



**Annual Report and
Financial Statements
for the year ended
31 December 2024**

**The Parochial Church Council
of the Parish of
St Mary Magdalen Sheet**

Registered Charity number 1128244

ANNUAL REPORT 2024

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ST MARY MAGDALEN SHEET – ANNUAL REPORT OF THE PAROCHIAL CHURCH COUNCIL FOR THE YEAR ENDED 31st DECEMBER 2024

Administrative Information

St Mary Magdalen church is situated in Farnham Road, near Sheet village green. It is part of the Diocese of Portsmouth within the Church of England. The correspondence address is the parish office which is adjacent to the vicarage at 2, Pulens Lane, Petersfield, Hampshire GU31 4DB.

The PCC is registered with the Charity Commission – our charity number is 1128244.
During 2024 the following people served as PCC members:

PCC members

Incumbent & Chair: Rev. Bruce Deans (from 27 June 2023)

Elected

Gabi Fernée	2025 (2 nd term) (3 years served)
Elaine Heywood	2027 (2 nd term) (3 years served)
Tim Horne	2025 (3 rd term) (4 years served) – Treasurer
Sam Jackson	2027
Angus McAllister	2025
Amanda Micklethwaite	2025
Molly St. John	2027
Jed Temple	2027 (3 rd term) (4 years served)
Claire Weller	2027 - Safeguarding Officer
Rebecca Whelan	2025 – PCC Secretary
Shaun Whelan	2025 (3 rd term) (4 years served)

Deanery Synod

Elaine Heywood
Peter Belton

Diocesan Synod

vacant

Reader Rep

Linda Clist

Ex Officio

Mick Micklethwaite	Honorary Clergy
Lynette Spong	2028 - Churchwarden
David Mellard	2030 - Churchwarden

Co-opted

None

We thank PCC members: Bill Ashcroft, Dave Castle, Mark Mogridge, Jenny Parkes and Lissie Sacchi who also served on the PCC but stood down in the course of the year

It should be noted that the PCC employed the following people, of whom some served on the PCC and others are married to PCC members. We ensure that these people were not present when matters relating to their employment or remuneration are discussed at meetings of the PCC and its subgroups.

Rebecca Whelan, Parish Administrator

Rev. Henrietta Metters, Seniors' Chaplain – from January 2024

Dom DeBoo, Youth Worker – from October 2024

Structure, governance and management

The method of appointment of PCC members is set out in The Church Representation Rules. Membership consists of any clergy and lay ministers licensed to the parish, churchwardens, deanery synod representatives and elected members. All regular members of the congregation are encouraged to join the electoral roll and thus be eligible to stand for election to the PCC.

The PCC is responsible for making decisions on all matters of general concern and importance to the parish including how any money is spent and for approving an agreed independently examined set of accounts each year. It met six times in 2024. The PCC is supported by a number of sub-groups, namely:

- Standing Committee
- Fabric Group
- Finance Group
- Missions Group
- Youth & Children's Group

All of these sub-groups report back to the PCC with minutes from their meetings received by all PCC members and discussed as required.

Objectives and activities

St Mary Magdalen's Parochial Church Council (PCC) has the responsibility of co-operating with the Incumbent, the Rev. Bruce Deans, in promoting, in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our church community. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that live and work within our parish. Our services and worship put faith into practice through prayer and scripture, music and sacrament.

When planning our activities for the year we have considered the Charity Commission's guidance on public benefit and, in particular, the supplementary guidance for charities for the advancement of religion. We try to enable ordinary people to live out their faith as part of the parish community.

We do this through:

- Worship and prayer; learning about the Gospel; and developing knowledge and trust in Jesus.
- Provision of pastoral care for those living in the parish and for church members.
- Outreach and mission work and support.

Safeguarding

Claire Weller has been our invaluable Parish Safeguarding Officer. During the course of the year, she has diligently worked through our agreed Safeguarding Action Plan, reviewing all church groups and ensuring all volunteers are compliant with the correct DBS in place and up-to-date training. She has also overseen a programme of Risk Assessments being drawn up / updated in respect of all church events, Home and Small groups. Claire had joined the Diocese's Parish Safeguarding Network at the end of 2023 but in the Autumn 2024, Claire also joined the Diocesan Safeguarding Trainer on the National Church of England Response Group to the Wilkinson / Jay Report, (to express views and influence the national response to some of the controversial recommendations set out in the Jay Report).

We take the safeguarding of children and vulnerable adults very seriously and continue to work hard to review and update the checks and training advised by the Diocese for all of those who work and volunteer with them. At the end of the year, the Incumbent and new Youth and Children's Worker jointly visited local schools we support where they discussed key safeguarding learning points from the Makin Report which was published in November.

Claire Weller (Parish Safeguarding Officer).

Electoral Roll

There were 169 parishioners on the Church Electoral Roll up to the end of 2024, of whom 81 were not resident within the parish.

Rebecca Whelan (PCC Secretary)

Church attendance

The average weekly church attendance in 2024 was 99 people. [83 over and 16 under 16].

PCC Annual Review

The 'Year in the Life of St. Mary Magdalen' booklet reflects all the great things that God has been doing in and through St. Mary Magdalen Church, including our worship; outreach and mission; pastoral care; youth and children's ministry; social activities; communications and publicity; PCC; safeguarding; administration; fabric, deanery synod and ecumenical ministry (PACT). A copy of this booklet is available on request from the Parish Office.

