



# Annual Report

## Year ending December 2019

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## Rector's Report for 2019

The parish's year has been very full – and on a personal level, saw the blessing in March of me finally being able to move into a fully refurbished Rectory, which is very comfortable, and which I have been pleased to open for meetings and hospitality during the year.

In the wider perspective, we have seen a considerable change in the personnel involved in ordained ministry during the year.

Our two hard-working, gifted and much-loved Self-supporting ministers both retired this year, Mary Kingsley in April after graciously agreeing to serve for longer than she had originally planned. and Verity Harvey was, for health reasons, obliged to finish earlier than she had intended.

We are deeply appreciative of all that these two wise and experienced ministers have given to the parish over the years and wish them good health, and a balance of rest and stimulating activity rest in their retirements.

Andy Burgess, our new curate arrived with Joy, Meredith, Daphne and Artie – on 30<sup>th</sup> June when Andy was ordained to the diaconate and welcomed into the parish. Andy has quickly endeared himself – with his gentle, discerning, deeply positive approach to ministry. His quick and ready competence with the basics of leading worship and preaching is held together with a great eagerness to learn. We are blessed to have such a great curate and look forward to seeing Andy continue to develop his gifts, understanding and spirituality as he moves towards his priesting in summer 2020.

In addition to his diaconal ministry, Andy has made significant impact on the way we present ourselves through posters, literature, and most significantly, our redeveloped website, with its improved clarity of information and usability, a contemporary feel and visual appeal,

The arrival of Fr Tim Vickers arrival with Sophie, Jem and Laurie in September marked a long-awaited and prayed-for return to full numerical strength in the clergy team, and we enjoyed welcoming the Vickers family together with members of Tim's previous parish in Redbourn, to his licensing

As well as the perceptiveness, spirituality and pastoral sensitivity that one would hope for in any priest, Tim brings a considerable organisational and planning expertise, which will strengthen our collective ability to think and act strategically across the parish. He also contributes a deep understanding of liturgy and calendar of the catholic tradition of Anglicanism - a spirituality which will nourish us across the parish but provide a particular strength to St James. Again, we give thanks to God for Tim and the excellence of all he brings to the party.

Tim, Andy and I have begun with the fundamental of shaping our prayer together as team. We have begun a pattern of daily morning offices, so that each weekday has an opportunity in different locations for lay people and clergy to gather, pray the psalms, read the Scriptures, and bring our prayers to God for the day.

We have, at request of our Suffragan Bishop +Michael Beasley, (and with the assistance of a well-respected church organisation consultant) begun to shape our functioning as a team, with much more well-defined areas of responsibility. This will continue in 2020 towards the challenge of. In the year ahead we look to further training in team working – So that as clergy and lay people we can respond to diverse opportunities to engaging the life of the different communities in the parish, to speak and to be the good news of Jesus in as many different ways as we can find and manage.

Any Anglican parish of course has significant opportunities for mission in the rites people ask for. After more than a year of interregnum, it is not surprising that there have only been three weddings during 2019, but significantly more bookings were made during 2019 for the following year, and we pray with confidence that this upward trend will continue. 14 baptisms took place during the year, including 4 adult baptisms.

Again, we look for more, in the ensuing year as our newly strengthened clergy team continues to be more visible, build relationships and make a difference in the community.

A parish giving campaign in September resulted in number of parishioners changing their method of giving from the Church Membership Fund to the new Parish Giving Scheme. This is helpful to the parish as it will aid cash flow and simplify administration. Anyone who wishes to continue regular giving is encouraged to make the switch to the new scheme. Overall giving has not increased significantly from 2018 levels – but there were two large anonymous gifts, which have made an enormous difference to our capacity to operate this year. To these two people all of us owe a great debt of gratitude.

We are grateful to those who give so much to the musical life of the parish, especially our music director James Mooney-Dutton, and have been blessed by the excellent choir, sometimes augmented by singers from outside the parish, and the richness they contribute to our worship life.

Holy Trinity has continued to worship in two separate congregations. The church saw a significant growth in the number of young families attending the 11.00 service run in partnership with Wellspring North Bushey. However, it also became clear during the year that the complications of providing satisfactory governance of a congregation drawing from two significantly different denominations were in the end likely to become unmanageable. With regret, but also with mutual understanding, Tim Roberts, Senior pastor of Wellspring, and I came to the understanding that this partnership had to draw to a close. This was planned for early 2020, and towards the end of the year North Bushey folk gave consideration and prayer to what could evolve from the two congregations at Holy Trinity. This work continues into 2020.

Outside Sundays, the church has continued to offer significant opportunities to engage with the wider community. At St James, the Saturday morning with coffee and cake, music recitals and then light lunches have continued, the season being extended this year right into December. These splendid events have the benefit both of opening the life of the church to a much wider public, providing a wonderful experience of the most spiritual of all the arts, and of raising significant amounts of money. Our thanks James Mooney-Dutton, Greg and Jane Batts and George and Beverly Crompton, as well as to the catering teams for the coffees and lunches. And of course, thanks to all our visiting musicians - *sine qua non*.

St Paul's continues to open its doors every Wednesday to give hospitality to anyone who wants to come for coffee and cake. We know that many people see this weekly session as a lifeline in difficult circumstances, and the weekday eucharist here continues to attract good numbers. Messy Church, which had flourished in the interregnum, has under Andy's leadership grown even more, and is a joy to see so many younger children, parents and carers join us for this activity.

Holy Trinity has continued, with its ecumenical partners to be active in reaching out to Highwood school, and to the wider North Bushey Community through Church on the Green in the summer, and its various Christmas events, as well as its relationship with the Royal British Legion Bushey Mill branch.

Church attendance has been challenging across the parish, but with an increasing consistency and quality in the way worship is offered in each of the three churches, an ongoing attention to pastoral care, a good range of community outreach, and an attention to our presentation through various media, I believe that this can be substantially improved in the year ahead. Of course numbers are not the 'be all and end of all' of church life – the quality of our life matters very much also – but God is glorified by people gathering to worship, learn and serve – and very simply, the more people the more glory – and the more impact the church is able to make on a needy world. Please continue to pray for numerical and spiritual growth.

Despite some significant anxieties in the PCC about our overspend, we have paid our parish share in full, and reduced our operating deficit. We have a more expensive year ahead, as a result of having the complete clergy team, and though fund-raising will always play a useful part in our activities, we cannot afford to be complacent in our responsibility for giving. Our warm thanks go to Felicity Cox, our Treasurer for her assiduous work in managing a difficult cash flow, helping us to retain tight control of expenditure,



and for presenting regular financial reports to the PCC. Felicity has persisted in keeping finances accurately and realistically, before the attention of the PCC and of the Parish – and we thank her especially for the accounts that form such an important part of this annual report.

Christmas in Bushey saw some successful service – each church had their own strong points. Carols on the Green (actually indoors) at North Bushey, a ‘bursting-at-the-seams’ crib service at St James, and the ever-popular crib service at St Paul’s, as well as a fantastic First Communion of Christmas, and the opportunity for each church to have its own Christmas Day service. It became evident from the attendance patterns how differently all three churches worked in their approach to Christmas – and this is reflected in their identities throughout the year. Church identity and tradition is very local.

People’s willingness to engage with the church at special times depends on messages that churches send consistently through sustained engagement with their communities. The different responses to the churches at Christmas demonstrates that neighbourhood is very local, and we therefore need all of our three centres of worship with their different identities. This requires us to understand and listen to one another across different neighbourhoods, different church traditions, and different generational groups.

A Mission Action Planning Day held at St Mary’s Watford in November was attended by 26 parishioners and the three clergy. Facilitated by Revd.. Kate Peacock, ‘Flourishing Parishes Officer’ for the Diocese of St Albans, the day was an opportunity for us to step back from the many immediate practical demands of parish life to explore fundamental questions about the purpose of the three churches, and how to work towards framing a vision statement, from which further work on values and then practical plans would flow. The vision statement has a simple sentence as its focus - ‘Sharing God’s loving presence across Bushey’. This is not a mere strapline, but a continual reminder of what we are here for. The work of discerning vision, shaping values and planning mission will continue in the present year, to form a strong and purposeful foundation for all our activities.

Bushey has much to commend it as a parish – A great deal of loving energy is offered for the running and financing of the three churches, and the offering of worship to God. In each place there are lay people passionately committed to developing the Christian worship and witness of that place. I am mindful of the commitment and service of so many, especially of our hardworking and gracious parish wardens for 2019 - Elizabeth Jones and Ingrid Harris, and our equally dedicated Pro-wardens, Ann White, Jill Macey and Gill Onslow.

Though demanding, and not often enough discovering ‘the sabbath rest which is for people of God’ life in Bushey is very stimulating, and often fun. It is a privilege to serve as Rector here. I look forward to working with you all for the unfolding of God’s purposes in 2020.

Revd. Guy Edwards - Lent 2020

Rector of Bushey

## Administrative Information

The Parish of Bushey is a Registered Charity number 1130540, and has three churches: St James's (the Parish Church) is situated in Bushey High Street, St Paul's is situated in Bushey Hall Road (WD23 2EQ), and Holy Trinity is situated in Bushey Mill Lane (WD23 2AS). The parish is part of the Diocese of St Albans within the Church of England. The correspondence address is: the Parish Office, St James's Church House, High Street, Bushey, Hertfordshire, WD23 1BD. Our website is .

Rector: The Revd. Guy Edwards

Associate Priest: Fr Tim Vickers (from September 2019)

Assistant Priest: The Revd. Mary Kingsley (until May 2019)

Assistant Priest: The Revd. Verity Harvey (until June 2019)

Curate: Revd. Andrew Burgess (from June 2019)

Lay Leader of Worship: Christine Cocks

Parish Office Manager: Jacqueline Birch

Youth Worker: Joe Palfreyman (until July 2019)

Honorary Parish Treasurer: Felicity Cox

PCC Secretary: Martyn Lambert

Churchwardens: Elizabeth Jones; Christine Cocks (until May 2019); succeeded by Ingrid Harris

Pro Wardens:

(Holy Trinity) Gill Onslow

(St James's) George Crompton, Ann White

(St Paul's) Marion Golding (until 2019 APCM); succeeded by Jill Macey

Deanery Synod Representatives: Christine Cocks, Maureen Fleming, and Ingrid Harris

Elected PCC members:

Alex Evans, Jill Macey, Caroline Harper and Roger Prangnell (Until 2019 APCM)

Phil Stiff, Ali Saunders, and Sandra Cole (Until 2019 APCM)

Felicity Cox (Appointed 2017 APCM)

Betty Greengrass, Gill Onslow, Greg Batts, Stella Nichols and Myra Jarrett (From 2019 APCM)

Ali Saunders, Ann White and Dereck Turner (Elected by PCC during 2019)

Co-opted PCC Member:

Luke Pedley

Ex officio members of PCC are: Clergy, Churchwardens, Deanery Synod reps. The posts of Hon PCC secretary and Hon Treasurer, and those of pro-wardens, do not lead to an automatic place on PCC. Those wishing to be PCC members as well as PCC secretary, Treasurer or pro-wardens must stand for election in their own right. After serving on the PCC for three years it is currently the parish policy for people to take a year off before standing again.

