

**The Parochial Church Council  
of the Ecclesiastical Parish of Graffoe  
(Graffoe PCC)**

**Annual Report and Accounts**

**For the year ended 31 December 2019**

**St Andrew's, Boothby Graffoe**

**All Saints', Coleby**

**All Saints', Harmston**

**St Peter's, Navenby**

**St John the Baptist's, Temple Bruer**

**All Saints', Wellingore**

**Rector: The Revd Michelle Godbold B.Sc. B.A.**

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# Graffoe Parochial Church Council

## Annual Report for the year ended 31 December 2019 (cont'd)

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### Aim and Purpose

Graffoe Parochial Church Council (PCC) has the overall responsibility of cooperating with the incumbent in promoting in the ecclesiastical parish the whole mission of the church – pastoral, evangelistic, social and ecumenical.

During 2019 the Revd Michelle Godbold was incumbent in the Parish of Graffoe. She was supported in her ministry by the ministry team of the Revd Sara Davies, NSM assistant curate (from June 2019), the Revd Susan Williams (a co-opted member of the PCC), the Revd Canon Alan Nugent, Michael Turner (Reader) and Glo Reed, Ann Avery, Hazel Curtis and Sheila Gill (Authorised Lay Ministers).

The PCC has final responsibility for the church hall at the Cat Walk, Navenby (care and oversight of delegated to Navenby Village Church Committee (VCC) and the school room at Temple Bruer (care and oversight delegated to Temple Bruer VCC).

### Objectives and Activities

The Incumbent, Ministry Team and PCC are committed to sustaining the life and work of the parish as well as seeking to grow in spirituality, number and outreach. The ministry team was joined in June of 2019 by Revd Sara Davies, who was ordained Deacon on the 1<sup>st</sup> of July. During 2019 the work of the parish was to reorganise the worship pattern to provide a wider range of traditions and styles to endeavour to reach out to a wider range of spiritualities and ages. The parish sought to base its work on a foundation of intentional prayer and theological reflection, supported by a parish prayer group. By means of social media and community engagement, as well as personal invitation to special services and events, the PCC aims to raise the profile of the Church within the community which it serves.

Services and worship put faith into practice through prayer and scripture, music and sacrament. We seek to maintain and advertise a pattern of services across the six churches, and to encourage people of all ages to develop their knowledge of and trust in God; to provide pastoral care where required, and to engage in mission and outreach work.

To facilitate this, it is important that the fabric of the six churches and the church halls is maintained, to improve access, and to encourage community involvement e.g. by making fundraising events open and enjoyable for those who are not regular members of the congregation.

The PCC aims to make the church a safe and welcoming place for members and visitors, and to ensure that those making contact with children and vulnerable adults on behalf of the church follow national and diocesan procedures for safeguarding and the importance of safeguarding is understood by all.

### Achievements and Performance

#### Parish Administration

During the 2019 administration duties were fulfilled by a self employed Parish Administrator, Liz Myroshnychenko. This role is essential not only for the smooth running of the parish but also to release capacity for the ministry team and to improve the parish's contact with those it meets through occasional offices and outreach. The provision of administrative support was interrupted for a brief time for personal reasons, at which time essential administration was delegated to volunteers.

Work with children continued with a regular, though small, attendance at Church@4, with activities planned and led by a lay team and attending families. Church@4 was suspended in November of 2019 after consultation with the lay team and PCC as it was felt that the new All Age Mission Project had superseded this work for the present moment. The Parish organised family craft and worship workshops in Lent and Advent and a 'Light Party' was held as an alternative to secular Halloween. A parent and preschool service, called 'Little Fishes', was launched in March of 2019, taking place during school term time on Friday mornings. This has attracted a number of regular families which view it as their church.



# Graffoe Parochial Church Council

## Annual Report for the year ended 31 December 2019 (cont'd)

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Work with children (cont'd) Links with the church schools remain strong, with involvement by governors and Bishops Visitors, regular church assemblies in both schools, school services and visits to church. Links with the First Timers were sustained. The Churches at Coleby, Navenby and Temple Bruer were visited in relation to RE and worship throughout the year by individual classes and the whole school. Members of the church continue to have been particularly involved in developing the quality of collective worship at Navenby.

