

# **ST MICHAEL THE ARCHANGEL, SMARDEN ANNUAL MEETING.**

**Thursday 17<sup>th</sup> June 2021 at 7pm for 7.30pm  
at St. Michael the Archangel**

Opening prayers

## **Vestry meeting**

1. Appointment of Clerk
2. Apologies for Absence
3. Minutes of Vestry Meeting held on 14th October 2020
4. Election of Churchwardens.

## **Annual Parochial Church Meeting**

1. Minutes of APCM 2019 held on 14th October 2020
2. Matters arising
3. Reports:
  1. Electoral Roll
  2. Churchwardens report
  3. PCC Members Report
  4. Other reports
  5. Financial Review
  6. Financial Statement
- 4 Election of:
  - a. PCC Members
  - b. Deanery Synod Representatives
  - c. Sides-persons
  - d. Independent Examiner
5. Churchwardens remarks
6. Discussion & Close of Meeting.

## **From the Churchwardens**

It would be nice to think that 2020 and all that it contained is now over and behind us, but not quite yet and this report is written when our freedom has been postponed for another month!

The year began and we started our planning for the retirement of Alex Bienfait. This never arrived as when the pandemic hit us, he very kindly agreed to stay on and see us through the crisis. His help was invaluable as he grasped the problem with both hands and his technical experience allowed us to proceed with services being streamed, by Zoom, for the rest of the year.

This meant that we had very few services actually in Church post the middle of March. The first Zoom Good Friday service from the cabin in Biddenden paved the way for the rest of the year. One of the benefits of these online services is that we became so much more involved with the 'Benefice' and working with All Saints in Biddenden and in particular with Ann Courtness, the churchwarden.

There was a break over the Christmas period and we were allowed back into church, and we did hold an outdoor Carol service on Christmas Eve and our thanks to John Fowler who put together the excellent lighting that literally lit up the service!

Whilst services in Church were few and far between, work still continued and we would particularly like to thank the choir and Mark Wilson for arranging for the many hymns to be recorded and then played during the zoom services.

The Churchyard was still beautifully maintained under the ever watchful eye of Brian Bristow. Despite the services being online, readers and intercessors from both parishes were still required and our thanks to all those finding themselves looking at a computer camera to deliver the lesson or prayers on a regular basis.

Very sadly, and for the second year running, the village bonfire night had to be cancelled due to the wretched Covid-19.

Our Church is looking in great order and we are particularly pleased to have been able to renovate the porch. It now looks magnificent after an extensive re lime plastering, which is not an easy exercise and many thanks to Marcus Palmer for arranging for this work to be carried out. Even greater thanks to FOSC who once again produced the appropriate funds to cover the cost of this improvement to the building.

The PCC met on a regular basis through the magic of Zoom. It is also very helpful to have Tanya Ling in the office in Biddenden. She is highly efficient and now has to support the churchwardens of the Benefice. She also has to produce the minutes of all the PCC meetings, arranges replacement Clergy and undertakes other parish administration.

We had no idea what lay ahead of us in 2020 when we started the year. We knew of Alex's retirement and expected an Interregnum to kick in, but the pandemic presented us with a totally different set of problems, but, out of adversity often comes some reward. We do feel that this pandemic has enabled us to work much more closely with Biddenden and we are now a more united Benefice. Sharing ideas and planning for the future together has been very welcome and must be a sound base for the future of our two lovely churches and loyal parishioners.

Thank you for all your support in 2020

Edward Demery & Tom Hay, Churchwardens

**THE PAROCHIAL CHURCH COUNCIL OF ST. MICHAEL THE ARCHANGEL,  
SMARDEN  
ANNUAL REPORT AND FINANCIAL STATEMENTS  
YEAR ENDED 31 DECEMBER 2020**

**Administration**

**THE PAROCHIAL CHURCH COUNCIL OF ST. MICHAEL THE ARCHANGEL, SMARDEN**

**ANNUAL REPORT AND FINANCIAL STATEMENTS**

**YEAR ENDED 31 DECEMBER 2020**

**Incumbent**                                  The Rev. Alex Bienfait

**PCC Members**                              See page 4 for details

**Governing document** Parochial Church Council powers measure  
(1956) as amended and church representation rules.

**Bankers**                                      Lloyds Bank  
81 High Street  
Ashford  
Kent TN24 8SS

**Independent Examiner**                  Stephen Crowe

## **PCC Members Report**

The PCC Members present their report and financial statements of the PCC for the year ended 31 December 2020. The PCC Members have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102) in preparing the annual report and financial statements of the charity.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland published on 16 July 2014 as amended by Bulletin 1.

The Parochial Church Council (PCC) is a charity excepted from registration with the Charity Commission.

## **Aims and Purposes**

Smarden PCC has the responsibility of co-operating with the Incumbent, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

## **Objectives and Activities**

The PCC is committed to drawing as many people as possible into worship at our church, and to working together with individuals and organisations in the community for the common good and furtherance of our common goals and values. The PCC maintains an overview of worship, outreach, ministry and mission.

The PCC objectives and activities are guided by our Church plan.

Our Church first and foremost seeks to be a community of Christian Action.

Our Vision:

We will grow a Church that is open to all

We will develop and display confidence as Christians

We will seek to serve the community

Our Mission:

To provide a warm welcome

To support each other in our spiritual growth

To be visible, capable and available as Christian helpers in our community

To encourage the spiritual development of young people

## **Public benefit statement**

The PCC Members confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Trust's aims and objectives and in planning future activities, in particular the specific guidance on charities for the advancement of religion.

## **Structure, Governance and Management**

St Michael the Archangel is situated in Cage Lane, Smarden. It is in a Benefice with All Saints Biddenden and part of a Group Ministry with the parishes of Bethersden, High Halden and Woodchurch, within the Diocese of Canterbury, Church of England.