Chair of Parish Buildings Committee: Roy Golding

Churchyard Warden (new post 2019) Ann E. White

Health and Safety Officer: Roy Golding

Safeguarding Officer: Fiona Gray (From February 2019)

Parish Bankers; Santander, 52 High Street, Watford, Herts, WD17 2AL

Independent Examiner: Malcolm Lucas, Menzies LLP

Architect: Mr James Ford (Clague LLP)

Day to day management control of the churches is exercised by the Incumbent Revd. Guy Edwards and the Churchwardens, Ingrid Harris and Elizabeth Jones, contactable through the Parish Office, St James's Church House, High Street, Bushey, Hertfordshire, WD23 1BD, Telephone 020 8421 8192.

## Structure, Management and Governance

The Parochial Church Council (PCC) is a body corporate established by the Church of England. The Ecclesiastical Parish of Bushey operates under the Parochial Church Council (Powers) Measure 1956. The PCC is registered with the Charity Commission, number 1130540.

The method of appointment of PCC members is set out in the Church Representation Rules. All those who attend our services are encouraged to register on the Electoral Roll and to stand for election to the PCC. All members of the congregations are invited to attend PCC meetings, but do not vote.

The PCC held nine meetings during the year.

Issues raised for action at PCC meetings included:

- Improving safeguarding by appointing a safeguarding officer
- Recruitment of curate and associate priest
- Relationship between Holy Trinity and Wellspring
- 'Flourishing Churches' - Developing our Vision: Developing our Mission
- Finances, the new Diocesan giving initiative, and card donations at services (Good Plate)
- Re-ordering of St James's church
- Roof alarm for St James's church
- Achievements of our youth worker, and how to carry on after he leaves
- New parish website

The PCC operates the following sub committees that report back to it as necessary and their deliberations are discussed.

### **PCC Sub-Committees**

#### *Standing Committee*

Clergy, churchwardens, pro-wardens, Salome Jayaratnam, Jill Macey,

#### *Parish Buildings Committee Chair: Roy Golding*

Roy Golding, Gill Onslow, Len Richards, Keith Durant, Martyn Lambert.

#### *Parish Finance and Stewardship Group Chair: Felicity Cox*

Greg Batts, Christine Cocks, Betty Greengrass, Gill Onslow, Revd. Guy Edwards, Fr Tim Vickers.

#### *Church Committees*

St James's (Chair: Fr Tim Vickers)

Elizabeth Jones (Churchwarden), George Crompton (Deputy warden), Ann White (Deputy warden), Ros van Oosterom (Secretary), Felicity Cox, Salome Jayaratnam, Greg Batts (CMF Rep)

Holy Trinity (Chair: Rector)

Gill Onslow (CMF Rep), Stella Nichols, Len Richards, Ali Saunders, Barbie Pocklington Betty Greengrass

St Paul's (Chair: Rector)

Christine Cocks (Deanery Synod), Ingrid Harris (churchwarden), Jill Macey (pro-warden), Margaret Hotchkiss, Roy Golding, Peter Humphreys, Brian Walters, Jill Walters, Maureen Jones. Frances Turner.

PCC members receive information on trustee responsibilities, basic health and safety, risk management and safeguarding procedures.

## **Church Attendance**

The average **Sunday** service attendances are as follows:

Holy Trinity: 14 adults

St. James's: 53 adults, 9 children

St. Paul's: 22 adults

The average **weekday** service attendances are as follows:

St. James's: 7

St. Paul's: 11

A complete revision of the **Parish Electoral Roll** was carried out in **March 2019**. There were **130** people on the new Electoral Roll (2018 = 154)

## **Occasional Offices**

Funerals: 11

Baptisms: 15

Weddings: 3

Burial of Ashes: 13



## Statement of Public Benefit

The Members of the PCC have referred to the guidance in the Charity Commission's general guidance on public benefit when reviewing the aims and objectives of the charity and in planning future activities. In particular the PCC considers how planned activities will contribute to the aims and objectives set.

The Parish of Bushey demonstrates public benefit with the following activities;

### Regular public worship open to all

- The provision of sacred space for personal prayer and contemplation.
- Pastoral work, including visiting the sick, frail and bereaved.
- Teaching of Christianity through sermons, courses and small groups.
- Taking of religious assemblies in schools.
- Promotion of Christianity through staging of events and meetings and the distribution of literature.
- Promotion of the whole mission of the church through provision of activities for senior citizens, parents, toddlers, young people and other special needs groups.
- Teaching and discussion of Christian Ethics.
- Environmental/Ethical issues e.g. jumble sales (unsold items recycled), supporting other charities in the UK and overseas.
- Community involvement, including the support of local cultural events (music, artistic, etc.) and social action (our food bank (through Red Trust Bushey), Coffee & Chat).

### Objectives and Activities

- The Parochial Church Council (Powers) Measure 1956 states that the PCC: is to co-operate with the Minister in providing in the ecclesiastical parish the whole Mission of the Church, pastoral, evangelistic, social and ecumenical.
- In the Parish of Bushey we continue to develop within the Diocesan Living God's Love programme which includes deepening spirituality, outreach to the local community, and a Mission Action Plan.
- Our mission continues to be to proclaim the Gospel according to the doctrines and practices of the Church of England. The PCC maintains an overview of worship throughout the parish and assists in the involvement of the many groups that live within the parish.

### Achievements and Performance

- Development of opportunities for prayer, reflection and faith sharing. Baptism and Marriage preparation provide opportunities for teaching, support and welcome to the church.
- Special Christmas services in each church welcome many families and schools to joyful celebration.
- A weekly "coffee, cake and chat" operates at St. Paul's which has been very well supported and some stay to share in the Eucharist afterwards. Once a month there is a lunch after the Service.
- Saturday lunchtime recitals and lunches at St James's. Lunches continued after recitals finished and were well attended and welcomed.
- 'Messy Church', monthly at St. Paul's for young children, continues to thrive.
- Parish Sunday Evening services include Choral Evensong at St. James's, and "discussion" Evensong on topical issues at St. Paul's – both monthly

### 2. Planning and development of fundraising activities

Well proven fundraising events - quiz nights, raffles, lunches, suppers, concerts, jumble sales, summer and Christmas sales, stewardship programmes; all provide opportunities to assist with financial support for the parish, and assistance to UK and overseas charities. They also have a social function and draw in members of the local community. A programme of summer lunchtime recitals were good occasions and successful 'fund-raisers' as well as drawing together the wider community.

### 3. Exploration of Eucharistic and Social Life in ways that lead to growth opportunities.

Lent and other discipleship courses were held across the parish which gave opportunities to learn and worship together in formal and informal settings, and to meet people. Special welcome services and Patronal Festivals and social events are joyful occasions and give opportunities to welcome members of other churches, and our local community.

### 4. Ecumenical links

Bushey and Oxhey Churches Together organise a Good Friday service by the Village Green in which the Parish participates. The Week of Prayer for Christian Unity is supported within the Parish. Holy Trinity regularly joins with the other churches in North Bushey for worship, social activities and community involvement.

### 5. Links with other Faiths

Informal links are maintained with the Hertsmere Forum of Faith and Bushey Interfaith Forum

Approved by the PCC on 22nd March 2020 and signed on their behalf by



**Revd. Guy Edwards**  
**Rector**

## Report: St. James's Church

Saint James continued to have its regular 8am and 9:30am Sunday Services, the regular eucharist on Thursdays and the Choral Evensong led by the choir at 6pm on the second Sunday of each month. Some highlights in our worship year were the Easter Vigil and First Mass of Easter and the celebration of the Feast of St James when all the churches came together for a service followed by Parish lunch.

It was also a pleasure to have Fr. Tim Vickers licensed on the 15<sup>th</sup> September and in the service we welcomed Tim, Sophie and their family to the parish.

We had wonderful services at Saint James over Christmas with a well attended Christingle raising for money for the Children's Society, and the beautiful Nine Lessons and Carols raising money towards our Christmas Charities, Herts Prems and the Watford and Three Rivers Refugee Partnership.

As well as our regular services we also held three fairs through the year.

**SAINT JAMES SPRING FAIR 2019** – The Spring Fair was held once again on the third Saturday in March, our thanks go to Salome Jayaratnam and Ann White for organising this event at short notice which raised £1,500 for the parish. It was agreed that this event was too early as we have had three years when the weather has been very cold or even snowy.

**PARISH FAIR SUMMER 2019** – as usual this event was held outside (and the weather held). The Fundraising Committee led the organisation and thanks go to all members – together with George and Bev for their experienced advice. As we had the previous year, we had a Recital in the Church from noon for approx. 45 minutes, where trading has to be paused to respect the Recital Performers, this causes some consternation for external stallholders and will need to be reviewed. Thanks to the volunteers across the parish who helped us to raise £2,500 for parish funds.

**SAINT JAMES CHRISTMAS FAIR 2019** This event was, as usual, very successful, and thanks go to George, Bev, Ros and Patrick, for leading the fair setting up the Church, rigging all the lights, decorations and boards and making things easier for everyone to have all day Friday to set up and be ready for the actual day.

Once again in all these events, we are treated to an excellent choice of refreshments and food, including delicious cakes and lunches. The ladies who contribute their involvement with cooking, baking, serving, washing up etc. have once again done us proud and we are eternally grateful for the hard work they do at all these events. Thanks to every single one of them.

**RECITALS** – yet again, another successful year, even longer than 2018. Opened in March 2019 and finished December 2019. The earlier season opening and later closure at the end of last season, was largely due to recitalists wanting to return, and continue to do so. New faces who also found it a great experience and who also want to come back. An audience that continues to grow, not only from Bushey but all over the County. The Recitalists have experienced standing ovations, the voluntary donations have benefitted the parish and the refreshments and lunches have been an overwhelming success for which we, once again, thank everyone who has given up some spare time, to bake, make, clear up etc.

