

Trustees Annual Report and Financial Statements

The Parochial Church Council of St Mary the Virgin, Hartfield

For the year ended 31 December 2019

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St. Mary the Virgin, Hartfield

Incumbent: Rev'd Julie Sear

Independent examiner: Mr R Jackson, 1, Wroth Tyes Cottage, Cat St, Hartfield, East Sussex, TN7 4DY

Bankers: HSBC, 105 Mount Pleasant, Tunbridge Wells, Kent, TN1 1QP



Parochial Church Council of St. Mary the Virgin, Hartfield Trustees Annual Report for 2019

Structure, governance and management

The parish is a charity, but is excepted from registering with the Charity Commission within the meaning of the Charities Act 2011.

During the year the following served as members of the Parochial Church Council:

Ex Officio members

Incumbent: The Rev'd Julie Sear (member of Diocesan Synod)

Wardens: Mrs Kathy Green

Mrs Linda Graham

Elected Members

Mrs Jen Black

Mrs Tia Barham

Mr Ian Burns (Secretary)

Mr John Cope

Mrs Emma Fulham

Mrs Andrea Johnson

Mr Rob McGlew

Mrs Andrea McGlew

Deanery Synod

Mrs Gill Philcox

Mr Timothy Jackson (Treasurer and Diocesan Synod member)

Mr Richard Rowberry

Membership of the PCC is determined under the Church Representation Rules and consists of certain ex-officio members (the incumbent/priest-in-charge, curate, lay readers licensed to officiate in the church), the churchwardens and members of the Deanery, Diocesan or General Synods and 9 members of the church who are elected at the Annual Parochial Church Meeting (APCM). Members are warmly encouraged to stand for election to the PCC and we try to ensure a balance of skills and experience where possible.

Objectives and Activities

- In early 2013, the PCC adopted a formal Vision statement. The statement adopted was **“Our Vision is to build a dynamic, vibrant church sharing Christ's love with people of all ages in our 21st Century rural community.”** This Vision has been regularly communicated to the congregation and to the wider community in Hartfield and continues to be central to the activities of the congregation.
- Based on the mission statement, a Mission Action Plan (“MAP”) was reviewed in 2018.

2019 MAP

At St Mary's, the growth of our work with young people and their families has been a priority area and a focus for activities, despite the departure of the Children, Families and Youth Worker at the end of 2018. This work continued throughout 2019, with a range of activities for ages 0-14, supported by the appointment of a Youth Administrator. A team leads monthly Big Breakfast for ages 9-14 held with the benefit of the new facilities in church, and activities for Sunday Discoverers ages 5-9 are supervised by volunteers. The weekly HYPE open access youth club for ages 11+ on Monday evenings in the village hall, and 'Hot Potato' sessions in the church once a month have been steadily growing. These activities continue with leadership from members of the congregation. The youth have been supporting our chosen charities.

We continued to develop the other areas identified in the **2018-19 MAP**:

- Small groups continued to meet on a weekly basis to study and pray. In 2019 during Lent the groups met together to follow the "Thy Kingdom Come" study series, followed by John Ortberg's "If you want to Walk on Water you've got to Get Out of the Boat", Dave Smith's books, "Transformed Life" and "Transformed Living. A series of Lent Reflections was held in church. This was very much in line with our Mission Action Plan, which emphasises the importance of prayer in the life of the church. Another important role of the small groups was to identify and develop leadership potential among the membership.

- Our pastoral care team continued to actively support members of the community in particular need and to promote the work of the HATCH volunteer scheme.

- The monthly prayer breakfast continues to meet where we pray for the needs of our church family and community. In addition, the Small Groups have initiated a regular weekly shared prayer time.

- In 2019, we continued to focus on our response to God's loving generosity to us as shown in creation; the incarnation, crucifixion, resurrection and ascension of Jesus Christ; and the presence of the Holy Spirit in this world. With the growth in our young families and our range of activities for children and youth we have prayerfully put in place strategies for helping new members to step up and serve and give financially.

- The range of initiatives with children and young people requires increased support from the congregation if it is to flourish and grow. A smaller leadership team has led us to consider our administrative arrangements to make the best use of people's talents. An Administrator has been appointed to work with the Rector, similarly a Youth Administrator is supporting work with children and young people. In order to make better use of our building to support the Christian work within the parish we have found a number of ways to ensure that our newly enhanced facilities can best meet the needs of the community.