The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

PCC members are:

|  |   |   |
|--|---|---|
| <i>Priest in Charge</i>                    | The Rev. Alex Bienfait (retired January 2021) |   |
| <i>Churchwardens</i>                       | Mr Edward Demery<br>Mr Thomas Hay             |   |
| <i>Secretary to PCC</i>                    | Mrs Tanya Ling                                |   |
| <i>Representative to the Deanery Synod</i> | None  |   |
| <i>Elected Members</i>                     | Mrs Vivienne Rose                             | From April 2007, re-elected<br>2010, 2013, 2016, 2019 (2nd year, 5 <sup>th</sup> term)        |
|  | Mr Anthony Lush                               | From 29 April 2014, elected<br>5 April 2017, 2018 2021, (3rd term, 1st year)                  |
|  | Mr Michael Barkway                            | Co-opted 12 June 2017, elected<br>24 April 2018, 2021 (1st year, 2 <sup>nd</sup> term)        |
|  | Mrs Ewa Loffstadt                             | Co-opted 4 September 2017.<br>elected 24 April 2018, 2021 (1st year, 2nd term)                |
|  | Mr Stuart Tucker                              | Co-opted 9 July 2018, elected 30th April 2019<br>(2 <sup>nd</sup> year, 1 <sup>st</sup> term) |
| <i>PCC Employees</i>                       | Tanya Ling<br>Mark Wilson (from May 2019)     |   |

During 2020, the PCC met on 6 occasions (once in church, the remainder on Zoom), and 2 times in conjunction with Biddenden PCC. Attendance was 91%

### **PCC business - main topics covered:**

#### **Combined PCCs**

- Benefice, Group Ministry and Deanery matters
- Online Zoom services and prayer services during the lockdown period
- Safeguarding
- Welcomers leaflet
- 5 Year Church Plan
- Use of Church Buildings in the Future

#### **Smarden PCC**

- Deanery matters
- Maintenance of church fabric
- Online Zoom services and prayer services during the lockdown period
- Nave altar project
- Churchyard maintenance and improvement
- Health & Safety
- Mission Plan
- Worship patterns
- Pastoral care
- Finance, Budgets,
- Charitable giving
- Fund-raising and social events
- Stewardship
- Parish Magazine
- St Michaels Guild
- Smarden Primary School
- FOSC

### **PCC Members' Responsibilities**

The PCC Members are responsible for preparing the PCC Members' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the PCC Members 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 incoming resources and application of resources of the charity for that period. In preparing these financial statements, the PCC Members are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2015 (FRS 102);
- make judgements and estimates that are reasonable and prudent; state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The PCC Members are responsible for keeping proper 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. 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.

### **Achievements and Performance**

#### **Church attendance**

There were 73 parishioners on the Church Electoral Roll for 2020 (71 in 2019, 71 in 2018, 72 in 2017, 71 in 2016). Taking into account the Covid pandemic, the average weekly attendance in October was 21. There was also a decrease in life services due to the Covid lockdowns - 2 baptisms, 1 wedding and 4 funerals.

Ministry was led by the **Rev'd Alexander Bienfait**, Priest in Charge until January 2021 when he retired. Smarden church is currently in interregnum. We greatly appreciate the valued support of the **Rev'd Pearl Anderson** a retired priest from Headcorn, **Rev'd Canon David Trustram** a retired priest from Tenterden, **Rev'd Sue Rose & Rev'd Mike Rose** from Bethersden, High Halden and Woodchurch benefice, **Rev'd Chris Hodgkins** from Rolvenden benefice, **Rev'd Anthea Williams** a retired priest from Rolvenden and **Archdeacon Darren Miller**.

#### **Administration**

The Benefice office operates from a 20m<sup>2</sup> timber cabin constructed in December 2014, located in the front garden of

Biddenden Rectory. The cabin, which was financed jointly by the Diocese and the Benefice, provides a separate work base for the part-time Benefice Administrator Tanya Ling, Alex Bienfait, and a Benefice meeting venue.

We have implemented our GDPR policy - All computer records are password protected. All paper records are stored in locked offices. During the lockdown period, a laptop was purchased by both PCC groups so that the administrator could work from home when unable to come to the office.

### **Our Church Plan (Mission Plan)**

The PCC's main priorities for 2020 were:

- Continued support for Active Church
- Welcome leaflet in preparation for new housing development.
- To continue to develop and support lay preaching
- Review of Parish Quota split between Biddenden and Smarden parishes.
- Online Zoom services and prayer sessions to be offered during the Covid lockdown period

### **The service and rota planning team**

A service and rota planning team formed of licensed ministers, representatives of the PCC and choir and the organist meets about four times year. It's principle task, to plan and review the worship rota.

### **Worship**

We aim to offer a range of worship to suit different ages and preferences for worship. The scope of worship includes BCP Mattins on the first Sunday of the month, Common Worship (CW) Parish Eucharist on the second and fourth Sundays (with a Nave Altar on the second Sunday), BCP Communion on the third Sunday and BCP Evensong on the second Sunday. Active Church, our "Messy Church", takes place on the third Sunday.

**Active Church** (launched in April 2012) is a monthly "Messy Church" style of service that takes place in Smarden. Sessions start with activities, all of which are designed to link in with the theme of the day. Everybody comes together at the end, for a summary and retelling of the main theme/story. Zoom Active Church services were held on a monthly basis when the church was in lockdown.

**Walk Church is a monthly outdoor service or gathering and** might be described as a kind of rambler's church. Gatherings take place over a relatively wide geographic area, within the Diocese of Canterbury. It has a core congregation, numbers who come range from 12-27, about a quarter at any one time are not involved in any other worship. This fresh expressions congregation, is currently registered with All Saints Biddenden, but attracts people from a wide geographic area, including Smarden. When out of lockdown, Walk Church were able on meet on several occasions(July & October) in socially distanced small groups.

