

The Parochial Church Council  
of the  
Ecclesiastical Parish  
of  
St. Leonard's Lexden

**Annual Report  
and  
Financial Statements  
for the year ending 31<sup>st</sup> December 2020**

**Priest in Charge**

The Rev'd Matthew Simpkins,  
2 Wroxham Close,  
Colchester,  
CO3 3RQ

**Parish Office**

St Leonard's Church,  
Lexden Road,  
Colchester,  
CO3 4BL

Registered Charity number 1128302

### **Administrative information**

The parish of St Leonard's, Lexden is part of the Diocese of Chelmsford, within the Church of England. The correspondence address is St Leonard's Church, Lexden Road, Colchester, CO3 4BL. The PCC is a body corporate (PCC Powers Measure 1956 and Church Representation Rules 2017 and 2020). The charity number is 1128302.

### **Aims and purposes**

The Parochial Church Council (PCC) of St Leonard's, Lexden is responsible for co-operating with the Priest in Charge, the Rev'd Matthew Simpkins, in promoting within the ecclesiastical parish the whole mission of the Church. The PCC is specifically responsible for the church building and the church hall, and manages the day to day life of the buildings and congregation. The PCC employs a Parish Administrator. The parish serves a population of 6,445 and is mainly residential with four care/nursing homes, three schools, and some retail outlets.

### **Objectives and activities**

We put Jesus at the centre of everything that we do; we try to be a force for good in the world and we believe nothing is impossible with God. Our vision is to serve the community, to proclaim and teach the Gospel through worship and prayer and to be a welcoming and inclusive church where anyone and everyone can feel welcome and accepted. This PCC is committed to living out our faith, both corporately and individually, in ways which serve the local community practically and pastorally.

## **REVIEW OF THE YEAR**

### **Covid-19**

2020 will be remembered as the year that the COVID-19 pandemic began. This had a significant effect on many of the workings of St Leonard's as the PCC sought to do its part to protect the community of Lexden by following rigorously the law and government guidance, local and central church guidelines, and advice from local public health officials. For large parts of the year in-person worship was not permitted within the church building, and from the point of the beginning of the first national lockdown on 16<sup>th</sup> March 2020, the hiring of our public spaces (church, rooms and church hall) ceased, as did the related revenue. In the periods when our building was open for worship, social distancing measures severely restricted its capacity well below the usual congregation size. Creativity, resilience and technology were called upon in order to maintain the core purposes of St Leonard's in these trying circumstances: to serve our community, to spread the Gospel, to encourage prayer and worship, and to provide pastoral support. What was achieved, was (inevitably) characterised by compromise and imperfection, but the purposes of St Leonard's PCC were indeed honoured as the following review should demonstrate.

### **Mission and evangelism**

We believe that every member of St Leonard's contributes to mission and evangelism and we nurture and support them in this. Church members continue to be actively involved across Lexden and Colchester through their everyday lives as well as initiatives such as Colchester CAP Debt Centre, Colchester Foodbank, the Soup Run and school governance.

The PCC is committed to supporting mission to young people in the parish. We usually have an active Junior Church at each Parish Eucharist. Once the pandemic began the youth group, OMG+, met bi-monthly via Zoom. Many of the group slept rough at their homes for the 'Advent Sleep In Challenge' in December and raised £475 for the Church Urban Fund. All-Age Eucharists usually happen on the first Sunday of the month with young people taking active roles in those services. Once the pandemic took hold, a weekly Junior Church session was provided through Facebook and YouTube. In December 'Junior Church Live' and 'Christmas Story' services allowed for a limited physical gathering in the church building. A number of young people are involved in the serving team, some of whom are authorized to administer the chalice. Messy Church met for worship six times during the year, moving online during the pandemic. Many of those attending this 'fresh expression' are not

regular members of other congregations; this forms a significant part of our outreach and remains our second best attended regular act of worship. Using the internet for Messy Church allowed us to reach new worshippers in Lexden and beyond: Messy Church for Palm Sunday receiving 216 substantial views online.

Our usually weekly Baby & Toddler Group is popular with the community of Lexden and beyond, and is of substantial missional importance, attracting many from beyond the church. In normal years, this group holds services at major festivals, and also connects people with our other activities such as Messy Church and Junior Church. Though, with the exception of an outdoor farewell service to those leaving the group in July, the usual meetings had to be suspended, a New Parents Support Group began in St Leonard's in November and then shifted online as a Zoom baby group.