- The PCC maintains an overview of worship in the parish and makes suggestions on how our services can involve the diversity of groups that live within our parish. Our services and worship put faith into practice through participation, prayer, scripture, music and sacrament. In particular we try to enable local people to live out their faith as part of our parish community through:

- Worship and prayer; learning about the Gospel; and developing their knowledge of, and trust in, Jesus;
- Provision of pastoral care for people living in the parish;
- Missionary and outreach work.

To facilitate this work it is important that we maintain the fabric of St Mary the Virgin, Hartfield.

Achievements and performance

Church attendance

There are 104 (2018: 102) parishioners on the church electoral roll, 18% (2018: 22%) of whom are not resident within the parish. The average weekly attendance, counted during October, was 37 (2018: 50) adults and 9 (2018:16) under 16 years of age. In 2019, the typical size of a Sunday congregation was somewhat less than that in 2018. However the numbers attending increased significantly at the time of major festivals. In addition, during school term time there is normally a weekly school service in the church with a typical attendance of 100 children and 10 adults.

Review of the year

- The full PCC met five times (2018: six) during the year with an average of level of attendance of 80% (2018: 78%). The Standing Committee met between meetings and a report of their deliberations was reported to the full PCC and discussed where necessary.
- In line with our Vision and MAP, the PCC worked hard to make services attractive to newcomers while still inspiring the existing congregation. The pattern of services continued, with the main service being at 9.30 a.m. to be a communion service on the first and third Sundays of a month and a “Fresh Expressions” service on the second and fourth Sundays, with an 8:00 a.m. Sunday said communion on the second and fourth Sunday. On the fifth Sunday of a month during 2019 a joint service for the benefice that alternated between the two churches was held at 10:00 a.m. In the Autumn, at the request of young families, a monthly Sunday afternoon, “Together@4” informal service was introduced.
- It was decided early in 2019 to set up teams to carry out all the various tasks that need to be covered at the main Sunday morning services, to replace the existing system of separate rotas for welcoming, coffee preparation, reading the lesson, prayers and manning the sound system. The Wardens and Rector drew up a suitable list of church members and, having gained their agreement, set up six teams, each with a Team Leader. The teams, having met for an initial briefing, began their duties at the beginning of May. This has proved a very positive development, with team members working together well and benefiting from the opportunity to take on new challenges.
- In 2019 the Heart for The Community Project which had become the means of extending our mission outreach, saw the completion of a new improved heating system, the long-awaited toilet facilities, as well as a new mezzanine room. In the main body of the church a new refreshment area has enabled us to bless the community with the gift of hospitality. At the beginning of 2020 the “Church Street Community Café” was launched offering cake and drinks to parents, carers and children returning from school and local residents to socialise and meet with the Rector and team.
- The important addition of an up-to-date audio-visual system has widened the range of our worship and study programmes. The installation of safety double glazing and flooring to the mezzanine room has created a small meeting space for prayer meetings, children’s activities and Standing Committee meetings.
- We have been able to host visiting bellringing teams and the annual “Art For All” HARTS event. We were delighted to be able to hold our annual joint Harvest Supper in the church, at which we were raising funds for Toilet Twinning in celebration of the new facility. Additional offerings and gifts for the food bank were made at the Harvest Festival services.

Further stages will involve creating a children's area in the south west corner of the nave, also providing storage for chairs and kneelers.

For the first time we were able to host a Deanery Synod meeting on 20th November.

- Following internal remedial work to the Lychgate Cottage and the departure of the Thomas family at the end of 2018, a new tenant was found, providing a source of income.

- Members of the congregation took part in a number of working parties during 2019 to assist in the maintenance of the church building and churchyard.
- Additional reports from various church activities during 2019 are available separately.

Deanery and Diocesan Synod

Three members of the PCC and the incumbent sit on the Deanery Synod. In addition, one member of the PCC and the incumbent also sit on the Diocesan Synod. As a result the PCC has important links to other parishes in the deanery, to the diocese and the wider structure of Church.

Financial Review

The total receipts received by the Hartfield PCC were £137,817 (2018: 391,712) and are detailed in the Financial Statements. There was a major fund-raising programme in 2018 to implement the Heart For The Community Project; total receipts (including capital, loans and insurance payments) for this project were £264,717. The parish ceased to receive a grant from the diocese (2018: £10,000) towards the cost of employing a part-time Children's and Families' Worker but continued to receive a grant of £2,500 (2018: £2,500) from the Hartfield Parish towards the cost of youth work in the parish. Thank you to all that have given to the church in the past year.