Finally, these recitals could not function as they do without James Mooney-Dutton our Director of Music and Choir Master at St James who works immensely hard to put together these weekly recitals throughout the season, and Jane Batts, who assists James with the administration, posters, programmes endless phone calls etc. and any hiccups which very occasionally occur. Let us look forward to 2020 and even more success!

We also had our second community carol event which James led and many people from across Bushey enjoyed.

School Christmas Concerts were another year ending highlight, with some exceptional school Carol concerts, solo performances, choirs. All set up and organised by School staff i.e. Heads, teachers, assistants ending with children from infants to seniors with some amazing talent. These events really set the tone for Christmas and we welcome them back each year.

All at Saint James would like to say 'Thank You' to George Crompton and his wife Bev, who has stood in for George when needed and we wish them good health as they step down from being Pro wardens and enjoy the service at St Pauls.

Also thanks to Ann White who joined me as Pro warden and all those who have helped during 2019 volunteering, church cleaning, dustbin shifting and much more. Let's all strive to make 2020 another special year and pray for everyone to continue the work of our Church.

**George Crompton**  
**Pro-Warden**

## **Report: St. Paul's Church**

Sunday morning 11.15am St Paul's Church and Holy Communion Service is beginning. Our regular worshippers meet together each Sunday morning other than the first in the month when there is an Evening Prayer Service with Discussion Sermon at 5pm. Morning Prayer is said on Friday morning at 9am. This is a new Service for us, which started in September. Messy Church is held on the second Wednesday of the month from 3.30 to 5.30pm. It is an opportunity to share the Christian message with local children and their parents/carers. The team of volunteers put in many hours planning meetings, working on craft preparation, songs and stories. A cooked meal is shared by everyone before they leave.

Our weekly Coffee and Chat is open for 2 hours on Wednesday morning. We are delighted each time to greet our regulars including our friends from local houses many of whom are accompanied by Support Workers. This is followed at 12.30 by a Holy Communion service.

On the last Wednesday of each month a light lunch is served at 1.15pm. A relaxing social occasion where around 20 people enjoy soup or a sandwich.

Two St Paul's Proms were organised during the year with proceeds going to designated charities. MIND receiving £137 and Herts Musical Memories £80. A Garden Party and Coffee Morning raised £983 for Macmillan Cancer Support.

Christian Aid Week raised £980, plus £107 in Gift Aid pledges. This was a combination of CA lunch and house to house collections.

Seven regular Jumble Sales raised £3030 and the Christmas Fair £3700. We are indebted to family and friends, who join the SP congregation to help.

On Sunday 22<sup>nd</sup> December we were delighted to welcome to St Paul's the Bishop of Hertford who presided over our Parish Holy Communion Service and joined us for lunch.

**Jill Macey**  
**Pro-warden**

## **Report: Holy Trinity Church**

This year at Holy Trinity we have continued to offer two services on a Sunday morning, 9.15am traditional service, 11.00am more informal with Wellsprings, with the two congregations coming together for coffee and chat

The Parish youth worker Joe Palfreyman and his team continued the youth work in the Parish up until July, when we said a sad goodbye to Joe and Harry, we also said goodbye to the Crawley family Dave, Jennie, Eloise and Isla and wish them all of them good luck for the future.

We are still running a weekly youth club, Friday films once a month and Tiddlers weekly, these events are term time only.

We were involved with CANB (Community Association of North Bushey) in the summer fair in July, and Church on the green the next day. There were carols on the green and other services at Holy Trinity over Christmas.

It is nice now to have a full team of clergy with Fr. Tim Vickers and curate Andy Burgess joining Revd. Guy Edwards this year.

As in past years we feel we are in pause mode but looking forward to new things. We are still listening to what God has to say to direct us onto the right road.

**Gill Onslow**  
**Pro-Warden**

## **Report: Red Trust Bushey**

The Parish of Bushey works in partnership with the charity the Red Trust Bushey. This is an independent Christian charity, with strong links to the Parish of Bushey and Bushey Baptist Church. The Red Trust Bushey helps over 200 people per year, with emergency food parcels and with a place to go for people who need somewhere to socialise. Our focus is on building community, and, through that community, helping people to meet, connect and help each other.

Without the Parish of Bushey's support, the key project of the Red Trust Bushey, its food bank, could not function. The provision of a place to meet, and a place to store food, enables this vital project to happen. During 2019 the garage has been cleared out and proper shelving installed, thanks to a grant from a local trust and help from volunteers. There are other close links; the incoming Rector has also joined the Board of Trustees and all three churches collect goods for the food bank; collections were encouraged particularly at Advent.

During 2019, the Red Trust Bushey has continued to provide support to people needing food and companionship in Bushey. In the summer, our long serving member of staff, Jennie Crawley, a member of Holy Trinity Church, moved away. She has been replaced by Melvyn as the food bank manager and Jordan Guthrie as the café manager.

Over 250 people have been reached through the Red Trust Bushey in 2019, either through the food bank and the café. For many of these people, the practical help of an emergency food parcel has enabled the family to keep functioning through difficult times. For some people, their involvement with the charity has been life-changing; they have moved from loneliness and isolation to being fully part of a community.

Many thanks to the Parish for its support – we hope that the links will continue and be strengthened.



## Report: Buildings Committee

The Buildings Committee continues to meet monthly. We started the year with 2 representatives from each of the 3 churches but unfortunately George Crompton, representing St. James's had to stand down due to ill health. The Committee would like to record its thanks to George for his contribution and commitment to the group which is actively seeking a further member to represent St. James's.

The largest project of 2019 was the refurbishment of Church House flat which was completed in September on time, within budget and subsequently rented out.

A new lead alarm was fitted at St. James's Church (part funded by a grant). Several leaks were reported to the lead box gutters and these were repaired promptly to prevent further deterioration of the roof.

When a leak to the tower roof was repaired, evidence of wet rot was found to the flat roof over the bell chamber – we will be seeking advice from the architect at the time of the next Quinquennial inspection.

The heating systems at St James's, Church House and St. Paul's are now controlled via apps on mobile phones which, although convenient, and reducing our energy costs, is not without its problems.

Both St. Paul's Church and Holy Trinity have had general maintenance and repairs carried out over the year but nothing major.

The decision was made to obtain quotes for substantial updating of both Church House Hall and John Stobbart Hall and also interior redecorations at Holy Trinity.

With regard to the Quinquennial Report, the majority of the tasks have either been completed or are on-going and so we are prepared for the architect's visit in 2020.

**Roy Golding**  
**Chair**

## Report: 100 Club

This is a fund-raising activity across all 3 churches and the Bushey Community, and a prize draw is held every month. Half the money raised is given out in cash prizes and the rest is used to fund our activities across the Parish.

Prizes are given for the 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> numbers drawn on the first Sunday of the following month at Church House after the 9.30am service. You can win more than once during the year and also can have more than one number. There are larger prizes in December and June.

Anyone can buy numbers from 1 to 100 for £60 per number. You can pay the £60 in one go or pay £15 per quarter or £5 per month by any method, although a regular Standing Order is the simplest.

Although some people may not be comfortable with gambling they can, of course, simply donate their winnings back to the Parish or buy another number.

2 cups of tea or coffee will cost approx. £5 and the benefit is over quickly. For £5 a month buying a lottery number you have the fun of the draw and the cash benefit. We have now reached 56 numbers towards our goal of selling the full 100 and hope and trust we will attract new members. If you wish for more details, please contact the Administrator Betty Greengrass at Holy Trinity Church.

## Report: Healing Prayer Group

The Healing prayer group is a small group which meets every week for Bible study and prayer, both for ourselves and for other people. After Easter we are hoping to offer prayer for healing in some of the services. If you would like us to pray for you, please ring Verity Harvey on 01923492863, and leave a message.

## Report: Church Membership Fund (CMF)

Unfortunately for a variety of reasons this form of giving is decreasing at an alarming rate in our Parish and the projections are that we will never reach our goal of funding the current Parish Share for three Clergy. Unless there is a radical and rapid change, the PCC will have to consider funding our current level of stipendiary clergy and three churches very soon.

It is not all bad news. In 2019 we made a positive change to the CMF and entered the Parish Giving Scheme in February with a couple of trialists. This worked well and in March several sermons and other presentations were made on this new scheme and new and existing members of our congregations were encouraged to join. At the end of 2019 the uptake has been modest. Only 16 people in total had joined at year end; 11 at St James's, 4 at St Paul's and 1 at Holy Trinity. This doesn't include the clergy or those who donate anonymously.

During 2019 we lost more members who either passed away or moved away to be closer to their families or whose financial circumstances changed. This was most noticeable at St James's Church. There were only two new CMF members in 2019, both from St James's, who responded and joined the PGS. Despite reduced membership, the 2019 CMF Planned Giving Total was £66,276 up slightly from £65,398 in 2018. However, it must be stressed that this increase was due to a couple of large donations rather than a general increase from everyone. Without these donations, the total would have been around £50,000 such that we are a long way from meeting our Parish Share from Planned Giving and are running at less than 50%. The future is bleak unless we can all turn this around in 2020.

Active CMF Members at the end of 2019 compared with previous years are shown below. Note these figures do not include members of the clergy or anonymous people who joined the PGS. One member could represent a partner or family.

	2016	2017	2018	2019
Holy Trinity	21	17	14	13
St James's	73	63	56	44
St Paul's	21	20	18	17

It would be great to have more worshippers join the CMF and pledge and donate a regular amount to the Parish such that we can look forward to a more positive financial and thereby ecclesiastical future.

In 2020 the PCC has agreed to have a stewardship renewal campaign and encourage more people to join the Parish Giving Scheme (PGS) which is a very efficient way for everyone to make their pledges to the Parish and God.

If you are a member of one of our churches and are not already in the CMF, please consider joining. You may contact any of the CMF Representatives below, or one of the clergy; we really need you. Any amount you can afford will be received gratefully and you can change the arrangement anytime as you control your giving. Finally, if you are a tax payer you can offset your giving against your income tax with the HMRC to reduce your personal tax bill and we claim a refund at no cost to you!

Holy Trinity (Gill Onslow), St James (Greg Batts) & St Paul (Marion Golding). Alternatively, you can find most details about the CMF on the Parish Website.

**Greg Batts**  
**CMF Officer**

## **Report: St James's Church Choir**

2019 was another busy and fulfilling year in the musical life of St James's Church – we have much to be give thanks for, and plenty to look forward to!