The PCC held six meetings and one extra-ordinary meeting in St. Mary Magdalen Church's chancel during the year with an average level of attendance of 15. Committees met between meetings and their minutes were received by the full PCC and discussed where necessary. All PCC meetings began with a Bible reading and prayer, received financial reports and safeguarding reports. Synod reports were given by the representatives.

To begin the year, the PCC met mid-January with 17 attendees and was reminded that it is motivation which matters in everything we do as we endeavour to play our part in the building of God's kingdom on Earth. Among several important matters to be discussed at the start of 2024, was the 'Discovering God's Vision Proposal' drawn up in response to a church-wide consultation at the end of the previous year. The use of alcohol-free Communion Wine; the merit of appointing a new Youth & Children's Worker with a suggested advert; extra funding to be investigated by the Finance Group in order to extend the Seniors' Chaplain's contract beyond just one year were all approved and a new style of worship 'Breakfast Church' on third Sundays to be piloted for 3 months from February was also well-received. The PCC was also pleased to welcome the help of a couple of new Sunday youth-group leaders, subject to safeguarding checks.

At the end of January, the PCC held an extra-ordinary meeting with 19 attendees during which the CofE Pastoral Guidance document over the proposed use of the 'Prayers of Love and Faith' (PLF) in church for same-sex couples was discussed.

In March the PCC meeting had 19 attendees. Delight was expressed following the recent fantastic engagement with the local primary schools. Main topics were the Annual Financial Statement (approved by the PCC and audited by the independent examiners IEL); a Parish Share Review Questionnaire received from the Diocese; feedback regarding potential works to the church some of which were recommended by the Quinquennial Report and there was unanimous agreement to begin advertising as soon as possible for a new Youth & Children's Worker with a publicity drive for pledging donations to be launched at the April APCM. Gratitude was expressed to a church member who had volunteered to be our church representative on Petersfield and Sheet Residents In Need ('PASRIN') Willow Almshouse Trusts. Sincerest thanks were also expressed to one of the Churchwardens who was standing down after completing 7 years and especially for the extra year he has done to support the new Incumbent, noting that his replacement is currently being advertised.

The Annual Parochial Church Meeting (APCM) was held in April. 43 people were in attendance at this meeting during which Churchwardens; PCC members; Deanery Synod & Sides-people (Welcomers) were appointed; presentations of the Annual Accounts and Electoral Roll were received as well as the appointment of the Examiner of Accounts and reports for Seniors' Chaplain work; Youth and Children's work; Fabric and Mission were heard.

The May PCC meeting had 13 attendees. New PCC members were welcomed and appointments made for specific roles. Progress updates were also received from the Incumbent regarding his 'Mission, Outreach & Evangelism' role as part of the 'Petersfield Deanery Mission Action Plan' and from the Fabric Chair on a large number of Fabric issues in relation to the church. The 2024 Quarter 1 Management Accounts were also received. Other issues discussed included the decision to hold the popular Breakfast Church every 3rd Sunday following largely positive feedback; plans to hold a Youth Summer Camp locally in July and the feasibility of holding an Alpha Course (one of our 'Discovering God's Vision' initiatives). Also of particular importance was approval of the updated 'Photography & Live-streaming Privacy Notice' to be uploaded to the church website. The other main focus was that the PCC would take on responsibility for 'The Friends to Sheet Church' funds (£84K) following the imminent retirement of its Chair and eventual closure by the Charity Commission. These would be held in Restricted Funds and subject to statutory audits in the usual way and the PCC would remain sympathetic to the purpose of the funds ie. they would be designated for maintenance/ improvements to the church building. Sincerest thanks was expressed to 'The Friends' for all that they have done for St. Mary Magdalen Church, Sheet over many years.

There were 11 attendees at the July PCC. Highlighted were the recent Patronal Festival and BBQ which had all gone well and plans for the Youth Summer Camp which were underway. Both the Parish Safeguarding Policy (including our Domestic Abuse Policy) 2024 and the Parish Safeguarding Policy Statement 2024 as well as running an Alpha Course from September to November, plus the budget for this which included a Diocesan grant, were all approved. Other approvals included the appointment of 2 new Deanery Representatives and holding a 'Resound Worship Event' in March 2025 and also importantly, revisions to St.MM's Data Privacy Notice and St.MM's Photography and Livestreaming Privacy Notice to bring them up-to-date with 'UK GDPR'. Heard that the advert for a new Youth & Children's Worker has been re-issued with the interview panel decided and that the Pastoral Team had been re-shaped in order to incorporate more of those involved in pastoral care for older people and prayer ministry and that both Churchwardens have attended the annual Archdeacon's Visitation during the month.

There were 10 attendees at the September PCC. A particular highlight was that a successful candidate had been appointed as our church's new Youth & Children's Worker and that he was completing safeguarding checks and training. The Incumbent's considered response to General Synod was received and well as an outline of his new task researching as to how the church can better reach and serve the people of East Petersfield, which had been identified by the Deanery as being an under-served / new community, and how he is already consulting with various organisations to evaluate some good approaches which the church could take. It also learnt that the third Sunday of November would be designated as 'Prayer Sunday', an opportunity for an extended time of prayer for the church, it's vision and mission priorities and our community. Resolutions were passed to authorise administrants to take Holy Communion into care homes and approve: the total Missions Giving amount for 2025 at £13,400; the updated Health & Safety Policy, a proposed Bereavement Course at the beginning of 2025, stonemasons to carry out the repair of the cracked stone cross following quotes received and a legacy to be used to fund two years of the Seniors' Chaplain role and associated costs in line with the terms expressed in the benefactor's will. The 2024 Quarter 2 Management Accounts were also received.