- The planned giving through the Parish Giving Scheme including Gift Aid recovered decreased by 3.7% over 2018 to £30,995 (2018: £32,183).
- Planned giving through banker's orders decreased by 12.3% over 2018 to £6,930 (2018: £7,900).
- Our unrestricted total voluntary receipts decreased by 14.0% over 2018 to £65,147 (2018: £75,737).
- Donations to the Heart For The Community Projected amounted to £17,794 (2018: £94,451). Other sources of finance were investment income of £15,158 (2018: £2,392) and £2,040 (2018: ££3,707) from church activities.
- Total expenditure on the Heart For the Community Project in 2019 was £62,579 (2018: £267,964).
- The largest unrestricted expenditure of the PCC was £34,675 (2018: £33,659) paid to the Diocese. The Diocesan Parish Share covers the stipend and pension costs of the clergy, the housing costs of the Rector, and also a sum for diocesan central costs, clergy training and a contribution to national church funds. It should be noted that the United Benefice is meeting 102% (2018: 102%) of the diocesan parish contribution as set by the Deanery and this covers all the costs allocated to this church by the diocese. St Mary's meets 50% of the United Benefice's parish contribution. It is also important to note that nearly 80% of the total paid relates directly to the costs of this parish, the remainder being the shared costs of the Christian family throughout the whole Church of England.
- During 2019 the PCC's expenditure to support children's, youth and family work was £4,169 (2018: £25,899).
- In 2019, St Mary's donated £5,245 (2018: £2,954) to charities, a substantial increase as a result of the Toilet Twinning initiative.

Risk Management

The PCC consider that the principal risks and uncertainties are:

- The need to fund unexpected costs associated with the church's listed buildings such as those arising from the failure of the church's heating system in January 2018.

- An unexpected fall in income, particularly given the dependence of the church on a limited number of major regular donors which impacted receipts in 2019 and continues to do so in 2020.
- How to provide facilities for the growth in children's and youth activities associated with the church.
- The requirement to find volunteers and staff with the appropriate skills, time and commitment to support the ministry of the congregation.
- Due to the nature of the St Mary's vision, there is an above average interaction with vulnerable people.
- Organisations outside the control of Hartfield PCC could have a direct and material impact on St Mary the Virgin, Hartfield. Two primary examples of such bodies are Holy Trinity, Coleman's Hatch, which is the other church in the joint benefice and St Mary the Virgin Church of England Aided Primary School.

The PCC seeks to manage these risks and uncertainties by regularly reviewing its MAP and its plans for the use of the church buildings. The Standing Committee has also begun to develop a ten year plan for the parish which in due course will be presented to the PCC for discussion. These plans take into consideration the relationship with Holy Trinity and the church school.

The church maintains its properties to a high standard and carries out the priority items of a quinquennial review in a timely manner.

There is a continuing programme which emphasises God's generosity to the congregation and the need for the congregation to respond to that generosity in their own giving through time, talents and money. The PCC also proactively seeks grants to support its activities. With regard to finding volunteers, the Standing Committee has put in place succession planning and training programmes within the congregation.

Due to the above average exposure to vulnerable people, St Mary's follows diocesan guidance on these matters, the PCC receives and discusses regular reports and utilises the specialist skills and knowledge of people within the congregation.

Reserves Policy

- It is PCC policy to maintain a balance on the general unrestricted funds (excluding property), which equates to £20,000 as contingency against unforeseen situations. The closing balance on the General Fund Monetary Assets was £12,798 (31 December 2018: £19,354) reflecting timing of cash flow related to the Heart For The Community Project and the decision of the PCC to carry out additional work as part of the project to reduce the overall cost.
- In total, there are Monetary Assets and Investments at valuation of £82,765 (31 December 2018: £83,932).
- It is PCC policy to invest funds balances with the CBF Church of England deposit fund and other CBF Church of England funds managed by CCLA.

Approved by the PCC and signed on their behalf by
Reverend Julie Sear, PCC Chairman:

15 September 2020



The Independent Examiner's Report

The Independent examiner's report to the PCC of St Mary the Virgin Hartfield

I report on the accounts of the PCC for the year ended 31 December 2019, which are set out on pages to .

Respective responsibilities of the PCC and the examiner

As members of the PCC you are responsible for the preparation of the accounts; you consider that the audit requirement of the Church Accounting Regulations and section 144(2) of the Charities Act 2011 (*'the 2011 Act'*) do not apply.