The Graffoe Link (parish magazine) distributed to all households provides a reminder of Christian presence and outreach, and a community resource (especially for newcomers). It continues to be overseen by a committee of volunteers, to which the parish is extremely grateful and remains useful and cost-effective. Andy Casswell, Advertising Editor, continues in the role at a distance and there have been no issues surrounding this arrangement.

The website for the parish was launched in March 2019 and has been especially effective as an access point for the wider community to engage with the events and activities provided by the church.

Tea@3 continued in Wellingore, on a quarterly basis, as a time for refreshments and fellowship being held at Wellingore Memorial Hall. This is an important outreach to the more elderly residents in the villages. Numbers remain stable. It continues to be supported by Wellingore Parish Council, the Memorial Hall and the Women's Institute and this assistance is greatly appreciated.

The VCCs continue to report to the PCC on activities, hopes, plans and achievements in each village. There was no parish fundraiser in 2019, however special fundraising events were held by individual VCCs to support St. Peter's VCC in Navenby following the theft of the lead from its roof.

### **Worship and Prayer**

The PCC hopes to offer a range of services throughout the year and in special seasons and festivals. Congregations are invited to travel between churches. Every church has a Eucharistic service at least once a month. Agricultural and festival services are well attended. There were 191 members on the combined electoral roll of the 6 churches.

Regular Worship Pattern After an in depth review and consultation the regular pattern of worship was altered in May of 2019 to incorporate the Parish Mission Project (see Mission and Evangelism). It has been noted that due to the changes the small number of people which moved between churches for parish communion has reduced with some opting to attend only their village church. However overall the numbers in attendance across all worship on Sundays has increased and some of the reduction that has been felt has been due to deaths and incapacitating illness.

Occasional Offices There were 15 baptisms; 2 confirmations, 6 weddings; 20 funerals (including those with church involvement held at the crematorium only and services of interment of ashes where the funeral took place in a different parish).

Special Services A number of special services were held throughout the year to which special invitation was made, not only to church members but to the wider community. These were well attended. These included: Plough Sunday, Rogation Sunday, Harvest Festivals, Commemoration of the Faithful Departed, as well as numerous Carol and Christmas services.

Bible Study The Bible Study Group continues to thrive, meeting twice a month in the homes of participants. A silent advent reflection afternoon was held which was attended by regular members of the congregations as well as non-regular. An ecumenical Lent course took place at the Navenby Methodist Church Hall which was well attended.



# Graffoe Parochial Church Council

## Annual Report for the year ended 31 December 2019 (cont'd)

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Organists Marie Cable, Simon Clarke, Stuart Collingham, Paul Hill and Les Townsend covered Sunday services and occasional offices; it was not always possible to provide full cover so on occasion CDs had to be utilised. The Parish is grateful for the voluntary work of the team of regular organists. Voluntary organist cover and even paid organist cover is becoming increasingly difficult to secure despite the time change of Parish Communion being welcomed in the majority by the current organists and actually an increased availability of some, due to the change.

### Lay Ministry

In 2019 Lay Ministry became vital to the support of the parish in its mission project, enabling the continuation of services which otherwise would not be sustainable in the altered worship pattern through the incumbent alone. The Parish is extremely grateful for their skill and generosity in delivering accomplished leadership in worship.

The home communion team was augmented by the authorisation of Hazel Curtis to this ministry. Ann Avery continued to build relationships with the residents and Staff at Homeleigh, developing a small bible study group and becoming a familiar face and Christian presence within that community.

### Deanery Synod

Members of the PCC attended and reported from the Deanery Synod. The meetings of the Deanery Synod in 2019 included presentations on 'Setting God's People Free', 'Making a Difference' and the 'Ideas for Fundraising'. Deanery training workshops were also held in 2019, to cover 'Working with Families and Children' and 'How to Manage Change'. Further workshops were planned for 2020.'

### Church Buildings

Churches reported regularly on work undertaken, needed and planned with reference to upkeep and maintenance, conformity with quinquennial reports, applications for faculties and aspirations for future plans to improve access and toilets.

Boothby Graffoe Investigations were undertaken to find the source of damp in the south aisle pews in the nave. It was found that this had come from a leak in the roof which would be rectified in early 2020.

Coleby continued to raise funds for the south aisle roof and submitted the faculty to allow works to proceed.

Harmston continued to raise funds for the plans to have a toilet installed. However the pressing need for repairs to the tower, highlighted in the quinquennial inspection, took precedent and so there was some refocus of energies.