The final meeting of the year in November was attended by 15 members and there was much business to be done to wrap up the year. The PCC agreed all sub-group Terms of Reference (TORs) and that our safeguarding procedures be further reviewed and tightened up where appropriate, in the light of the Makin Report and recent safeguarding issues in the CofE. Received a Five-Step Strategy Paper presented by the new Youth & Children's Worker and heard about plans and activities for young people over the next few months. Discussed ongoing developments at General Synod and what, if any, action PCC should take. Parochial Church Fees for 2025 (which included the church's own ancillary fees for Funerals & Weddings); the 2024 Quarter 3 Management Accounts and the 2025 Budget were all agreed following increases for Staff Salaries and Verger Honorarium. Agreed that the Churchwardens would come up with a church-wide consultation process to be publicised in the weekly newsletter 'Sheet Sheet' and in church service notices regarding the requested removal of some rows of pews in church and suggested a date for the 'Resound Worship Event' in March 2025. The PCC ended the year on a positive note acknowledging the recent presentation of paintings of the church produced by a local artist and church member to the three retiring trustees of 'The Friends to Sheet Church' charity; the new Chair appointment to the Missions Group; the positive report from the Seniors' Chaplain highlighting services and events for older people over the past quarter; the imminent repair to the stone-cross on the church roof and gratitude expressed to the retiring Eco-Team following the church's success in achieving the Eco-church Silver Award the previous year and to the retiring Finance Chair for all his hard work.

Rebecca Whelan (PCC Secretary).

Financial Review

Our current finance team continues to work hard to ensure robust procedures remain in place and are followed. We are grateful to all those who help with such things as collection counting and banking plus stewardship promotion. In addition to our portable card reader we have had good use of our fixed card reader in Church provided by the Church of England through Portsmouth Diocese.

We continue to use Data Development's Finance Co-ordinator (FC) software package for our main accounts, which allows us to import data whilst maintaining confidentiality from the Donations Co-ordinator package used for our gift aid records. FC also allows us to generate the necessary reports on our finances.

Details of our finances can be found below. We are into the eleventh year of employing a full time Youth Worker (YW) after almost a year hiatus and the eighth year of employing a part-time Seniors' Chaplain (SC). We successfully recruited a new SC who started in early 2024 and a new YW in the last few months of 2024.

We have four main funds in our accounts: General; Seniors' Chaplain; Youth Worker; and Fabric/ Friends. There are also various minor funds. We are fortunate in that the majority of our income is from regular standing order/ Parish Giving Scheme (PGS) giving rather than plate cash collections or income from hall lettings. We continue to encourage members who gift aid to switch over to the PGS. Our giving remained steady during most of 2024 but nudged up a bit towards the end of the year.

The Restricted Fabric/ Friends Fund within St. Mary Magdalen Accounts was established in 2024 from the transfer of £88,398.85 from the closure of the St. Mary's Sheet Church Building Trust (Registered Charity 1050935) also known as 'The Friends of Sheet Church'.

We are very grateful to all who give generously to fund the church and its mission and we continue to keep the congregation informed about our financial position. We are also particularly grateful to be able to continue to benefit from a parishioner's will and most generous legacy specifically for "the support and promotion of mission or outreach by the Church members in this country or abroad"; in particular this legacy has enabled 2 years of funding for the Seniors' Chaplain.

Tim Horne (Treasurer).

Reserves Policy

Our policy, which is now to be reviewed by the PCC each May, is to have £40,000 of Fund Reserves available in order to cover emergency needs and avoid cash flow difficulties. It is to be held in General and Designated funds, noting that the £40k includes the Project Fund (c.£19K). Taking the PCC-Designated projects fund and General funds together, on 31 Dec 24 the Reserves were about £45K.

Tim Horne (Treasurer).

Volunteers

We would like to thank all those who work so hard to make our church the lively and vibrant community it is. Many people give much in all sorts of areas: from children's & youth work to supporting the elderly, in practical ways on the building and garden, on managing the church's finances, in preaching and leading and providing music for our various services.

Paid staff

Rebecca Whelan has continued in her very efficient and helpful way as our Parish Administrator during the year. We were delighted to welcome Rev. Henrietta Metters to take on the role of part-time Seniors' Chaplain from 16 January 2024 and she has been extremely effective in providing invaluable support to older people during the course of the year. On 14 October 2024 we were also very pleased to welcome our new Youth and Children's Worker Dom DeBoo and in the short last few months of the year, he has hit the ground running providing a Five-Step Strategy for our Youth Work and a number of events to engage our young people.

Bankers

Current Account: CAF Bank, 25 Kings Hill Avenue, Kings Hill, West Malling, Kent ME19 4JQ

Current Account: Lloyds Bank PLC Registered Office: 25 Gresham Street, London EC2V 7HN

Deposit and Investment Accounts: CCLA Investment Management Ltd, Registered address: One Angel Lane, London EC4R 3AB

Independent Examiner

Independent Examiners Ltd.
Unit 2,
The Broadbridge Business Centre,
Delling Lane,
Bosham, PO18 8NF

Approved by the PCC and signed on their behalf by...

Rev Bruce Deans, Incumbent

f. Deans.