The ministry team is actively involved in all three of the parish's schools through assemblies, visits, and carol services. Support for schools continued through online assemblies, educational YouTube videos, and contact with and support for the teachers themselves. Members of St Leonard's serve as governors at two of these schools. Prior to the pandemic much of our youth work was facilitated by our Time for God volunteer youth worker, Thea, who nurtured important relationships with the uniformed groups (Scouts, etc.). Thea returned to Germany at the beginning of the lockdown, but continued to contribute videos for our online provision. In the spring half-term holiday our outreach Brick (Lego) Club continued, and on Shrove Tuesday a pancake party was held for 76 people.

Our buildings are normally used by local community groups for gatherings, rehearsals, concerts, carol services and other events. We hosted 8 regular groups until the lockdown, which formed a key aspect of our community engagement. In partnership with the ecumenical Colchester CAP Debt Centre, a number of CAP Life Skills courses continued. Run by members of our congregation, this course continued over Zoom once physical gatherings became impossible. It is intended that the Bereavement Support Group will recommence once gatherings are permitted.

It was not appropriate to run a standard Summer Fete and Christmas Bazaar. These were missed as well-attended community and fundraising events. However, instead a 'virtual' summer fete was held - full of competitions such as fancy dress and pet shows, which successfully celebrated the humour and character of Lexden and gave people an opportunity to donate. Approximately 548 people joined us online, and caused interest in the local media. Community-aimed services for V.E. Day and on Remembrance Sunday were well-attended through social media.

Prior to lockdown, regular coffee mornings and 'friendship' lunches continued for the isolated. Men's and Women's breakfasts continued at the start of the year, and women's and 'parish' Zoom breakfasts continued once physical meetings were suspended. Zoom-based discipleship courses have run during the pandemic.

Other charitable service to the wider community involved church members in, and fundraising for, charities including Colchester Food Bank, Colchester CAP Debt Centre, Christian Aid, Colchester Soup Run, the Children's Society, Sheepfold Centre, Fresh Beginnings, Beacon House, Church Urban Fund, Korban, Operation Christmas Child, MacMillan Cancer Care, and the New Hythe parents and baby unit. The PCC aims to give a proportion of income to charities, donating more than £13,500 during 2020. At the beginning of the pandemic the PCC identified 5 local charities at most risk of financial difficult during the pandemic, and made a donation of £1,000 each. Other collections and fundraising from church members took place for charities including the Church Urban Fund, Colchester CAP Debt Centre, the Children's Society, and Christian Aid.

St Leonard's also reaches out through its website, a monthly magazine (which moved online from March), and extensive use of social media including Facebook, Twitter, and Instagram, Soundcloud and podcasts in order to further engage St Leonard's with its community and promotes the Church's mission.

Preliminary discussions about forming a mission and ministry unit (MMU) with nearby parishes in the west of the Colchester Deanery, which began in early 2020, were put on hold when the pandemic arrived. MMUs are not an additional layer of church governance nor a group or team ministry, but a collaborative grouping of parishes gathered to work for their mutual benefit and to enhance God's mission in their locality.

### **Worship and prayer**

Our pattern of worship is shaped by the Priest in Charge in consultation with the PCC. We are committed to enabling worship which resources those who share in it to live lives of faithfulness and service, is welcoming and attractive to newcomers, and helps to make God known to those on the fringes of faith. We strive to offer a variety of inclusive, thoughtful and high-quality services. St Leonard's worship centres on the Eucharist, and we aim to provide engaging and relevant preaching and maintain a living tradition of choral music. Our worship draws people from beyond the parish.

Prior to the pandemic the main act of worship was the Parish Eucharist each Sunday, with 8am Book of Common Prayer Holy Communion, and Evensong or a Eucharist for Wholeness and Healing in the evening. On the first Sunday of the month there was an All-Age Eucharist. There were Eucharists at 10am on Wednesday, and at 8am on Thursday (which is attended mainly by those on their way to work).

Due to the COVID-19 restrictions in-person worship, when permitted, was focussed on being as inclusive as possible and centred on the Common Worship Parish Eucharist. In addition to this a variety of live-streamed and online worship was provided, from Messy Church services and Choral Evensongs on YouTube to meditative prayer groups on Zoom. Regular broadcasts of Morning and Evening Prayer during the week have opened that part of the church's prayer life up to new people. An online Carol Service received '716' thruplays and the Facebook audience analysis showed that this service was particularly popular with women between the age of 25 and 34, a demographic not usually well represented in church. Some Holy Week services received a greater online attendance than they have physically in previous years. It is easy to read too much into these figures, but they are reproduced here to demonstrate that St Leonard's efforts to engage the parish in prayer and worship. The choir continued to meet via Zoom and provided socially distanced recordings for a number of Sundays and Festivals.