### **Smarden School**

In January 2020, Friends of Smarden Primary School (FOSP) was elected as the Smarden local charity of the year 2020. Unfortunately due to the lockdown, fundraising was not possible so the church was unable to make a donation. The PCC have agreed to fundraise and make a donation towards the end of 2021. During the Covid lockdowns in 2020 it was difficult for the Church to maintain in person contact with Smarden School. However, the school was involved in the distribution of the Christmas Cheer vouchers which distributed food vouchers to Smarden families in need during the Christmas period. In spring 2021, the church donated some funds from the In Need fund to Smarden Primary School for their new play therapy room.

### **Children and Vulnerable Adults' Protection - Safeguarding**

**Policy and procedures:** this PCC takes seriously the responsibility to protect children and vulnerable adults. Diocesan guidelines on the protection of both are followed. The PCC adopts annually the Child and the Vulnerable Adult Protection Policy and ensures it is prominently displayed in the church along with other statutory notices of important contact numbers. These also appear on the church website alongside copies of the safeguarding statement and policies.

**Training:** there has been no training of people within the church during 2020 because of the pandemic. The Child and Vulnerable Adult Protection officer is responsible for ensuring adequate training has been carried out.

**Disclosure and Barring Service checks:** are carried out on everyone who is in a position of responsibility according to Diocesan guidelines. The diocese no longer updates the PDO as to when checks need to be renewed. This responsibility lies with the PDO. All disclosures issued in 2015 were renewed by the end of 2020.

If you would like any more information relating to our policies please contact the person/ people below:

The Parish Disclosure Officer, Julie Lupton, processes DBS checks for Smarden.

The Child and Vulnerable Adult Protection Officer for Smarden is Sian Newman.

### **Music and choir**

The past year has proved rather challenging for our choir. There have been many months when singing was not permitted at other times only small choirs. At present we are allowed to have 6 singers which will hopefully increase as we move away from June 21st. I would like to thank Tony and Linda Webb who do all the admin for the choir, scanning music copies and working out practice rotas.

We should all also thank Lindi, Tina and Iona for the recordings they made during the lockdowns, their contribution to the online services and dedication in recording weekly was greatly appreciated by our congregations.

### **Learning**

A Home Study Group, based in Biddenden, but which has support from some in Smarden, would normally meet twice a month throughout the year from 8 -10 pm on the second and fourth Wednesdays each month. We started a Lent Group in March 2020 but the National lockdown meant this had to stop. We did not move the Group online. Throughout the year, we continued to support one another through phone calls but without meeting. An attempt to reconvene in Groups of 6 in the autumn ended with a further national lockdown. This group is led by Julie Lupton and Martin Giles (Study group facilitators, from All Saints Biddenden.)

### **Collaboration: Other Churches and the Community**

The Benefice of Biddenden and Smarden is part of a Group ministry which also includes the parishes of Bethersden, High Halden and Woodchurch. When there is a 5<sup>th</sup> Sunday in the month we hold a group service and encourage the congregations to worship together, visiting a different parish within the group each month.

In 2020, as in previous years, a Marriage Preparation Morning was organised in February to which all couples getting married in any of the Group churches are invited. Due to the Covid pandemic, many weddings were then postponed or cancelled.

Smarden and Biddenden churches are members of Churches Together in Tenterden and District, and contribute to the food collections taken to Ashford Foodbank.

### **Deanery**

St. Michael the Archangel, Smarden is part of the Romney and Tenterden Deanery. Deanery Synod representatives vote at Deanery Synod meetings, and also vote to elect representatives to General Synod of the Church of England. Currently the parish does not have a Deanery Synod Representative.

In 2018 Diocesan Synod sent a motion to the General Synod of the Church of England, a motion originally proposed by Smarden PCC and passed by the Deanery Synod. The motion seeks a change to the church representation rules, to enable non communicant, electoral roll members to be elected to the PCC, and calls for the design of the Electoral Roll application form to be overhauled. The General Synod will be discussing the motion this coming July 2021.

Rev'd Alex Bienfait was appointed Area Dean May 2019 and retired in January 2021. Rev'd Chris Hodgkins from Rolvenden has now been appointed as the new Area Dean.

### **Magazine**

The magazine was published every month throughout 2020 with 400 copies printed each month. 370 magazines were delivered to subscribing households by 18 volunteer distributors, initially 15 copies were placed for sale in the Church but following 'lockdown' the Church was closed and no copies were left there. Similarly with the Flying Horse, 10 copies were left in the butcher's shop and 6 in the Pluckley farm shop. Following the opening of the Community Shop 10 copies were placed there for sale.

There were 38 local businesses (this number varied slightly through the year) that paid for adverts in the magazine and together with the 50p charge and the annual subscriptions, the magazine made a 'profit'.

The volunteer magazine team:-

Editor: **Tony Lush** who also deals with the distribution

Secretary: **Alan Hipkiss** who puts the magazine together and prepares it for publishing

Advertising Manager: **Jane Hanson** who deals with all advertisers and charges each one for placing an advert in the Magazine

Distributors: **18 volunteers** who distribute the magazine

The magazine during 2020 was printed by Wealden Ad, Hawkurst.

### **Repairs and maintenance (Fabric)**

During 2020 we were very lucky not to have had any major actions concerning the fabric of the Church. In nearly every instance we are grateful to have FOSC behind us to support us financially as and when required.

A prototype Nave Altar was introduced and used at the monthly service. (before lockdown) This will now be made to the agreed specification and a faculty is being prepared. A faculty was approved for the replastering of the Porch. This was undertaken by A T Palmer Ltd. and the cost funded by FOSC

A faculty was received approving the installation of 4 new noticeboards in the refurbished porch. These were sponsored by 3 personal donations and one from St. Michael's Guild.

Fortunately, there were no other major problems that loomed during the year when the Church was hardly used for services as a result of the pandemic dictating public gatherings.