There were many highlights during the year, and certainly our residency in St. Albans Cathedral for the weekend in May was one of them. We enjoyed a busy weekend, singing three services over two days in the absence of the Cathedral choir. I am grateful to John Wyatt for his expert organ playing during the weekend – and to all the choir for their commitment and hard work in ensuring such a high standard of music making. My thanks to all that came to support us from the congregation, there were some very special moments.

I am continually grateful to all those who assist with the Saturday recital series, particularly to Jane Batts for all that she does with the administration and to the Saturday lunch team who produce such delectable treats week in, week out. It is rewarding to be able to see a community enjoying such a range of music and notable that the 2020 series was filled so rapidly. The 2019 series saw a staggering c.£14,000 raised for church funds – a real success to be proud of! Thank you all.

The choir continue to support the regular Sunday liturgies, providing support to the congregational singing and singing a Motet during the distribution of Communion. The choir's attendance at Festivals has been much appreciated, and has greatly enriched Worship in church, particularly at Easter, Christmas and for Baptisms.

In October, members of the choir again joined forces with choirs across Harrow Deanery to sing Evensong for the 2019 Harrow Deanery Choirs Festival held at St. Mary's, Harrow on the Hill. We look forward to the 2020 festival at St. Alban's in North Harrow!

I would like to express my gratitude to the expert Organists who have come to play for us on special occasions, freeing me to conduct the choir from time to time – with thanks to Paul Ayres, Hannah Parry and Gary Sieling.

November brought us to St. James's for our own Saturday recital where we had the honour of observing Remembrance. It was a pleasure to introduce some more modern pieces by the Canadian composer Eleanor Daley, such as 'Upon your heart' from which we received wonderful feedback.

December as always was a busy month for the choir with rehearsals for a wonderful Festival of Nine Lessons and Carols, singing Carols to unexpected diners in St James's Restaurant one Friday evening, with Midnight Mass being a particularly joyful & moving experience.

I am particularly grateful to all the regular members of the Choir, and the “and friends” contingent who give of their time and talents to ensure that we can continue to make Music in Worship to such a high standard while having fun at the same time.

**James Mooney-Dutton**  
**Director of Music**

## **Report: Home Communions**

As with pastoral visiting, Home Communions were overseen by Revd. Mary Kingsley and since her departure this has continued but on a more ad hoc basis, as and when required.

Home Communions have been undertaken by: Joan Roft, Ann E White, Jill Macey, and Jane Groushko (and I'm sure others too).

A special thanks to Jill Macey who has maintained our regular home communion service in Bushey House.

## **Report: Pastoral Visitors**

Given the changes in clergy personnel over the last year, it is fair to say that overseeing Pastoral Care has been a challenging area for the parish. Our thanks go to Revd. Mary Kingsley for overseeing this valuable ministry. Since her departure there has been no formal arrangement for overseeing the Pastoral Visiting of those in need. With the appointment of Associate Rector Fr. Tim Vickers, it was intended he would oversee this aspect of parish life. Plans are being taken to re-invigorate this ministry, so watch this space!

Despite these difficulties, the vast majority of pastoral care, at least amongst existing members of the church, has been carried on by a number of very dedicated individuals. We are blessed to have so many in the parish who naturally have undertaken this role to make sure that everyone who needs a visit, gets one.

A special thanks to Joan Roft, Ingrid Harris, Elizabeth Jones, Revd. Verity Harvey, Jill Macey, Jane Groushko, Carline Harper and Ann E White.

## **Report: St James's Bushey Bellringers**

The bells have been rung for almost every 0930 Service, and for all of the Weddings that requested bells. The bells have also been rung for key festivals. We have been helped by ringers from St Mary's Watford on both Sunday mornings and Thursday evenings and we have reciprocated by ringing at St Mary's Watford on Sunday mornings and Tuesday evenings.

The bells continue to be popular with visiting bands. Six peals and thirty-two quarter peals were rung in 2019. Roger Baldwin rang in five of the peals and several Bushey ringers rang in the quarter peals.

Several of the quarter peals were rung for special occasions including the retirement of the Venerable Paul Hughes, Archdeacon of Bedford, thanksgiving for the ministry of Revd. Mary Kingsley in Bushey, the marriage of Michael Morton and Tara Harbinson, the ordination to the priesthood, of Sam Frampton, the ordination to the diaconate of Andy Burgess, St James' Patronal Festival, the marriage of Sam Frampton and Emily King, welcome to Bushey of the Fr. Tim Vickers, the baptism of Arthur Clement Burgess, the annual commemoration of the departed service and birthday compliments of several ringers.

Michael Morton learnt to ring at Bushey and Michael and Tara now ring at Addington in Surrey. Michael is the son of Guy and Sue Morton, bellringer at St James' for many years before retiring to Norfolk.

In May, Bushey ringers had a half-day outing and rang the bells at Litlington, Meldreth, Melbourn and Trumpington.

In October five Bushey ringers had a three day visit to Ypres to ring the bells at St George's Memorial Church. The ringing chamber is named after Bertram Prewett who was killed in the first world war in 1918. He was a Bushey ringer and is hailed as the greatest ringer of his generation.

Anyone wishing to take up bell ringing should make contact with one of our ringers. They will receive a warm welcome and full training in the ancient art.

**Stuart Brant**  
**Tower Captain**

## **Report: St James's Churchyard**

The churchyard at St James is one of the largest in South East England. It has been closed to new burials since 1984. We now mainly bury cremated remains into existing family plots or in the Garden of Remembrance. There is the occasional full burial in a family plot, but this is increasingly rare.

As a closed churchyard the local authority are responsible for the maintenance of the grass and hedges. They cut the grass and trim the hedges on a periodic basis throughout the year. This is at no cost to the PCC. Responsibility for the maintenance of the actual graves' rests with the families.

I have regular contact with the Cemetery Manager at Hertsmere and have met on site with her several times over the last year. We agreed a programme of additional works which Hertsmere's contractor carried out in January. This mainly involved clearing very dense bramble overgrowth which had obstructed the path and access to graves on the boundary of The Croft and Cloverfield. We also make sure that the regular maintenance work is carried out as it should be.

We have very recently digitised the maps of the churchyard. Previously we relied on the old original maps to locate plots. They were becoming damaged through time and use. We now have these maps electronically which gives easy access to information. The original maps have been stored with Herts Archives for safekeeping.

The other main aspect of work involves locating graves. We are contacted by many families wanting to find relatives graves. This is in the main very successful and I have met with families who have travelled from afar to visit family graves. This is very satisfying, and people are so grateful for this work.

We have liaised with Bushey Museum and assisted with research for their recent Churchyard walks. We also carried out a conducted tour of the churchyard and church for a local WWI group on a lovely summer evening last June. This was very positively received.

I am indebted to Jane Batts for her support and input with the genealogy research which ensures that we know about the lives of people resting in our churchyard. I also want to thank Peter Manhire for the work he tirelessly does on the ground tidying up and clearing paths. It is much appreciated.

**Ann White**  
**Churchyard Warden**



## **Report: St. James's Church Sacristy and Serving Teams**

2019 was another challenging one for me as Sacristan and the serving team. However we are very pleased to have a new Associate Rector and a curate to help us grow the serving team. We have a number of younger recruits, but we could always do with more adults to help teach and nurture the younger ones in this ministry. We are hoping to have more training sessions this year so that we can serve God to the best of our abilities.

Once again as Sacristan I have also tried my best to keep costs down on vestry supplies and making do with what we have.

With our Rector Guy, Associate Rector Tim and Curate Andy, we hope to encourage and recruit new members to our serving team. Once again I would like to invite anyone out there to let me or Fr Tim know if you would like to serve. All would be warmly welcomed.

**Leon Soares**  
**Sacristan, St. James's Church**

## **Report: Safeguarding**

Since being appointed as Parish Safeguarding Officer, the following have been implemented:-

- Safeguarding Policy for the Parish of Bushey was updated this year with relevant amendments to names and contact details.
- The policy is displayed in all 3 churches and is also on our parish website. Safeguarding contacts are found on the front page with an easy link to further information, in line with Diocesan requirements.
- Posters detailing Safeguarding contacts are displayed in all 3 churches, including Church halls, in line with Diocesan requirements.
- All members of the PCC and other relevant officers in the church have completed DBS checks.
- Some PCC members have completed C0/C1 online training.
- All church members have been encouraged to do C0 online training through our Parish magazine.
- Risk assessments for all main Church activities have been completed; others will be completed as soon as possible.

Safeguarding issues that have arisen this year have been addressed speedily and effectively by the Safeguarding Officer, Clergy and the Diocesan Safeguarding Officers working together.

The Parish paid due regard to the House of Bishops' guidance on safeguarding children and vulnerable adults.

**Fiona Gray**  
**Safeguarding Officer**

## Report: Watford Deanery Synod

February: The meeting was held at St Andrew's, Watford. The main topic was 'Into Africa' and Dame Helen Hyde, former Head of Watford Girls, spoke about her charity, the Rwanda Sisterhood Association supporting women and young girls in their health and wellbeing; she takes a group out to Rwanda each year, who fund themselves and raise money to take items with them. This was followed by members from St Lawrence, Abbots Langley who spoke about their two trips out to Malawi to support a community in Malosa. Members of St Luke's and St Peter's, Watford, have also accompanied them. Their support includes that of the hospital, a maternity unit (for which they funded the building and contents), a boarding school and the local church as well as work in the community.

May: This meeting was held in the newly refurbished St Mary's in the centre of Watford. Roger Courtney, who had chaired the programme of works for the refurbishment gave a PowerPoint presentation about the background to the project as well as how it was managed, including funding. It was good to be in the building to actually see the work that had been done, including removing the pews and replacing with chairs.

October: The Revd. Geoff Calvert, Vicar of St Michael's, Watford gave an interesting presentation, with photos, on his recent Extended Study Leave when he looked at Stone Crosses. He had travelled extensively through northern England and Scotland. This meeting was held in All Saints', Leavesden.

General: At each Synod there is a time of worship led by the host church with refreshments also provided by the hosts. The Rural Dean gives Deanery news and anything coming from the Diocese or beyond. When available, Tim Fleming, one of the Diocesan members of General Synod will give a presentation or send notes on General Synod business.

The triennium ends in 2020, so the Synod will have new lay members elected in April. New lay officers will be required as chair, secretary and treasurer.

## Report: Parish Website - [busheyparish.org](http://busheyparish.org)

In September 2019 I was tasked with the job of moving our website to a new hosting service and refreshing the look and feel of the website. The process of redesigning the website took around two months, with the new website launching in time for Christmas publicity in November 2019.