Navenby In March 2019 the lead was stolen from the roof of both the north and south aisle. Thankfully, through community help and the help of a local roofing contractor the roof was temporarily covered to prevent any internal damage due to rain. Unfortunately the insurance policy was set at a capped amount far below the cost of replacing the roof. The VCC has received many generous donations towards the cost of replacing the roof but sadly the figure gathered falls extremely short of the amount needed to replace with the DAC's preferred material of ternoated stainless steel. The VCC proposes that a material called Sarnafil be used to replace the lead, which is affordable and is similar in appearance to lead; and awaits the result of the faculty application. Should the request be rejected there is a significant problem with raising adequate funds to sustain the life of the church and repair the building.

Wellingore's Access for All appeal was well supported. The DAC was consulted about developments to the plans, a faculty was submitted, due process followed and was granted. Advice from the team at Boston Stump was sought in relation to HLF funding and the bid application process. A topple test was carried out in April 2019 which led to a number of unsafe memorials being toppled. Unfortunately this led to some distress caused to a small number of people for the reason that they thought the works had been done maliciously. Advice was sought from the DAC, Archdeacon and Diocesan Registry and recommendations for action adhered to. A service of memorium of those who had died was held to try to heal any hurts caused and offer comfort for those still grieving.



# Graffoe Parochial Church Council

## Annual Report for the year ended 31 December 2019 (cont'd)

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### Pastoral Care

Provision for home communion continued for regular communicants unable to attend church because of illness or (Revd Michelle, Revd Susan, Glo Reed, Sheila Gill, Hazel Curtis). Revds Michelle, Sara, Susan and the Methodist Minister (Revd David Lawton) led a monthly service of Holy Communion at Homeleigh Care Home. Ann Avery led activities weekly.

Many members of the congregation visit, telephone, send cards or offer practical help on a personal basis, as a means by which they live out their Christian faith.

### Mission and Evangelism

Members of the churches were involved with many village groups and activities, but not as formal representatives. The PCC and some individual members continue to support and receive reports from the Jigsaw project in the Philippines and the Church Mission Society.

There was a concerted focus upon prayer in the parish prior to and after the launch of the Parish Mission Project with the parish prayer group meeting on a weekly basis throughout the year, with participation from people who were housebound by extension utilising internet and social networks.

The churches of Coleby, Harmston, Navenby and Wellingore continue remain open during daylight hours and the PCC are very grateful to all those who undertake the responsibility of unlocking and locking the buildings to enable this.

There was a determined focus on mission and evangelism in the Parish in 2019 through the launch of the new All Age Café Church 'All Together'. This was a church plant into Navenby primary school taking place every Sunday as a way to reach out to All Ages, particularly those who are de-churched or who have interaction with the church through occasional offices, but might be wary of or feel alienated by traditional worship. This project was supported across the parish by volunteers as part of the plant community, by volunteers to enable the smooth running of services and by those who were supportive by accepting the changes in the existing service pattern to allow the project to proceed. This plant has seen steady growth in numbers; with a range of ages, faith backgrounds and traditions being attracted, as well as people who are unchurched. A worship band was also recruited from the community but not from existing church members.

The parish adopted a new baptism policy to incorporate the requirement of attendance of worship as part of the preparation for baptism. This has seen a retention of attendees, particularly at the café church. Also those able to knit in the parish took on an initiative called baptism prayer bears. This is a way by which baptism families are invited back to be formally welcomed into the church community after the baptism services.

Posada was rerun in 2019 to increased 'success' with the numbers attending the services on Christmas Eve morning increasing on those in 2018. There was also a Christmas Angels project organised which saw 278 knitted angels being knitted over the year for secret distribution across the parish overnight one night in advent. This was welcomed by the wider community and was a spiritually renewing for all involved in its execution.

### Ecumenical Relationships

As in previous years a joint Lent course was held in 2019. It was well attended by members of both the C of E and Methodist Churches. The second Palm Sunday Parish Walk was held walking from All Saints' Harmston along the public footpath by the A607 to Wellingore, stopping in each village to pray and sing and pausing at the Methodist chapel to join them for the start of their service. There was joint participation in the Good Friday Walk of Witness in Navenby, coordinated by the Navenby Methodists.