Date:

17th March 2025.

INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

Report to the Parochial Church Council (the trustees) of St Mary Magdalen, Sheet, on the accounts for the year ended 31st December 2024, set out on pages 9 to 20.

Respective responsibilities of trustees and examiner

The organisation's trustees are responsible for the preparation of the accounts. The organisation's trustees consider that an audit is not required for this year (under section 144 of the Charities Act 2011) and that an independent examination is needed.

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

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

Basis of independent examiner's statement

Since the PCC's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of The Association of Charity Independent Examiners, which is one of the listed bodies. My examination was carried out in accordance with General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the organisation and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In the course of my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in, any material respect, the trustees have not met the requirements to ensure that:

- proper accounting records are kept (in accordance with section 130 of the Act); and
- accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



J Irvine-Smith FCIE
Independent Examiners Ltd
Unit 2 Broadbridge Business Centre
Delling Lane
Bosham
West Sussex
PO18 8NF

Date: 20 March 2025

**PCC OF ST MARY MAGDALEN, SHEET
STATEMENT OF FINANCIAL ACTIVITIES**

FOR THE YEAR ENDED 31 DECEMBER 2024

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	TOTAL 2024 £	TOTAL 2023 £
INCOME							
Income from:							
Donations and Legacies	2a	132,656	618	121,363	0	254,637	251,154
Other Trading Activities	2b	0	0	0	0	0	0
Investments	2c	5590	0	229	0	5,819	3215
Charitable Activities	2d	0	0	7,547	0	7,547	8,093
Other	2e	0	0	0	0	0	0
TOTAL INCOME		138,246	618	129,139	0	268,003	262,462
EXPENDITURE							
Expenditure on:							
Raising Funds	3a	0	0	0	0	0	0
Charitable Activities	3b	132,675	14,017	28,436	0	175,128	187,836
TOTAL EXPENDITURE		132,675	14,017	28,436	0	175,128	187,836
NET INCOME/ (EXPENDITURE) before investment gains/(losses)		5,571	(13,399)	100,703	0	92,875	74,626
Gains/(Losses) on Investments	1	61	0	93	19	173	656
NET INCOME/(EXPENDITURE)		5,632	(13,399)	100,796	19	93,048	75,282
Transfers Between Funds	5	(10,837)	13,429	(2,592)	0	0	0
NET MOVEMENT IN FUNDS		(5,205)	30	98,204	19	93,048	75,282
RECONCILIATION OF FUNDS:							
Total Funds Brought Forward		29,911	19,795	77,733	3,156	130,595	55,313
TOTAL FUNDS CARRIED FORWARD		24,706	19,825	175,937	3,175	223,643	130,595

Movements on all reserves and all recognised gains and losses are shown above. All of the organisation's operations are classed as continuing.

The notes on pages 11 to 20 form part of these financial statements.

PCC OF ST MARY MAGDALEN, SHEET

**BALANCE SHEET
AS AT 31 DECEMBER 2024**

		Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	31-Dec 2024 Total	31-Dec 2023 Total
	Notes	£	£	£	£	£	£
Fixed Assets							
Tangible assets	1	0	0	0	0	0	0
Investments	1 (a)	2,183	0	2,376	3,175	7,734	7,561
Current Assets							
Cash at bank and in hand	7	25,566	0	5,000	0	30,566	24,261
Short Term Deposits	8	946	19,825	168,381	0	189,152	100,753
Debtors	9	1,072	0	180	0	1,252	1,012
Total Current Assets		29,767	19,825	175,937	3,175	228,704	133,587
Creditors: amounts falling due within one year	10	5,061	0	0	0	5,061	2,992
NET ASSETS		24,706	19,825	175,937	3,175	223,643	130,595
Revenue Funds of the Charity							
Unrestricted Funds	5	24,706	0	0	0	24,706	29,911
Designated Funds		0	19,825	0	0	19,825	19,795
Restricted Funds		0	0	175,937	0	175,937	77,733
Capital Funds:	5						
Endowment Funds		0	0	0	3,175	3,175	3,156
Total Funds		24,706	19,825	175,937	3,175	223,643	130,595

The notes on pages 11 to 20 form part of these financial statements.

Approved by the Trustees on 17/3/25 and

Signed on their behalf by *h.C. Spong*, Trustee

PCC OF ST MARY MAGDALEN, SHEET

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024

1. ACCOUNTING POLICIES

The accounts are prepared under the historical cost convention, in accordance with the Church Accounting Regulations 2006 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to Charities preparing their accounts in accordance with FRS 102 (effective 1 January 2019) - (Charities SORP (FRS 102)) and the Charities Act 2011, with the exception 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 those that are informal gatherings of church members.

The Charity meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost unless otherwise stated in the relevant accounting policy notes.

Assessment of Going Concern

Preparation of the accounts is on a going concern basis. The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

Cash Flow

The charity has taken advantage of the exemption in Financial Reporting Standard No 1 from the requirement to produce a cash flow statement.

Changes to accounting estimates

No changes to accounting estimates have occurred in the reporting period.

Material prior period errors

No material prior year errors have been identified in the reporting period.

Funds

Endowment funds are funds, the capital of which must be maintained; only income arising from investment of the endowment may be used either as restricted or unrestricted funds depending upon the purpose for which the endowments was established.

Restricted Funds represent (a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or the bequest, and (b) donations or grants 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.

