricted General Reserves £	Unrestricted Designated Funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 £
Other rents & building hire	3,589	-	-	3,589	18,310
Church Café	7,726	-	-	7,726	16,165
Card Sales	319	-	-	319	1,236
Christmas Pop Up Shop	3,510	-	-	3,510	-
	<u>15,144</u>	<u>-</u>	<u>-</u>	<u>15,144</u>	<u>35,711</u>

See note 21 for prior year comparative.

5 Income from investments

	Unrestricted General Reserves £	Unrestricted Designated Funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 £
Interest Income	<u>158</u>	<u>-</u>	<u>-</u>	<u>158</u>	<u>338</u>

See note 21 for prior year comparative.

6 Expenditure on charitable activities

	Unrestricted General Reserves £	Unrestricted Designated Funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 £
Advertising, marketing, publicity	1,232	-	-	1,232	2,900
Church café	37,264	-	-	37,264	58,747
Church rentals & hire	2,040	-	-	2,040	8,015
Card sales	274	-	-	274	536
Christmas Pop Up Shop	3,282	-	-	3,282	-
Building repairs	1,943	-	-	1,943	19,247
Donations & subscriptions	515	-	-	515	590
Parish & Outreach work	5,839	-	-	5,839	13,696
Service costs	9,124	-	8,120	17,244	13,039
Parish share	74,800	-	-	74,800	68,971
Covid-19 Costs	-	-	2,295	2,295	-
Administration costs. (note 20)	40,218	-	-	40,218	44,675
	<u>176,531</u>	<u>-</u>	<u>10,415</u>	<u>186,946</u>	<u>230,416</u>

See note 21 for prior year comparative.

7 Expenditure on raising funds

	Unrestricted General Reserves £	Unrestricted Designated Funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 £
Giving envelopes/Contactless Givir	-	-	413	413	89
Other rents & building hire	2,040	-	-	2,040	8,015
Church Café	9,316	-	-	9,316	14,687
Card Sales	274	-	-	274	536
Christmas Pop Up Shop	2,188	-	-	2,188	-
Administration costs. (note 20)	14,134	-	-	14,134	17,373
	<u>27,952</u>	<u>-</u>	<u>413</u>	<u>28,365</u>	<u>40,700</u>

See note 21 for prior year comparative.

8 Prior year fund comparatives

	Unrestricted General Reserves £	Unrestricted Designated Funds £	Restricted Funds £	Total Funds 2019 £
Income From:				
Donations and Legacies	113,754	-	300	114,054
Charitable Activities	93,522	30	391	93,943
Trading Activities	35,711	-	-	35,711
Investments	338	-	-	338
Total Income	243,325	30	691	244,046
Expenditure on:				
Raising Funds	40,700	-	-	40,700
Charitable Activities	216,897	2,884	10,635	230,416
Total Expenditure	257,597	2,884	10,635	271,116
Net income/(expenditure) before transfers	(14,272)	(2,854)	(9,944)	(27,070)
Transfers between funds	11,270	1,527	(12,797)	-
Net movement in funds	(3,002)	(1,327)	(22,741)	(27,070)
Total funds at 1 January 2019	18,921	36,102	37,161	92,184
Total funds at 31 December 2019	15,919	34,775	14,420	65,114

9 Fixed assets

	Audio Visual Equipment £	Café Equipment £	Office Equipment £	TOTAL £
Cost				
At 1 January 2020	12,797	7,172	225	20,194
Additions	4,011	-	-	4,011
Disposals	-	-	-	-
At 31 December 2020	16,808	7,172	225	24,205
Depreciation				
At 1 January 2020	2,884	3,699	112	6,695
Charge for the year	3,701	1,146	57	4,904
Disposals	-	-	-	-
At 31 December 2020	6,585	4,845	169	11,599
Net Book Value				
At 31 December 2020	10,223	2,327	56	12,606
At 31 December 2019	9,913	3,473	113	13,499

10 Debtors

	2020 £	2019 £
Prepayments and accrued income	950	1,055
Gift Aid Reclaim	6,220	4,172
Debtors	140	8,343
Other Debtors	4,796	5,192
	12,106	18,762

11 Stocks

	2020	2019
	£	£
Café Food & drink stock	5,406	2,933
Card & print stock	100	350
Venue food & drink stock	547	1,637
Christmas pop up shop stock	885	-
	<u>6,938</u>	<u>4,920</u>

