

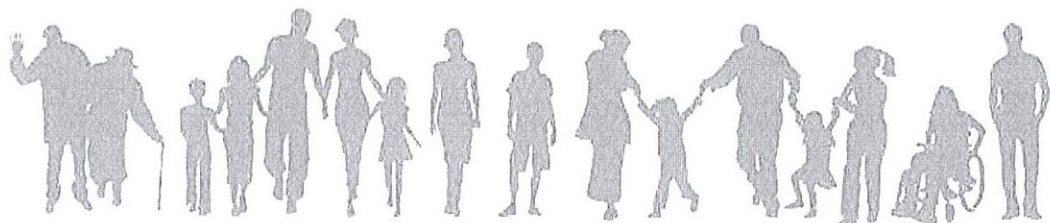
# **St John's Church Kenilworth**

## **Trustees' Annual Report**

### **Year Ended 31<sup>st</sup> December 2022**

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**Charity No. 1126412**



***Here to bring real change***

This Trustees' Annual Report relates to activities for the year ended 31<sup>st</sup> December 2022 of The Parochial Church Council Of The Ecclesiastical Parish Of St. John The Evangelist, Kenilworth, which is situated at 205 Warwick Road, Kenilworth, Warwickshire, CV8 1HY and is a parish within the Coventry Diocese of the Church of England.

St. John's was consecrated in 1854 so has been producing annual reports over many years. Since 2009 the Annual Reports have been filed with the Charity Commission and the most recent reports are available for download via the web site of the Charity Commission at <http://www.charitycommission.gov.uk/>.

If you wish to receive more information about St. John's, we would encourage you to look at the church web site and/or to contact the PCC Secretary ([pcc@stjohn316.co.uk](mailto:pcc@stjohn316.co.uk)).

The parish of St John's covers the southern half of the town of Kenilworth with the northern border defined approximately by Fishponds Road, Greville Road, Station Road, Whitemoor Road and Leyes Lane (see map at the end of the document). The northern part of the town lies in the parish of St. Nicholas, Kenilworth <http://www.stnicholaskenilworth.org.uk/> who are our close friends and who founded St. John's.

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## 1. Letter from the Vicar

### Best and Worst of times

Dear all,

I hope you are well!

In my last Annual Report letter I said that we seem to be more coherent in our sense of vision and direction. I talked about an increased sense of dependence on God and the adventure of stepping out in faith.

As I write, I am wrestling with the direction of the Church of England. I am heartened to have an evangelical bishop expressing a clear view, but the House of Bishops narrowly pushed through proposals contrary to the teaching of the bible, and this has caused me great disturbance. I as a vicar and we as a church will need to demonstrate our faithfulness to God's word, so that the institution hears us clearly.

Yet at this time I am also aware of more people than ever in our church reaching out to new people, both young and old. It was amazing to be at the Youth Weekend Away where several were saying Yes to Jesus for the first time; experiencing his love and peace. Speaking personally, I have more links into lives beyond church than ever before, and also have a growing sense of 'family' with church members.

When Jesus died, it was both absolutely terrible, yet ultimately the most wonderful thing that has ever happened. This mixture of 'Best and Worst' is a feature of being a follower of Jesus. It costs dearly to live for Christ, but the joy of seeing his kingdom grow is so worth it!

I am so thrilled to see a growing number of disciples choosing to live more radical lives. The priority of mission and devotion is more obvious in more people. The church has been praying more than I can ever remember. And God is responding to our prayers. The verse that lives on the church wall for this year is, "Put out into deep water, and let down the nets for a catch." (Luke 5v4). I still sense that God is calling us into a deeper place with him, and the fruit of such depth is a life reaching further out. Further out to catch new people with God's overflowing love.

Such depth strips away our self-confidence, which can be very exposing. It takes us away from 'church as we know it' towards 'life wherever Jesus takes us'. And as we go, it becomes natural to join in with Jesus; reaching others. It may even be fun!

The C of E may be shaking and even breaking, but God's kingdom is unshakable.

So can I thank everyone who does what they do, both formally and informally. But more than this; can I encourage everyone; to join in with this current move of God; where Jesus is calling us closer to himself, planting his call deeply in our hearts, and sending us out to the lost and broken people of our town. This invitation to prayerful adventure is for everyone. Do please get in touch if you want to find out more.

God bless you all

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## 2. Churchwardens' Report

Once Kim and Karen stepped down at the APCM in May with no replacement wardens, many of us, myself included, worried about how the church would be able to function going forward. The PCC have done a great job in covering many of the responsibilities and I would personally like to thank them for their service. At the time of writing, it looks as though this situation is likely to continue for at least the next 12 months. My grateful thanks also to my fellow Standing Committee members, Phil and Peter, for all you have done. Peter is stepping down as Treasurer after 4 years in the post. I have very much enjoyed working with you Peter over the past 12 months!

2022 was, at times, a difficult year with numbers declining meaning more responsibility for those remaining. Being unable to find a youth worker has meant more work for children's and youth volunteers on Sundays and during the week. God clearly appears to be on the move amongst the young people both in our church and in the town as evidenced by the exciting stories coming out of the Youth Weekend in February. Not only with youth, but also in our services, numbers have been on the rise with new people joining giving real grounds for optimism for the future.

The Friday Morning Drop-In continues to attract a large number of guests served by a number of dedicated volunteers. Meet 'N' Eat similarly is attracting a good number of people. These provide fantastic opportunities to serve the wider community and show Christ's love in action. I am reminded of Isaiah 43:19 which says:

*"See I am doing a new thing!  
Now it springs up; do you  
Not perceive it?  
I am making a way in the wilderness  
And streams in the wastelands"*

There are so many of you who continue to serve, often in the background. I hope you don't mind if I single out the Monday Morning Maintenance Team who continue to do a fantastic job doing repairs and basic building work as well as looking after the gardens.

Finally, I pray that 2023 will be a year of blessing for our church as we see not only numbers increase, but also more and more people catching the vision to seek to make disciples.

Lord help us to be a light in the darkness and a place of hope to those in despair!

God bless you all!

Roger  
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### 3. PCC Report

The PCC met 5 times after the APCM in April (2022): on May 11<sup>th</sup>, 6<sup>th</sup> July, 29<sup>th</sup> September and 15<sup>th</sup> November, with a supplemental meeting on August 19<sup>th</sup>. To date, the PCC has met once in 2023 (January 25<sup>th</sup>).

The church was unable to elect Churchwardens at the Annual Meeting of Parishioners in April, and this situation has not changed. The duties and responsibilities of the Churchwardens have been distributed among the PCC members.

The Standing Committee of the PCC comprises: Rev. Andrew Attwood, Peter Jackson (Treasurer), Roger Homes, Phil Swards (PCC Secretary). The Standing Committee meets approximately every 3-4 weeks.

Peter Jackson has signalled his intention to stand down as Treasurer following the APCM in April 2023, though is prepared to provide support in the background. As such, the role of Treasurer is likely to become a 'Finance Business Manager', which may be more manageable for interested parties.

#### Notable decisions:

Division of roles and responsibilities to cover Churchwarden positions.

Letter drafted and sent to Bishop Christopher and Archdeacon Barry about the absence of Churchwardens. This was promptly answered and the contingency arrangements approved. Adoption of the Covenant of Clergy Wellbeing.

Improvement in communications and PCC visibility. Church members are now invited to submit questions to the PCC in advance of meetings. Photos of PCC members are now posted in church.

Resolution on the recruitment of staff: no staff are to be employed unless there is identified financial resource for three years.

The Buildings Resources Committee was commissioned to review and propose new rates for premises hire and guidelines around proper use.

Estimates were obtained for the repair of the church roof (identified in the Quinquennial). This will cost £50k. A Faculty request was submitted. The work is planned to be carried out in 2023. The PCC has taken over the Kings Table Legacy Fund. 4 applications have been received to date, with one being fully approved and one being approved with qualifications.

Following a request from Newlands Care Home, the PCC approved the use of the church building as a short-term emergency relief site, should Newlands suffer an incident which rendered their premises uninhabitable.

The PCC responded to the Energy Crisis by establishing a Warm Space three times a week (Tuesday, Wednesday and an extension of two hours after Friday Drop In). The PCC are discussing opportunities that might arise from the new housing developments in the town.

The PCC now meets by Zoom to pray on a fortnightly basis.

PCC meetings will now, from time to time, feature a Ministry Showcase, a presentation on a particular church ministry. 'Springboard' was showcased in November.

Safeguarding

The PCC has complied with its duty to have due regard to the House of Bishops' guidance on safeguarding vulnerable children and adults (under section 5 of the Safeguarding and Clergy Discipline Measure 2016).

Phil Sowards (PCC Secretary)



## 4. Safeguarding Officer's Report

The purpose of the Safeguarding Officers report is to show that the Church's work with youth and vulnerable adults is compliant with Diocesan and National Church of England Policy. I have been the safeguarding officer since May 2017.