Designated funds are funds that the PCC has reserved for specific purposes. Although these are in principle unrestricted funds, these funds may only be expended on the specific purpose designated by the PCC.

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

Incoming Resources

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

Gifts in Kind

Gifts in kind are accounted for at a reasonable estimate of their value to the PCC or the amount actually realised. Gifts in kind for sale or distribution are included in the accounts as gifts only when sold or distributed by the PCC. Gifts in kind for use by the PCC are included in the SOFA as incoming resources when receivable.

Donated Services and Facilities

These are only included in incoming resources (with an equivalent amount in resources expended) where the benefit to the PCC is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the PCC of the service or facility received.

Volunteer Help

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

Government Grants

The charity did not receive any government grants in this financial year.

PCC OF ST MARY MAGDALEN, SHEET

NOTES TO THE FINANCIAL STATEMENTS (continued) FOR THE YEAR ENDED 31 DECEMBER 2024

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 quota or 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.

Liability Recognition

Liabilities are recognised as soon as there is a legal or constructive obligation committing the PCC to pay out resources.

Governance Costs

Includes costs of the preparation and examination of statutory accounts, the costs of the trustees' meetings and cost of any legal advice to trustees on governance or constitutional matters.

Redundancy cost

The PCC made no redundancy payments during the reporting period.

Pensions

The PCC operates a defined contribution pension scheme. Contributions are charged to the Statement of Financial Activities as they become payable in accordance with the rules of the scheme.

Offsetting

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 SORP or FRS 102.

Fixed Assets

Consecrated and Beneficed property is excluded from the accounts by s.10(2) of the Charities Act.

No Value is placed on movable church furnishings held by the church wardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this to be inalienable property. All expenditure incurred during the year on consecrated or beneficed buildings and movable church furnishings, whether maintenance or improvement, is written off as expenditure in the SOFA and separately disclosed.

Property and Investments Recorded in the Diocesan Accounts

Property:

A conveyance of land at Inmans Lane on the 27 May 1935 established a Trust whereby the land was to be used for no other purpose except as a residential site for an "assistant curate in charge" at Sheet. A parsonage was built on that land. This was sold in 1988 and a new residence bought at 2 Pulens Lane. On the 28 February 1992 a Deed was signed between the PCC of St Mary Magdalen, Sheet and the Portsmouth Diocesan Board of Finance, which stated that:

"In the event of the property no longer being required as a parsonage house for the Benefice, it, or the net proceeds of sale, will be held on the original Trust, or any ecclesiastical purposes which may be permitted by a scheme of the Charity Commissioners for England and Wales obtained only at the instigation of the PCC."

In simple terms this means that the PCC is the beneficial owner of the Vicarage. Sheet is the only parish in the Diocese in this unique position, however the fact was not recognised for many years. The PCC has agreed that their interest in the property at 2 Pulens must be recorded in the Annual Accounts.

During the inter regnum the property was let by the Diocese who received the rent. The current incumbent took up residence in Jun 23.

The value of the property is recorded in the Diocesan Accounts and therefore cannot form part of the Accounts of St Mary Magdalen, however we are authorised to record the value provided we show the same figure as appears in the Diocesan Accounts. The Diocesan policy for the revaluation of properties has changed and only 20% of properties are to be valued each year. 2 Pulens Lane is not in the list for this year so its value will remain unchanged until a new valuation is received from the Diocese.

The property at 2 Pulens Lane has been valued as follows:

	Date	Valuation
	31st Dec	£
Initial Valuation	1999	185,000
Last Valuation	2018	600,000

PCC OF ST MARY MAGDALEN, SHEET

**NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2024**

1.a) INVESTMENTS

The CCLA deposit account ('Parsonage') was held by the Diocesan Board as custodian trustee and was closed in Aug 22. The value at closure was used to buy 116.19 shares in the CBF Church of England Investment Fund - Income Shares ('Legacy Account'). The original trust surrounding the Inmans Lane Property stated that "....in the event of surplus sale proceeds....the surplus would be held by the Diocesan Board as custodian trustee with an income being paid over to the PCC towards the cost of its Curate." (NB: This was dated 13th January 1966 - prior to Sheet having a Vicar.) The original capital was £2,307.10 and, at the 31st December 2024, the value of the Parsonage Fund remains fixed at £2,307.10 held within the 'Legacy Account'.

The Miss Nixon Endowment Fund was invested in The CBF Church of England Fixed Interest Securities Fund and this account was also closed in 2022. The value at closure was used to buy 37.55 Shares in the CBF Church of England Investment Fund - Income Shares ('Legacy Account').

So the Legacy Account comprises three funds namely: the Legacy Trust, Miss Nixon-Endowment Investment and Sheet Old Parsonage Land Trust.

The Legacy Trust Fund is invested in The CBF Church of England Investment Fund - Income Shares ('Legacy Account'), in line with the original investment made prior to the loss of funds. The investment made was £2271.00 dated 25th March 2015 and bought 180.74 shares. To these have been added the proceeds from closing the Parsonage Account (116.19 shares) and Nixon Account (37.55 shares) making a total of 334.48 shares.

The market value of these at the 31st December 2024 was £7734.08 encompassing each of the following funds with values apportioned based on shares: Parsonage £2686.62 (i.e. £2,307.10 plus £379.52 General), Nixon £868.26 and Old Legacy £4179.20 (i.e. £2376.58 plus £1,802.62 General). Dividends of £209.90 were paid into General Funds (Current Account) during 2024.