# Graffoe Parochial Church Council

## Annual Report for the year ended 31 December 2019 (cont'd)

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### Safeguarding

The PCC is compliant with their duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due regard to the House of Bishops' guidance on safeguarding children and vulnerable adults). The Incumbent and Parish Safeguarding Coordinator, supported by the PCC, undertook to improve procedures and raise awareness of the nature and importance of the safeguarding of the vulnerable amongst the wider church community. Policies for lone working and engagement with rough sleepers were developed and adopted. All safeguarding training, DBS clearance and PTO was kept up to date.

### Financial Review

Total receipts from collections, planned and other giving, donations and income tax recovered were £84,406 (2018: £72,038). Included in this figure was £17,390 of donations and planned giving towards the repair of the roof at St Peter's, Navenby. Income from general fund raising, fees for weddings and funerals and sundry other activities was £40,381 (2018: £42,245), a decrease of 4%. Other sundry income received was £2,602 (2018: £670) and Investment income was £1,770 (2018: £1,242). Other receipts during the year were the £25,426 from the sale of Navenby School which was transferred into the Educational Trust Fund and a £5,000 Transformation grant from the Lincoln Diocese. Finally £11,385 was received from an insurance claim in respect of the theft of lead from St Peter's, Navenby. Overall, total incoming resources increased to £168,368 (2018: £116,195).

Total resources expended increased to £110,216 (2018: £103,845), despite the parish share being held at £46,239 (2018: £46,239). The increase was mainly due to the grants of £3,839 made by three VCCs towards the St Peter's roof repairs and an increase in the PCC running expenses.

At 31 December 2019 the parish had total liquid funds of £340,421 (2018: £301,580), an increase of 9%.

### Optional Information

The incumbent and PCC would like to thank everyone involved in the continuing life of the church – those who lead and attend worship, the Bible Study group, those who visit and report on the need for visits, bellringers and organists, those who care for and adorn buildings and churchyards, those who serve on VCCs and act as sidespersons, those involved with children and young people, our churchwardens, treasurers and lay chairs. We exist because we are a team united by the love of God in the service of God and our community. This teamwork will continue to be essential if the church is to flourish and grow, enabling the worship of God and for his love to be shown to the world.

### Structure, Governance and Management

Graffoe Parish is a united benefice: one PCC serves six churches, each of which has its own VCC and churchwarden(s). VCCs and their officers are chosen at each VCC's Annual Meeting, subject to confirmation by the PCC at the Parish Annual Meeting.

The PCC consists of the incumbent, acting Rector (to 28<sup>th</sup> October 2018), the reader(s), the churchwardens of the six churches (who elect two of their number to serve as churchwardens for the PCC), the Secretary, the Treasurer, the Electoral Roll Officer, Deanery Synod members and those co-opted by the PCC.

The PCC members are responsible for making decisions on matters of general concern and importance to the parish, including how the funds of the PCC are to be spent. General matters of finance and fundraising are delegated to the VCCs, and specific responsibilities (e.g. for the magazine and for administration) delegated to subcommittees. The full PCC met six times during the year, including special meetings.

# Graffoe Parochial Church Council

## Annual Report for the year ended 31 December 2019 (cont'd)

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### Administrative Information

The PCC serves:

St Andrews Boothby Graffoe;  
All Saints Coleby;  
All Saints Harmston;  
St Peter's Navenby;  
St John the Baptists Temple Bruer;  
All Saints Wellingore.

The correspondence address is 20 Temple Goring, Navenby, Lincoln, LN5 0TX

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2006) and a charity registered with the Charity Commission.

### Membership

Members of the PCC who served from 1 January 2019 to the date of this report are:

#### Ex-officio:

*Incumbent:* Rev'd Michelle Godbold  
*Assistant Curate:* Rev'd Sara Davies (From July 2019)  
*Reader:* Michael Turner (Deanery Synod Representative)  
*Lay Chair:* Glo Reed (Deanery Synod Representative)  
*Deanery Synod (7):* Toni Butroid (Wellingore)  
Derek Smith (Harmston)  
*Church Wardens:* Kathy Blake (Temple Bruer, Deanery Synod representative)  
Andrew Campbell (Boothby Graffoe)  
Peter Drummond (Boothby Graffoe)  
Malcolm Green (Navenby, Deanery Synod representative, Graffoe Parish Warden)  
Kerry Lower (Navenby)  
Keith Oxborough (Temple Bruer, Graffoe Parish Warden)  
John Ridler (Wellingore)  
Carol Kirby (Coleby, Deanery Synod Representative)  
Rob Wheeler (Harmston)