It is my responsibility to:

- Examine the accounts under the Church Accounting Regulations and section 145 of the 2011 Act;
- To follow the procedures laid down in the general directions of 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 this report

My examination was carried out in accordance with the General Directions given by the Charity Commission and to be found in the Church guidance, 2013 edition. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering 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

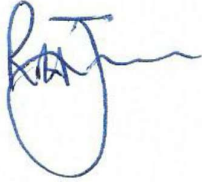
In connection with my examination, no matter has come to my attention:

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 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the requirements of the Act and the Regulations

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.



Date: 04 September 2020

Robert H Jackson

1 Wrothtyes Cottage


Cat Street

Upper Hartfield

Hartfield

East Sussex TN7 4DY

Receipts and Payments Accounts						
PAROCHIAL CHURCH COUNCIL OF ST MARY THE VIRGIN CHURCH, HARTFIELD						
Financial Statements for the Year Ended 31 December 2019						
Receipts and Payments Accounts						
			Unrestricted funds	Restricted funds	TOTAL 2019	TOTAL 2018
	Notes	£	£	£	£	
RECEIPTS						
Voluntary receipts:						
	Planned giving	6 a	31,919	0	31,919	35,715
	Collections at services		6,205	3,858	10,063	10,153
	All other giving / voluntary receipts	6 b	21,017	51,614	72,631	183,182
	Gift Aid recovered	6 c	6,006	0	6,006	34,876
			65,147	55,472	120,619	263,926
Activities for generating funds:						
	Investment income	6 d	13,444	1,714	15,158	2,392
	Church activities		1,895	145	2,040	3,707
	Other receipts	6e	0	0	0	121,687
	Total receipts		80,486	57,331	137,817	391,712
PAYMENTS						
Church activities:						
	Diocesan parish share	6 f	34,675	0	34,675	33,659
	Clergy and staffing costs	6 g	4,187	13,882	18,069	29,710
	Church running expenses	6 h	13,807	4,571	18,378	21,512
	Church activities	6 i	1,866	1,749	3,615	8,666
	Major church repairs & maintenance	6 j	0	62,598	62,598	267,964
	Other church properties	6 k	5,401	0	5,401	25,882
	Mission giving and donations		0	5,245	5,245	2,954
	Costs of generating funds		0	0	0	0
	Total payments		59,936	88,045	147,981	390,347
	Excess of receipts over payments		20,550	-30,714	-10,164	1,365
	Transfer between funds	5	-27,127	27,127	0	0
			-6,577	-3,587	-10,164	1,365
	Cash at bank and in hand at 1 January		19,374	16,585	35,959	34,574
	Cash at bank and in hand at 31 December		12,797	12,998	25,795	35,939

PAROCHIAL CHURCH COUNCIL OF ST MARY THE VIRGIN, HARTFIELD									
STATEMENT OF ASSETS AND LIABILITIES AS AT 31ST DECEMBER 2019									
			Restricted	Restricted	Restricted	Restricted	Restricted		
			Heart for the						
		General	Holye	Community	Stipend	Bell Ringers	Outside	Totals	
	Notes	Fund	Church	Fund	K Fund	Fund	Giving	2019	2018
		£	£	£	£	£	£	£	£
Monetary assets									
CBF Deposit Fund		10,122	4,464	0	0	4,484	0	19,070	18,936
Bank current account		2,177	65	0	3,820	0	0	6,062	16,902
Cash in hand		500	0	0	0	164	0	664	101
		12,798	4,529	0	3,820	4,648	0	25,795	35,939
Investments at valuation									
CBF C of E Income Units	3	0	11,214	0	45,757	0	0	56,970	47,993
		12,798	15,743	0	49,577	4,648	0	82,765	83,932
Other Assets at cost									
Due from Colemans Hatch PCC		202	0	0	0	0	0	202	3,135
Due from Listed Places of Worship Fund		0	0	4,448	0	0	0	4,448	17,694
Total assets		202	0	4,448	0	0	0	4,650	104,761
Liabilities									
Due for payment in 2019									
Fees due to Diocese	4	1,397	0	0	0	0	0	1,397	2,336
Due to designated charities		0	0	0	0	0	0	0	1,171
Lychgate Cottage Rental Deposit		1,269	0	0	0	0	0	1,269	0
Archdeacon's loan (due by 2023)	7	50,000	0	0	0	0	0	50,000	50,000
Total liabilities		52,666	0	0	0	0	0	52,666	53,507
See note 6 c regarding Gift Aid and Gift Aid Small Donations Scheme claims to be made in respect of part of 2018 and 2019.									
Approved by the Parochial Church Council on 15 September 2020 and signed on its behalf									
									