12 Cash at bank and in hand

	2020	2019
	£	£
Short Term Deposits	36,611	36,456
Cash at Bank	48,749	23,103
Cash in Hand	222	219
	<u>85,582</u>	<u>59,778</u>

13 Creditors: amount falling due within one year

	2020	2019
	£	£
Trade Creditors	2,992	3,919
Accruals & deferred income	4,807	5,908
Tax and Social Security	2,977	6,172
Other creditors	8,976	5,946
Loan	-	9,900
	<u>19,752</u>	<u>31,845</u>

14 Movement in funds

	At 1 January 2020	Income	Expenditure	Transfers	At 31 December 2020
	£	£	£	£	£
Restricted Funds					
Café Staff	2,000	-	-	-	2,000
Restricted donations	936	4,589	(2,776)	-	2,749
A/V	4,940	-	-	-	4,940
Young Peoples Work	122	120	-	-	242
Crypt	1,265	-	-	-	1,265
Crypt Kitchen	500	-	-	-	500
Hardship Fund	-	2,725	(2,100)	-	625
Pray4Bath	-	1,010	(1,010)	-	-
Bath In Need	-	4,500	(2,000)	-	2,500
Contribution for Contactless giving	-	900	(412)	-	488
Music Development	4,657	-	(235)	-	4,422
Cultural Recovery Grant	-	15,750	(2,295)	-	13,455
	<u>14,420</u>	<u>29,594</u>	<u>(10,828)</u>	<u>-</u>	<u>33,186</u>
Unrestricted Designated Funds					
Friday Fellowship	1,065	-	-	-	1,065
Church Reserve	20,211	-	-	-	20,211
Fixed Assets NBV	13,499	-	-	(893)	12,606
	<u>34,775</u>	<u>-</u>	<u>-</u>	<u>(893)</u>	<u>33,882</u>
Unrestricted General Funds	15,919	218,083	(204,483)	893	30,412
Total Funds	<u>65,114</u>	<u>247,677</u>	<u>(215,311)</u>	<u>-</u>	<u>97,480</u>

14 Movement in funds (continued)

Prior year comparatives	At	Income	Expenditure	Transfers	At
	1 Jan 2019				31 Dec 2019
	£	£	£	£	£
Restricted Funds					
Café (Dishwasher)	2,000	-	-	-	2,000
Restricted donations	445	691	(200)	-	936
A/V	17,737	-	-	(12,797)	4,940
Young Peoples Work	122	-	-	-	122
Crypt	1,265	-	-	-	1,265
Crypt Kitchen	500	-	-	-	500
Crypt Re-ordering Grant	9,816	-	(9,816)	-	-
Music Development	5,276	-	(619)	-	4,657
	37,161	691	(10,635)	(12,797)	14,420
Unrestricted Designated Funds					
Friday Fellowship	1,035	30	-	-	1,065
Church Reserve	30,211	-	-	(10,000)	20,211
Fixed Assets NBV	4,856	-	(2,884)	11,527	13,499
	36,102	30	(2,884)	1,527	34,775
Unrestricted General Funds	18,921	243,325	(257,597)	11,270	15,919
Total Funds	92,184	244,046	(271,116)	-	65,114

Café Staff

Donation received to facilitate an increase in Café staff wages.

Restricted Donations

These are donations received and for a specific fund or charity. This is money which needs to be passed on to the charity.

A/V

Donations received to buy new A/V equipment for Church use.

Young People's Work

Donations received to fund work with Young people. Also collections received to fund trips and Youth events.

Crypt

Donations received for further Crypt improvements.

Crypt Kitchen

Donations received to improve the kitchen in the crypt.

Hardship Fund

Donations received to help people in Hardship.

Pray4Bath

Donations received to cover cost of video production featuring Churches of Bath during Covid-19. This was used in full during 2020.

Bath In Need

Donation received to help during Covid-19, split with St Swithin's Church who were paid their share in 2020.

Contactless Giving

Donation received to cover initial cost of contactless machine and monthly costs.

Music Development

Donations received in order to purchase music and musical equipment.

Cultural Recovery Grant

Money received to be used for specific Covid-19 costs, such as home working and PPE.

Friday Fellowship

This group meets weekly and serves soup, donations are made to the group to help with costs.

Church Reserve

Funds allocated to cover the Church's expenses should all other funds be depleted.