### **Churchyard**

There are around 25 volunteers who do the various jobs to keep the grass and flowerbeds, hedges and paths tidy and we thank them all for their time. If anyone in the village (newcomers or old hands) would like to join the group who maintain the churchyard please get in touch; there are one or two gaps in the jobs involved. Residents and visitors to Smarden often comment on the well maintained area and of course we also have weddings and funerals who enjoy the churchyard. With the church often closed in the last year or more and the weather going from drought to excessive rainfall things have made mowing etc a challenge at times.

Finally thank you to the 7 parishioners who volunteer to fly the Diocesan or Union flag on appropriate days from the church tower. It is much appreciated by all who see the flags.

## Church Opening times

The PCC maintains a policy of keeping the Church open during daylight hours for private prayer, and are particularly grateful to Bob Barnes who opens and closes the church.

## St. Michaels Guild

We held three Lent lunches before "lockdown". Consequently Pilgrims Hospice only received a cheque for £355.10p which included some donations.

We have continued to sew pew cushions in our own homes. Four were finished and ably assembled by Juliet Carr and blessed by Alex Bienfait after a December service.

Brass cleaning has continued on the basis of "only do it if you feel comfortable doing so" during the easing of restrictions.

A silver Victorian home Communion set was sourced by Alex and bought by the Guild in memory of Jennifer Randolph. This was fortuitous as it has been used for the services we have managed to hold in the church with the smaller congregation.

The Guild has also paid for one of the new notice boards in the church porch.

i am sure the committee will join me in thanking Rev. Alex Bienfait for his warm support of St. Michael's Guild during his 14 years in this parish. We wish him a happy and fulfilling time in his next job.

### SMARDEN PARISH CHURCH ST. MICHAELS GUILD

#### Accounts for the year ended 31st December 2020

| Income                          | 2020   |                 | 2019   |                 | Expenditure                     | 2020   |                 | 2019   |                 |
|---------------------------------|--------|-----------------|--------|-----------------|---------------------------------|--------|-----------------|--------|-----------------|
|                                 | £      | £               | £      | £               |                                 | £      | £               | £      | £               |
| Current Account brought forward |        | 1,789.26        |        | 1,831.56        | Demelza House                   | -      |                 | 926.00 |                 |
| Deposit Account brought forward |        | 1,247.04        |        | 1,246.42        | Pilgrim's Hospice               | 375.10 |                 | -      |                 |
|                                 |        |                 |        |                 | Plain Altar Cloth               | -      |                 | 221.75 |                 |
| Lent Lunches                    | 340.10 |                 | 885.00 |                 | Altar Frontal                   | -      |                 | 169.95 |                 |
| Donation - Jane Stonehewer      | -      |                 | 200.00 |                 | Materials for Pew Cushions      | 75.00  |                 | 111.85 |                 |
| Subsequent Donations            | 89.00  |                 | 40.00  |                 | Laundry                         | -      |                 | 27.50  |                 |
| Coffee Morning                  | -      |                 | 308.75 |                 | Christmas Tree                  | -      |                 | 20.00  |                 |
| Christmas Fair                  | -      |                 | 0      |                 | Silver Home Communion Set       | 254.90 |                 | -      |                 |
|                                 |        | 975.10          |        | 1,434.75        | New Notice Boards               | 77.24  |                 | -      |                 |
|                                 |        |                 |        |                 |                                 |        | 782.24          |        | 1,477.05        |
| Bank interest                   |        | 0.43            |        | 0.62            | Current Account carried forward |        | 1,637.02        |        | 1,789.26        |
|                                 |        |                 |        |                 | Deposit Account carried forward |        | 992.57          |        | 1,247.04        |
| Total                           |        | <u>3,411.83</u> |        | <u>4,513.35</u> |                                 |        | <u>3,411.83</u> |        | <u>4,513.35</u> |

Jacqueline L Richter  
Hon. Treasurer

Date

I have examined the records of Smarden Parish Church St. Michaels Guild produced for me for the year ended 31 December 2020 and confirm that these accounts have been prepared in accordance therewith.

Hugh Perrott FCA  
Independent Examiner

*Hugh Perrott*

Date 5 January 2021

TREASURER: - *Jacqueline Richter* . 6 January 2021

## St Michael's Church Flower Arrangers

Throughout the Covid pandemic and lockdowns, we continued to decorate our church with flowers. At Christmas time we made door wreaths to sell in aid of church funds.

The Easter Lily's scheme was most appreciated by people in 2021 and we had donations for 30 lilies which is about 10 more than we have had in recent years. We continue as a team of 12 people but have room for more! We hope to encourage some new members to join us - we will give help and support to all.

## Tower Captain's (Bell Ringers) report

There was very limited ringing during the year due to the pandemic, with the first lockdown being announced on 23<sup>rd</sup> March. We started ringing again in August, but stopped again in early November when the second lockdown was announced. It's been a very difficult year for everyone. We look forward to being able to report better news at the next AGM.



## **Financial Review**

Our financial aim is to maintain an annual surplus of income over expenditure so that we can build up funds to further the mission and aims of the Church.

Income for the year amounted to £56,401 (2019: £55,763), expenditure for the year amounted to £56,945 (2019: £58,892) and our investments increased by £2,266 (2019: increased by: £4,964). The above movements resulted in net income for the year of £1,722 (2019: £1,835).

Expenditure continued to be kept under control.

Income was up by 1.1%.

Replastering of the church porch was the only major renovation undertaken in 2020. The cost of the works (£5,160) was entirely covered by FOSS.

In May PCC launched the Lockdown Appeal which resulted in donations of £2,620. 20% of this amount has been donated to Ashford Food Bank and Christian Aid.

Also in May Smarden and Biddenden PCCs met to discuss new split of the Parish Share quota. It has been agreed that the split for 2021 would be: 53.6% Biddenden, 46.4% Smarden. The PCCs aim to review it annually.