#### Coopted Members: (Allowance:2)

Liz Myroschnychenko (PCC Secretary)  
Rev'd Susan Williams

#### Elected Members: (Allowance:5)

Jenny Green (PCC treasurer)  
David Lowe (Electoral roll officer)  
Ann Avery (Mission Representative)  
Jacqui Wheeler  
Mark Sims (Parish Safeguarding Co-ordinator)

Approved by the PCC on the 22<sup>nd</sup> day of ~~September~~ 2020 and signed on its behalf by

M. J. Godbold.

Reverend Michelle Godbold (Rector)



# Graffoe Parochial Church Council

## Independent Examiner's Report to the PCC

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This report is on the accounts of the Parochial Church Council (the PCC) for the year ended 31 December 2019, which are set out on pages 4 to 9, refers to an examination carried out in accordance with the Church Accounting Regulations 2006 (the Regulations) and Section 145 of the Charities Act 2011 (the 2011 Act).

### 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 an audit is not required for this year under Section 144(2) of the Charities Act 2011, and that an independent examination is needed.

It is my responsibility

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

### Basis of this report

My examination was carried out in accordance with the general Directions given by the Charity Commission under Section 145(5)(b) of the 2011 Act and to be found in the Church guidance, 2006 edition. An 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:

- i. which gives me reasonable cause to believe that in any material respect the requirements
  - a) to keep accounting records in accordance with Section 130 of the 2011 Act, and
  - b) to prepare accounts which accord with the accounting records and comply with the requirements of the 2011 Act and the Regulationshave not been met; or
- ii. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



24/9/20

J A D Mumby FCA  
Wellingore Hall  
Wellingore  
Lincoln

# Graffoe Parochial Church Council

## Statement of Financial Activities for the year ended 31 December 2019

	Notes:	Unrestricted Fund £	Restricted Funds £	Trust Funds £	TOTAL 2019 £	TOTAL 2018 £
<b>INCOMING RESOURCES</b>						
<u>Voluntary Income</u>						
Planned giving		2,885	26,182	-	29,067	26,368
Collections and other giving		1,258	14,252	-	15,510	15,166
Donations and legacies		1,573	22,974	-	24,547	19,727
Income tax recovered		1,217	11,463	-	12,680	10,777
Sundry income		-	2,602	-	2,602	670
		6,933	77,473	-	84,406	72,708
Education Trust Fund		-	-	25,426	25,426	-
Transformation Grant		5,000	-	-	5,000	-
Activities for generating funds		-	19,610	-	19,610	20,695
Income from Church activities		12,626	8,145	-	20,771	21,550
Income from investments		97	1,673	-	1,770	1,242
Insurance claim (Navenby)		-	11,385	-	11,385	-
<b>TOTAL INCOMING RESOURCES</b>	<b>2</b>	<b>24,656</b>	<b>118,286</b>	<b>25,426</b>	<b>168,368</b>	<b>116,195</b>
<b>RESOURCES EXPENDED</b>						
Parish share		46,239	-	-	46,239	46,239
Grants (Charitable Donations)		3,010	7,031	-	10,041	5,672
Transfers (net)		850	(1,000)	150	-	-
Church Activities		18,735	33,250	-	51,985	48,782
Fund Raising Costs		219	1,488	-	1,707	3,036
Management and administration		-	244	-	244	116
<b>TOTAL RESOURCES EXPENDED</b>	<b>2</b>	<b>69,053</b>	<b>41,013</b>	<b>150</b>	<b>110,216</b>	<b>103,845</b>
<b>NET INCOMING RESOURCES</b>		<b>(44,397)</b>	<b>77,273</b>	<b>25,276</b>	<b>58,152</b>	<b>12,350</b>
Contribution from the six VCCs		46,137	(46,137)	-	-	-
(Decrease)/Increase in value of investments		-	-	1,507	1,507	(632)
<b>NET MOVEMENT IN FUNDS</b>		<b>1,740</b>	<b>31,136</b>	<b>26,783</b>	<b>59,659</b>	<b>11,718</b>
Balances b/f at 1 January 2019		46,574	256,499	8,324	311,397	299,679
<b>Balances c/f at 31 December 2019</b>		<b>48,314</b>	<b>287,635</b>	<b>35,107</b>	<b>371,056</b>	<b>311,397</b>

See page 13 for detailed breakdown of movements in Unrestricted Funds

See page 14 for detailed breakdown of movements in Restricted Funds

Within Restricted Funds, donations received of £22,974 and grants made of £7,031 include £3,839 given to St Peter's, Navenby by three other VCCs towards its roof repairs.