There were a few important objectives with the website redesign. The first was to make sure that information on the website is clear and accessible, and up to date. With this in mind, we created a 'News' page, which contains our notices and information on events. Each post is clearly labelled with an author and a published date, which helps the viewer see how recent the news is. We also integrated an online events calendar into the website, which syncs with clergy and office electronic calendars. This way, any incorrect dates or times can be more easily spotted and corrected.

Finally, we moved to a platform which creates dynamic web pages which can be viewed easily on both desktop and mobile phones. This means that information about our Parish can be viewed from any device, regardless of size.

Going forward, it would be good to identify a Web Master who will be responsible for keeping the website up to date with relevant parish information.

**Revd. Andy Burgess**  
Curate

## Report: Social Media - Facebook and Twitter

At the moment the Parish have three facebook pages and one twitter account. These are managed by different people across the parish. Many thanks to all those who post on social media, and to anyone who likes or shares one of our posts – it all makes a massive difference.

**St James:** Page likes 1<sup>st</sup> Jan: 432. Page Likes 31 December: 582. Increase of 150 pages likes. (35% increase)  
Biggest Post: George RIP 26<sup>th</sup> December engaged with 14,218

St James also has a twitter account. This automatically repeats any posts from the St James's facebook page. The twitter address is @stjamesbushey, and it has 128 followers.

**Holy Trinity:** Page likes 1<sup>st</sup> Jan: 182 Page Likes 31 December: 184. Increase of 2 likes. (1% increase)

**St Paul's:** Page likes 1<sup>st</sup> Jan: 78. Page Likes 31 December: 91. Increase of 13 page likes. (16% increase)  
In total 857 people like our three pages. Although there will be a lot of overlap, at the least this is a far bigger number than those on our electoral roll. It is good that the number of page likes has increased across all three churches. But the potential for social media is massive. At the moment there is no overall social media strategy, with posts being a mixture of promoting events and services, photos and images. A social media strategy is needed because this is a great area for engaging with many people who do not yet come to church.

## Report: 60+ Monday Club

I am very happy to report that we now have a number of new members. Everyone is very enthusiastically present - greater numbers than previously. We have also enjoyed 2 very entertaining seasons with great speakers; musicians (varied) etc. A thoroughly good and rewarding year all round.

**Caroline Harper**  
Leader

## Report: Youth Work

In 2019 we said goodbye to Joe Palfreyman, who has been our excellent Youth Worker since 2015. Joe has gone to Trinity College, Bristol, to train for future ministry within the Church of England. We thank him for all his hard work, and the contributions he has made to Youth Work in our Parish during his time with us.

Joe identified the Friday Youth Club and Youth Church as being a key element of Parish Youth Work to continue investing in after his departure. After arriving in the summer, I was given responsibility for running this group, with assistance and input from Wellspring church. We have continued running the group in the same format established by Joe, with between 10–15 young people joining each week. It provides a fun and caring place for young people in North Bushey to hang out. Youth Church gives the young people an opportunity to learn more about faith and encounter God in a way which is appropriate to their context. Moving forward, we will need to enlist more volunteers to help run this group from the Parish in order to keep this a sustainable ministry.

With the loss of a dedicated Youth Worker, some of the activities outlined in previous reports have needed to be scaled back, for example bringing Wednesday Hot Chocolate to a close. However, we have continued the monthly 'Friday Films' event at Holy Trinity, which has been attractive to families from Highwood Primary School.

**Revd. Andy Burgess**

## Honorary Treasurer's Report 2019

In 2019 the total receipts of unrestricted funds were £232k which was £13.5k less than 2018. Our planned giving and gift aid received remained roughly in line with 2018 and the total voluntary donations was slightly higher than 2018.

Our expenditure was £56k less than 2018, despite spending nearly £20k refurbishing the Church House Flat. The reduction in expenditure is predominantly due to

- the reduction in parish share (£17k less than 2018) due to fewer clergy on average than 2018; this will rise by circa £25k in 2020
- the youth worker leaving in July saving £11k, this will increase to a reduction of expenditure of £24k in 2020.

This left us with a shortfall of income to expenditure of £32k compared to £76k in 2018, £85k in 2017 and £84k in 2016. This shortfall is likely to increase in 2020 again as the parish share rises to reflect the increase in clergy in the parish and we have three clergy for the whole year. Unless income can be increased this remains a worrying situation for the parish.

The parish must continue to control expenditure tightly and increase income and cease investing reserves in running costs, in order to remain a going concern in the eyes of the charity commission.

The stewardship campaign in Lent 2019, stabilized the CMF this year but this was in part due to some generous one-off donations. The PCC will need to consider a refresh of the campaign in 2020 to increase CMF donations to a level where they meet the parish share. In 2019 they were two thirds of the share and at current levels will be nearer 52% in 2020.

I would request all parishioners consider their own giving.

We paid once again paid our Parish Share to the Diocese in full but were not entirely timely due to cash flow issues at points in the year. The move to the Parish Giving Scheme, has eased cash flow and simplified our administration.

### Reserves

The deposit account of St James which contains monies donated for the use of St James church were used to fund the organ repair of £3,600. SJ reserve also paid for the costs of installing the WIFI and Hive heating control at St James which cost £900. In addition an alarm on the Lead on the roof of St James was installed the total costs were £4870, however a grant of £2,000 was received from the Historic Churches of Bedfordshire and Hertfordshire Society and VAT was recovered so the net cost to reserves was £2,104. Without this our insurance would no longer cover the cost of replacing lead in the event of theft. Finally SJ supported 50% of the cost of new bell ropes £750. The total reserves applied from SJ was £7,587.

The proceeds of the sale of Trinity House was designated to fund work with young people, priestly presence in North Bushey and to make our buildings fit for purpose. These reserves were used to fund the Youth Worker and associated costs, £18,000 were drawn down for these purposes.

The second draw down from the TH reserves was for £21,555 for the refurbishment of the Church House Flat which was completed in Autumn 2019. The cost of this was £19,750, the remaining £2,000 is in the parish deposit. This means the flat is at the standard where it can command a market rent this mean the rent recovery if the flat is occupied all year will increase by £6,600 per annum.

The total drawdown from TH was £39,555 of which £37,555 had been used by year end.

The PCC has applied £45,142 reserves in year of which £18,000 was applied for running costs.

#### *Related Party Payments*

Are detailed at the end of Note 3 of the accounts on page 32.

**Felicity Cox**

**Hon. Parish Treasurer**

**February 2020**

Approved by the PCC on 19th March 2020 and signed on their behalf Rev Guy Edwards, PCC Chair.

## **POST BALANCE SHEET NOTE**

### **COVID-19 Pandemic – Impact on Bushey Income and Operations**

The impact of the COVID-19 Pandemic on Bushey Parish will be profound in the financial year 2020/21. A significant proportion of Bushey's income comes from lettings of two church halls and one church/community building, and this income stream has been lost. Significant fundraising has also been lost from cancelled events, and it is unlikely that these two sources of income will recover significantly before 2021, or that smaller scale fundraising conducted online will mitigate this.

The parish has responded by furloughing staff, and taking steps to reduce energy and other costs, and continues to operate by livestreaming services, and publishing recorded worship materials, and developing networks on the social media. PCC and church committees are taking place on videoconferencing facilities. The remaining significant shortfall will be covered by drawdowns from reserves, but the PCC recognises a need for significant restructuring to bring it into a sustainable shape for the future.

### **Parochial Church Council of Bushey**

#### **Notes to the Accounts for the Year ended 31 December 2019**

The Parochial Church Council of the Ecclesiastical Parish of Bushey is a Parochial Church Council established under the Parochial Church Council Powers Measure (1956) as amended and the Church Representation Rules, and is a charity registered with the Charity Commission in England and Wales, number 1130540. Details of the principal office are included in the PCC's Annual Report.

The Parochial Church Council of the Ecclesiastical Parish of Bushey meets the definition of a Public Benefit Entity under FRS102.

#### **I. Accounting Policies**

The financial statements have been prepared in accordance 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 and Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Church Accounting Regulations 2006 and Charities Act 2011.

The 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 the Charities SORP (FRS 102) published 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 have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body nor do they include groups that are informal gatherings of church members."



The financial statements are presented in sterling and rounded to the nearest £.

## **2. Funds**

General funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted.

Restricted funds are those funds that must be spent on restricted purposes and details of the funds held and restrictions are provided in note 8. Endowment funds, where the capital must be retained, are also explained in note 8.

## **3. Incoming Resources**

### *Voluntary income*

Collections are recognised when received by or on behalf of the PCC. Planned giving receivable under Gift Aid is recognised only when received. Tax recoverable on Gift Aid donations is recognised when the donation is recognised. Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain. Funds raised by fund raising events are accounted for gross.

### *Other income*

Rental income from the letting of church premises is recognised when the rental is due.

### *Income from investments*

Dividends are accounted for when due and payable. Interest entitlements are accounted for when receivable. Tax recoverable on such income is recognised in the same accounting year.

### *Gains and losses on investments*

Realised gains or losses are recognised when investments are sold. Unrealised gains or losses are accounted for on revaluation of investments at 31 December.

## **4. Resources Used**

### *Grants*

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC.

### *Activities directly relating to the work of the Church*

The Diocesan parish share is accounted for when due. Any parish share unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the Balance Sheet. Costs of generating funds include the cost of stewardship campaigns, investment management costs and costs relating to rental properties. Charitable activities comprise the costs relating to the work of the parish. Governance costs represent the costs of running the PCC as a legal entity and include the costs of preparation and independent examination of the accounts.

## **5. Fixed assets**

### *Consecrated property and movable church furnishings*

Consecrated and beneficed property of any kind is excluded from the accounts by s10(2)(a) of the Charities Act 2011.

Movable church furnishings held by the Vicar and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's Inventory which can be inspected at any reasonable time.

All expenditure incurred in the year on consecrated or beneficed buildings, or on individual items under £1,000 is written off.

Land and buildings are shown at cost or at valuation based on 1970 figures.

#### *Depreciation*

Fixtures and Fittings are depreciated at 10% of cost and Office Equipment is depreciated at 25% of cost. Buildings are depreciated at 2%. However, since the 1970 valuations included the land it is assumed that each contributed 50% to the original valuation such that the effective depreciation is 1% as land does not depreciate.

### **6. Investments**

Investments are valued at market value at 31 December.

### **7. Current assets**

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove un-collectable. Short-term deposits include cash held on deposit either with the Central Board of Finance of the Church of England Funds or at the bank.

### **8. Liabilities**

Liabilities are recognised when there is a legal or constructive obligation to expend resources.