### ***Progress with Safeguarding in the Parish***

Highlights and successes of the past 12 months have included:

- Both training and DBS checks are now on a three-year cycle.
- Monthly emails are now routinely sent to those with DBS checks whose safeguarding training needs updating.
- Basic and Foundation Safeguarding training courses are now online.
- The numbers with up to date training have increased substantially.

### **Some details**

- Currently 42 church members are working with Children or Vulnerable Adults or are PCC members. Of these, 37 have current DBS checks, and 5 have new checks underway.
- We will need to ensure we follow safer recruitment procedures when we recruit new volunteers to roles in church needing a DBS check.
- We are well supported by the Diocesan Safeguarding Officer and team when casework issues arise.
- Key document reference library, church notices, safeguarding jobs and website info and Parish Safeguarding Dashboard are all kept up to date.
- 28 of the 42 church members working with Children or Vulnerable Adults (or PCC members) are recorded as having completed safeguarding training in the last 3 years.

### ***Training Courses***

All church officers (paid or volunteer) need to complete Basic Safeguarding Training every three years. All church members involved in ministry with young or vulnerable people need to be aware of the need for three-yearly Diocesan training. Dates and venues available on the Diocesan webpage (<https://www.coventry.anglican.org/safeguarding-training.php>). There are three courses:

- C0 Basic course to be completed before C1
- C1 Foundation course for all those working with Children or Vulnerable Adults
- C2 Leadership course for those in leadership roles including: clergy, readers, Church Wardens, Parish Safeguarding Officers and other lay leaders

### ***The Parish Safeguarding Dashboard***

The Parish Dashboard helps churches to ensure that they know all the current safeguarding requirements, and can assess their current position and plan further work. Using the Dashboard allows the PCC to be confident that it has complied with its duty to have due regard to the House of Bishops' guidance on safeguarding vulnerable children and adults (under section 5 of the Safeguarding and Clergy Discipline Measure 2016).

The dashboard is up to date (March 23). Red items (urgent), currently comprise:

- None
- Yellow (for action) items:
- Appointment of Church Wardens
- Some people need to complete safeguarding training
- Some information about church and non-church activities needs completing

***Plans for the next 12 months include:***

- Maintain the monthly emails to remind those with DBS to update training.
- Maintain the On-line Parish Safeguarding Dashboard.
- Maintain DBS checks for PCC members and volunteers with children or vulnerable adults.
- Work with leaders to update activity information for church and non-church activities for children or vulnerable adults.
- Establish job descriptions and risk assessments for all roles in church requiring a DBS check
- Display Sources of Help information on the back of toilet doors in church and hall.<sup>1</sup>

More detail is included in the Safeguarding Action Plan.

Finally, many thanks to everyone in the parish for their help with this work.

Charlie Palmer ([safeguarding@stjohn316.co.uk](mailto:safeguarding@stjohn316.co.uk) )

Safeguarding Officer

13th March 2023

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<sup>1</sup> Thanks to Emma Latham for doing research and suggesting this.



## 5. Deanery Synod Business Summary

The Deanery Synod met 3 times in 2022, but only once, in November, with Coventry South. In February there was a meeting of just Kenilworth Deanery at St Nicholas Church. This was chaired by Stella Bailey and was mainly concerned with the Deanery Plan, and the need to agree it before it went to Diocesan Synod in May. There are various boundary changes being proposed, within Kenilworth and also incorporating some parishes in Rugby.

After a time of prayer, the plan was discussed in small groups, looking at causes for celebration and areas of concern. Positives included new clergy, developing communities in Berkswell, house building in Kenilworth, and the general support for the churches in the deanery. Concerns included the need to do things differently despite reluctance from congregations, the drain on resources of rural churches without a large local community, and the need to work more to encourage young people both through schools and at church. Looking forward, issues highlighted included the importance of and need to resource Lay Readers, the importance of relationships with schools, and church plants in areas of new development. The document was approved.

There was a social meeting in the summer, at Leek Wootton vicarage, to encourage better relations between the various reps after the disruption of the pandemic.

In November the Synod met in its usual format, at Leek Wootton. David Hammond was commissioned as Area Dean for Kenilworth and Coventry South, with Jim Perryman as Assistant Area Dean for Kenilworth. A presentation from Leek Wootton highlighted the new heating system which is made up of a combination of infra-red and electric heaters around the church. Jim also talked about how online services had flourished during lockdowns, and daily services online were still very popular.

Nicola Perryman gave an update on Eco-Champions and Eco-Church awards around the two deaneries. A majority of churches in Coventry South and half in Kenilworth have registered for eco-Church, and there are 3 bronze and 2 silver awards in all. All but one church in Coventry South have completed the Energy Footprint Tool, but only three from Kenilworth (of ten).

There was a discussion about how churches can support their local communities in the cost of living crisis, with ideas from some churches. The main barrier to more Warm Spaces was lack of volunteers and a feeling that maybe the name put some people off. There is some diocesan and local authority funding available. It was suggested that there might be feedback at the next meeting in 2023.

Felicity Hawke  
March 2023



## 6. Report from the Diocesan Synod

The Diocesan Synod met three times in 2022, as normal, in March, June and November.

### **Business covered:**

#### **Ukraine**

Bishop Christopher has updated Synod on conversations with the Russian and Ukrainian Orthodox Churches. The Archbishop of Canterbury has spoken with Archbishop Kiril of the Russian Orthodox Church, and with Pope Francis. Several refugees have been housed by the Diocese.

#### **Diocesan Board of Education**

The DBE presented their Whole Diocese Strategy, impressing on Synod the important role that education can play in ensuring that young people are introduced to the gospel. More children attend schools run by the Diocese than people who regularly attend church in the Diocese. For more details go to: [Homepage - Coventry Diocese Board of Education \(coventrydbe.org\)](https://www.coventrydbe.org)

#### **LLF**

In Coventry, there have been 12 Deanery courses and 3 away days, with 1 participant from Nuneaton invited to be part of the national focus group. LLF resources remain available on the website, including podcasts, story videos, a 5-week course booklet and an opportunity to provide feedback following participation in a course.

#### **Net Zero projects**

The DBF has committed to delivering the Diocese's 2030 Net Zero target and is putting funds in place over the next five years to make this achievable.

At the March meeting, the Synod passed a motion to "require that the Diocesan Church Improvements Fund funding limit for net zero projects is increased to £25,000." (Noting that the Church improvement fund already includes net zero projects.).

See link for more details: [Diocesan Environment Group \(DEG\) - Diocese of Coventry \(anglican.org\)](https://www.anglican.org/diocese-of-coventry/diocese-environment-group)

#### **Diocesan Mission and Growth Strategy**

There is a lot going on in the Diocese - some of which can be found here: [News and stories - Diocese of Coventry \(anglican.org\)](https://www.anglican.org/diocese-of-coventry/news-and-stories)

As part of the Diocesan Growth strategy, we have recruited four Associate Ministers who are based at the Mission Hub churches and who are here to serve all parishes in response to Bishop Christopher's invitation to grow a new worshipping community from each parish or benefice by 2030. See more details here: [Meet the Mission Hub Associate Ministers - Diocese of Coventry \(anglican.org\)](https://www.anglican.org/diocese-of-coventry/meet-the-mission-hub-associate-ministers)

#### **Our Shared Future - Strategic Framework**

The Diocese has adopted a new strategic framework called 'Our Shared Future'. See here for more details: [Our Shared Future - Diocese of Coventry \(anglican.org\)](https://www.anglican.org/diocese-of-coventry/our-shared-future)

#### **Cost of Living Crisis**

A significant amount of work has been done regarding the challenges that this brings. Many parishes have developed initiatives to help parishes and people in their communities. [Cost of living - Diocese of Coventry \(anglican.org\)](https://www.anglican.org/diocese-of-coventry/cost-of-living)

Please do contact me for further information regarding the Diocesan Synod.

**Phil Sowards**

*Chair of the House of Laity*

## 7. Electoral Roll Report

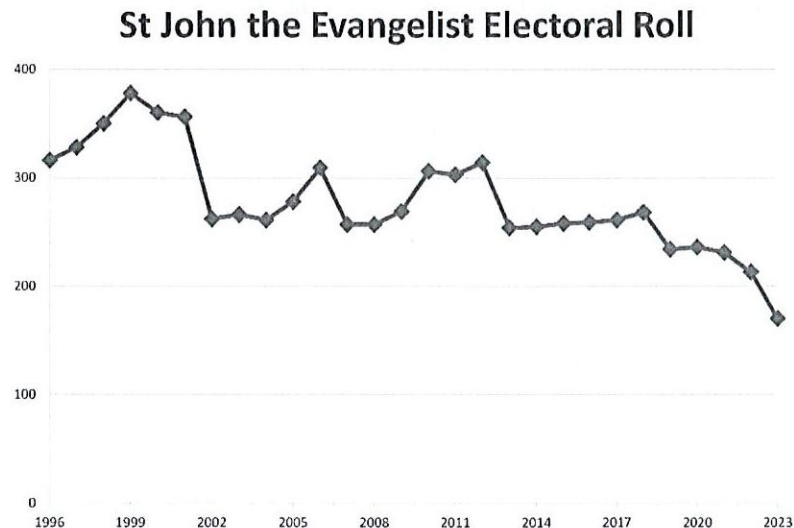
Every six years each parish is required to create a new electoral roll and this was last completed in 2019. This year the roll has been revised to include any new applicants and remove any people who have asked to be removed, have died, or are known to have moved away from the parish and no longer worship at St Johns.