CBF Church of England Investment Fund - Income Shares

Movement in the year:

	Parsonage Funds £	Nixon Funds £	Old Legacy Funds £	TOTAL 2024 £
Market Value - 1st January 2024	2,627	849	4,085	7,561
Purchases at cost, less disposals at carrying value	0	0	0	0
Revaluation/Net unrealised gains/(losses)	60	19	94	173
Market Value - 31st December 2024	2,687	868	4,179	7,734

Shareholdings in The CBF Church of England Investment Fund - Income Shares were as follows:

As at	31-Dec-24			
	Shares	Restricted Fund	Endowment Fund	General Fund
		£	£	£
Parsonage Funds	116.19	2,307	0	380
Nixon Account Funds	37.55	0	868	0
Old Legacy Funds	180.74	0	2,377	1,803
Total	334.48	2,307	3,245	2,183

PCC OF ST MARY MAGDALEN, SHEET

**NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2024**

2. INCOME FROM:

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	TOTAL 2024 £	TOTAL 2023 £
a) Donations and Legacies						
Planned Giving	100,975	495	25,439	0	126,909	132,845
Gifts and Donations	850	0	220	0	1,070	3,750
Gift Aid Tax Recoverable	25,556	123	5,995	0	31,674	33,781
Church Collections	4,882	0	0	0	4,882	4,331
Other Voluntary Income	0	0	0	0	0	2,311
Legacies and Grants	0	0	88,509	0	88,509	68,387
Churcher's College Chaplain's Honorarium	0	0	1,100	0	1,100	1,100
Other Funds Generated	393	0	100	0	493	4,649
	132,656	618	121,363	0	254,637	251,154
b) Other Trading Activities	0	0	0	0	0	0
c) Investments						
Bank Interest and Dividends	5,590	0	229	0	5,819	3,215
d) Charitable Activities						
Fees - Weddings and Funerals	0	0	7,547	0	7,547	8,093
	0	0	7,547	0	7,547	8,093
e) Other						
Other Income	0	0	0	0	0	0
	0	0	0	0	0	0
TOTAL INCOME	138,246	618	129,139	0	268,003	262,462

PCC OF ST MARY MAGDALEN, SHEET

**NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2024**

3. EXPENDITURE ON:

Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	TOTAL 2024 £	TOTAL 2023 £
a) Raising Funds						
Costs of Fetes and Other Events	0	0	0	0	0	0
Cost of Church Activities (fully funded)	0	0	0	0	0	0
Hall Hire for Lunches	0	0	0	0	0	0
	0	0	0	0	0	0

b) Charitable Activities

Direct charitable costs

Mission Giving	6	0	13,400	0	0	13,400	12,700
Other Giving		0	0	0	0	0	4,003
Diocesan Parish Share		84,354	0	0	0	84,354	81,337
Ministry Costs							
Worship		2,068	0	0	0	2,068	3,079
Pastoral		114	0	63	0	177	148
Outreach		2,574	617	396	0	3,587	5,595
Vicarage		1,120	0	0	0	1,120	570
Hire of Hall		2,679	0	0	0	2,679	2,360
Wedding and Funeral Costs		0	0	1,871	0	1,871	2,519
Diocesan Fees				2,442	0	2,442	2,571
Staffing Costs	11						
Administrator *		16,380	0	0	0	16,380	14,343
Verger and Wedding Clerk		1,802	0	0	0	1,802	1,716
Youth Worker		0	0	8,597	0	8,597	27,988
Seniors Chaplain		0	0	14,843	0	14,843	9,708
Musicians' Fees		2,700	0	0	0	2,700	1,800
Youth & Children Work		1,124	0	20	0	1,144	2,294
Magazine Expenses		1,240	0	0	0	1,240	1,280
Training		95	0	0	0	95	0
Parish Office		924	0	0	0	924	757
Church Running Costs		4,788	0	0	0	4,788	4,788
Church Maintenance		5,283	0	204	0	5,487	3,221
Other Gifts and Donations		178	0	0	0	178	0
General Expenses		2,054	0	0	0	2,054	1,153
Support and Governance costs							
Administration		2,028	0	0	0	2,028	2,976
Independent Examiners Fee		1,170	0	0	0	1,170	930
TOTAL EXPENDITURE		132,675	14,017	28,436	0	175,128	187,836

4. SUPPORT AND GOVERNANCE COSTS

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	TOTAL 2024 £	TOTAL 2023 £
Administration Salaries	16,380	0	0	0	16,380	14,343
Administration Costs	2,028	0	0	0	2,028	2,976
Independent Examiners Fees	1,170	0	0	0	1,170	930
	19,578	0	0	0	19,578	18,249