### **9. Going Concern**

As set out above, the PCC's financial position will be adversely affected by the Covid 19 virus outbreak. However, having considered the financial position of the Church and in particular the level of reserves the PCC is of the opinion that it will remain a Going Concern for at least twelve months from the date of approval of these accounts. The accounts are accordingly prepared on the Going Concern basis.

## **Church Workers Pension Fund (CWPF)** **Draft FRS102 Wording - December 2019 Year End**

**The Parish of Bushey** participates in the Pension Builder Scheme section of CWPF for lay staff. The Scheme is administered by the Church of England Pensions Board, which holds the assets of the schemes separately from those of the Employer and the other participating employers.

The Church Workers Pension Fund has a section known as the Defined Benefits Scheme, a deferred annuity section known as Pension Builder Classic and a cash balance section known as Pension Builder 2014.

### **Pension Builder Scheme**

The Pension Builder Scheme of the Church Workers Pension Fund is made up of two sections, Pension Builder Classic and Pension Builder 2014, both of which are classed as defined benefit schemes.

Pension Builder Classic provides a pension for members for payment from retirement, accumulated from contributions paid and converted into a deferred annuity during employment based on terms set and reviewed by the Church of England Pensions Board from time to time. Discretionary increases may also be added, depending on investment returns and other factors.

Pension Builder 2014 is a cash balance scheme that provides a lump sum that members use to provide benefits at retirement. Pension contributions are recorded in an account for each member. This account may

have bonuses added by the Board before retirement. The bonuses depend on investment experience and other factors. There is no requirement for the Board grant any bonuses. The account, plus any bonuses declared, is payable from members' Normal Pension Age.

There is no sub-division of assets between employers in each section of the Pension Builder Scheme.

The scheme is a multi-employer scheme as described in Section 28 of FRS 102 as it is not possible to attribute the Pension Builder Scheme's assets and liabilities to specific employers. This means that contributions are accounted for as if the Scheme were a defined contribution scheme. The pensions costs charged to the SoFA in the year are contributions payable (2019: **£1.284** 2018: **£1,903**)

A valuation of the Pension Builder Scheme is carried out once every three years. The most recent was carried out as at 31 December 2016.

For the Pension Builder Classic section, the valuation revealed a deficit of £14.2m on the ongoing assumptions used. At the most recent annual review, the Board chose not to grant a discretionary bonus, which will have acted to improve the funding position. There is no requirement for deficit payments at the current time.

For the Pension Builder 2014 section, the valuation revealed a surplus of £1.8m on the ongoing assumptions used. There is no requirement for deficit payments at the current time.

The legal structure of the scheme is such that if another employer fails, **The Parish of Bushey** could become responsible for paying a share of that employer's pension liabilities.

# STATEMENT OF FINANCIAL ACTIVITIES for the year ended 31st December 2019



		2019				2018			
		<u>Unrestricted</u>	<u>Restricted</u>	<u>Endowment</u>	<u>TOTAL</u>	<u>Unrestricted</u>	<u>Restricted</u>	<u>Endowment</u>	<u>TOTAL</u>
		<u>Funds</u>	<u>Funds</u>	<u>Funds</u>		<u>Funds</u>	<u>Funds</u>	<u>Funds</u>	
<b>INCOME AND ENDOWMENTS</b>									
<b>FROM</b>	<b>Notes</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Donations and legacies	2a	116,769	-	-	<b>116,769</b>	122,831	-	-	<b>122,831</b>
Charitable activities	2b	16,730	-	-	<b>16,730</b>	22,298	-	-	<b>22,298</b>
Other trading activities	2c	89,659	-	-	<b>89,659</b>	91,112	-	-	<b>91,112</b>
Investments	2d	5,778	1,319	-	<b>7,097</b>	5,969	866	-	<b>6,835</b>
Other	2e	2,454	-	-	<b>2,454</b>	3,286	-	-	<b>3,286</b>
<b>Total Income</b>		<b>231,391</b>	<b>1,319</b>	<b>-</b>	<b>232,710</b>	<b>245,496</b>	<b>866</b>	<b>-</b>	<b>246,362</b>
<b>EXPENDITURE ON</b>									
Raising funds: other costs	3c	46,823	-	-	<b>46,823</b>	27,171	-	-	<b>27,171</b>
Ministry expenses	3b	215,726	1,319	-	<b>217,045</b>	293,625	323	-	<b>293,948</b>
<b>Total Expenditure</b>		<b>262,548</b>	<b>1,319</b>	<b>-</b>	<b>263,867</b>	<b>320,796</b>	<b>323</b>	<b>-</b>	<b>321,119</b>
<b>Net (Expenditure)/Income before Transfers</b>		<b>(31,158)</b>	<b>-</b>	<b>-</b>	<b>(31,158)</b>	<b>(75,300)</b>	<b>543</b>	<b>-</b>	<b>(74,757)</b>
<b>Transfers between funds</b>				-	-	(543)	543	-	-
<b>Net (Expenditure)/Income after Transfers</b>		<b>(31,158)</b>	<b>-</b>	<b>-</b>	<b>(31,158)</b>	<b>(75,843)</b>	<b>1,086</b>	<b>-</b>	<b>(74,757)</b>
<b>Unrealised gains on investments</b>		1,174	8,048	4,666	<b>13,888</b>	(130)	(578)	(377)	<b>(1,085)</b>
<b>Net Movement in Funds</b>		<b>(29,984)</b>	<b>8,048</b>	<b>4,666</b>	<b>(17,270)</b>	<b>(75,973)</b>	<b>508</b>	<b>(377)</b>	<b>(75,842)</b>
<b>Balances brought forward at 1 Jan 2019</b>		712,037	44,462	24,916	<b>781,415</b>	788,010	43,954	25,293	<b>857,257</b>
<b>Balances carried forward at 31 Dec 2019</b>		<b>682,053</b>	<b>52,510</b>	<b>29,582</b>	<b>764,145</b>	<b>712,037</b>	<b>44,462</b>	<b>24,916</b>	<b>781,415</b>

# BALANCE SHEET

as at 31st December 2019

	Notes	2019	2018 £
<b>FIXED ASSETS</b>			
<b>Tangible Assets</b>			
Buildings & land	5a	59,590	60,385
Fixtures & fittings	5a	-	-
Investment funds	6a	85,909	71,595
		<b>145,499</b>	<b>131,980</b>
<b>CURRENT ASSETS</b>			
Debtors & prepayments			
- Gift Aid recoverable		3,331	4,969
- Other prepayments and accrued income		714	2,937
Deposit funds	6b	616,009	646,454
Cash & bank balances		4,832	6,262
		<b>624,887</b>	<b>660,622</b>
<b>LIABILITIES</b>			
<b>Amounts falling due within one year</b>			
Trade creditors		(3,341)	(6,493)
Taxation and social security		-	(1,155)
Accruals and deferred grants received		(2,900)	(3,540)
		<b>(6,241)</b>	<b>(11,188)</b>
<b>NET CURRENT ASSETS</b>		<b>618,646</b>	<b>649,434</b>
<b>Net Assets</b>		<b>764,145</b>	<b>781,414</b>
<b>FUNDS</b>			
Endowment Funds	7	29,582	24,916
Restricted Funds	7	51,967	43,919
Unrestricted Funds	7	682,596	712,580
<b>Total Funds</b>		<b>764,145</b>	<b>781,415</b>

Approved by the Parochial Church Council on 22  
March 2020 and signed on its behalf by

Rev Guy Edwards  
Rector

Felicity Cox  
Hon. Parish Treasurer



# STATEMENT OF CASH FLOWS

as at 31st December 2019

	Notes	2019 Total £	2018 Total £
<b>Cash flows from operating activities:</b>			
<b>Net cash provided by (used in) operating activities</b>	<i>see below</i>	<b>(38,974)</b>	<b>(81,679)</b>
<b>Cash flows from investing activities:</b>			
Dividends, interest from investments		7,097	6,835
Proceeds from the sale of property		-	124
Proceeds from sale of investments		-	-
<b>Net cash provided by (used in) investing activities</b>		<b>7,097</b>	<b>6,959</b>
<b>Cash flows from financing activities:</b>			
Repayments of borrowing		-	-
Cash inflows from new borrowing		-	-
Receipt of endowment		-	-
<b>Net cash provided by (used in) financing activities</b>		<b>-</b>	<b>-</b>
Change in cash and cash equivalents in the reporting period		(31,876)	(74,720)
<b>Cash and cash equivalents at the beginning of the reporting period</b>	<i>see below</i>	<b>652,717</b>	<b>727,437</b>
<b>Cash and cash equivalents at the end of the reporting period</b>	<i>see below</i>	<b>620,841</b>	<b>652,717</b>
<b><u>Reconciliation of net income/(expenditure) to net cash flow from operating activities</u></b>			
<b>Net income/(expenditure) for the reporting period (as per the statement of financial activities)</b>		<b>(17,270)</b>	<b>(75,842)</b>
<b>Adjustments for:</b>			
Depreciation charges		795	795
Dividends, interest and rents from investments		(7,097)	(6,835)
(Gains)/losses on investments		(13,888)	1,085
Loss/(profit) on the sale of fixed assets		(427)	(124)
(Increase)/decrease in debtors		3,860	(1,382)
Increase/(decrease) in creditors		(4,947)	624
<b>Net cash provided by (used in) operating activities</b>		<b>(38,974)</b>	<b>(81,679)</b>
<b><u>Analysis of cash and cash equivalents</u></b>			
Cash in hand and at bank		4,832	6,262
Notice deposits (less than 3 months)		616,009	646,454
<b>Total cash and cash equivalents</b>		<b>620,841</b>	<b>652,716</b>