Since last year when there were 212 names on the roll, there have been 2 new names added, 4 deaths, 38 people who have left either the church or the area and 4 people who have asked for their names to be removed.

Hence the new roll consists of **170** names.

The numbers on the roll for this and previous years are as follows:

1996 316	2006 309	2016 259
1997 328	2007 257 (Revision Year)	2017 261
1998 350	2008	2018 268
1999 378	2009 269	2019 234 (Revision
2000 360	2010 306	2020 236
2001 356	2011 302	2021 231
2002 262 (Revision Year)	2012 314	2022 212
2003 266	2013 254 (Revision Year)	2023 <b>170</b>
2004 261	2014 255	
2005 278	2015 258	



Sue Dawson, Electoral Roll Officer

4 April 2023



## 8. Financial Review

The financial statements have been prepared 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) issued on 16 July 2014 (as updated through Update Bulletin 1 published on 2 February 2016), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), and the Charities Act 2011.

### Finance Committee

During the year the treasurer consulted members of the Finance Committee as necessary to assist the execution of his duties. The current membership of the committee is Steve Coomber, Phil Sowards, Paul Lewis, Peter Jackson and Andy Garsed. The major purpose of consultation was in respect of cost management.

Incoming Resources	Unrestricted		Variance		Commentary
	2022 £k	2021 £k	£k	%	
<b>Voluntary income</b>					
Planned giving	180.6	212.9	(32.3)	(15)%	New 2022 attrition supplemented by full year impact of 2021 attrition.
Tax recoverable	40.3	51.3	(11.0)	(21)%	Reflection of reduction in planned giving. 2021 included £2.5k relating to 2020
Collection	9.7	4.7	5.0	106%	2022 includes full year effect of reinstated church services following lifting of COVID restrictions in 2021.
Donations	0.2	9.9	(9.7)	N/A	2021 included £3.8k, Broadcasting £2.7k, Other £3.4k.
Legacies	0.0	0.2	(0.2)	(100)%	
<b>Sub-Total</b>	<b>230.8</b>	<b>279.0</b>	<b>(48.2)</b>	<b>(17)%</b>	
<b>Other Income</b>					
Hall Lettings	21.3	12.2	9.1	75%	2022 includes full year effect of re instated hall activity in 2022.
Interest Income	0.7	0.0	0.7	N/A	Combination of increased balances and improved interest rates in 2022.
Funeral and Wedding Fees	4.4	2.9	1.5	52%	Additional services in 2022
23 Leyes Lane	16.8	15.6	1.2	8%	100% occupancy in 2022
Other (including GSHP)	9.0	7.1	1.9	27%	Includes 0.9k ticket money from Ceildih. Higher energy usage has resulted in higher GSHP recovery.
<b>Sub-Total</b>	<b>52.2</b>	<b>37.8</b>	<b>14.4</b>	<b>38%</b>	
<b>Unrestricted Total</b>	<b>283.0</b>	<b>316.8</b>	<b>(33.8)</b>	<b>(11)%</b>	
	Restricted		Variance		Commentary
	2022 £k	2021 £k	£k	%	
<b>Voluntary Income</b>					
Donations	1.9	121.4	-119.5	N/A	Addition of final KT residual funds in 2022.
<b>Restricted Total</b>	<b>1.9</b>	<b>121.4</b>	<b>(119.5)</b>	<b>N/A</b>	



Outgoing Resources	Unrestricted		Variance		Commentary
	<u>2022</u> £k	<u>2021</u> £k	<u>£k</u>	<u>%</u>	
Missionary Giving	28.2	27.4	(0.8)	(3)%	2022 reflects tithe on 2020 voluntary income.
Diocesan Quota	105.0	105.0	0.0	0	
Ministry	2.6	3.0	0.4	0	
Youth Work (net)	0.9	18.8	17.9	95%	Youth worker left in October 2021.
Outreach	0.2	0.5	0.3	60%	
Cleaning etc	18.3	11.8	(6.5)	(55)%	2021 deflated due to lower use of church and halls during COVID
Insurance and Utilities	19.9	16.6	(3.3)	(20)%	Utilities low in 2021 due to COVID. Most 2022 energy was at 2- year fixed price rates (partially ended in December 2022)
Administration	19.8	24.9	5.1	20%	No Finance salary cost in 2022, reduced Pension contributions due to less staff, end of copier lease,
Maintenance	8.1	31.9	23.8	75%	2021 included first phase of replacing church roof
23 Leyes Lane	2.2	2.8	0.6	21%	
Depn	1.3	4.1	2.8	68%	Many assets are fully depreciated.
Other	13.3	7.8	(5.5)	(71)%	2022 includes Kairios subscription (£2k) and additional funeral/wedding costs (£2.4k)
<b>Unrestricted Total</b>	<b>219.8</b>	<b>254.6</b>	<b>34.8</b>	<b>14%</b>	
Voluntary Income	Restricted		Variance		Commentary
	<u>2022</u> £k	<u>2021</u> £k	<u>£k</u>	<u>%</u>	
Costs	8.8	0.2	-8.6	N/A	KT distribution to Springs playgroup to support community and outreach work provided by that charity.
<b>Restricted Total</b>	<b>8.8</b>	<b>0.2</b>	<b>-8.6</b>	<b>N/A</b>	

### Leyes Lane

We are required (under FRS102) to adjust the value of the property to reflect the current value as an investment property. Following a valuation by Loveitts the 2022 accounts reflected a cumulative gain on revaluation of fixed assets of £395,000.

### Kings Table Legacy Fund

The charity received one grant application during 2022. Consequentially a grant of £8500 was made to the Kenilworth Springs Playgroup to support their community and outreach work.

### Volunteers

The charity makes use of volunteers. These contributions cannot be economically quantified and these services are therefore not recognised in the financial statements.

### Free Cash

The following table gives an indication of Free Cash at the end of 2022 compared to the same metric at the end of 2021. This simulation provides a measure of the number of month's expenses, excluding depreciation, that could be sustained assuming no cash income. At the end of 2022 this is 8.5 months compared to 4.1 months at the end of 2021. Under the current budget scenario this level of cash is not likely to be sustained.

<b>Free Cash (£k)</b>	<b>2022</b>	<b>2021</b>
Closing Cash Balance	334.6	271.3
Add Debtors	13.5	27.5
Deduct Current Liabilities	(11.2)	(11.1)
Deduct Mission and Tithe Balance	(25.0)	(27.9)
Deduct Restricted Funds	(122.8)	(129.7)
Deduct Roof Repairs	(55.0)	(55.0)
<b>Free Cash</b>	<b>134.1</b>	<b>75.1</b>
 Budgeted Expenditure	 269.7	 304.4
Deduct Mission and Tithe	(25.0)	(27.9)
Deduct Depreciation	(1.8)	(4.1)
Deduct Roof Repairs	(55.0)	(55.0)
<b>Total</b>	<b>187.9</b>	<b>217.4</b>
<b>Average per month</b>	<b>15.7</b>	<b>18.1</b>
 Number of months cash available	 8.5	 4.1

### Reserves Policy

During the year the Trustees agreed a reserves policy with the aim that the charity keeps free reserves (not fixed assets or restricted funds) of between 6 and 7 months of a single month's expenditure.

### Employees

The PCC had one employee at 31 December 2022 (2021 0). The PCC continues to evaluate the funding of a Youth Worker role.

### Short Term Deposits

The Charity has a small amount of funds invested with CCLA Investment Management Ltd in The CBF Church of England Deposit Fund. Surplus cash is deposited with this organisation, and moved to the current account in order to satisfy working capital requirements. The PCC takes a low risk approach to managing cash reserves.

### Budget 2022

The following is a summary of the final budget approved by the PCC on x March 2023.

The budget presented below shows both the unrestricted budgeted income and expenditure for 2023 compared to actuals for 2022.

The budgeted deficit is attributed to roof repairs which are necessary to safeguard the fabric of the building. The PCC consider it appropriate to commence this work as soon as possible. It should be noted that the current budget scenario would not sustain the hiring of a youth worker.