All support costs are for the work of the church

PCC OF ST MARY MAGDALEN, SHEET

**NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2024**

5. FUNDS	Balance 01-Jan-24 £	Income £	Expenditure £	Gain/(Loss) on Investmt. £	Transfers £	Balance 31-Dec-24 £
REVENUE FUNDS						
UNRESTRICTED						
General Fund	29,911	138,246	132,675	61	(10,837)	24,706
Total Unrestricted	29,911	138,246	132,675	61	(10,837)	24,706
DESIGNATED						
After Service Coffee	337	0	135	0	0	202
Mission and Outreach Fund	0	0	13,400	0	13,400	0
Projects Fund	19,050	0	0	0	0	19,050
Women's Brunch Fund	408	618	482	0	29	573
Total Designated	19,795	618	14,017	0	13,429	19,825
Total Unrestricted & Designated	49,706	138,864	146,692	61	2,592	44,531
RESTRICTED						
Anne Hazleton Legacy	50,753	210	416	0	(35,000)	15,547
Friends/Fabric Fund	0	89,678	0	0	0	89,678
Lady Joan Taxi Fund	279	0	63	0	0	216
Organ Restoration Fund	553	0	204	0	0	349
Seniors Chaplain Fund	11,069	212	14,843	0	35,000	31,438
Wedding and Funeral Fund	0	7,547	4,313	0	(2,592)	642
Youth Bibles	107	275	0	0	0	382
Youth Worker Fund	12,689	31,217	8,597	0	0	35,309
Total Restricted	75,450	129,139	28,436	0	(2,592)	173,561
CAPITAL FUNDS						
Legacy Trust	2,283	0	0	93	0	2,376
Total Restrictive Capital Funds	2,283	0	0	93	0	2,376
Miss Nixon-Endowment Investment	849	0	0	19	0	868
Sheet Old Parsonage Land Trust	2,307	0	0	0	0	2,307
Total Endowment Capital Funds	3,156	0	0	19	0	3,175
Totals	130,595	268,003	175,128	173	0	223,643

PCC OF ST MARY MAGDALEN, SHEET

**NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2024**

5. FUNDS (Continued)

Explanation of 2024 transfers between funds

	Unrestricted £	Designated £	Restricted £
Mission and Outreach Fund - £13,400 was made available by the PCC to the Mission and Outreach Committee, in line with the commitment to give 10% of the 2023 unrestricted income to the Mission Fund. The Mission and Outreach Committee allocated the £13,400 from the Mission Fund during 2024	(13,400)	13,400	0
Women's Brunch Fund - Moved £10 and £19.77 - adjustments for monies wrongly put in General fund rather than Women's Brunch fund.	(29)	29	0
Wedding and Funeral Fund - To transfer surplus of weddings and funerals income (after all fees paid) to general fund (while retaining £642 paid in advance for 2025 wedding).	2,592	0	(2,592)
From Anne Hazelton Fund to Senior Chaplain Fund - Estimated 2 years of Seniors' Chaplain Employment Costs. Such usage fitted the Anne Hazelton Legacy Terms.	0 0	0 0	35,000 (35,000)

Funds at 31st December 2024 are represented by:

	Unrestricted funds £	Designated funds £	Restricted funds £	Restricted capital funds £	Endowment capital funds £	TOTAL 2024 £
Current account	25,566	0	5,000	0	0	30,566
Deposit account	946	19,825	168,381	0	0	189,152
CCLA Investment	2,183	0	0	2,376	3,175	7,734
Debtors	1,072	0	180	0	0	1,252
Creditors	(5,061)	0	0	0	0	(5,061)
	24,706	19,825	173,561	2,376	3,175	223,643

Comparative Funds at 31st December 2023 are represented by:

	Unrestricted funds £	Designated funds £	Restricted funds £	Restricted capital funds £	Endowment capital funds £	TOTAL 2023 £
Current account	24,261	0	0	0	0	24,261
Deposit account	5,508	19,795	75,450	0	0	100,753
CCLA Investment	2,122	0	0	2,283	3,156	7,561
Debtors	1,012	0	0	0	0	1,012
Creditors	(2,992)	0	0	0	0	(2,992)
	29,911	19,795	75,450	2,283	3,156	130,595

6. MISSION GIVING

	Home 2024 £	Overseas 2024 £	Total 2024 £	Total 2023 £
A Rocha	0	1,500	1,500	1,569
A Rocha Trust UK	0	0	0	150
All Souls	1,400	0	1,400	0
Anna Chaplaincy	1,500	0	1,500	1,569
Frontline Debt Advice Petersfield	1,500	0	1,500	1,569
Great Lakes Outreach	0	1,500	1,500	1,569
HomeStart Butser	1,500	0	1,500	1,569
In Ministry to Children (IMC)	0	1,500	1,500	1,569
King's Arms	1,500	0	1,500	1,569
Mosaic Middle East	0	1,500	1,500	1,569
	7,400	6,000	13,400	12,700

Closed Envelope Collections

There were no special collections where upon the request of the charity, funds did not pass through our Bank Account (2023: nil).

PCC OF ST MARY MAGDALEN, SHEET

**NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2024**

7. CASH AT BANK AND IN HAND	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total 31-Dec 2024 £	Total 31-Dec 2023 £
Current Accounts	25,566	0	5,000	0	30,566	24,261
	25,566	0	5,000	0	30,566	24,261

8. SHORT TERM DEPOSITS	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total 31-Dec 2024 £	Total 31-Dec 2023 £
CBF Church of England Deposit Fund	946	19,825	168,381	0	189,152	100,753
	946	19,825	168,381	0	189,152	100,753

The Deposit account is held with the CBF Church of England Deposit Fund. This stood at £189,151.64 at the 31st December 2024. Interest of £5314.52 was paid into General and Fabric Funds during 2024. Interest payments are made direct into the current account.