In August the Church have received a generous donation of £5,000. It is shown in 2020 Accounts, however the Donor asked for it to be distributed among those in need in our community. In December the "Christmas Cheer" scheme has been launched to help families during financially difficult time before Christmas. We have also donated some funds to Smarden Primary School. Both of the above will be reported in 2021 Accounts.

With no chance of events and money raising opportunities in 2020, the PCC decided to produce 2021 Smarden Calendar. Thanks to generous donations from local businesses printing costs were fully covered and the sale of the calendars raised £1,290.

We use the COIF Charities Deposit Fund to hold most of our unrestricted funds that may be required at relatively short notice. The Deposit Fund offers immediate access and pays interest at rates marginally higher than those generally available from commercial banks. Funds that are unlikely to be needed in the short term are invested in the CBF Church of England Investment Fund; this Fund is invested predominantly in equities and aims at achieving income and capital growth over a long term. The value of our CBF investment increased by 10.1%.

A detailed budget prepared for 2021 indicates a deficit.

## **Reserves Policy**

It is PCC policy to maintain a balance on unrestricted funds (if possible), which equates to approximately three months' unrestricted payments amounting to £12,534

The PCC is grateful to the detailed hard work of our Treasurer Ewa Loffstadt.

## **Reserves Policy**

It is PCC policy to maintain a balance on unrestricted funds (if possible), which equates to approximately three months' unrestricted payments amounting to £12,534 (2019: £13,589), to cover emergency situations that may arise from time to time. Unrestricted funds at 31 December 2020 were £38,303 (2019: £41,582).

Restricted funds at 31 December 2020 amounted to £18,935 (2019: £13,935) and in major part related to legacy received by the Church from late Mr Austen and the donation of £5,000 mentioned earlier in the report.

**Pay policy for key management personnel**

The PCC Members comprise the key management personnel of the charity in charge of directing and controlling, running and operating the PCC on a day to day basis. All PCC Members give of their time freely and no trustee received remuneration in the year.

In approving the PCC Members' Annual Report in our capacity as PCC Members.

Signed on behalf of the PCC

Thomas Hay  
Churchwarden  
Date:17<sup>th</sup> June 2021

**Independent Examiners Report**

This report on the financial statements of the PCC for the year ended 31 December 2019, which are set out on pages 7 to 14, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ("the Regulations") and section 144 of the Charities Act 2011 ("the Act").

**Respective responsibilities of trustees and examiner**

The PCC members are responsible for the preparation of the accounts. The PCC members consider that an audit is not required for this year under section 144(2) of the Act and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under charity law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 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 PCC 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 statement below.

**Independent examiner's statement**

Your attention is drawn to the fact that the charity has prepared the accounts (financial statements) in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has since been withdrawn.

We understand that this has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2018.

In connection with my examination, no other matter except that referred to in the previous paragraph has come to my attention:

- 1) which gives me reasonable cause to believe that in any material respect the requirements:
  - to keep accounting records in accordance with section 130 of the Act; and
  - to prepare accounts which accord with the accounting records, and comply with the accounting requirements of the Act. have not been met; or
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

*The PCC is awaiting approval from the independent examiner.*

Approved by the Parochial Church Council on ..... and signed on its behalf by:

.....**Thomas Hay, Chairman**

## Statement of Financial Activities Year Ended 31 December 2020

|   | Notes | 2020                  |                     | Total         | 2019           |
|---|-------|-----------------------|---------------------|---------------|----------------|
|   |       | Unrestricted<br>Funds | Restricted<br>Funds | Funds         | Total<br>Funds |
|   |       | £                     | £                   | £             | £              |
| <b>INCOME FROM:</b>   |       |                       |                     |               |                |
| Donations and legacies  | 2a    | 30,878                | 14,318              | 45,196        | 37,570         |
| Investment Income   | 2b    | 988                   | -                   | 988           | 948            |
| Income from charitable and ancillary trading                            | 2c    | 6,584                 | -                   | 6,584         | 8,426          |
| Other trading income  | 2d    | 3,633                 | -                   | 3,633         | 8,819          |
| <b>Total Income</b>   |       | <b>42,083</b>         | <b>14,318</b>       | <b>56,401</b> | <b>55,763</b>  |
| <b>EXPENDITURE ON:</b>  |       |                       |                     |               |                |
| <b>Charitable activities</b>  |       |                       |                     |               |                |
| Raising funds   |       | 875                   | -                   | 875           | 1,191          |
| Parish Share  |       | 30,934                | -                   | 30,934        | 30,417         |
| Mission and charities   |       | 249                   | 524                 | 773           | 3,602          |
| Other ordinary running costs  |       | 15,568                | 3,635               | 19,203        | 23,682         |
| One off restoration costs   |       | -                     | 5,160               | 5,160         | -              |
| Provision for doubtful debt   |       | -                     | -                   | -             | -              |
| <b>Total expenditure</b>  | 3     | <b>47,626</b>         | <b>9,319</b>        | <b>56,945</b> | <b>58,892</b>  |
| <b>NET INCOME AND MOVEMENT IN FUNDS<br/>BEFORE GAINS ON INVESTMENTS</b> |       | <b>(5,543)</b>        | <b>4,999</b>        | <b>(544)</b>  | <b>(3,129)</b> |
| Unrealised gain / loss on investments                                   | 7     | 2,266                 | -                   | 2,266         | 4,964          |
| <b>NET INCOME BEFORE TRANSFERS</b>                                      |       | <b>(3,277)</b>        | <b>4,999</b>        | <b>1,722</b>  | <b>1,835</b>   |
| Transfer between funds  |       | -                     | -                   | -             | -              |
| <b>NET MOVEMENTS IN FUNDS</b>   |       | <b>(3,277)</b>        | <b>4,999</b>        | <b>1,722</b>  | <b>1,835</b>   |
| <b>Reconciliation of funds:</b>   |       |                       |                     |               |                |
| Balances brought forward at 1 January 2020                              |       | 41,582                | 13,935              | 55,517        | 53,682         |
| <b>BALANCES CARRIED FORWARD AT 31<br/>DECEMBER 2020</b>                 |       | <b>38,305</b>         | <b>18,934</b>       | <b>57,239</b> | <b>55,517</b>  |