**2023 Budget compared to 2022 Actual**

	<b><u>Budget</u></b>	<b><u>Actual</u></b>	<b><u>Change</u></b>	
	<b><u>2023</u></b>	<b><u>2022</u></b>	<b><u>Budg to</u></b>	
	<b><u>£k</u></b>	<b><u>£k</u></b>	<b><u>Act £k</u></b>	<b><u>Commentary</u></b>
<b><u>Unrestricted Income</u></b>				
Planned giving	134.5	180.6	(46.1)	Combination of full year impact of attrition in 2022 and non recurring donations during 2022
Tax recoverable	35.0	40.3	(5.3)	Based on planned giving
Collection	11.5	9.7	1.8	
Donations	0.0	0.2	(0.2)	
Legacies	0.2	0.0	0.2	
Hall Lettings	22.0	21.3	0.7	
Funeral and Wedding Fees	4.0	4.4	(0.4)	
23 Leyes Lane	16.8	16.8	0.0	Same level of rental as in 2022
Other (including GSHP)	8.0	9.0	(1.0)	
Total Income	232.0	282.3	(50.3)	
<b><u>Unrestricted Resource Expense</u></b>				
Missionary Giving	25.5	28.2	2.7	Reflects reduced 2022 giving
Diocesan Quota	85.0	105.0	20.0	Current proposal to Diocese confirmed
Ministry	3.0	2.6	(0.4)	
Youth Work (net)	1.4	0.9	(0.5)	
Outreach	0.2	0.2	0.0	
Cleaning etc	19.8	18.3	(1.5)	Increased 2023 billing rates
Insurance and Utilities	30.8	19.9	(10.9)	Full year impact of increased energy costs which were effective from Nov 2022
Administration	22.9	19.8	(3.1)	Savings
Maintenance	61.0	8.1	(52.9)	Budget includes £55k for next phase of roof repairs
23 Leyes Lane	3.5	2.2	(1.3)	Delayed maintenance to be performed in 2023.
Depn	1.8	1.3	(0.5)	
Other	14.8	13.3	(1.5)	
Total Expense	269.7	219.8	(49.9)	
Surplus/(Deficit)	-37.7	62.5	(100.2)	

The Treasurer, Finance sub-committee and PCC will need to continue to ensure that the resources needed in future years are available by careful management of costs. Importantly, church members where possible need to continue to give at or above their current level of giving if the church is to fulfil its stated aims and purposes. The PCC, with guidance from the Finance Committee, will need to consider the sustainability of the current level of costs and will continue to review where savings can be made during 2023.



## **Summary**

Our responsibility for 2023 will continue to properly resource the mission of this Parish.

I would like to express my thanks to everyone who has supported me in various ways.

If anyone wishes to ask any questions about the figures or Considered Giving please contact me.

Peter Jackson

PCC Treasurer

## 9. Parish People

The section lists clergy and readers currently licensed to the parish, Churchwardens and other key people. It also lists PCC members, Policies, and Employees.

### 9.1 Parish Officers and Advisers

Vicar:	Revd. Andrew Attwood (inducted 20 <sup>th</sup> April 2010)
Curate:	
Non-Stipendiary Minister:	Revd. Mary Rai
Retired clergy:	Revd. Pam Stote Revd. Jane Mullaney Revd. Rob Latham
Readers:	Anthony Manning Phil Swards Val Whiteman
Parish Administrator:	Sue Dawson St John's Church, 205 Warwick Road, Kenilworth CV81HY Tel 01926 853203 Email: <a href="mailto:admin@stjohn316.co.uk">admin@stjohn316.co.uk</a>
Churchwardens:	None
PCC Treasurer:	Peter Jackson
PCC Secretary:	Phil Swards
PCC Standing Committee:	The Vicar, PCC Treasurer, PCC Secretary, Roger Homes
Bank:	CAF Bank Limited, 25 King's Hill Avenue, Kings Hill, West Malling, Kent, ME19 4JQ
Independent Examiner:	Flemons & Co, 70 Priory Rd, Kenilworth, CV8 1LQ
Electoral Roll Officer:	Sue Dawson
Safeguarding Officer:	Charles Palmer
Cathedral Liaison Officer:	John Radford
Churches Together in Kenilworth and District Reps:	Val Whiteman
Parish Information Officer	Vacant
Charity Correspondent <sup>1</sup>	Sue Dawson
Website	<a href="http://www.stjohn316.co.uk/">http://www.stjohn316.co.uk/</a>
Charity Commission Link	<a href="http://www.charitycommission.gov.uk/find-charities/">http://www.charitycommission.gov.uk/find-charities/</a> (enter 1126412 in the box "search for a charity")

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<sup>1</sup> The person authorised to make changes to the online filed details for the PCC and to give and receive correspondence on behalf of the PCC from the Charity Commission including web and email instructions

## **9.2 Parochial Church Council (PCC)**

	<b>The Trustees:</b>
PCC Chairman	Legal position held by Revd. Andrew Attwood
PCC Chair for meetings	Phil Swards
PCC Secretary	Phil Swards
PCC Treasurer	Peter Jackson
Retired in 2022	Kimberley Matthews, Karen Mills
Retired in 2023	Steve Coomber, Peter Jackson, Jeremy Bryans, Roger Homes, Felicity Hawke, Phil Swards, Anthony Manning, Ruth Coomber, Luke Coomber, Naomi Grew
Churchwardens	None
Deanery Synod Members	Anthony Manning, Phil Swards, Felicity Hawke, Kimberley Matthews
Diocesan Synod Members	Phil Swards

## **9.3 PCC Policies**

The PCC has developed or has in place the following policies (available on our website at <https://www.stjohn316.co.uk/pcc-public>)

- Safeguarding Policy
- Policy Statement on the Recruitment of Ex-Offenders
- Conflict of Interests Policy
- HR Policy
- Finance Policy, including Financial Controls, Mission Giving and Support
- Church Premises Policy (under review)
- Garden of Remembrance Policy and procedures
- Health & Safety Policy
- Lone Working Policy
- Fire Safety Policy
- Data Protection Policy
- Risk Management Policy
- Complaints Policy
- Infant Baptism Guidelines
- Children at Communion Policy
- Access and Inclusion Policy
- Complaints Policy
- Home Visiting Policy
- Social Media Policy
- Policy for use of ICT

## **9.4 PCC Employees:**

Church Administrator: Sue Dawson (part-time, 26 hours per week)



## **10. Our Leadership and Organisation**

The Vicar (Andrew Attwood) is the person commissioned by the Bishop to share with him in the 'cure of souls', within the parish. In simple terms this asks Andrew to exercise mission and ministry for the benefit of 11,000+ people. Our agreed three Purposes are used as our compass towards this broad task, and Andrew, with the PCC, oversees the work of the collective church as we move forward as a missional community in Kenilworth.

The Vicar is the primary 'keeper of this vision' - and carries responsibility to ensure that everything we do is in line with our Purposes and our Five 11.7.

### **10.1 Our purposes:**

We want to see:

1. Everyone becoming like Jesus by knowing and following Him, through the Holy Spirit.
2. A welcoming, loving community that encourages use of our gifts and abilities to serve God and each other.
3. Society transformed by the love of Jesus as we engage with Kenilworth and the world around us.

(Formally agreed by the PCC on 2<sup>nd</sup> May 2017)

### **10.2 Vision of the Church**

In May 2017, the PCC reviewed the vision and Purposes and introduced a new single sentence summary of them:

PARISH PHRASE: Becoming like Jesus, Making Disciples, Bringing Real Change

There was an extended period of listening by the whole church to prayerfully seek God about the future direction for St John's. Following on from this, the church has increasingly sought to encourage the use of Mission Shaped Communities (MSCs) as a tool to help live out the purposes more effectively.

### **10.3 PCC:**

The PCC meets regularly to assess ongoing ministry across all areas of parish life and makes decisions on future proposals and plans, all on the basis that we move steadily towards our Purposes and Vision.

The PCC agenda is focused on the responsibilities listed under Parochial Church Councils (Powers) Measure 1956 (see below) and the PCC has the roles of:

- Governance, including compliance, legal, financial, health & safety and employment
- Reviewing vision
- Reviewing strategy as recommended by the Leadership Teams and Staff Team
- Parish wide policies
- Parish Budget, financial accounts, ensuring accounts are audited
- Coherence across parish purposes, plans and activities
- Keeping boundaries between the respective teams

The PCC will operate using sub-committees, where appropriate, to conduct the necessary due diligence and development of plans and execution of governance. Such sub-committees will develop detailed recommendations for the PCC to approve and be responsible for carrying out the decisions of the PCC and working with the rest of the parish organisations, including the Leadership Teams. In addition, the Standing Committee of the PCC (see below) is empowered to make decisions on behalf of the PCC at its discretion and report back to the PCC.