The significant £88,398.85 increase in the Deposit account from £100,752.79 on 31 Dec 23 is due to the closure of the St Mary's Sheet Church Building Trust (Registered Charity 1050935) also known as 'The Friends of Sheet Church' and the transfer of remaining funds to a Restricted Friends/ Fabric Fund within St Mary Magdalen Accounts

9. DEBTORS AND PREPAYMENTS	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	31-Dec 2024 £	31-Dec 2023 £
Gift Aid Tax Recoverable	1,072	0	180	0	1,252	1,012
	1,072	0	180	0	1,252	1,012

10. CREDITORS ACCRUALS AND DEFERRED INCOME: AMOUNTS FALLING DUE WITHIN ONE YEAR

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total 31-Dec 2024 £	Total 31-Dec 2023 £
Accrued Expenditure	3,891	0	0	0	3,891	1,641
Agency Funds to be paid over	0	0	0	0	0	433
Independent Examiners Fee	1,170	0	0	0	1,170	918
	5,061	0	0	0	5,061	2,992

11. STAFF COSTS AND NUMBERS

	2024 £	2023 £
Gross Wages and Salaries	39,079	51,259
Employer's National Insurance Costs (after allowance)	0	0
Employers Pension Contributions	1,124	2,477
Employment Related Expenses	1,416	528
	41,619	54,264

PCC OF ST MARY MAGDALEN, SHEET

**NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2024**

11. STAFF COSTS AND NUMBERS (continued)

Employees who were engaged in each of the following activities:

	2024 TOTAL	2023 TOTAL
Activities in furtherance of organisation's objects	2	2
Management and administration	1	1
	<u>3</u>	<u>3</u>

The Church employs an Administrator, a Youth Worker and a Seniors Chaplain. They also pay musicians and vergers on an ad hoc basis. No employee received emoluments in excess of £60,000. The total amount paid to self employed personnel in 2024 was £2,700 (2023: £1,800). Self employed personnel are responsible for their own reporting of tax and national insurance to HMRC.

The Key Management Personnel are considered to be the members of the standing committee. No members of the standing committee received remuneration.

12. TRUSTEES AND OTHER RELATED PARTIES

In this financial period the charity has paid remuneration and benefits (including Employer NI and Employer Pension contributions) to (or on behalf of) the following PCC Members and Connected persons:

<u>Name</u>	<u>Role</u>	<u>Relationship</u>	Amounts paid or benefit value				2024 Total	2023 Total
			Remuneration	Employer NI (after allowance and Pension)	Incumbents expenses	Vicarage related expenses		
			£	£	£	£	£	£
R Whelan	Parish Administrator	PCC Member	17,402	780	0	0	18,182	16,059
Reverend Deans	Incumbent	PCC Member	0	0	1,707	1,120	2,827	833
D Loveless	Youth Worker	Co-Opted to PCC	0	0	0	0	0	27,988
J Slade	Seniors Chaplain	Related to a PCC Member	0	0	0	0	0	9,689
			<u>17,402</u>	<u>780</u>	<u>1,707</u>	<u>1,120</u>	<u>21,009</u>	<u>54,569</u>

The Trustees rely on the provisions contained in the Charities Act 2011 (which has replaced 2006) with regard to Legal Authority for paying PCC members (and Related Parties).

The Parish Administrator is the PCC secretary and spouse of a current PCC member. Together they received a salary/PAYE/honorarium (Verger) of £16,778 covering these roles, that of the Wedding Clerk and that of the Verger during 2024; Employer Pension (NEST) contributions were £1,404.

The incumbents expenses shown above include telephone, postage and stationery, mileage and a proportion of utility costs for the Parish office.

The vicarage expenses shown above represent the water rates.

Any PCC expenses claimed or incurred are subject to the PCC's normal internal controls and authorisation procedures.

No other material transactions took place between the organisation and a trustee/PCC Member or any person connected with them.

PCC OF ST MARY MAGDALEN, SHEET

**NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2024**

13. RISK ASSESSMENT

The PCC actively review the major risks which the charity face on a regular basis and believe that with the Financial Procedures and Controls that they have put in place promoting recommended practice, together with the independent review over key financial systems which is carried out on an annual basis, they have implemented robust financial control. The trustees have also examined other operational and business risks which they face and confirm that they have established systems to mitigate the significant risks.

14. RESERVES POLICY

The Reserves policy that "£40K to be held in General and Designated Funds, noting that the £40k includes the Project Fund (c.£19K)" was agreed by the PCC on 20 May 2024 and is contained in the PCC Annual Report.

15. COLLECTIONS ON BEHALF OF OTHERS

During this reporting period, the charity has received funds as agent for those agencies detailed below. As agent, the PCC has no discretion about the use to which the funds received are put. The PCC acts only in accordance with the instructions or directions of the principal.

Special Collections - Outside of these Accounts	2024	2023
Collections on behalf of Agencies	£	£
Alzheimer's Society	136	30
Bishop's Discretionary	0	307
Bob & Julie Leaving	0	1,060
British Heart Foundation	0	15
British Red Cross	0	210
Childrens Society	433	506
English Heritage	0	170
Future Shoots	0	21
International Justice Mission	26	0
Macmillan	0	21
Healing Paws Animal Rescue	26	0
Petersfield Community Garden	0	21
Perrenial Gardens	148	0
Rosemary Foundation	0	1,121
Petersfield Pool	148	0
Salvation Army	0	55
Tearfund	0	10
Mission Aviation Fellowship	360	0
YW Leaving	0	635
	1,277	4,183

The Funds received, paid and balances held at the end of the period are as detailed below.

Opening balances 1 January 2024	435
Collections received	842
Collections paid over	(1,277)
Closing balance 31st December 2024 (to be paid over)	0