# Statement of Financial Activities Year Ended 31 December 2019 (comparative information only)

|   | Notes    | 2019           |               | Total          | 2018          |
|---|----------|----------------|---------------|----------------|---------------|
|   |          | Unrestricted   | Restricted    | Funds          | Total         |
|   |          | Funds          | Funds         | Funds          | Funds         |
|   |          | £              | £             | £              | £             |
| <b>INCOME FROM:</b>   |          |                |               |                |               |
| Donations and legacies  | 2a       | 33,779         | 3,791         | 37,570         | 55,262        |
| Investment Income   | 2b       | 948            | -             | 948            | 906           |
| Income from charitable and ancillary trading                        | 2c       | 8,426          | -             | 8,426          | 10,420        |
| Other trading income  | 2d       | 8,819          | -             | 8,819          | 3,219         |
| <b>Total Income</b>   |          | <b>51,972</b>  | <b>3,791</b>  | <b>55,763</b>  | <b>69,807</b> |
| <b>EXPENDITURE ON:</b>  |          |                |               |                |               |
| <b>Charitable activities</b>  |          |                |               |                |               |
| Raising funds   |          | 1,191          | -             | 1,191          | -             |
| Parish Share  |          | 30,417         | -             | 30,417         | 29,388        |
| Mission and charities   |          | 3,602          | -             | 3,602          | 4,104         |
| Other ordinary running costs  |          | 19,146         | 4,536         | 23,682         | 24,722        |
| One off restoration costs   |          | -              | -             | -              | 1,803         |
| Provision for doubtful debt   |          | -              | -             | -              | 585           |
| <b>Total expenditure</b>  | <b>3</b> | <b>54,356</b>  | <b>4,536</b>  | <b>58,892</b>  | <b>60,602</b> |
| <b>NET INCOME AND MOVEMENT IN FUNDS BEFORE GAINS ON INVESTMENTS</b> |          | <b>(2,384)</b> | <b>(745)</b>  | <b>(3,129)</b> | <b>9,205</b>  |
| Unrealised gain / loss on investments                               | 7        | 4,964          | -             | 4,964          | (386)         |
| <b>NET INCOME BEFORE TRANSFERS</b>                                  |          | <b>2,580</b>   | <b>(745)</b>  | <b>1,835</b>   | <b>8,819</b>  |
| Transfer between funds  |          | -              | -             | -              | -             |
| <b>NET MOVEMENTS IN FUNDS</b>                                       |          | <b>2,580</b>   | <b>(745)</b>  | <b>1,835</b>   | <b>8,819</b>  |
| <b>Reconciliation of funds:</b>                                     |          |                |               |                |               |
| Balances brought forward at 1 January 2019                          |          | 39,002         | 14,680        | 53,682         | 44,863        |
| <b>BALANCES CARRIED FORWARD AT 31 DECEMBER 2019</b>                 |          | <b>41,582</b>  | <b>13,935</b> | <b>55,517</b>  | <b>53,682</b> |

## Balance Sheet as at 31 December 2020

|   | Notes | Unrestricted<br>Funds<br>£ | 2020<br>Restricted<br>Funds<br>£ | Total<br>Funds<br>£ | 2019<br>Total<br>Funds<br>£ |
|---|-------|----------------------------|----------------------------------|---------------------|-----------------------------|
| <b>FIXED ASSETS</b>                                   |       |                            |                                  |                     |                             |
| Investments   | 7     | 35,393                     | -                                | 35,393              | 32,153                      |
|   |       | <u>35,393</u>              | <u>-</u>                         | <u>35,393</u>       | <u>32,153</u>               |
| <b>CURRENT ASSETS</b>                                 |       |                            |                                  |                     |                             |
| Debtors   | 8     | 4,107                      | -                                | 4,107               | 4,889                       |
| Bank and cash balances                                |       | 1,475                      | 18,935                           | 20,410              | 24,179                      |
|   |       | <u>5,582</u>               | <u>18,935</u>                    | <u>24,517</u>       | <u>29,068</u>               |
| <b>CREDITORS: amounts falling due within one year</b> | 9     | 2,672                      | -                                | 2,672               | 5,705                       |
|   |       | <u>2,672</u>               | <u>-</u>                         | <u>2,672</u>        | <u>5,705</u>                |
| <b>NET CURRENT ASSETS</b>                             |       | 2,910                      | 18,935                           | 21,845              | 23,363                      |
| <b>NET ASSETS</b>                                     |       | <u>38,303</u>              | <u>18,935</u>                    | <u>57,238</u>       | <u>55,516</u>               |
| <b>PARISH FUNDS</b>                                   |       |                            |                                  |                     |                             |
| <b>Unrestricted</b>                                   |       |                            |                                  |                     |                             |
| General Fund  |       | 38,303                     | -                                | 38,303              | 41,581                      |
| <b>Restricted</b>                                     |       |                            |                                  |                     |                             |
| Donations and Legacies                                | 10    | -                          | 18,772                           | 18,772              | 13,772                      |
| Churchyard upkeep                                     |       | -                          | 163                              | 163                 | 163                         |
|   |       | <u>38,303</u>              | <u>18,935</u>                    | <u>57,238</u>       | <u>55,516</u>               |