## Balance Sheet at 31 December 2019

	Notes:	2019 £	2018 £
<b>FIXED ASSETS</b>			
Tangible fixed assets	3	-	-
Investment assets	4	35,107	8,324
<b>CURRENT ASSETS</b>			
Debtors	5	8,842	9,576
Short term deposits	6	274,923	240,557
Cash at bank and in hand	6	56,656	61,023
		<u>340,421</u>	<u>311,156</u>
<b>LIABILITIES: Amounts falling due within one year</b>	7	(4,472)	(8,083)
<b>NET CURRENT ASSETS</b>		<u>335,949</u>	<u>303,073</u>
<b>NET ASSETS</b>		<u>371,056</u>	<u>311,397</u>
<b>FUNDS</b>			
PCC General Fund (unrestricted)		48,314	46,574
VCC Funds (restricted)		287,635	256,499
VCC Trust Funds (restricted)		35,107	8,324
		<u>371,056</u>	<u>311,397</u>

Approved by the Parochial Church Council on 25/09/2020

and signed on its behalf by:

M. J. Godbold

The notes and schedules on pages 10 to 15 form part of these accounts.

# Graffoe Parochial Church Council

## Notes to the accounts for the year ended 31 December 2019

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### 1 ACCOUNTING POLICIES

#### a) Basis of Financial Statements

The financial statements of the PCC have been prepared under the Church Accounting Regulations 2006 in accordance with applicable accounting standards and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities published on 16 July 2014 (the Charities SORP 2015 (FRSSE)).

The financial statements have been prepared under the historical cost convention using the accruals basis. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of other Church groups that owe affiliation to another body, nor those that are informal gatherings of Church members.

#### b) Funds

*Unrestricted funds* represent the funds of the PCC that are not subject to any special restrictions regarding their use and are available for application to the general purposes of the PCC. These include funds which may have been designated for a particular purpose by the PCC itself out of general funds.

*Restricted funds* comprise the funds of each of the six village churches which are restricted to the purposes of that church.

*Endowment funds* are funds, the capital of which must be retained whether permanently or at the PCC's discretion; the income derived from the endowment is to be used either as restricted or un restricted income funds depending upon the purpose for which the endowment was established in the first place. Trust investments from which the PCC receives income are shown at market value. In general, trust capital is not available for use by the PCC. However, the Education Fund capital is available for use.

#### c) Fixed Assets

Consecrated and beneficed property of any kind is excluded from the accounts in accordance with s.10(2)(a) and (c) of the Charities Act 2011.

The following assets are not recognised or valued in the accounts:

- Moveable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal.
- Land and buildings held on behalf of the PCC.

In earlier years other fixtures, fittings and equipment, where the PCC was free to dispose of such assets without faculty, were written off in full in the year of acquisition. In consequence these accounts do not include any fixed assets. In future years the PCC may decide to amend this policy and capitalise capital expenditure over a particular monetary value and depreciate it over the useful life of the asset.

#### d) Incoming resources

Planned giving, collections and similar donations are recognised when received. Income tax recoverable on Gift Aid donations is recognised when the income is received. All other income is recognised when the PCC is notified of its legal entitlement, the amount due is quantifiable and its receipt is reasonably certain. All incoming resources are accounted for gross.

#### e) Resources expended

Grants and donations are accounted for when awarded. The diocesan parish share expected to be paid over is accounted for when due. All other expenditure is generally recognised when it is incurred and is accounted for gross.



# Graffoe Parochial Church Council

## Notes to the accounts for the year ended 31 December 2019 (Continued)

### 2. INCOMING RESOURCES AND RESOURCES EXPENDED

For a detailed breakdown of the incoming resources and resources expended for both the PCC and the six Village Church Councils, see pages 13 and 14 of these accounts.