Chairman									

Notes to the accounts						
1	The financial statements for the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payments basis. Certain items of expenditure in 2017 have been reclassified to better reflect the recommended presentation.					
2	The following assets are recognised but not necessarily valued in the Statement of Assets and Liabilities: Movable church furnishings held by the churchwardens on special trust for the PCC which require a faculty for disposal The Lychgate Cottage					
3	The investments are shown at mid-market value on 31st December.					
4	At 31 December 2018 Hartfield PCC held fees collected on behalf of Chichester Diocese of £2,336. These fees are not included in the receipts of Hartfield PCC.					
5	The movements in the restricted funds during the year were:					
		Bal b/fwd	Receipts	Payments	Transfer	Bal c/fwd
	Bell Ringers	4,551	178	82	0	4,647
	Children's, Youth and Families' Fund	0	2,620	4,169	1,549	0
	Heart for The Community Fund	0	41,794	62,600	20,806	0
	Holye Churchyard Fund	4,587	351	409	0	4,529
	Special Collections	195	3,858	5,245	1,192	0
	Stipend K Fund	7,253	8,030	11,462	0	3,821
		<u>16,586</u>	<u>56,831</u>	<u>83,967</u>	<u>23,547</u>	<u>12,997</u>
	Bell Ringers Fund represents receipts that can only be spent on the maintenance of the church bells or in connection with the activities of the bell ringers.					
	The transfer to the Children's, Youth and Families' Fund was from ordinary unrestricted funds to meet the balance of the costs of the work in this activity.					
	The Heart for the Community Fund represents donations for the re-ordering of the church which can only be spent for that purpose.					
	Holye Church Fund represents receipts in connection with the maintenance of the Holye Churchyard.					
	During the year various special collections took place some of which were in connection with memorial where a particular charity was nominated by the family to be the beneficiary, for example Candlelighters. In addition, at certain services, at the discretion of the PCC, collection were for particular charities, such as the Royal British Legion, Toilet Twinning, Children's Society, St Barnabas and the Bishops' Discretionary Fund.					
	St. Mary's Churchyard Fund represents receipts and payments funds in connection with the maintenance of St. Mary's Churchyard. The balance on this fund was transferred to the Heart for Community Fund during the year. See note 6 e "Other receipts" for further information on this.					
	Stipend K Fund represents receipts that can be spent only for the benefit of the Rector.					

6 Further Analysis of Receipts and Payment Accounts						
		Unrestricted funds	Restricted funds	TOTAL 2019	TOTAL 2018	
		£	£	£	£	
a	Planned giving					
	Bank Standing Orders	6,930	0	0	9,789	
	Parish Giving Scheme	24,989	0	0	25,926	
		<u>31,919</u>	<u>0</u>	<u>31,919</u>	<u>35,715</u>	
b	All other giving					
	Heart For The Community	0	17,794	17,794	149,008	
	Grant from Hartfield Church Trust	0	23,000	23,000	9,000	
	Grants from Village Fete towards graveyard maintenance	0	1,000	1,000	800	
	Donations to K Fund	0	6,700	6,700	0	
	Diocesan Grant for Children's and Families Work	0	0	0	10,000	
	Parish Council Grant for Youth Work	0	2,620	2,620	2,700	
	Grants from Village Fete for Youth Work	0	0	0	350	
	Sussex Police for Youth Work	0	0	0	300	
	Other giving for Youth Work	0	0	0	400	
	Parish Council Grant for churchyard maintenance	0	500	500	750	
	Other income	21,017	0	21,017	9,874	
		<u>21,017</u>	<u>51,614</u>	<u>72,631</u>	<u>183,182</u>	
	Other income included donations from individuals, and grants from Sussex Rural Trust, Sussex Churches, HART and Hartfield Singers.					
c	Gift Aid recovered					
	In 2019, Gift Aid of £6,006 was recovered through the Parish Giving Scheme in respect of giving in 2019.					
	In 2018, Gift Aid of £6,257 was recovered through the Parish Giving Scheme in respect of giving in 2018.					
	In 2018, £17,592 was recovered in respect of Gift Aid, including Gift Aid Small Donations Scheme and interest, in respect of 2015, 2016, 2017 and part of 2018. No claims were made in 2019. In 2020 a claim for Gift Aid will be submitted for the balance of 2018 and 2019. Also a claim will be made under the Gift Aid Small Donations Scheme for the year ended 5th April 2019.					
d	Investment income:					
		Unrestricted funds	Restricted funds	TOTAL 2019	TOTAL 2018	
		£	£	£	£	
	Bank and CCLA Deposit Fund Interest	76	58	134	77	
	Dividends on CCLA Investment Funds	0	1,656	1,656	2,200	
	Lychgate Cottage rent	13,369	0	13,369	115	
		<u>13,445</u>	<u>1,714</u>	<u>15,159</u>	<u>2,392</u>	
e	Other Receipts					
		Unrestricted funds	Restricted funds	TOTAL 2019	TOTAL 2018	
		£	£	£	£	
	Archdeacon's loan	0	0	0	50,000	
	Insurance claim	0	0	0	12,728	
	Sale of Churchyard Fund Assets	0	0	0	32,154	
	Sale of General Fund Assets	0	0	0	26,805	
		<u>0</u>	<u>0</u>	<u>0</u>	<u>121,687</u>	
	During 2018 an Archdeacon's loan was secured to help fund the capital cost of the Heart for the Community Project. For the same reason the investment assets of the Churchyard Fund and the General Fund were also sold. Following the flooding of the boiler house in 2018 there was an insurance claim with regard to the boiler for the church's heating system. The sum arising from the claim was used to help fund the new heating system installed as part of the Heart for the Community project.					