PCC responsibilities according to Parochial Church Councils (Powers) Measure 1956 include:

- To care for, maintain, preserve and take out adequate insurance cover for the fabric, goods and ornaments of the Church
- To agree a budget and to be responsible for the income and expenditure of the parish
- To maintain proper financial records and accounting procedures
- To prepare annual financial statements and an annual report and present them to the Annual Parochial Church Meeting (APCM). In particular SORP 2005 requires the following to be provided:
  - o Reference and administrative details of the charity, its trustees and advisers
  - o Structure governance and management
  - o Objectives and activities
  - o Achievements and performance
  - o Financial review
  - o Plans for future periods
  - o Funds held as custodian trustee for others
  - o Risk management, governance, operational, financial, external and compliance with laws
- To arrange for independent examination or audit of the financial statements
- To care for and maintain the Churchyard
- To consult with the incumbent on matters of general concern and importance to the parish
- To co-operate with the incumbent in promoting the mission of the Church
- To make representations to the Bishop about any matter affecting the welfare of the parish
- PCC as employer:
  - o Compliance with legislation (12 separate Acts listed)
  - o Wages and salaries, reviews and increases, National minimum wage, NI and tax
  - o Job descriptions
  - o Contract or statement of conditions of employment
  - o Expenses policy
  - o Induction, grievance and discipline
  - o Policies for equal opportunities, health & safety and child protection, protection of the vulnerable
  - o Use of volunteers

#### ***10.4 Churchwardens and Standing Committee***

In 2022 there were no Churchwardens. The roles were dissimilated to the PCC with regular communication taking place between the Standing Committee and the vicar. They offered wisdom and support to Andrew in implementing the Purpose and Vision, and brought important matters to his attention when the need arose.



### **10.5 Staff Team (Operational Ministry)**

Presently the Staff Team consists of Andrew Attwood (Vicar) and Sue Dawson (Church Administrator).

The Administrator's role is to provide administrative support for the vicar in helping him to meet the purposes and vision of the church.

### **10.6 Leadership Teams: their goal, support and accountability**

Several Leadership Teams exist to deliver the mission and ministry of St John's, overseeing different communities and areas of ministry. This delegating model empowers others to be the key implementers on behalf of the Vicar and PCC.

With the help of the Vicar, the Leadership Teams guide individuals and groups to fulfil the agreed Purposes and Vision.

Each team is supported in this task and given tailored help over time to fit each stage of the community's development. Each Leadership Team is directly accountable to the Vicar and PCC, and provides regular updates to PCC summarising progress and plans for the future. The Vicar meets with each Leadership Team regularly.

This genuinely delegated and empowered leadership, overseen but not run by the Vicar, is practically supported by the Staff Team (and other resources) to move the existing communities towards our Purposes and Vision.

The Leadership Teams of each of our distinctive communities are:

#### **Warwick Road (8am) Leadership Team**

Andrew Attwood, Mary Rai, Ian Macdonald

#### **Warwick Road (10am) Leadership Team**

Andrew Attwood and Co-leaders (Jane Garsed, Karen Mills, Michelle Harris, Simone Royle, Kal Rai, Mary Rai, Lindsey Attwood, Roger Homes)

#### **Midweek Community**

Andrew Attwood, Catherine Pennington, Steve and Jackie Prestwich, Jane Mullaney, Rob Latham, Mary Rai and Pam Stote

#### **6pm Service**

Rob Cheetham, Ann Gibbons, Felicity Hawke, Lynda Howells, Anthony Manning, Revd. Rob Latham

#### **Youth Strategy Team**

Andrew Attwood, Simone Royle



## **11. Charity Compliance**

### **11.1 Name**

The full legal name of the PCC as a charity is "The Parochial Church Council of the Ecclesiastical Parish of St. John the Evangelist, Kenilworth" and it has a working name of St. John's PCC, Kenilworth.

### **11.2 Registered Number**

St. John's PCC, Kenilworth was registered as a charity on the 23<sup>rd</sup> October 2008 under registered number 1126412.

### **11.3 Address**

St. John's Church  
205 Warwick Road  
KENILWORTH  
Warwickshire  
CV8 1HY

### **11.4 Governing Documents**

The Parochial Church Councils (Powers) Measure 1956 as amended and The Church Representation Rules (contained in Schedule 3 to the Synodical Measure 1969 as amended).

The type of governing documents at the time of registration were treated as "excepted", are the approved governing documents issued by the Church of England and were adopted 2<sup>nd</sup> January 1957. The objects clause has not been changed. Readers of this Annual Report who would like to find out more about the governing documents are recommended to visit the web site [www.parishresources.org.uk/pccs/governing-documents/](http://www.parishresources.org.uk/pccs/governing-documents/) (link last checked 07 Feb 17).

The PCC is governed by charity law which is administered by the Charity Commission. Registration for previously exempt charities like the PCC was made compulsory for charities with income in excess of £100k p.a. under the Charities Act 2006. St. John's PCC was one of the first parishes to register, as Coventry and York acted as pilot dioceses in the Church of England.

### **11.5 Trustees**

Please refer to the section in this Annual Report on "Parish People" for the names of the trustees. Some PCC members are elected at each Annual Parochial Church Meeting in accordance with the Church Representation Rules to serve for three years. As well as elected members, there are also other people on the PCC, such as the Vicar and Churchwardens, and all PCC members are trustees of the charity.

Trustees' full details are known to the Charity Commission but only their names and other trusteeships are made public. The Charity Commission is able to contact individual trustees directly although it rarely does so. Although trustees usually have to be aged 18 or older, in the case of PCCs the charity commission accepts that PCC members can be legally elected aged 16 years or above and so the commission accepts such PCC members as trustees. One of the duties of the Charity Correspondent is to keep the details filed with the Commission up to date, so as PCC members change the details are updated with the Commission. Compliance statistics are now published for all charities on the Charity Commission web site.

It is important that all PCC members understand their individual legal responsibilities as trustees. Parish Resources [www.parishresources.org.uk](http://www.parishresources.org.uk) has produced jointly with the Charity Commission a booklet "Trusteeship: An Introduction for PCC Members" and the Charity Commission regularly update their publication "The Essential Trustee" which is required reading for all trustees. These booklets have been provided to all existing PCC members and will be made available to new PCC members. Further resources for PCC members can be found on the "Parish Resources" web site maintained by the Church of England to assist PCCs with their obligations.



The definition of Trustees extends to all PCC members and not just those elected at the Annual Meetings so Deanery Synod, Diocesan Synod and Co-Opted members, ex-officio members and all other members have to be registered with the Charity Commission and their details kept up to date by the Charity Correspondent.

Legal responsibilities continue to grow and so all PCC members need to be familiar with the Charity Commission web site which is the main source of advice and statutory requirements established by the Charity Commission. The web site of Parish Resources mentioned above is a specific source of advice to PCCs.

### **11.6 Web site and internet**

Web site: <https://www.stjohn316.co.uk/>

Email contact: [admin@stjohn316.co.uk](mailto:admin@stjohn316.co.uk)

### **11.7 Charity Correspondent**

Sue Dawson is the Charity Correspondent. This means that she is the contact on the public record and is the person through whom the Charity Commission communicates with the trustees. She submits the statutory filing requirements including the Annual Report and Accounts (this report) and also an Annual Return which has to be submitted, although this is relatively straightforward as it can be submitted online. Compliance statistics appear against the PCC's charity records on the Charity Commission website: enter its charity number 1126412 in the search for a charity facility at <http://apps.charitycommission.gov.uk/showcharity/registerofcharities/RegisterHomePage.aspx>.

### **11.8 Public Benefit Statement**

A requirement of charity law is the reporting of public benefit, i.e. the charity must show that its activities are of benefit to the public. This is addressed below.

Under the Act it is a legal obligation for trustees of a charity to report the extent to which the activities for the year have met the public benefit requirements that any charity must meet. The Charity Commission has issued specific guidance to charities advancing religion. This is available on their web site if you wish to understand this in more detail. Please follow the link to

<http://forms.charitycommission.gov.uk/media/95013/advancement-of-religion-for-the-public-benefit.pdf>

It is accepted by the Charity Commission that the purpose and activities of the Church of England meet fully the definition of charitable purposes in charity law but of course the PCC should have regard to, and are required to report that they have had regard to, assessing the public benefit activities of St. John's parish.

The PCC has done so by considering and assessing the activities of the parish for the last year as covered in this report. To assist readers of this report we list below the activities for which the PCC has registered as a charity.

The activities under which the PCC registered as a charity are broadly the same as for any Church of England parish:

1. Regular public worship open to all.
2. The provision of sacred space for personal prayer and contemplation.
3. Pastoral work, including visiting the sick and bereaved.
4. Teaching of Christianity through sermons, courses, and small groups.
5. Taking of religious assemblies and other religious activities in schools.
6. Provision of youth clubs and other youth activities with a Christian ethos.
7. Promotion of Christianity through the staging of events and meetings, and distribution of literature and other media, including web site.
8. Promoting the whole mission of the church through provision of activities for senior citizens, parents and toddlers, children and youth, and other special need groups.
9. Supporting other charities in the UK and overseas.