Café Dishwasher

Donation received to fund upgrade/replacement of the Café dishwasher

14 Movement in funds (continued)

Crypt Re-ordering Grant

Grant received towards improvements and repairs to the Crypt. This was spent in full in 2019.

15 Staff costs

	2020 £	2019 £
Salaries & Wages	54,315	57,930
Pension Costs	869	896
	<u>55,184</u>	<u>58,826</u>

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

	Total 2020	Total 2019
Average number of employees	<u>7</u>	<u>8</u>

The total aggregate employment benefits received by key management personnel were £Nil (2019: £Nil).

The PCC also enlisted the services of sub contractors; a worship leader, an Events and Hospitality Manager, and a Bookkeeper.

16 Payments to trustees, donations from trustees and other related party transactions

Two of the Church Trustees, Charles Curnock and Stuart Dobson are also Trustees of the Church Hall charity. The proceeds of St Paul's Hall (sold in 1971) were invested and the investment income each quarter is donated to Charities who had a connection to St Paul's Hall. St Michaels Without received £Nil as a donation in 2020 (2019: £4,900) (note 2).

Payments relating to trustees

No Trustees were reimbursed for their out of pocket expenses in the year (2019: £2,765).

Income from trustees

Aggregate donations from Trustees and related parties were £48,281 (2019: £31,317).

A loan of £9,900 was advanced from a Trustee in 2019 to aid cashflow. £9,000 was repaid in the year and £900 was gifted as a restricted donation.

Trustee Remuneration

No Trustees received remuneration during the year.

17 Commitments

The church leases a photocopier. The Lease was renewed November 2018. At 31 December 2020 the charity has total commitments under non-cancellable operating leases as set out below:

	Total 2020 £	Total 2019 £
Within one year	2,904	2,904
Between two to five years	5,808	8,712
	<u>8,712</u>	<u>11,616</u>

18 Analysis of net assets between funds

	As at 31 December 2020		
	Tangible Fixed Assets	Other net assets	Total Funds
	£	£	£
Restricted funds	-	33,186	33,186
Unrestricted funds			
<i>Designated funds</i>	12,606	21,276	33,882
<i>General funds</i>	-	30,412	30,412
As at 31st December 2020	<u>12,606</u>	<u>84,874</u>	<u>97,480</u>

	As at 31 December 2019		
	Tangible Fixed Assets	Other net assets	Total Funds
	£	£	£
Prior year comparatives			
Restricted funds	-	14,420	14,420
Unrestricted funds			
<i>Designated funds</i>	13,499	21,276	34,775
<i>General funds</i>	-	15,919	15,919
As at 31st December 2019	<u>13,499</u>	<u>51,615</u>	<u>65,114</u>

19 Primary purpose trading

The church operates a café, which attracts locals and tourists. The PCC has deemed a proportion of the income and expenditure is primary purpose trading.

The church also rents out the crypt and main church space for events. The PCC has deemed a proportion of the income and expenditure is primary purpose trading.

The primary purpose trading percentages are as follows:

	Primary Purpose %	Primary Purpose £	Trading £	Total Income £
Venue Hire	50%	1,151	1,151	2,302
Venue Other	60%	1,650	1,100	2,750
Crypt Income	70%	3,123	1,338	4,461
Christmas Pop Up Shop	60%	5,266	3,510	8,776
Church Café	80%	30,908	7,727	38,635
Card sales	50%	319	319	638
		<u>42,417</u>	<u>15,145</u>	<u>57,562</u>
Percentage of total trading income		74%	26%	

20 Administration costs

	Primary Purpose %	Primary Purpose £	Trading £	Total Admin costs £
Depreciation	74%	848	298	1,146
Heat & Light	74%	8,355	2,936	11,291
Water Rates	74%	65	23	88
Printing, postage & Stationery	74%	881	310	1,191
Computer costs	74%	337	119	456
Telephone	74%	870	306	1,176
Equipment Repairs	74%	65	23	88
Bank charges	74%	835	293	1,128
Admin & Bookkeeping	74%	19,210	6,750	25,960
Business Manager	74%	1,960	689	2,649
Accountancy	74%	1,368	480	1,848
Staff costs	74%	764	268	1,032
Cleaner	74%	2,022	711	2,733
Cleaning materials	74%	75	27	102
Insurance	74%	2,509	882	3,391
Equipment	74%	54	19	73
		<u>40,218</u>	<u>14,134</u>	<u>54,352</u>