### 3. TANGIBLE FIXED ASSETS

The PCC has no recognised fixed assets brought forward and no expenditure was capitalised during the year (see note 1 c above)

### 4. INVESTMENT ASSETS

	2019	2018
	£	£
Boothby Graffoe Churchyard (Overton) Trust	4,217	3,553
Navenby Church and Churchyard (Hales) Trust	5,099	4,473
Wellingore – Edmund Ellis Charity	351	298
Graffoe Parish - Education Fund	25,440	-
	<u>35,107</u>	<u>8,324</u>

### 5. DEBTORS

	2019	2018
	£	£
<b>Due within one year:</b>		
Prepaid event fee - PCC	100	-
Income Tax recoverable:		
- PCC	1,215	799
- Boothby Graffoe	511	572
- Coleby	2,554	2,037
- Harmston	2,600	1,470
- Navenby	659	943
- Temple Bruer	500	1,277
- Wellingore	603	478
Legacy - Navenby	-	2,000
Event fee deposit - Coleby	100	-
	<u>8,842</u>	<u>9,576</u>

# Graffoe Parochial Church Council

## Notes to the accounts for the year ended 31 December 2019 (Continued)

### 6. MONETARY ASSETS

	Cash & Bank £	Term Deposits £	CBF £	2019 £	2018 £
Graffoe PCC	37,899	-	12,627	50,526	49,291
Penny Link	-	790	-	790	752
Boothby Graffoe	1,993	-	12,984	14,977	16,194
Coleby	2,454	47,870	-	50,324	45,887
Harmston	2,362	69,724	-	72,086	70,618
Navenby	2,745	-	42,542	45,287	18,370
Temple Bruer	4,083	-	30,296	34,379	33,279
Wellingore	5,120	-	58,090	63,210	67,189
	<b>56,656</b>	<b>118,384</b>	<b>156,539</b>	<b>331,579</b>	<b>301,580</b>

### 7. CREDITORS

Amounts falling due within one year:	2019 £	2018 £
Parish magazine - advertising income in advance	3,517	3,468
PCC - fees paid in advance	700	800
Navenby - roof repairs and cleaning of gutters	-	3815
Temple Bruer - expenses	155	
PCC Fundraising event - deposit	100	
	<b>4,472</b>	<b>8,083</b>



# Graffoe Parochial Church Council

## Notes to the accounts for the year ended 31 December 2019 (Continued)

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### 8 FUTURE LIABILITIES

<b>Boothby Graffoe:</b>	Quinquennial works	£19,150
<b>Coleby:</b>	Kitchen project	deferred
	Organ refurbishment	£11,500
	Replacement of south roof	£30,000
	Funds allocated to date: £5,533	
	Minor quinquennial works	not quantified
<b>Harmston:</b>	Tower repairs	still on hold
	Estimated at £135,000 some years ago and £58,000 paid to date with grants received of £44,850.	
	Funds raised to date: £23,210	
	Minor quinquennial works	not quantified
<b>Navenby:</b>	North and South aisle roof replacement after theft of lead in March 2019.	£30,000 minimum
	Funds raised to date, including insurance claim, £28,775	
	Tree work, completed June 2020	£1,800
	Quinquennial works	£4,500
<b>Temple Bruer:</b>	Gutter maintenance/repair	£1,500
	Upgrade to footpath	£15,000
<b>Wellingore:</b>	Disabled access, kitchen and toilet facilities - 'Access for All' estimated total cost of £120,000.	
	Development funds balance raised to date: £59,755	
	Boiler house replacement - work done early 2020	£3,264
	Minor quinquennial works	£1,500