There was concern for those who do not have access to the internet, and they were encouraged towards the BBC's worship provision, the Church of England's freephone prayer line, and given advance notice of the physical services at Christmas. A St Leonard's Prayer Book, with daily and seasonal prayers, was produced at the beginning of the pandemic and distributed to those connected with the church who were less likely to have internet access.

This year's 'October count' of attendance is of limited relevance, given the restrictions at the time. However, average *in-person* Sunday attendance was 59 adults with 2 children and young people, this does not take into account the number joining us online. A conservative estimate of our average online congregation during October (based on substantial views on Facebook or YouTube) suggests 90 people joined us online for each Sunday Eucharist. The church building was closed over Easter Weekend, and over Christmas Eve and Christmas day, 53 people attended worship in person. During 2020 there were 3 baptisms, 1 wedding, and 17 funerals were conducted either in church or at local crematoria. The provision of baptisms, weddings and funerals for the parish and community remains a critical aspect of the parish's mission, with new relationships being established and nurtured. Many of those families who approach us for baptism are not yet regular members of our congregations and we are delighted to be able to respond to their desire to bring new family members into the Church. In normal times, we offer opportunity for further nurturing into the St Leonard's community through our many other activities and fresh expressions including Toddler Group, Messy Church, Friendship Lunches, Brick Club, and our annual Commemoration of the Departed.

In September the Rev'd Jacque Messinger and the Rev'd Maggie Whiteman were ordained priest by Bishop

Roger. Retired priest with PTO, the Rev'd Canon Hugh Beavan, and Readers Emeriti with PTO, Pauline Jarvis and Rosemary Elden, continued to contribute to ministry at St Leonard's.

### **Pastoral Care**

Much pastoral care within our congregation is informal and mutual. This has proven resilient during the pandemic. Face to face pastoral provision became impossible for much of the year, however. A telephone network was set up to provide support to the most vulnerable, under the supervision of the Pastoral Co-ordinator. This was effective at maintaining relationships. Emergency pastoral visits were conducted, according to the regulations at the time, by the clergy with the agreement of the Priest in Charge. Pastoral contact was kept with the local care homes, though the usual regular services and visits were suspended. We were able to provide some 'socially-distanced' carol singing at one home in December. Regular pastoral visiting is usually organised by the Pastoral Co-ordinator, and overseen by the Priest in Charge, who also organises response to pastoral emergencies.

### **Buildings**

The church building is in good order. We have yet to complete a few tasks from the Quinquennial Report of 2017, namely repairs to lead gutters on main Chancel roof, removal of obsolete boiler chimney over the organ loft and some rendering work to the outside walls. A significant water leak in the churchyard was repaired, the steps leading to the rear church yard were replaced. The retractable projector screen in the chancel has been replaced due to wear and tear.

### **Deanery Synod**

Deanery Synod met three times during the year. One meeting was hosted at St Margaret's, Berechurch, and the following two were conducted over zoom. St Leonard's was represented on Deanery Synod by three lay representatives of our allocation of five lay representatives, and by four clergy representatives during 2020.

### **Safeguarding**

The care and protection of children, young people and adults involved in Church activities is the responsibility of everyone who participates in the life of the Church. At St Leonards we are committed to promoting a safer environment and culture, and supporting all those who come into our church. We ensure there is support for any member of the church who has particular responsibility related to children and vulnerable adults. The Parish Safeguarding policy is reviewed regularly and our Parish Safeguarding Officer ensures all those who need to have DBS checks are up to date, and that training for those who require this for their role is arranged. Safeguarding information is displayed in the hall and the church, and a safeguarding folder including the Parish Safeguarding Policy, the *Promoting a Safer Church* booklet and the *Parish Safeguarding Handbook* is available. As the above measures and ongoing practices and policies make clear, the PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 to have regard to the House of Bishops' guidance on safeguarding children and vulnerable adults.