The PCC considers that the activities for the last year have fully met the public benefit requirements and it is hoped that public benefit will increase in future as we continue to put our vision for future mission into practice.

### ***11.9 Charity Commission***

The Charity Commission for England and Wales <http://www.charitycommission.gov.uk> is established by law as the regulator and registrar of charities in England and Wales. Its aim is to provide the best possible regulation of charities in order to increase charities' efficiency and effectiveness, and public confidence and trust in them.

The webpage [http://www.charitycommission.gov.uk/About\\_us/About\\_the\\_Commission/default.aspx](http://www.charitycommission.gov.uk/About_us/About_the_Commission/default.aspx) describes in more detail the values of the Charity Commission and how it operates as a regulator.



## 12. Statement of Trustees' Responsibilities

Law applicable to charities in England & Wales requires the PCC as trustees to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the year and its financial position at the end of the year. In preparing financial statements giving a true and fair view, the PCC as trustees should follow best practice and:

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The PCC as trustees are responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the charity and which enable them to ascertain the financial position of the charity and which enable them to ensure that the financial statements comply with the Church Accounting Regulations and the Charities Act. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

## 13. Approval

This report, as set out on pages 4 to 42, was approved by the Parochial Church Council on 30th March 2023 and signed on its behalf by

A handwritten signature in dark ink, appearing to read 'P. A. Sowards', with a stylized flourish at the end.

Phil Sowards (PCC Secretary)

## **14. Independent Examiner's Report to the Trustees of the Parochial Church Council of St John Kenilworth**

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2022 which are set out on pages 28 to 42.

### **Responsibilities and basis of report**

As the charity's trustees 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 charity's accounts carried out under section 145 of the 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.

### **Independent examiner's statement**

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the Act. I confirm that I am qualified to undertake the examination because I am a member of The Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

I have 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.



J. D. Groves ACA, CTA

For and on Behalf of Flemons & Co Limited.

70 Priory Rd

Kenilworth

CV8 1LQ

**15. Parochial Church Council of St John Kenilworth: Statement of Financial Activities for the year ending 31 December 2022**

	Notes	Unrestricted Funds	Restricted Funds	Total Funds 2022	Total Funds 2021
		£	£	£	£
<b>INCOMING RESOURCES</b>					
Voluntary income	2a	230,818	1,403	232,221	400,409
Activities for generating funds	2b	21,326	-	21,326	12,182
Income from investments	2c	707	478	1,185	39
Income from charitable activities	2d	4,350	-	4,350	2,860
Other incoming resources	2e	25,807	-	25,807	22,693
<b>TOTAL INCOMING RESOURCES</b>		<b>283,008</b>	<b>1,881</b>	<b>284,889</b>	<b>438,183</b>
<b>RESOURCES EXPENDED</b>					
Church activities	3a	218,135	8,750	226,885	253,118
Governance costs	3b	1,690	-	1,690	1,600
<b>TOTAL RESOURCES EXPENDED</b>		<b>219,825</b>	<b>8,750</b>	<b>228,575</b>	<b>254,718</b>
<b>NET INCOMING/(OUTGOING) RESOURCES BEFORE OTHER RECOGNISED GAINS AND LOSSES</b>		<b>63,183</b>	<b>(6,869)</b>	<b>56,314</b>	<b>183,465</b>
<b>OTHER RECOGNISED GAINS AND LOSSES</b>					
Gain on revaluation of fixed assets		90,000	-	90,000	-
<b>NET MOVEMENT IN FUNDS</b>		<b>153,183</b>	<b>(6,869)</b>	<b>146,314</b>	<b>183,465</b>
<b>BALANCES B/FWD 1 JANUARY 2022</b>		<b>609,332</b>	<b>129,659</b>	<b>738,991</b>	<b>555,526</b>
<b>BALANCE C/FWD 31 DECEMBER 2022</b>		<b>762,515</b>	<b>122,790</b>	<b>885,305</b>	<b>738,991</b>

The notes on pages 30 to 39 form part of these accounts

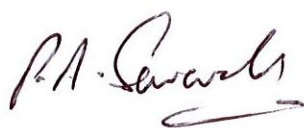


# **16. Parochial Church Council of St. John, Kenilworth** **Balance Sheet at 31 December 2022**

		<b>2022</b>	<b>2021</b>
	<b>Notes</b>	<b>£</b>	<b>£</b>
<b>FIXED ASSETS</b>			
Tangible assets	5	<u>551,694</u>	<u>457,974</u>
<b>CURRENT ASSETS</b>			
Debtors	6	13,454	27,524
Short Term Deposits		10,290	9,983
Cash at bank and in hand		<u>324,347</u>	<u>261,290</u>
		348,091	298,797
Creditors - amounts falling due within one year	7	<u>(11,155)</u>	<u>(11,130)</u>
<b>NET CURRENT ASSETS</b>		<u>336,936</u>	<u>287,667</u>
<b>Total assets less current liabilities</b>		888,630	745,641
Creditors - amounts falling due after one year	8	<u>(3,325)</u>	<u>(6,650)</u>
<b>TOTAL NET ASSETS</b>		<u>885,305</u>	<u>738,991</u>
<b>PARISH FUNDS</b>			
Unrestricted - General	9	367,515	304,332
Unrestricted - Revaluation	9	395,000	305,000
Restricted	9	<u>122,790</u>	<u>129,659</u>
		<u>885,305</u>	<u>738,991</u>

The notes on pages 30 to 39 form part of these accounts.

Approved by the Parochial Church Council on 30 March 2023 and signed on its behalf by



Mr Philip Sowards (Chairman)



Mr Peter Jackson (Treasurer)

## **17. Parochial Church Council of St. John, Kenilworth**

### **Notes to the financial statements for the year ending 31 December 2022**

#### **Note 1 ACCOUNTING POLICIES**

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared 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) issued on 16 July 2014 (as updated through Update Bulletin 1 published on 2 February 2016), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), and the Charities Act 2011.

The charity has applied Update Bulletin 1 as published on 2 February 2016 and does not include a cash flow statement on the grounds that it is applying FRS 102 Section 1A.

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

These financial statements have been prepared on a going concern basis in GBP which is the functional currency of the charity and are rounded to the nearest pound.

#### **Funds**

Restricted funds represent (a) income from trusts or endowments which may be expended only on those restricted objectives provided in the terms of the trust or bequest, and (b) donations or gifts received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

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

#### **Incoming Resources**

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

#### **Resources Expended**

Grants and donations are accounted for when paid over, or when awarded if that award creates a binding obligation on the PCC. The diocesan parish share is accounted for when due. Amounts received specifically for mission are dealt with as restricted funds. All other expenditure is generally recognised when it is incurred and is accounted for gross.

#### **Pension costs and other post-retirement benefits**

The charity operates a defined contribution pension scheme for employees. Contributions are payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.



### **Fixed Assets**

Consecrated and beneficed property is not included in the accounts in accordance with s.96(2)(a) of the Charities Act 1993.

Moveable church furnishings held by the Vicar and Churchwardens on special trust for the P.C.C. and which require a faculty for disposal, are accounted for as inalienable property unless consecrated. They are listed on the church's inventory which can be inspected at any reasonable time. For inalienable property acquired prior to 1998 there is insufficient cost information available and therefore such assets are not valued in the accounts. Items acquired since 1st January 1998 have been capitalized and depreciated in the accounts over their anticipated useful economic life. All expenditure incurred in the year on consecrated or beneficed buildings, individual items under £1,000 or on the repair of moveable church furnishings is written off.

Land and residential buildings are not depreciated. Other buildings are depreciated on a straight line basis over 40 years.

Other fixtures, fittings and equipment Individual items with a purchase price of less than £1,000 are written off when the asset is acquired (unless these are acquired as part of a programme).

Other fixtures, fittings and equipment acquired after 1 January 2005 are depreciated as follows: Computer equipment over a period of 3 years, with the first year bearing a full years charge, other equipment over a period of 5 years with the first year bearing a full years charge.

### **Current Assets**

Amounts owing to the P.C.C. in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectable. Amounts owed by the P.C.C. in respect of services provided or goods received are shown as creditors. Short-term deposits include cash held on deposit with the C.B.F. Church of England Funds.

### **Concessionary loans**

Concessionary loans include those payable to third parties which are interest free and are made to advance charitable purposes. All loans are measured initially at the amount received.

### **Related Party Transactions**

Owing to the anonymous nature of some of the donations received, it is not possible to fully disclose the aggregate value of donations made by the trustees and related parties.