## NOTES TO THE ACCOUNTS (CON'T) INCOME

for the year ended 31st December 2019

### 2 INCOME

		2019			2018		
		<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>
		<u>Funds</u>	<u>Funds</u>		<u>Funds</u>	<u>Funds</u>	
		£	£	£	£	£	£
2a	<b><i>Donations and legacies</i></b>						
	Planned Giving						
	CMF (planned giving)	66,608		<b>66,608</b>	65,398		<b>65,398</b>
	Gift Aid donations	8,468		<b>8,468</b>	9,194		<b>9,194</b>
	Income Tax Recovered	23,103		<b>23,103</b>	23,113		<b>23,113</b>
	Collections (open plate) at all services	5,152		<b>5,152</b>	7,072		<b>7,072</b>
	Grants	2,000	-	<b>2,000</b>	-	-	<b>-</b>
	Sundry Donations/Appeals	9,952		<b>9,952</b>	8,118	-	<b>8,118</b>
	VAT recovered	1,486		<b>1,486</b>			<b>-</b>
	Legacies			<b>-</b>	10,000		<b>10,000</b>
	<b>TOTAL</b>	<b>116,769</b>	<b>-</b>	<b>116,769</b>	<b>122,895</b>	<b>-</b>	<b>122,895</b>
2b	<b><i>Charitable activities</i></b>						
	Church lettings	2,400		<b>2,400</b>	1,100		<b>1,100</b>
	Parish Breakfast	1,242		<b>1,242</b>	1,352		<b>1,352</b>
	Parish Magazine	647		<b>647</b>	777		<b>777</b>
	Wedding income	2,731		<b>2,731</b>	5,647		<b>5,647</b>
	Statutory Fees & other fees	9,709		<b>9,709</b>	13,422		<b>13,422</b>
	<b>TOTAL</b>	<b>16,730</b>	<b>-</b>	<b>16,730</b>	<b>22,298</b>	<b>-</b>	<b>22,298</b>
2c	<b><i>Other trading activities</i></b>						
	Hall & Gallery Lettings	53,987		<b>53,987</b>	53,971		<b>53,971</b>
	Parish Rentals (CHF Vacant 6.5 months refurbishment)	5,628		<b>5,628</b>	10,660		<b>10,660</b>
	Fund-raising events	30,044		<b>30,044</b>	26,480		<b>26,480</b>
	<b>TOTAL</b>	<b>89,659</b>	<b>-</b>	<b>89,659</b>	<b>91,111</b>	<b>-</b>	<b>91,111</b>
2d	<b><i>Investments</i></b>						
	Dividends & interest including reclaimed tax	5,778	1,319	<b>7,097</b>	5,969	866	<b>6,835</b>
	<b>TOTAL</b>	<b>5,778</b>	<b>1,319</b>	<b>7,097</b>	<b>5,969</b>	<b>866</b>	<b>6,835</b>
2e	<b><i>Other</i></b>						
	Disposal of property	-		<b>-</b>	124		<b>124</b>
	Miscellaneous	2,454		<b>2,454</b>	3,162		<b>3,162</b>
	<b>TOTAL</b>	<b>2,454</b>	<b>-</b>	<b>2,454</b>	<b>3,286</b>	<b>-</b>	<b>3,286</b>
	<b>TOTAL INCOME</b>	<b>231,391</b>	<b>1,319</b>	<b>232,710</b>	<b>245,559</b>	<b>866</b>	<b>246,425</b>

# NOTES TO THE ACCOUNTS (CONT'D) EXPENDITURE

for the year ended 31st December 2019

3	EXPENDITURE ON	2019			2018		
		<u>-</u>	<u>Restricted</u>	<u>TOTAL</u>	<u>Unrestricted</u>	<u>Restricted</u>	<u>TOTAL</u>
		<u>d Funds</u>	<u>Funds</u>		<u>Funds</u>	<u>Funds</u>	
		£	£	£	£	£	£
3a	<b>Charitable activities</b>						
	<u>Missionary and charitable giving:</u>						
	Missionary societies			-	250	-	250
	Relief and development agencies	-		-	100	-	100
	Home missions & other Church Societies	91		91	1,708	-	1,708
	Secular charities	2,315		2,315	5,573	-	5,573
	<u>Ministry:</u>						
	Diocesan Parish Share	98,173	-	98,173	115,202	-	115,202
	clergy expenses	7,406		7,406	13,548	-	13,548
	Clergy Accomodation	10,800		10,800			
	clergy education & training	907		907	1,253	-	1,253
	Fresh Expressions	-		-	35	-	35
	Work with Families & children of Parish	16,151		16,151	27,045	-	27,045
	Other outreach	2,618		2,618	5,221		5,221
	<u>Churches:</u>						
	running expenses	14,166		14,166	24,943	-	24,943
	maintenance & repairs	18,120	1,319	19,439	25,226	323	25,549
	improvements	-		-	13,740	-	13,740
	music	9,612		9,612	9,176	-	9,176
	upkeep of services	9,324		9,324	16,250	-	16,250
	depreciation	795		795	795	-	795
	Parish magazine & other publicity	443		443	2,365	-	2,365
	Churchyard upkeep	1,158		1,158	2,375	-	2,375
	printing & stationery	4,060		4,060	4,369	-	4,369
	administration & Parish Office	16,105		16,105	16,886	-	16,886
	bank charges				165	0	165
	Independent examiner & accountancy	3,482		3,482	7,400	-	7,400
	<b>TOTAL</b>	<b>215,726</b>	<b>1,319</b>	<b>217,045</b>	<b>293,625</b>	<b>323</b>	<b>293,948</b>
3b	<b>Raising Funds: other costs</b>						
	<u>Church halls/flat:</u>						
	running costs	19,866		19,866	17,382	-	17,382
	improvements (CH Flat refurbishment)	19,731		19,731	2,952	-	2,952
	costs of fetes, bazaars, other events	6,858		6,858	6,691	-	6,691
	costs of stewardship campaign	367		367	145	-	145
	Other expenses			-	-	-	-
	flat running costs	-		-	-	-	-
	<b>TOTAL</b>	<b>46,823</b>	<b>-</b>	<b>46,823</b>	<b>27,170</b>	<b>-</b>	<b>27,170</b>
	<b>TOTAL EXPENDITURE</b>	<b>262,548</b>	<b>1,319</b>	<b>263,867</b>	<b>320,795</b>	<b>323</b>	<b>321,118</b>

## 2019

### Charitable donations (net of any designated donations received):

#### Missionary societies

Barnabas Trust	-
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#### Relief and development agencies

#### Home missions & other Church Societies

Watford Schools Trust	91
	91

### **Raised and sent directly to Charity**

The Children's Society	135
Christian Aid	1,087

#### ***Secular charities***

Herts Musical Memories	£80
Mind	£137
Macmillan Cancer	£983
Watford & Three Rivers Refugee	£500
Herts Prems	£500
Electric Umbrella	£115
	£2,315

### **Related Party Transactions**

- 1 No of the member of the PCC received payment in respect of their service as PCC members.
- 2 One related person to a member of the PCC received payment , Bob Harris £900 for burial of ashes internment.
- 3 No other expenses were paid to members of the PCC.
- 4 The expenses paid to clergy may include a small, immaterial proportion which relates to their functions as PCC members.
- 5 Aggregate donations to the parish from PCC of which we have records (CMF members) were £8,716

These payments were made under the PCC Powers Measure as amended by The Church of England (Miscellaneous Provisions) Measure 2014.

NOTES TO THE ACCOUNTS (CONT'D)  
for the year ended 31st December 2019

2019				2018			
	<u>Unre- stricted Funds</u>	<u>Restricted Funds</u>	<u>TOTAL</u>	<u>Unre- stricted Funds</u>	<u>Restricted Funds</u>	<u>TOTAL</u>	
	£	£	£	£	£	£	
4	STAFF COSTS (Director of Music, and Parish Administration)*			Included in relevant headings, above			
	Wages & salaries	25,743	-	25,743	39,342	-	39,342
	Social security costs	1,267	-	1,267	976	-	976
	Pension costs	539	-	539	1,903	-	1,903
	Staff training costs	-	-	-	489	-	489
	Staff travel & subsistence costs	139	-	139	405	-	405
	TOTAL	27,688	-	27,688	43,115	-	43,115

*\*During 2019 the PCC employed a Youth Worker (in 3b) and Parish Administration staff, none of whom earned more than £60,000.*

*The PCC regard the key management of the parish as being the incumbent, who is paid directly by the diocese, together with the two Churchwardens, both of whom are unpaid.*

*The average number of employees during the year was 2019:2.5, 2018:3*

## 5 FIXED ASSETS FOR USE BY THE PCC

5a

	<u>Land and Buildings</u>	<u>Fixtures and Fittings</u>	<u>TOTAL</u>
	£	£	£
<i>Cost/Valuation</i>			
At 1 January 2019	79,515	4,212	83,727
Disposal during the year (at 1970 valuation)	-	-	-
At 31 December 2019	<b>79,515</b>	<b>4,212</b>	<b>83,727</b>
<i>Depreciation</i>			
At 1 January 2019	19,130	4,212	23,342
Disposal depreciation written back		-	-
Charge for Year	795	-	795
At 31 December 2019	<b>19,925</b>	<b>4,212</b>	<b>24,137</b>
<i>Net Book Value</i>			
At 31 December 2019	<b>59,590</b>	-	<b>59,590</b>
At 31 December 2018	<b>60,385</b>	-	<b>60,385</b>

### *Land and Buildings*

Land and Buildings comprise the following:-

	<u>At Cost</u>	<u>Disposals</u>	<u>2019</u>	<u>2018</u>
	£	£	£	£
5b Church House & extension	31,003	-	<b>31,003</b>	31,003
Stockwell Hall	24,512	-	<b>24,512</b>	24,512
John Stobbsart Hall	24,000	-	<b>24,000</b>	24,000
	<b>79,515</b>	-	<b>79,515</b>	<b>79,515</b>

*Land and buildings shown at valuation are based on 1970 figures. Church House Flat is held for future use for Church work and is not treated as a long term investment*

### **Depreciation**

Fixtures and Fittings are depreciated at 10% of cost and Office Equipment is depreciated at 25% of cost. Buildings are depreciated at 2%. However, since the 1970 valuations included the land it is assumed that each contributed 50% to the original valuation such that the effective depreciation is 1% as land does not depreciate.



NOTES TO THE ACCOUNTS (CONT'D)  
for the year ended 31st December 2019

6a	FIXED ASSET INVESTMENTS	2019				2018
		<u>Unrestricted</u>	<u>Restricted</u>	<u>Endowment</u>	<u>TOTAL</u>	<u>TOTAL</u>
		<u>Funds</u>	<u>Funds</u>	<u>Funds</u>	<u>FUNDS</u>	<u>FUNDS</u>
		£	£		£	£
	Market Value at 1 January 2019	8,978	38,127	24,916	<b>72,021</b>	72,680
	Disposal in the year				-	-
	Net gains/(losses) on revaluations in the year ended 31 December 2019	1,174	8,048	4,666	<b>13,888</b>	(1,085)
	Market Value at 31 December 2019	<b>10,152</b>	<b>46,175</b>	<b>29,582</b>	<b>85,909</b>	71,595

The principal funds of the parish are invested with the CBF (Central Board of Finance) or the SADB (St Albans Diocesan Board of Finance) in the form of deposit funds from which interest accrues. These are included within the cash funds of the PCC (see above).