### **Financial review**

As with countless other organisations, income in 2020 was significantly reduced by the effects of the global pandemic. The annual accounts for 2020 record a total income of £118,159 compared to £163,540 in 2019. Income from Church Hall, room and other lettings for example was dramatically reduced, and the PCC's regular wide-ranging fundraising events were unable to take place in the usual ways. The closure of the church building and hygiene measures resulted in significant reductions in physical cash and cheque donations collected during services. Despite this, a section of St Leonard's income, 'planned giving' (that is, collections, giving through standing orders, and the Parish Giving Scheme) increased during 2020 when compared to 2019. This was a generous response to a concerted effort on behalf of the PCC's treasury and leadership team. A large legacy had accounted for 18% of income in 2019, in 2020 legacies accounted for 1%. Tax recovered from Gift Aid and the Gift Aid Small Donations Scheme (GASDS) was £18,675, up from £17,292 in 2019. This remains a substantial contribution to the total income. Effort was made to limit expenditure where

appropriate, reducing to £160,015 from £171,375 in 2019. This included our parish share to the diocese of £100,787 (including an additional £500 donation agreed by the PCC). Projects in 2020 included replacing the projector screen for services (£2,334) and a repair to a water leak (£2,250). On 31 December 2020, the principal balances were £190,309 in the general fund (excluding the £684,319 value of the church hall) and £255,441 in the restricted and endowment funds. This year, largely as a result of the global pandemic, the accounts show a deficit of £40,344 against a budgeted deficit of £2,279.

### **Structure, Governance and Management**

PCC members are elected and appointed according to the Church Representation Rules 2017. All members of our congregations are encouraged to register on the electoral roll and to participate in the annual elections. As of 31<sup>st</sup> December 2020 there were 214 names on the Electoral Roll. PCC members are responsible for all matters of general concern and importance to the parish, including decisions about its finances. The PCC met seven times in 2020. The PCC has a number of subcommittees (Standing Committee, Finance, Fabric and Hall, Mission and Outreach, and Children and Young Peoples' Group) which report to the main Council for decisions and approval of major issues. The Priest in Charge and Churchwardens are ex-officio members of all committees.

During the year ending 31st December 2020 the following served on the Parochial Church Council:

#### Ex-Officio Members:

|                                  |                             |
|----------------------------------|-----------------------------|
| Priest in Charge                 | The Rev'd Matthew Simpkins  |
| Assistant Curate                 | The Rev'd Viv Mendham       |
| Assistant Curate                 | The Rev'd Jacquie Messinger |
| Assistant Curate                 | The Rev'd Maggie Whiteman   |
| Churchwardens                    | David Watkins               |
|                                  | Esther Heptonstall          |
| Parish Safeguarding Officer      | Mrs Julie Hinchcliffe       |
| Treasury Team                    | Clare Cleverdon             |
|                                  | David Burrows               |
|                                  | Adrian Steward              |
| Representatives to Deanery Synod | Mrs Margaret Smith          |
|                                  | Mrs Maureen Watkins         |
|                                  | Mrs Julie Hinchcliffe       |

#### Elected members:

|                                    |   |
|------------------------------------|---|
| Judith Steele (Secretary)          | Matthew Brown (from 2020 APCM)            |
| Chris Newton                       | Chris Andrews (from 2020 APCM)            |
| Yvonne Romain                      | Mr Peter Hearsom (until January 2020)     |
| Mary Hanmer                        | Mrs Rebecca Nottage (until 2020 APCM)     |
| Amanda Allston (from 2020 APCM)    | Mrs Kathleen Scrimgeour (until 2020 APCM) |
| Vivienne Depledge (from 2020 APCM) | Mr Tom Scrimgeour (until 2020 APCM)       |
| Janice Cocks (from 2020 APCM)      | Mr Tim Knight (until 2020 APCM)           |
| Ruth Windscheffel (from 2020 APCM) | Mrs Christine Rose (until 2020 APCM)      |

The Standing Committee members are: Priest in Charge, Churchwardens, PCC Treasurer and Secretary.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. LEONARD'S, LEXDEN

STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 DECEMBER 2020

|  | Notes | General Fund   | Restricted Funds<br>£ | Endowment Funds<br>£ | TOTAL FUNDS<br>2020<br>£ | TOTAL FUNDS<br>2019 |
|--|-------|----------------|-----------------------|----------------------|--------------------------|---------------------|
| <b>Incoming resources</b>                              |       |                |                       |                      |                          |                     |
| <i>Voluntary income</i>                                | 2a    | 108,262        |                       |                      | 108,262                  | 140,705             |
| <i>Activities for generating funds</i>                 | 2b    | 1,949          |                       |                      | 1,949                    | 13,470              |
| <i>Income from Investments</i>                         | 2c    | 4,255          | 49                    |                      | 4,303                    | 3,608               |
| <i>Church Activities</i>                               | 2d    | 3,067          | 578                   |                      | 3,645                    | 5,758               |
| <b>Total incoming resources</b>                        |       | <u>117,532</u> | <u>627</u>            |                      | <u>118,159</u>           | <u>163,540</u>      |
| <b>Resources expended</b>                              |       |                |                       |                      |                          |                     |
| <i>Costs of generating voluntary income</i>            | 3a    | 384            |                       |                      | 384                      | 404                 |
| <i>Fund raising trading costs</i>                      | 3b    | 2,044          |                       |                      | 2,044                    | 4,067               |
| <i>Church Activities</i>                               | 3c    | 153,645        | 2,924                 |                      | 156,569                  | 165,393             |
| <i>Governance costs</i>                                |       | 1,018          |                       |                      | 1,018                    | 1,512               |
| <b>Total resources expended</b>                        |       | <u>157,090</u> | <u>2,924</u>          |                      | <u>160,015</u>           | <u>171,375</u>      |
| <b>Net incoming/(outgoing) resources</b>               |       | -39,558        | -2,298                |                      | -41,856                  | -7,835              |
| Revaluation gains/losses on investments                |       | -78            | 1,590                 |                      | 1,512                    | 3,559               |
| <b>Net movement in funds</b>                           |       | <u>-39,636</u> | <u>-708</u>           |                      | <u>-40,344</u>           | <u>-4,275</u>       |
| <i>Transfers between funds</i>                         | 8     |                |                       |                      |                          |                     |
| <b>Net movement in funds</b>                           |       | <u>-39,636</u> | <u>-708</u>           |                      | <u>-40,344</u>           | <b>-4,275</b>       |
| Total funds brought forward at 1 January 2020          |       | 914,264        | 245,891               | 10,258               | 1,170,413                | 1,174,688           |
| <b>Total funds carried forward at 31 December 2020</b> |       | <u>874,628</u> | <u>245,183</u>        | <u>10,258</u>        | <u>1,130,069</u>         | <u>1,170,413</u>    |

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. LEONARD'S, LEXDEN

BALANCE SHEET AS AT 31 DECEMBER 2020

|                           | Notes | 2020                    | 2019      |
|---------------------------|-------|-------------------------|-----------|
|                           |       | £                       | £         |
| <b>Fixed assets</b>       |       |                         |           |
| Tangible fixed assets     | 5     | 684,319                 | 684,319   |
| Investments               | 6     | 24,955                  | 23,434    |
| <b>Total fixed assets</b> |       | <u>709,274</u>          | 707,753   |
| <b>Current assets</b>     |       |                         |           |
| Short term deposits       |       | 342,092                 | 308,124   |
| Debtors                   |       | 4,688                   | 6,856     |
| Cash at bank and in hand  |       | <u>77,784</u>           | 162,658   |
|                           |       | 424,565                 | 477,638   |
| <b>Liabilities</b>        |       |                         |           |
| Agency collections        |       | 599                     | 62        |
| Accounts payable          |       | <u>3,171</u>            | 14,917    |
| <b>Total Liabilities</b>  |       | 3,770                   | 14,979    |
| <b>Total assets</b>       |       | 1,130,069               | 1,170,413 |
| <br>                      |       |                         |           |
| <b>Parish Funds</b>       |       |                         |           |
| Endowment funds           | 7     |                         |           |
|                           | 8     | <b>10,258</b>           | 10,258    |
| Restricted funds          | 8     | <b>245,183</b>          | 245,891   |
| Unrestricted funds        | 8     | <b>874,628</b>          | 914,264   |
|                           |       | <u><b>1,130,069</b></u> | 1,170,413 |

Approved by the Parochial Church Council on .....13th April..... 2021 and signed on its behalf by

**The Revd Matt Simpkins**  
Chairman

**Clare Cleverdon**  
Treasurer

*Matthew Jonathan Simpkins*

*Clare Cleverdon*

The accompanying notes form a part of these financial statements.



THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. LEONARD'S, LEXDEN

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

**1. Accounting policies**

**a Accounting convention**

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the Charities SORP 2005.

The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at market value and the revaluation of fixed assets. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliation to another body, nor those which are informal gatherings of church members.

**b Parish funds**

Unrestricted funds are general funds which can be used for PCC ordinary purposes

Designated funds represent monies set aside by the PCC out of unrestricted funds for specific future purposes or projects.

Restricted funds represent (a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and (b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of the year is carried forward as a balance on that fund.