**Parochial Church Council of St. John, Kenilworth**

**Notes to the financial statements for the year ending 31 December 2022**

**Note 1 ACCOUNTING POLICIES (continued)**

<b>Note 2 INCOMING RESOURCES</b>	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total Funds 2022</b>	<b>Total Funds 2021</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>2a Voluntary income</b>				
Planned Giving				
Gift Aid Donations	180,635	-	180,635	212,894
Tax Recoverable	40,269	-	40,269	51,294
Collections	9,746	-	9,746	4,712
Donations, appeals, etc.	168	1,403	1,571	131,309
Legacies	-	-	-	200
Other Donations	-	-	-	-
	<u>230,818</u>	<u>1,403</u>	<u>232,221</u>	<u>400,409</u>
<b>2b Activities for generating funds</b>				
Hall lettings	<u>21,326</u>	<u>-</u>	<u>21,326</u>	<u>12,182</u>
<b>2c Investment income</b>				
Interest income	<u>707</u>	<u>478</u>	<u>1,185</u>	<u>39</u>
<b>2d Income resources from charitable activities</b>				
Wedding and Funeral fees	<u>4,350</u>	<u>-</u>	<u>4,350</u>	<u>2,860</u>
	<u>4,350</u>	<u>-</u>	<u>4,350</u>	<u>2,860</u>
<b>2e Other incoming resources</b>				
Rental income	16,800	-	16,800	15,611
Income from GSHP & Miscellaneous Income	9,007	-	9,007	7,082
	<u>25,807</u>	<u>-</u>	<u>25,807</u>	<u>22,693</u>
<b>TOTAL INCOMING RESOURCES</b>	<u>283,008</u>	<u>1,881</u>	<u>284,889</u>	<u>438,183</u>

**Parochial Church Council of St. John, Kenilworth**

**Notes to the financial statements for the year ending 31 December 2022**

	Unrestricted Funds	Restricted Funds	Total Funds 2022	Total Funds 2021
	£	£	£	£
<b>Note 3 RESOURCES EXPENDED</b>				
<b>3a Church activities</b>				
Missionary and charitable giving				
<b>Overseas:</b>				
Bethlehem School	2,500	-	2,500	2,500
Bible Society	1,700	-	1,700	1,700
CMS	2,750	-	2,750	2,750
Crosslinks	2,750	-	2,750	2,790
Uyogo	2,200	-	2,200	2,000
CHIT	500	-	500	600
<b>Home:</b>				
Kenilworth Youth for Christ	3,185	-	3,185	3,000
Church Army	1,800	-	1,800	1,800
Crossteach	1,800	-	1,800	1,800
Spring Playgroup	2,500	8,500	11,000	2,500
Dave & Kay Stoker	2,750	-	2,750	2,750
Foodbank*	1,000	-	1,000	1,000
Flourish	1,800	-	1,800	1,800
Taste Life	500	-	500	400
Compassionate Kenilworth	435	-	435	-
Carried forward	<u>28,170</u>	<u>8,500</u>	<u>36,670</u>	<u>27,390</u>

**Parochial Church Council of St. John, Kenilworth**  
**Notes to the financial statements for the year ending 31 December 2022**

	Unrestricted Funds	Restricted Funds	Total Funds 2022	Total Funds 2021
	£	£	£	£
<b>Note 3 RESOURCES EXPENDED</b>				
<b>3a Church activities (continued)</b>				
Brought forward	28,170	8,500	36,670	27,390
Ministry: diocesan quota	105,000	-	105,000	105,000
Ministry: vicar and curate expenses	2,617	-	2,617	2,955
Ministry: youth worker's salary and exps	98	-	98	18,148
Junior Church and youth work	776	-	776	713
Adult training courses and materials	3,012	-	3,012	377
Funeral and Wedding fees (Diocese)	3,339	-	3,339	2,245
Funeral and Wedding fees (St Johns)	1,782	-	1,782	345
Outreach (including Alpha)	220	-	220	240
Insurance	5,549	-	5,549	5,334
Utilities	14,461	-	14,461	11,349
Cleaning, caretaking and waste disposal	18,278	-	18,278	11,802
Maintenance – Warwick Road Church	5,357	-	5,357	25,546
Maintenance – Hall and car park	2,706	-	2,706	6,355
Maintenance – 23 Leyes Lane	2,167	-	2,167	2,786
Depreciation – Church Hall building	526	-	526	526
Depreciation – Equipment	754	-	754	3,579
Church music costs	2,355	-	2,355	2,881
Other	2,877	250	3,127	2,285
Parish office salaries and expenses	13,819	-	13,819	13,866
Finance salaries	-	-	-	3,781
PCC pension costs	182	-	182	1,105
Stationery, postage and copying	1,957	-	1,957	2,421
Computer and other office equipment	288	-	288	407
Legal and Professional Fees	1,694	-	1,694	1,616
Bank charges	151	-	151	66
<b>Total Church activities</b>	<b>218,135</b>	<b>8,750</b>	<b>226,885</b>	<b>253,118</b>
<b>3b Governance costs (Independent examiner's remuneration)</b>	<b>1,690</b>	<b>-</b>	<b>1,690</b>	<b>1,600</b>
<b>TOTAL RESOURCES EXPENDED</b>	<b>219,825</b>	<b>8,750</b>	<b>228,575</b>	<b>254,718</b>



**Parochial Church Council of St. John, Kenilworth**  
**Notes to the financial statements for the year ending 31 December 2022**

**Note 4 STAFF COSTS**

	2022	2021
	£	£
4a Wages and salaries		
Wages and salaries	13,819	33,517
Social security costs	-	-
Pension costs	182	1,105
Redundancy and Termination costs	-	1,484
	<u>14,001</u>	<u>36,106</u>

- 4b The P.C.C. employed one part-time person at the end of the year. The average monthly number of employees during the year was 0.8 (2021: 2.8).
- 4c During the first half of 2022 a member of the congregation proposed to commission (and to pay for) an inspirational artwork for display on a blank wall in the church building at a cost of £5,000. After careful consideration of this matter the PCC agreed to the commissioning of the artwork which was performed by Lindsey Attwood (<http://www.lindseyattwood.co.uk/>) a freelance artist who is the wife of Rev Andrew Attwood, the vicar of St Johns.
- 4d Apart from the above no other members of the P.C.C. or connected persons received any reimbursement of expenses or remuneration other than to reimburse for miscellaneous disbursements made on behalf of the P.C.C.
- 4e No employees received emoluments in excess of £60,000.

**Note 5 TANGIBLE FIXED ASSETS**

	Freehold land and buildings £	Church and other equipment £	Total £
<b>COST and REVALUATION</b>			
At 1 January 2022	501,294	177,682	678,976
Additions	-	5,000	5,000
Revaluation of investment property	90,000	-	90,000
Disposals	-	-	-
<b>At 31 December 2022</b>	<u><b>591,294</b></u>	<u><b>182,682</b></u>	<u><b>773,976</b></u>
<b>DEPRECIATION</b>			
At 1 January 2022	46,339	174,663	221,002
Charge for the year	526	754	1,280
Disposals	-	-	-
<b>At 31 December 2022</b>	<u><b>46,865</b></u>	<u><b>175,417</b></u>	<u><b>222,282</b></u>
<b>NET BOOK VALUE</b>			
At 1 January 2022	<u>454,955</u>	<u>3,019</u>	<u>457,974</u>
<b>At 31 December 2022</b>	<u><b>544,429</b></u>	<u><b>7,265</b></u>	<u><b>551,694</b></u>

The freehold land and buildings comprise:

The church hall complex in Warwick Road, Kenilworth.

The house at 23 Lyes Lane, Kenilworth (cost £145,000) was subject to a mortgage repaid in 2018. During 2019 the trustees sought professional advice from Loveitts Chartered Surveyors regarding the value of the investment property and subsequently revalued the property to £450,000. During 2022 the trustees sought professional advice from Loveitts Chartered Surveyors regarding the value of the investment property and subsequently revalued the property to £540,000 to reflect this valuation.

**Parochial Church Council of St. John, Kenilworth**  
**Notes to the financial statements for the year ending 31 December 2022**

**Note 6 DEBTORS (UNRESTRICTED FUNDS)**

	2022	2021
	£	£
Tax recoverable	8,538	21,749
Other debtors and prepayments	4,916	5,775
	<u>13,454</u>	<u>27,524</u>

**Note 7 CURRENT LIABILITIES (UNRESTRICTED FUNDS)**

	2022
	£
Other creditors	11,155
	<u>11,555</u>

**Note 8 LIABILITIES FALLING DUE BEYOND ONE YEAR**

	2022	2021
	£	£
Other creditors due in 1 - 2 years	3,325	6,650
	<u>3,325</u>	<u>6,650</u>