Investments constitute shares held with the CBF Investment Fund and for which dividends are received. As with such investments, the value of these shares fluctuates up and down, as do the dividends received. They are valued at the bid (sale) price on 31st December 2019.

6b	Deposit Funds	2019	2018
	Church Fabric Fund	426	426
	Alliott	-	-
	Farm Way	323	323
	Churchyard	4,755	4,064
	Ellis	1,947	1,729
	Trinity House Proceeds	216,601	254,399
	Falconer Hall Proceeds	374,145	371,354
	SJ Deposit Account	7,211	14,042
	Parish deposit*	10,601	118
		<b>616,009</b>	<b>646,455</b>

\* Note the parish deposit contains £2,224 drawn for CH Flat refurbishment, plus general income of £8,208 which accrued interest and last year's balance.

## 7. FUNDS

for the year ended 31st December 2019

### 7 FUNDS

	2019						2018					
	<u>Balance Brought Forward</u>	<u>Income</u>	<u>Expenditure</u>	<u>Transfers between Funds</u>	<u>Gains and Losses on Investments</u>	<u>Balance carried Forward</u>	<u>Balance Brought Forward</u>	<u>Income</u>	<u>Expenditure</u>	<u>Transfers between Funds</u>	<u>Gains and Losses on Investments</u>	<u>Balance carried Forward</u>
<b>Endowment Funds</b>												
The Bushey Church and Churchyard Trust Fund	19,021	-	-	-	3,561	22,582	19,309	-	-	-	(288)	19,021
Ellis Bequest (Grave Trust)	5,895	-	-	-	1,105	7,000	5,984	-	-	-	(89)	5,895
	<b>24,916</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4,666</b>	<b>29,582</b>	<b>25,293</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(377)</b>	<b>24,916</b>
<b>Restricted Funds</b>												
Miss F M Mitchell Bequest	38,127	1,319	(1,319)	-	7,139	45,266	38,705	-	-	-	(578)	38,127
The Bushey Church and Churchyard Trust Fund	4,063	-	-	-	691	4,754	3,404	659	-	-	-	4,063
Ellis Bequest (Grave Trust)	1,729	-	-	-	218	1,947	1,522	207	-	-	-	1,729
Miscellaneous Restricted Funds		-	-	-	-	-	323		(323)	-	-	-
	<b>43,919</b>	<b>1,319</b>	<b>(1,319)</b>	<b>-</b>	<b>8,048</b>	<b>51,967</b>	<b>43,954</b>	<b>866</b>	<b>(323)</b>	<b>-</b>	<b>(578)</b>	<b>43,919</b>
<b>Unrestricted Funds</b>												
Capital Reserve	60,385	-	(795)	-	-	59,590	61,180	-	(795)	-	-	60,385
Church Fabric Fund	8,979	296	(296)	-	1,174	10,153	9,108	288	(288)	-	(130)	8,979
Alliott Fund	-	-	-	-	-	-	13,669	27	(13,696)	-	-	-
Trinity House sale proceeds	254,398	1,758	(39,555)	-	-	216,601	305,395	1,399	(52,396)	-	-	254,398
Falconer Hall Sale Proceeds	371,354	2,791	0	-	-	374,145	369,518	1,836	-	-	-	371,354
SJ Deposit	14,042	756	(7,587)	-	-	7,211	7,158	10,353	(3,469)	-	-	14,042
General Fund (inc parish deposit and Farm)	3,422	225,791	(214,316)	-	-	14,896	21,982	231,592	(250,151)	-	-	3,422
	<b>712,580</b>	<b>231,391</b>	<b>(262,549)</b>	<b>-</b>	<b>1,174</b>	<b>682,596</b>	<b>788,010</b>	<b>245,495</b>	<b>(320,795)</b>	<b>-</b>	<b>(130)</b>	<b>712,580</b>
<b>Total Funds</b>	<b>781,415</b>	<b>232,710</b>	<b>(263,867)</b>	<b>-</b>	<b>13,888</b>	<b>764,145</b>	<b>857,257</b>	<b>246,361</b>	<b>(321,118)</b>	<b>-</b>	<b>(1,085)</b>	<b>781,415</b>

Endowment funds comprise monies to be retained as permanent capital and invested to generate income.

Restricted funds are those where a specific limitation has been placed on the use of the capital or income by the terms of the bequest or donation.

Unrestricted funds represent monies to be used at the discretion of the PCC. Designated funds represent unrestricted funds set aside for

Details of Parish Funds are as follows:-

#### **Endowment Funds**

The Bushey Church and Churchyard Trust Fund  
Ellis Bequest (Grave Trust)

Monies held for the upkeep of the Churchyard. The capital is invested in CBF Investment Funds. Income is restricted to upkeep of the Churchyard.  
Monies held for the upkeep of the Ellis Grave. The capital is invested in CBF Investment Funds. Income is restricted to upkeep of the Ellis Grave.

#### **Restricted Funds**

Miss F M Mitchell Bequest  
The Bushey Church and Churchyard Trust Fund  
Ellis Bequest (Grave Trust)

Monies given for the general purposes of St Paul's and invested in CBF Deposit Funds. Income generated is used to cover the running costs of St Paul's.  
Investment income generated by the Endowment Fund above. Accumulated income is invested in CBF Deposit Funds.  
Investment income generated by the Endowment Fund above. Accumulated income is invested in CBF Deposit Funds.

#### **Unrestricted Funds**

##### *Designated Funds*

Capital Reserve

Capital reserves were created to recognise the properties under the control of the Parochial Church Council. The original reserves represent either the net cost or the valuations of the properties. Each year the reserves have been reduced by depreciation.

Church Fabric Fund  
Trinity House sale proceeds

Monies set aside to provide for the maintenance of the church fabrics. Monies at the year-end are invested in CBF Investment Funds (£10,153) and Deposit Funds (£426).  
In line with the 2015 results of the Sustainability Review, carried out at the request in December 2014 of the PCC, Trinity House (the clergy house associated with Holy Trinity Church) was sold early in 2016, because it no longer met the needs of clergy in that post. The funds from this disposal are not restricted, but it is the declared view of the PCC that the sale would free up funding to enable apostolic presence in North Bushey, and for essential maintenance for our buildings.

Falconer Hall Proceeds

In line with the 2015 results of the Sustainability Review, carried out at the request in March 2015 of the PCC, Falconer Hall was sold early in 2017, because the costs of repair were prohibitive. The sale of Falconer Hall would help us to:

- enhance existing youth work at St. James's
- enable greater income generation possibilities through the provision of enhanced facilities at St. James's in due course, thus enabling us to develop St. James's more as a community focus for arts and crafts

##### *General Fund*

These represent unrestricted monies at the disposal of the PCC.

SJ Deposit  
Parish Deposit

The SJ Deposit account was recognised in account balances last year but is a reserve deposit for use at St James only.

These represent unrestricted monies at the disposal of the PCC and reserves drawn down prior to use of these £2,224 remains from Church House Flat refurbishment of which £400 is committed to final bills, the remainder is general income earning interest.

## 8. Analysis of Funds

### ANALYSIS OF ASSETS AND LIABILITIES BETWEEN FUNDS

	<u>2019</u>					<u>2018</u>				
	<u>Tangible Fixed As- sets</u>	<u>CBF Invest- ment Funds</u>	<u>Deposit Funds</u>	<u>Net Cur- rent Assets</u>	<u>TOTAL</u>	<u>Tangible Fixed Assets</u>	<u>CBF In- vestment Funds</u>	<u>Deposit Funds</u>	<u>Net Cur- rent Assets</u>	<u>TOTAL</u>
<u>Endowment Funds</u>										
The Bushey Church and Churchyard Trust Fund	-	22,582		-	22,582	-	19,021	-	-	19,021
Ellis Bequest (Grave Trust)	-	7,000		-	7,000	-	5,895	-	-	5,895
	-	29,582	-	-	29,582	-	24,916	-	-	24,916
<u>Restricted Funds</u>										
Mitchell Bequest	-	45,266	-	-	45,266	-	38,127	-	-	38,127
The Bushey Church and Churchyard Trust Fund	-	-	4,754	-	4,754	-	-	4,063	-	4,063
Ellis Bequest (Grave Trust)	-	-	1,947	-	1,947	-	-	1,729	-	1,729
Miscellaneous	-	-	-	-	-	-	-	-	-	-
	-	45,266	6,701	-	51,967	-	38,127	5,792	-	43,919
<u>Unrestricted Funds</u>										
Capital Reserve	59,590	-	-	-	59,590	60,385	-	-	-	60,385
Church Fabric Fund	-	10,152			10,152	-	8,552	426	-	8,978
Alliott Fund	-	-	-	-	-	-	-	-	-	-
Trinity House sale proceeds	-	-	216,601	-	216,601	-	-	254,398	-	254,398
Falconer Hall proceeds	-	-	374,145	-	374,145	-	-	371,354	-	371,354
SJ Deposit	-	-	7,211	-	7,211	-	-	14,042	-	14,042
Parish Deposit/general fund			10,924	3,972	14,896			441	2,981	3,422
	59,590	10,152	608,882	3,972	682,596	60,385	8,552	640,661	2,981	712,579
<u>Total</u>	59,590	85,000	615,582	3,972	764,144	60,385	71,595	646,453	2,981	781,414

# INDEPENDENT EXAMINER'S REPORT TO THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF BUSHEY

I report to the members on my examination of the accounts of The Parochial Church Council of Bushey ("the PCC") for the year ended 31 December 2019 set out on pages 22 to 38.

## Responsibilities and basis of report

As the members of the PCC (and trustees for the purposes of charity law) you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the PCC's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

An independent examination does not involve gathering all the evidence that would be required in an audit and consequently does not cover all the matters that an auditor considers in giving their opinion on the accounts. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide. Consequently I express no opinion as to whether the accounts present a 'true and fair' view and my report is limited to those specific matters set out in the independent examiner's statement

## Independent examiner's statement

Your attention is drawn to the fact that The PCC has prepared the accounts in accordance with 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 (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 been withdrawn.

I 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 2015.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

\* accounting records were not kept in respect of the PCC as required by section 130 of the Act; or

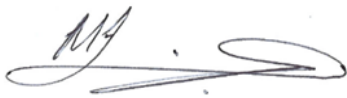
\* the accounts do not accord with those records; or

\* the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

### **Use of my Report**

This report is made solely to the PCC, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the PCC those matters I am required to state to them in an independent examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the PCC as a body for my report.



23<sup>rd</sup> May 2020

Malcolm Lucas, FCA, DChA

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Leatherhead

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