## Notes to the Financial Statements For the Year Ending 31 December 2020

| 2  | Income from:                           | Unrestricted Funds<br>£ | Restricted Funds<br>£ | 2020<br>Total<br>£ | 2019<br>Total<br>£ |
|----|--|-------------------------|-----------------------|--------------------|--------------------|
| a. | <b>Donations and legacies</b>          |                         |                       |                    |                    |
|    | Gift Aid                               | 18,865                  | -                     | 18,865             | 19,542             |
|    | Income tax recoverable                 | 4,716                   | -                     | 4,716              | 4,886              |
|    | Other Donations                        | 5,093                   | 13,795                | 18,888             | 5,636              |
|    | Collections at services                | 2,204                   | 523                   | 2,204              | 7,506              |
|    |  | <u>30,878</u>           | <u>14,318</u>         | <u>45,196</u>      | <u>37,570</u>      |
| b. | <b>Dividends and interest</b>          | 988                     | -                     | 988                | 948                |
| c. | <b>Charitable and Ancillary Income</b> |                         |                       |                    |                    |
|    | Parish magazine                        | 4,325                   | -                     | 4,325              | 4,991              |
|    | Fees for weddings and funerals         | 2,259                   | -                     | 2,259              | 3,435              |
|    |  | <u>6,584</u>            | <u>-</u>              | <u>6,584</u>       | <u>8,426</u>       |
| d. | <b>Other trading income</b>            |                         |                       |                    |                    |
|    | Fundraising                            | 2,433                   | -                     | 2,433              | 7,619              |
|    | Fees for broadband mast                | 1,200                   | -                     | 1,200              | 1,200              |
|    |  | <u>3,633</u>            | <u>-</u>              | <u>3,633</u>       | <u>8,819</u>       |
|    | <b>Total income</b>                    | <u>42,083</u>           | <u>14,318</u>         | <u>56,401</u>      | <u>55,763</u>      |

| 3 | Analysis of expenditure              | Direct Costs<br>£ | Support Costs<br>£ | 2020<br>Total<br>£ | 2019<br>Total<br>£ |
|---|--------------------------------------|-------------------|--------------------|--------------------|--------------------|
|   | <b>Cost of raising funds</b>         | 875               | -                  | 875                | 1,191              |
|   | <b>Cost of charitable activities</b> |                   |                    |                    |                    |
|   | Parish Share                         | 30,934            | -                  | 30,934             | 30,417             |
|   | Missions and charities               | 249               | 524                | 773                | 3,602              |
|   | <b>Other ordinary running costs</b>  |                   |                    |                    |                    |
|   | Contribution to Joint Benefice       | 5,730             | -                  | 5,730              | 8,370              |
|   | Parish magazine                      | 3,425             | -                  | 3,425              | 4,023              |
|   | Canterbury DBF fees                  | 798               | -                  | 798                | 1,108              |
|   | Church running costs                 | 3,726             | 3,635              | 7,361              | 8,900              |
|   | Maintenance of buildings and fabric  | 436               | -                  | 436                | 806                |
|   | Churchyard upkeep                    | 1,094             | -                  | 1,094              | 240                |
|   | Miscellaneous expenses               | 359               | -                  | 359                | 235                |
|   |                                      | <u>15,568</u>     | <u>3,635</u>       | <u>19,203</u>      | <u>23,682</u>      |
|   | <b>Provision for doubtful debt</b>   | -                 | -                  | -                  | -                  |
|   | <b>One off restoration costs</b>     |                   |                    |                    |                    |
|   | Porch restoration                    | -                 | 5,160              | 5,160              | -                  |
|   |                                      | <u>-</u>          | <u>5,160</u>       | <u>5,160</u>       | <u>-</u>           |
|   | <b>Total expenditure</b>             | <u>47,626</u>     | <u>9,319</u>       | <u>56,945</u>      | <u>58,892</u>      |

| 7 | Investments                                 | 2020<br>£     | 2019<br>£     |
|---|---|---------------|---------------|
|   | Market value at 1 January 2020              | 32,153        | 26,271        |
|   | Additions                                   | 974           | 918           |
|   | Deductions                                  | -             | -             |
|   | Unrealised gain / loss                      | 2,266         | 4,964         |
|   | Market value at 31 December 2020            | <u>35,393</u> | <u>32,153</u> |
|   | National Savings Bond                       | -             | -             |
|   | CBF Church of England Investment Fund Units | 35,393        | 32,153        |
|   |   | <u>35,393</u> | <u>32,153</u> |
|   | Historical cost:                            |               |               |
|   | National Savings Income Bond                | -             | -             |
|   | CBF Church of England Investment Units      | 15,573        | 14,599        |
|   |   | <u>15,573</u> | <u>14,599</u> |

|   |                                |               |                    |              |                                |
|---|--------------------------------|---------------|--------------------|--------------|--------------------------------|
| <b>8 Debtors</b>  |                                |               |                    | <b>2020</b>  | <b>2019</b>                    |
|   |                                |               |                    | <b>£</b>     | <b>£</b>                       |
| Tax refund due  |                                |               |                    | 668          | 270                            |
| Provision for doubtful debt                             |                                |               |                    | 0            | 0                              |
| Other debtors   |                                |               |                    | 3,439        | 4,619                          |
|   |                                |               |                    | <u>4,107</u> | <u>4,889</u>                   |
| <b>9 Creditors: amounts falling due within one year</b> |                                |               |                    | <b>2020</b>  | <b>2019</b>                    |
|   |                                |               |                    | <b>£</b>     | <b>£</b>                       |
| Deffered income   |                                |               |                    | 649          | 2,526                          |
| Other creditors   |                                |               |                    | 2,023        | 2,593                          |
|   |                                |               |                    | <u>2,672</u> | <u>5,119</u>                   |
| <b>10 Restricted funds</b>                              | <b>Balance brought forward</b> | <b>Income</b> | <b>Expenditure</b> |              | <b>Balance carried forward</b> |
|   | <b>£</b>                       | <b>£</b>      | <b>£</b>           |              | <b>£</b>                       |
| Specific giving   | -                              | 524           | (524)              |              | -                              |
| Church running costs                                    | -                              | 3,635         | (3,635)            |              | -                              |
| Donations & Legacies                                    | 13,772                         | 5,000         | -                  |              | 18,772                         |
| Maintenance of building and fabric                      | -                              | 5,160         | (5,160)            |              | -                              |
| Churchyard upkeep                                       | 163                            | -             | -                  |              | 163                            |
|   | <u>13,935</u>                  | <u>14,319</u> | <u>(9,319)</u>     |              | <u>18,935</u>                  |
| <b>Restricted funds - 2019</b>                          | <b>Balance brought forward</b> | <b>Income</b> | <b>Expenditure</b> |              | <b>Balance carried forward</b> |
|   | <b>£</b>                       | <b>£</b>      | <b>£</b>           |              | <b>£</b>                       |
| Specific giving   | -                              | 2,602         | (2,602)            |              | -                              |
| Church running costs                                    | -                              | 3,557         | (3,557)            |              | -                              |
| Donations & Legacies                                    | 14,457                         | -             | (685)              |              | 13,772                         |
| Maintenance of building and fabric                      | -                              | 234           | (234)              |              | -                              |
| Churchyard upkeep                                       | 223                            | -             | (60)               |              | 163                            |
|   | <u>14,680</u>                  | <u>6,393</u>  | <u>(7,138)</u>     |              | <u>13,935</u>                  |