f	Diocesan Parish Share					
	The Diocesan Parish Share, which primarily covers the direct and indirect costs that the diocese incurs in providing a Rector to serve in Hartfield. It also contribute towards training, support services such as safeguarding, diocesan staffing costs and central Church of England costs.					
g	Clergy and staffing					
		Unrestricted funds	Restricted funds	TOTAL 2019	TOTAL 2018	
		£	£	£	£	
	Children's, Youth and Families	0	2,420	2,420	25,899	
	Other, including Rectory costs and Rector's medical expenses	4,187	11,462	15,649	3,811	
		<u>4,187</u>	<u>13,882</u>	<u>18,069</u>	<u>29,710</u>	
h	Church Running Expenses					
	Church fabric	8,895	0	8,895	13,939	
	Church services	3,222	82	3,304	2,346	
	Training	1,690	0	1,690	1,365	
	Churchyard expenses	0	4,489	4,489	3,862	
		<u>13,807</u>	<u>4,571</u>	<u>18,378</u>	<u>21,512</u>	
	Church fabric expenditure in 2018 included £4,573 on minor works arising from the quinquennial inspection..					
i	Church Activities					
	Church Utilities	189	0	189	4,656	
	Children, Youth and Families	0	1,749	1,749	0	
	Administration	1,677	0	1,677	4,010	
		<u>1,866</u>	<u>1,749</u>	<u>3,615</u>	<u>8,666</u>	
	Church Utilities payments in 2019 were exceptionally low due to refunds for overpayment in respect of 2018.					
j	Major church repairs and maintenance					
	Heart for the Community	0	62,579	62,579	267,964	
		<u>0</u>	<u>62,579</u>	<u>62,579</u>	<u>267,964</u>	
	In 2018, the Heart for the Community refurbishment was largely completed. This involved the refurbishment of the ground floor of the tower, the creation of a mezzanine room in the tower, the provision of a toilet and a refreshment preparation area, connecting the church to mains utilities, the replacement of the heating system, the rewiring of the church, the provision of data cabling and associated repairs and renovations.					
	In 2019, the mezzanine room was completed and an audio-visual system was installed. In due course it is planned to provide a children's area and to refurbish the area by the south door to the church.					
k	Other church properties					
	Lychgate Cottage expenses	5,401	0	5,401	25,882	
		<u>5,401</u>	<u>0</u>	<u>5,401</u>	<u>25,882</u>	
7	In 2018 a major refurbishment programme of the Lychgate Cottage took place which cost £22,171.					
	In September 2018 an Archdeacon's loan of £50,000 was granted to the PCC to assist in the funding of the Heart for the Community Project. The loan is for a maximum of five years and the rate of interest is 0%. The loan should be repaid earlier if possible.					
8	No payments were made to PCC members or connected persons.					