Endowment funds are funds the capital of which must be maintained; only income arising from the investment of the endowment may be used, either as restricted or unrestricted funds, depending on the purpose set out in the terms of the original endowment.

**c Incoming resources**

Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. Dividends are accounted for when receivable, interest is accrued. All other income is recognised when receivable. All incoming resources are accounted for gross.

**d Resources expended**

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

**e Fixed assets**

Consecrated and beneficed property of any kind is excluded from the accounts by s.96(2) of the Charities Act 1993.

Movable church furnishing held by the Rector and Churchwardens on special trust for the PCC and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected. For inalienable property acquired prior to 2003 there is insufficient cost information available and therefore such assets are not valued in the accounts. Subsequently all expenditure on consecrated or beneficed buildings and individual items costing under £1,000 are written off in the year in which they were incurred.

Investments are stated at market value at the balance sheet date.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. LEONARD'S, LEXDEN

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2020

2 Income & Endowments

|   | General<br>Fund       | Restricted<br>Funds<br>£ | Endowment<br>Funds<br>£ | FUNDS<br>2020  | FUNDS<br>2019 |
|---|-----------------------|--------------------------|-------------------------|----------------|---------------|
| <b>a Voluntary income</b>                                   |                       |                          |                         |                |               |
| Planned giving  | 87,080                |                          |                         | <b>87,080</b>  | 82,960        |
| Collections at all services                                 | 1,113                 |                          |                         | <b>1,113</b>   | 6,793         |
| Sundry donations and appeals<br>giving through church boxes |                       |                          |                         |                | 597           |
| Grants  |                       |                          |                         |                | 20            |
| Stewardship Cheques   |                       |                          |                         |                | 1,025         |
| Other funds generated                                       | 395                   |                          |                         | <b>395</b>     | 2,472         |
| Income Tax recovered  | 18,675                |                          |                         | <b>18,675</b>  | 17,292        |
| Legacies  | 1,000                 |                          |                         | <b>1,000</b>   | 29,547        |
|   | <u>108,262</u>        |                          |                         | <b>108,262</b> | 140,705       |
| <b>b Activities for generating funds</b>                    |                       |                          |                         |                |               |
| Church Hall and Church rooms lettings                       | 1,799                 |                          |                         | <b>1,799</b>   | 7,015         |
| Fundraising events  | 150                   |                          |                         | <b>150</b>     | 6,454         |
|   | <u>1,949</u>          |                          |                         | <b>1,949</b>   | 13,470        |
| <b>c Investment income</b>                                  |                       |                          |                         |                |               |
| Dividends and Interest                                      | 4,255                 | 49                       |                         | <b>4,303</b>   | 3,608         |
|   | <u>4,255</u>          | <u>49</u>                |                         | <b>4,303</b>   | <b>3,608</b>  |
| <b>d Income from Church activities</b>                      |                       |                          |                         |                |               |
| Wedding and funerals fees                                   | 1,122                 |                          |                         | <b>1,122</b>   | 4,123         |
| Refunds   |                       | 578                      |                         | <b>578</b>     | 24            |
| Parish magazine (adverts)                                   | 981                   |                          |                         | <b>981</b>     | 783           |
| Parish magazine (sales)                                     | 452                   |                          |                         | <b>452</b>     | 827           |
| Toddler Group   | 512                   |                          |                         | <b>512</b>     |               |
|   | <u>3,067</u>          | <u>578</u>               |                         | <b>3,645</b>   | 5,758         |
| <b>Total income &amp; Endowments</b>                        | <u><b>117,532</b></u> | <u><b>627</b></u>        |                         | <b>118,159</b> | 163,540       |