## **1 ACCOUNTING POLICIES**

### **1.1 General information and basis of preparation**

The Parochial Church Council of St. Michael the Archangel, Smarden is a charity excepted from registration in England and Wales. The address of the registered office is given in the charity information on page 4 of these financial statements. The nature of the charity's operations and principal activities are committed to drawing as many people as possible into worship at our church, and to working together with individuals and organisations in the community for the common good and furtherance of our common goals and values. The PCC maintains an overview of worship, outreach, ministry and mission.

The charity constitutes a public benefit entity as defined by FRS 102.

The accounts (financial statements) have been prepared in accordance with the Church Accounting Regulations 2006 together with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 as amended by Bulletin 1 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2016.

The accounts (financial statements) have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are prepared in sterling which is the functional currency of the charity.

The accounts include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include accounts of church groups that owe their main affiliation to another body nor those that are informal gatherings of church members. The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

### **1.2 Funds accounting**

Unrestricted Funds represent funds of the PCC that are not subject to restrictions regarding their use. In particular these consist of the General Fund which is used for the day to day purposes of the PCC and that part of the Legacy Fund which is not restricted by the terms of individual wills.

Restricted funds are funds that can only be used for particular restricted purposes within the objects of the charity. Restriction arises when specified by the donor or when funds are raised for particular restricted purposes.

### **1.3 Income recognition**

All incoming resources are included in the Statement of Financial Activities when the charity is entitled to the income, any performance conditions attached to the item of income have been met and it is probable that the income will be received. The following specific policies are applied to particular categories of income:

- Voluntary income including donations, collections and gifts is included in full in the Statement of Financial Activities when receivable
- Investment income and dividends are included when receivable
- Planned giving receivable under Gift Aid is recognised only when received. Recovery of tax is recognised to the extent necessary to match with the related income from Gift Aid
- Grants and legacies to the PCC are recognised only when received or when the amounts have been notified to the PCC.

### **1.4 Expenditure recognition**

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably.

- Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs allocated directly to such activities and those costs of an indirect nature necessary to support them.

### **1.5 Support costs allocation**

Support costs are those that assist the work of the charity but do not directly represent charitable activities and include office costs, governance costs, and administrative payroll costs. They are incurred directly in support of expenditure on the objects of the charity and include project management carried out at Headquarters. Where support costs cannot be directly attributed to particular headings they have been allocated to cost of raising funds and expenditure on charitable activities on a basis consistent with use of the resources.

### **1.6 Fixed assets**



### **Consecrated Land and Buildings and Moveable Church Furnishings**

Consecrated and beneficed property is excluded from the accounts by s10 Charities Act 2011. No value is placed on moveable church furnishings held by the Churchwardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this to be inalienable property. All expenditure incurred during the year on consecrated beneficed buildings and moveable church furnishings, whether maintenance or improvement, is written off as expenditure in the Statement of Financial Activities and separately disclosed.

Tangible fixed assets are depreciated at rates calculated to write down the cost to residual value over their useful lives:

|                                     |                   |
|-------------------------------------|-------------------|
| - Furniture, fixtures and equipment | 20% straight line |
| - Kitchen and toilet                | 10% Straight line |

Assets below £500 are not capitalised.

### **1.7 Investments**

Quoted investments are valued at market value at the end of each year. Unquoted investments are stated at cost less impairment. Gains and losses on the revaluation and disposal of investments are reflected in the Statement of Financial Activities.

### **1.8 Debtors and creditors receivable / payable within one year**

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

### **1.9 Tax**

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

### **1.10 Going concern**

The financial statements have been prepared on a going concern basis as the PCC members believe that no material uncertainties exist. The PCC members have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

### **1.11 Judgements and key sources of estimation uncertainty.**

Accounting estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

#### **Useful economic lives of tangible assets**

The annual depreciation charge for tangible assets is sensitive to changes in the estimated useful economic lives and residual values of the assets. The useful economic lives and residual values are reassessed annually. They are amended when necessary to reflect current estimates, based on technological advancement, future investments, economic utilisation and the physical condition of the assets. See note 6 for the carrying amount of the property, plant and equipment, and note 1.6 for the useful economic lives for each class of assets.

### **PCC Members' and key management personnel remuneration and expenses**

PCC members received no remuneration during the year (2019: None).

No expenses were reimbursed relating to general day to day running costs such as postage and meeting expenses (2019: nil).

The PCC members consider the board of PCC members as the key management personnel of the charity in charge of directing and controlling, running and operating the PCC on a day to day basis. As detailed above, no PCC members received remuneration during the period.

### **Independent Examination fee**

The charge for the year in respect of Independent examiner's fee amounts to £Nil (2019: £Nil).