21 Prior Year Comparatives

Income from donations and legacies

	Unrestricted General Reserves £	Unrestricted Designated Funds £	Restricted Funds £	Total Funds 2019 £
Donations and gifts	25,586	-	300	25,886
Gift Aid Tax reclaims	15,700	-	-	15,700
Planned Giving	67,568	-	-	67,568
St Pauls Hall Fund	4,900	-	-	4,900
	<u>113,754</u>	<u>-</u>	<u>300</u>	<u>114,054</u>

Income from charitable activities

	Unrestricted General Reserves £	Unrestricted Designated Funds £	Restricted Funds £	Total Funds 2019 £
Church events & away trips	2,377	30	391	2,798
Other rents & building hire	25,250	-	-	25,250
Church Café	64,659	-	-	64,659
Card sales	1,236	-	-	1,236
	<u>93,522</u>	<u>30</u>	<u>391</u>	<u>93,943</u>

21 Prior Year Comparatives continued

Income from other trading activities

	Unrestricted General Reserves £	Unrestricted Designated Funds £	Restricted Funds £	Total Funds 2019 £
Other rents & building hire	18,310	-	-	18,310
Church Café	16,165	-	-	16,165
Card Sales	1,236	-	-	1,236
	<u>35,711</u>	<u>-</u>	<u>-</u>	<u>35,711</u>

Income from investments

	Unrestricted General Reserves £	Unrestricted Designated Funds £	Restricted Funds £	Total Funds 2019 £
Interest Income	338	-	-	338

Expenditure on raising funds

	Unrestricted General Reserves £	Unrestricted Designated Funds £	Restricted Funds £	Total Funds 2019 £
Giving envelopes	89	-	-	89
Other rents & building hire	8,015	-	-	8,015
Church Café	14,687	-	-	14,687
Card Sales	536	-	-	536
Administration costs	17,373	-	-	17,373
	<u>40,700</u>	<u>-</u>	<u>-</u>	<u>40,700</u>

Expenditure on charitable activities

	Unrestricted General Reserves £	Unrestricted Designated Funds £	Restricted Funds £	Total Funds 2019 £
Advertising, marketing, publicity	2,900	-	-	2,900
Church café	58,747	-	-	58,747
Church rentals & hire	8,015	-	-	8,015
Card sales	536	-	-	536
Building repairs	9,431	-	9,816	19,247
Donations & subscriptions	590	-	-	590
Parish & Outreach work	13,696	-	-	13,696
Service costs	9,336	2,884	819	13,039
Parish share	68,971	-	-	68,971

Administration costs	44,675	-	-	44,675
	<u>216,897</u>	<u>2,884</u>	<u>10,635</u>	<u>230,416</u>

21 Prior Year Comparatives continued

Primary purpose trading

	Primary Purpose %	Primary Purpose 2019 £	Trading 2019 £	Total Income 2019 £
Venue Hire	50%	9,791	9,791	19,582
Veue Other income	60%	1,655	1,103	2,758
Crypt Income	70%	7,504	3,216	10,720
Annual Rent for Cards for Good Causes	60%	6,300	4,200	10,500
Church Café	80%	64,659	16,165	80,824
Card sales	50%	1,236	1,235	2,471
		<u>91,145</u>	<u>35,710</u>	<u>126,855</u>
	Percentage of total trading income	72%	28%	

Administration costs

	Primary Purpose %	Primary Purpose 2019 £	Trading 2019 £	Total Admin costs 2019 £
Depreciation	72%	1,233	479	1,712
Heat & Light	72%	10,004	3,891	13,895
Water Rates	72%	84	32	116
Printing, postage & Stationery	72%	1,143	444	1,587
Telephone	72%	1,984	772	2,756
Equipment Repairs	72%	172	67	239
Bank charges	72%	644	251	895
Admin & Bookkeeping	72%	18,963	7,374	26,337
Business Manager	72%	3,432	1,335	4,767
Accountancy	72%	1,217	473	1,690
Legal & Professional Fees	72%	60	24	84
Staff costs	72%	725	282	1,007
Cleaner	72%	2,138	832	2,970
Cleaning materials	72%	256	100	356
Insurance	72%	2,340	910	3,250
Equipment	72%	88	34	122
Sundry	72%	191	74	265
Sundry		<u>44,675</u>	<u>17,373</u>	<u>62,048</u>