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. LEONARD'S, LEXDEN

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2020

3 Resources expended

|   | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Endowment<br>Funds<br>£ | TOTAL<br>FUNDS<br>2020<br>£ | Total<br>funds<br>2019<br>£ |
|---|----------------------------|--------------------------|-------------------------|-----------------------------|-----------------------------|
| <b>a Costs of generating voluntary income</b> |                            |                          |                         |                             |                             |
| Fees paid to fund raisers                     | 68                         |                          |                         | <b>68</b>                   |                             |
| Stewardship costs                             | 317                        |                          |                         | <b>317</b>                  |                             |
|   | <u>384</u>                 |                          |                         | <u>384</u>                  | 404                         |
| <b>b Fund raising trading costs</b>           |                            |                          |                         |                             |                             |
| Church Hall running costs                     | 2,023                      |                          |                         | <b>2,023</b>                | 3,534                       |
| Fund raising events:                          | 21                         |                          |                         | <b>21</b>                   | 533                         |
|   | <u>2,044</u>               |                          |                         | <u>2,044</u>                | 4,067                       |
| <b>c Church activities</b>                    |                            |                          |                         |                             |                             |
| Missionary and charitable giving:             |                            |                          |                         |                             |                             |
| Overseas:                                     |                            |                          |                         |                             |                             |
| Church Overseas                               | 1,000                      |                          |                         | <b>1,000</b>                | 2,989                       |
| Relief & Development agencies                 | 180                        |                          |                         | <b>180</b>                  | 2,232                       |
| Home:   |                            |                          |                         |                             |                             |
| Home missions                                 | 12,000                     |                          |                         | <b>12,000</b>               | 6,110                       |
| Secular charities                             |                            |                          |                         |                             | 367                         |
| CAP Partnership                               | 360                        |                          |                         | <b>360</b>                  | 267                         |
|   | <u>13,540</u>              |                          |                         | <u>13,540</u>               | 11,964                      |
| Ministry Costs:                               |                            |                          |                         |                             |                             |
| Diocesan Parish contribution                  | 100,787                    |                          |                         | <b>100,787</b>              | 100,140                     |
| Other clergy costs                            | 50                         |                          |                         | <b>50</b>                   | 512                         |
| Church running expenses and administration:   |                            |                          |                         |                             |                             |
| Church fabric and maintenance                 | 29,993                     |                          |                         | 29,993                      | 31,495                      |
|   | 2,295                      | 2,924                    |                         | <b>5,219</b>                | 3,796                       |
| Upkeep of services                            | 3,956                      |                          |                         | <b>3,956</b>                | 1,999                       |
| Training and Education                        | 150                        |                          |                         | <b>150</b>                  | 4,038                       |
| Mission & Outreach                            | 562                        |                          |                         | <b>562</b>                  | 393                         |
| Parish magazine & bookstall                   | 884                        |                          |                         | <b>884</b>                  | 3,060                       |
| Junior Church and Youth                       | 1,428                      |                          |                         | <b>1,428</b>                | 2,368                       |
| Church Major Repairs - Structural             |                            |                          |                         |                             |                             |
| Church Major Repairs - Installation           |                            |                          |                         |                             |                             |
| Church Interior and Exterior Decorating       |                            |                          |                         |                             |                             |
| Church Hall Major Repairs - Decoration        |                            |                          |                         |                             | 2,012                       |
| New Build - Church kitchen                    |                            |                          |                         |                             | 3,616                       |
| Governance                                    | 1,018                      |                          |                         | <b>1,018</b>                | 1,512                       |
| <b>Total resources expended</b>               | <u>157,090</u>             | <u>2,924</u>             |                         | <u>160,015</u>              | 171,375                     |

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. LEONARD'S, LEXDEN

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2020

4 Staff costs

| 2020          | 2019          |
|---------------|---------------|
| £             | £             |
| <b>12,950</b> | <b>13,574</b> |

During the year the PCC made payments to a choir director, organists, cleaner and parish administrator; all part time. These amounts are included in the charge for "Church running and administration". See Note 3c on Page 9

5 Tangible fixed assets

|                            | Freehold land<br>and buildings | Total<br>Fixed Assets |
|----------------------------|--------------------------------|-----------------------|
|                            | £                              | £                     |
| <b>Cost or valuation</b>   |                                |                       |
| At 1 January 2020          | 684,319                        | <b>684,319</b>        |
| At 31 December 2020        | <b>684,319</b>                 | <b>684,319</b>        |
| <b>Depreciation</b>        |                                |                       |
| At 1 January 2020          | -                              | -                     |
| At 31 December 2020        | -                              | -                     |
| <b>Net book amounts</b>    |                                |                       |
| <b>At 31 December 2020</b> | <b>684,319</b>                 | <b>684,319</b>        |
| At 31 December 2019        | 684,319                        | 684,319               |

The freehold land and buildings comprise the parish hall in Lexden Road, Colchester. For accounting purposes the historical cost of this property is unknown and was valued in March 2007 for insurance purposes at £684,319. The property has now been included in the accounts in order to comply with the Church Accounting Regulations 2006.