**Note 9a FUNDS 2022**

	Balance at 1 January 2022	Incoming resources	Resources expended	Transfers	Balance at 31 December 2022
	£	£	£	£	£
Unrestricted Funds					
General Funds	<u>19,873</u>	<u>283,008</u>	<u>-191,655</u>	<u>-25,300</u>	<u>85,926</u>
Designated Funds					
General Maintenance (note 11)	73,500	-	-	-	73,500
Hall building	7,974	-	-	-	7,974
Mission & charities (Tithe balance)	27,860	-	-28,170	25,300	24,990
Contingency reserve (note 11)	25,000	-	-	-	25,000
Leyes Lane Property Cost	145,000	-	-	-	145,000
Leyes Lane Property	305,000	90,000	-	-	395,000
Revaluation					
Other	5,125	-	-	-	5,125
Total Designated Funds	<u>589,459</u>	<u>90,000</u>	<u>-28,170</u>	<u>25,300</u>	<u>676,589</u>
Total Unrestricted Funds	<u>609,332</u>	<u>373,008</u>	<u>-219,825</u>	<u>-</u>	<u>762,515</u>
Restricted Funds					
Kenilworth – Dresden link	2,694	-	-	-	2,694
Fun & Food	1,971	-	-250	-	1,721
KT Legacy	121,396	1,881	-8,500	-	114,777
Other	3,598	-	-	-	3,598
Total restricted funds	<u>129,659</u>	<u>1,881</u>	<u>-8,750</u>	<u>-</u>	<u>122,790</u>
Total All Funds	<u>738,991</u>	<u>374,889</u>	<u>-228,575</u>	<u>-</u>	<u>885,305</u>

**Parochial Church Council of St. John, Kenilworth**  
**Notes to the financial statements for the year ending 31 December 2022**

**Note 9b FUNDS 2021**

	Balance at 1 January 2021 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 December 2021 £
Unrestricted Funds					
General Funds	8,964	307,775	-199,791	-97,075	19,873
Designated Funds					
General Maintenance (note 11)	58,500	-	-22,065	37,065	73,500
Hall building	24,882	-	-4,106	-12,802	7,974
Mission & charities (Tithe balance)	27,250	-	-27,390	28,000	27,860
Contingency reserve (note 11)	25,000	-	-	-	25,000
Leyes Lane Property Cost	97,517	-	-	47,483	145,000
Leyes Lane Property Revaluation	305,000	-	-	-	305,000
Other		9,012	-1,216	-2,671	5,125
Total Designated Funds	538,149	9,012	-54,777	97,075	589,459
Total Unrestricted Funds	547,113	316,787	-254,568	-	609,332
Restricted Funds					
Kenilworth – Dresden link	2,694	-	-	-	2,694
Fun & Food	2,121	-	-150	-	1,971
KT Legacy	-	121,396	-	-	121,396
Other	3,598	-	-	-	3,598
Total restricted funds	8,413	121,396	-150	-	129,659
Total All Funds	555,526	438,183	-254,718	-	738,991



**Parochial Church Council of St. John, Kenilworth**  
**Notes to the financial statements for the year ending 31 December 2022**

**Note 9c FUNDS 2021-2022 Total**

	Balance at 1 January 2021 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 December 2022 £
Unrestricted Funds					
General Funds	8,964	590,783	-391,446	-122,375	85,926
Designated Funds					
General Maintenance (note 11)	58,500	-	-22,065	37,065	73,500
Hall building	24,882	-	-4,106	-12,802	7,974
Mission & charities (Tithe balance)	27,250	-	-55,560	53,300	24,990
Contingency reserve (note 11)	25,000	-	-	-	25,000
Leyes Lane Property Cost	97,517	-	-	47,483	145,000
Leyes Lane Property Revaluation	305,000	90,000	-	-	395,000
Other	-	9,012	-1,216	-2,671	5,125
Total Designated Funds	538,149	99,012	-82,947	122,375	676,589
Total Unrestricted Funds	547,113	689,795	-474,393	-	762,515
Restricted Funds					
Kenilworth – Dresden link	2,694	-	-	-	2,694
Fun & Food	2,121	-	-400	-	1,721
KT Legacy Outreach	-	123,277	-8,500	-	114,777
Other	3,598	-	-	-	3,598
Total restricted funds	8,413	123,277	-8,900	-	122,790
Total All Funds	555,526	813,072	-483,293	-	885,305

**Note 10 ANALYSIS  
OF NET ASSETS  
(BY FUND)**

	General Funds £	Designated Funds £	Total Unrestricted £	Total Restricted £	Total Funds £
Tangible fixed assets (note 5)	0	551,694	551,694	-	551,694
Current assets	95,406	129,895	225,301	122,790	348,091
Liabilities					
Amounts falling due in one year	-11,155	-	-11,155	-	-11,155
Amounts falling due after one year	-3,325	-	-3,325	-	-3,325
Total Funds	80,926	681,589	762,515	122,790	885,305

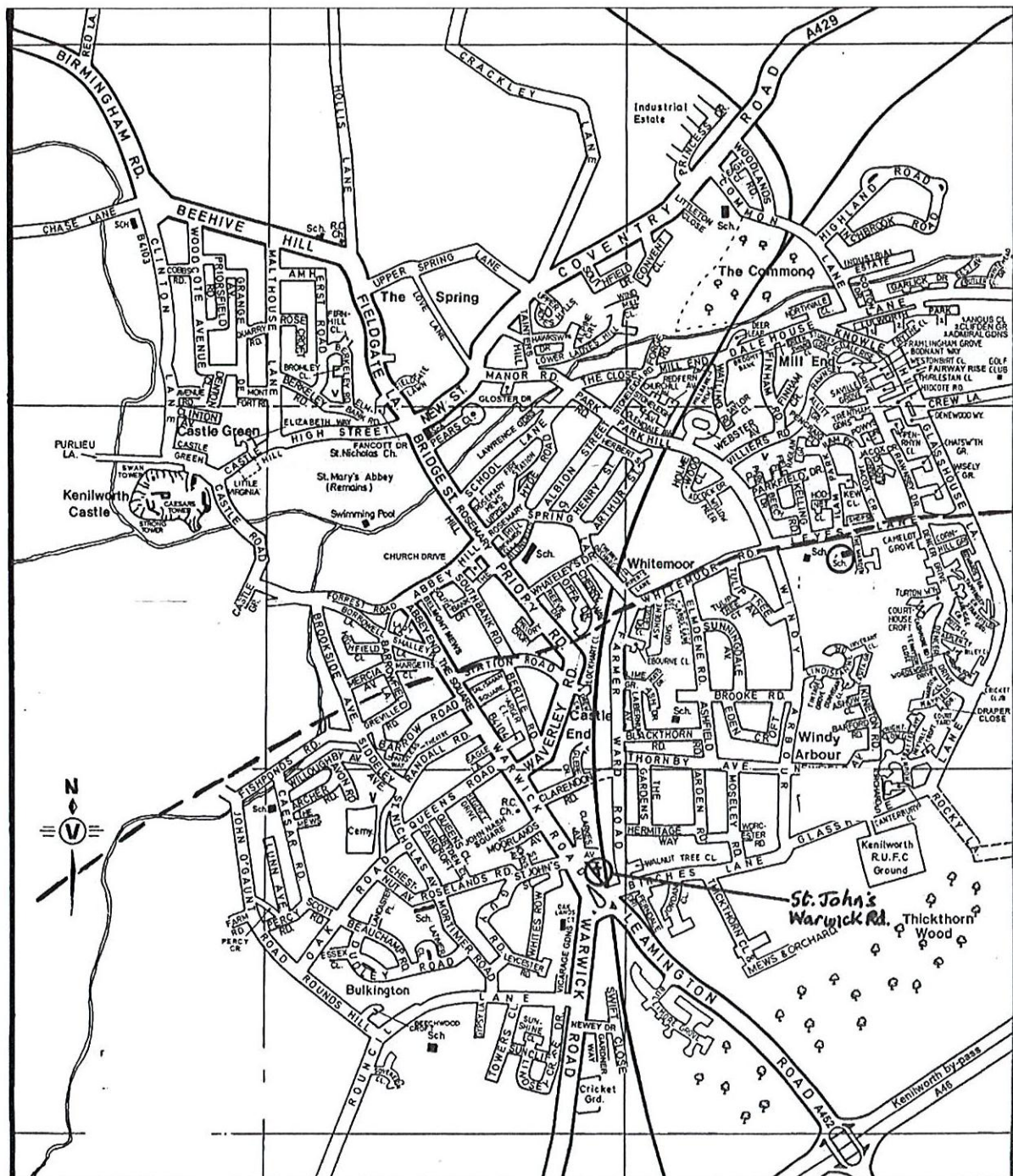
**Parochial Church Council of St. John, Kenilworth**  
**Notes to the financial statements for the year ending 31 December 2022**

**Note 11 FUND BALANCES**

Fund balances at 31 December 2022 include the following:

	£
<b>General Maintenance Fund</b>	
Bell frame	2,500
Grand piano – major overhaul	1,500
Church roof (Planned for 2023)	55,000
Car park maintenance	1,500
DDA measures	3,000
Other quinquennial work	8,000
Provision for replacement equipment	2,000
	<hr/>
	73,500
<b>Contingency Reserve Fund</b>	
The PCC has considered it prudent to set aside a sum of money as an emergency fund. It is the equivalent of approximately one month's budgeted expenditure for 2022.	25,000
	<hr/>

## 18. Parish Map



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