# Graffoe Parochial Church Council

## PCC General Fund (unrestricted)

### Statement of financial activities for year ended 31 December 2019

	2019	2018
	£	£
<b><u>INCOMING RESOURCES</u></b>		
<u>Voluntary Income</u>		
Planned giving	2,885	2,635
Income tax recovered	1,038	667
Donations to Graffoe Link	1,460	1,279
Income tax recovered	179	127
Other donations and collections	1,335	58
"Penny Link"	36	34
	<u>6,933</u>	<u>4,800</u>
<u>Income from Church Activities</u>		
Fees (weddings, funerals)	344	493
Magazine advertisements: Graffoe Link	12,110	12,011
Sundries	172	644
	<u>12,626</u>	<u>13,148</u>
Fund Raising Event: Mary, Queen of Scots	-	1,605
Investment Income: Interest on deposits	97	62
Sub-total	<u>19,656</u>	<u>19,615</u>
<u>Contribution from the Six VCCs</u>	46,137	46,137
<u>Transfer from Education Fund</u>	150	-
Transformation Grant	5,000	-
<b>TOTAL INCOMING RESOURCES</b>	<u>70,943</u>	<u>65,752</u>
<b><u>RESOURCES EXPENDED</u></b>		
<u>Parish share</u>	46,239	46,239
<u>Grants (Charitable Donations)</u>	3,010	3,590
<u>Donation to St Peter's/All Saints, Harmston</u>	1,000	620
<u>Church Activities</u>		
Clergy and Parish Office expenses	3,895	2,499
Organists' fees	320	484
Parish magazine and other printing	9,383	9,615
Music etc	231	238
Youth work/Family activities	455	127
Cost of services and other expenses	4,451	835
	<u>18,735</u>	<u>13,798</u>
<u>Fund raising costs</u>	219	806
<b>TOTAL RESOURCES EXPENDED</b>	<u>69,203</u>	<u>65,053</u>
<b>NET MOVEMENT IN FUNDS</b>	1,740	699
Balances at 1 January 2019	46,574	45,875
Balances at 31 December 2019	48,314	46,574



# Graffoe Parochial Church Council

## Restricted Funds - Village Church Council Funds

Statement of financial activities for year ended 31 December 2019

	Boothby Graffoe	Coleby	Harmston	Navenby	Temple Bruer	Wellingore	2019 Total	2018 Total
	£	£	£	£	£	£	£	£
<b>INCOMING RESOURCES</b>								
Voluntary Income								
Planned giving	1,320	5,601	2,719	9,897	580	6,065	26,182	23,733
Collections and other giving	723	2,768	1,879	4,335	1,107	3,440	14,252	15,166
Donations	120	610	4,103	16,554	440	1,147	22,974	18,356
Tax recovered	511	3,071	1,130	4,322	288	2,141	11,463	9,983
Sundry Income (grants etc)	700	1,482	420	-	-	-	2,602	670
	3,374	13,532	10,251	35,108	2,415	12,793	77,473	67,908
Insurance claim				11,385			11,385	
<b>Income from Activities</b>								
Fund raising	828	5,439	2,532	4,201	4,782	1,828	19,610	19,090
Fees (weddings, funerals)	707	821	1,218	1,046	121	1,468	5,381	5,788
Other	-	1,300	-	1,139	325	-	2,764	2,614
	1,535	7,560	3,750	6,386	5,228	3,296	27,755	27,492
Investment income (interest and dividends)	231	283	67	400	226	466	1,673	1,180
<b>TOTAL INCOMING RESOURCES</b>	<b>5,140</b>	<b>21,375</b>	<b>14,068</b>	<b>53,279</b>	<b>7,869</b>	<b>16,555</b>	<b>118,286</b>	<b>96,580</b>
<b>RESOURCES EXPENDED</b>								
Grants (Charitable Donations)		3,450	-	1,491	1,000	1,090	7,031	2,082
Church Activities								
Church running expenses	1,903	4,805	2,735	3,688	2,141	3,323	18,595	17,466
Maintenance, repairs and improvements	1,308	1,477	1,514	2,093	2,130	4,949	13,471	14,396
Cost of services and other expenses	-	260	-	749	-	175	1,184	3,122
	3,211	6,542	4,249	6,530	4,271	8,447	33,250	34,984
Fund Raising Costs	-	671	-	253	-	564	1,488	2,230
Management & Administration	-	-	-	244	-	-	244	116
Contributions paid to Graffoe PCC	3,207	5,658	7,221	17,313	2,430	10,308	46,137	46,137
Contributions rec'd from Graffoe PCC	-	-	-	(1,000)	-	-	(1,000)	(620)
<b>TOTAL RESOURCES EXPENDED</b>	<b>6,418</b>	<b>16,321</b>	<b>11,470</b>	<b>24,831</b>	<b>7,701</b>	<b>20,409</b>	<b>87,150</b>	<b>84,929</b>
<b>NET MOVEMENT IN FUNDS</b>	<b>(1,278)</b>	<b>5,054</b>	<b>2,598</b>	<b>28,448</b>	<b>168</b>	<b>(3,854)</b>	<b>31,136</b>	<b>11,651</b>
Balances at 1 January 2019	16,766	47,924	72,088	17,498	34,556	67,667	256,499	244,848
Balances at 31 December 2019	15,488	52,978	74,686	45,946	34,724	63,813	287,635	256,499

a - includes £1,839 to St Peter's

b - is £1,000 to St Peter's