6 Investments

|   | Santander<br>£ | Sir Percy<br>Sanders Trust<br>£ | Total<br>Investments<br>£ |
|---|----------------|---------------------------------|---------------------------|
| Market value 1 January 2020               | 316            | 23,118                          | 23,434                    |
| Gain (loss) on revaluation                | (78)           | 1,590                           | 1,512                     |
| Mandatory purchase of 4 additional shares | 9              |                                 | 9                         |
| Market value 31 December 2020             | <b>248</b>     | <b>24,708</b>                   | <b>24,955</b>             |

7 Parish Funds

Analysis of net assets by fund

|                              | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | Endowment<br>Funds<br>£ | Total funds<br>2020<br>£ |
|------------------------------|----------------------------|--------------------------|-------------------------|--------------------------|
| Fixed assets for Church use  | 684,319                    |                          |                         | <b>684,319</b>           |
| Investment fixed assets      | 248                        |                          | 10,258                  | <b>10,506</b>            |
| Current assets               | 190,061                    | 245,183                  |                         | <b>435,244</b>           |
| Total funds 31 December 2020 | <b>874,628</b>             | <b>245,183</b>           | <b>10,258</b>           | <b>1,130,069</b>         |

7a Current Assets - Debtors

|               |              |
|---------------|--------------|
| Total debtors | <u>4,688</u> |
|---------------|--------------|

7b Liabilities - Agency accounts

|  |            |
|--|------------|
|  | <u>599</u> |
|--|------------|

7c Liabilities - Creditors

|  |              |
|--|--------------|
|  | <u>3,171</u> |
|--|--------------|

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST. LEONARD'S, LEXDEN

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2020

8 Statement of funds

|                           | Bal b/fwd<br>1 Jan 2020 | Income         | Expenditure     | Transfers,<br>other gains<br>and<br>losses | Bal c/fwd<br>31 Dec 2020 |
|---------------------------|-------------------------|----------------|-----------------|--|--------------------------|
|                           | £                       | £              | £               | £  | £                        |
| <b>Unrestricted Fund</b>  |                         |                |                 |  |                          |
| General Fund              | 226,010                 | 115,022        | -154,183        | -78  | 186,771                  |
| <b>Designated funds</b>   |                         |                |                 |  |                          |
| Hall Building             | 684,319                 |                |                 |  | 684,319                  |
| Church Hall               | 2,877                   | 540            | -2,023          |  | 1,394                    |
| Choir Robes               | 285                     |                |                 |  | 285                      |
| Parish Magazine           | 752                     | 1,433          | -884            |  | 1,301                    |
| Youth                     | 20                      | 25             |                 |  | 45                       |
| Toddler Group             | 0                       | 512            |                 |  | 512                      |
| <b>Restricted Fund</b>    |                         |                |                 |  |                          |
| Fabric Fund               | 9,016                   | 49             |                 |  | 9,065                    |
| NS&I Investment/ Papillon | 2,375                   |                |                 |  | 2,375                    |
| ChurchWM - Bequest MB     | 211,381                 | 578            | -2,924          |  | 209,035                  |
| Sir Percy Sanders Church  | 11,559                  |                |                 | 795  | 12,354                   |
| Sir Percy Sanders C Yard  | 11,559                  |                |                 | 795  | 12,354                   |
| <b>Endowment Fund</b>     |                         |                |                 |  |                          |
| Fabric Endowment          | 10,258                  |                |                 |  | 10,258                   |
| <b>Total funds</b>        | <b>1,170,413</b>        | <b>118,159</b> | <b>-160,015</b> | <b>1,512</b>                               | <b>1,130,069</b>         |

The Restricted Funds comprising the Fabric Fund, the Papillon Bequest and the Sir Percy Sanders Trust may only be expended on the specific object for which they are given.

The Endowment Fund is a permanent endowment which requires the income to be spent on the church fabric.

The Hall buildings have been separated from the General Fund to give a clearer indication of funds available for running the Parish.

# The Parochial Church Council of the Ecclesiastical Parish of St. Leonard's, Lexden

## Independent Examiner's Report to the Members of St Leonard's PCC Lexden

Year Ended 31st December 2020

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

### Respective Responsibilities of Trustees and Examiner

The church's trustees are responsible for the preparation of the financial statements. The church's trustees 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. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants in England & Wales.

It is my responsibility to:

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

### Basis of Independent Examiner's Report

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 you as 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 next statement.

### Independent Examiner's Statement

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

- the accounting records were not kept in accordance with section 130 of the 2011 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 (Accounts and Reports) 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 other 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.

PEYTON TYLER MEARS  
Chartered accountant  
Middleborough House  
16 Middleborough  
Colchester  
Essex  
CO1 1QT



6<sup>th</sup> April 2021.