



Annual Report and Financial statements  
for the year ended 31 December 2023

The Parochial Church Council of the Ecclesiastical Parish of  
St Edmund King and Martyr

Mansfield Woodhouse

Charity number 1128607

Trustees report

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Statement of assets and liabilities

Notes to the financial statements

Independent examiner's report

# **The PCC of St Edmund King and Martyr**

## **Trustees' Annual Report**

The trustees present their report and the unaudited financial statements of the charity for the year ended 31 December 2023.

### **Reference and administrative details**

**Registered charity name**      The Parochial Church Council of the Ecclesiastical Parish of St Edmunds Mansfield Woodhouse

**Charity registration number** 1128607

**Principal office**                      Parish Office  
1 Welbeck Road  
Mansfield Woodhouse  
Nottinghamshire  
NG19 9JY

### **The Housley, Gethin, Chapman and Clay Pit Charity**

Due to a misunderstanding in 2004 that the “Housley, Gethin, Chapman and Clay Pit Charity” (HGCCC) was a “linked” charity, up until 2022 the PCC and HGCCC submitted a set of joint accounts for both charities. Following discussion with the Charity Commission and the information that they are not technically linked charities the Trustees have decided that both charities will submit separate accounts from 2023 onwards. Previous accounts will not be resubmitted, however figures relating to HGCCC will be extracted from the 2022 accounts so that accurate year on year comparisons can be made for both charities.

### **Trustees**

The PCC also act as Trustees for The Housley, Gethin, Chapman and Clay Pit Charity; Charity Number 1107036.

The Trustees are members of the Parochial Church Council. During the year the following served:

Kathleen Miller, Churchwarden, Deanery Synod.	David Colclough 2024
Kate Colclough, Reader.	Wendy Skelton 2026
Andrew Shaw, Reader.	Audrey Barnes 2025
Will Betts, Treasurer Co-opted until 2024	Maud Jarvis 2025
Ruth Greaves 2025	Tessa Hurst 2025
Gerald Houldsworth 2023 (Stepped down January 2023)	Betty Kershaw 2026
Irene Garratt PCC Secretary 2026	Helen Ainley 2026
Bill Blagg 2023 (Died 26th May 2023)	Carolyn Long Deanery Synod until APCM 2023
	Rev. Andrew Porter ex officio from November 2023

### **Independent Examiner**

Beeley Hawley and Co. Ltd  
44 Nottingham Road  
Mansfield  
Nottinghamshire  
NG18 1BL

**Bankers**                      National Westminster Bank

9 Church Street  
Mansfield  
Nottinghamshire

The Custodian Trustee of this Charity is the Southwell and Nottingham Diocesan Board of Finance.

The Managing Trustee of the Charity is the St. Edmund's PCC.

## **The Parish Church of St Edmund King and Martyr**

### **Trustees' Annual Report**

#### **Structure, governance and management**

The Charity is governed by the Parochial Church Council Powers Measure (1956) as amended and Church Representation Rules.

Elected members normally serve a period of three years and may immediately be re-elected for a further term of three years.

#### **Objectives and activities**

The objectives of the Charity are the advancement of the religious and other charitable work of The Church of England in the Ecclesiastical Parish of Mansfield Woodhouse, and are achieved by the various activities referred to below.

#### **Volunteers**

The charity is grateful for the unstinting efforts of all its volunteers who are involved in any service including the provision of charity shop, social committees and fund-raising and the Foodbank operating from the Stable Centre and St. Peter's Church Mansfield. The Trustees particularly wish to thank all those involved in the continued rebuilding of activities following disruption caused by the Covid Pandemic and its associated restrictions, without whom, some may have been lost altogether. Whilst most areas have recovered well, the Turner Hall usage has still not returned to its previous usage levels.

#### **Public Benefit**

The trustees confirm that they have complied with the requirement in the Charities Act 2011 with regard to Public Benefit.

#### **Safeguarding**

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

The Parish Action Plan was reviewed by the PCC on the 13th of June as was the Training Leadership Pathway. St. Edmund's is now working at Level 2 and has been invited to join the Safeguarding Hub.

The Church of England's "Promoting a Safer Church" was re-adopted by the PCC as our Safeguarding Policy on 13th September.

The Recruitment of Ex-offenders Policy Statement was adopted by the PCC on 14th November.

The Safer Church Posters have been updated and are on display throughout the church premises.

#### **Financial review**

Whilst most areas have recovered financially from the effects of the Covid Pandemic the Turner Hall has not been able to bounce back to its previous levels of business. At the same time increased utility prices coupled with a higher than usual increase in hourly wage rates has resulted in the hall continuing to operate at a loss and having to again rely on the PCC General Fund to make up the deficit.

The Cottage 1a Welbeck Road was tenanted during the year but other unexpected expenses reduced the net benefit from rental income.

122 Vale Road was relatively expense free during the year and full rent was received.

The Partnership continued to operate successfully and turned a healthy surplus. However, the level of grants was somewhat reduced during 2023, this will be rectified in 2024.

#### The Foodbank

The demand on our services have increased over 2023. We have fulfilled 2812 Vouchers which covers 4031 adults and 2091 children, a total increase 2154 people on the same period in 2022 (Figures April – December due to a change in the Trussell Trust System).

As ever, we struggle to maintain our stock levels. Every month there is more food going out than there are donations coming in.

As a result, a large amount of our stock is now purchased directly by us.

In 2023 we spent £23,069 on stock.

The top 5 sources of our food donors are as follows: (Apr-Dec 2023)

1. Supermarkets – 36.9%
2. Purchased food – 29.5%
3. Corporate/business – 9.08%
4. Churches – 8.99%
5. Schools/colleges – 8.49%

We continue to have a healthy bank account, mainly thanks to the donations from members of the community. Last year we received £27,690 in donations.

These donations were made up from cash, regular monthly donations into our account and some 'one off' donations (e.g. £5,000 from the Eastwood Foundation).

Keith Hadfield stood down from the foodbank completely in September, although he has now taken over as treasurer.

Thankfully, one of our volunteers has taken over some of the administration tasks.

We have lost a number of volunteers over the year and ideally we need to recruit some replacements. As we no longer have a manager, there is no one to do the recruiting, vetting and then inducting any new ones, however we are in the process of finding a solution to this situation and this is being carried out by the new Vicar for the time being.

Thanks to the volunteers, and particularly the fetching and moving of the stock done by one person (Owen Asher), the foodbank continues to operate on a day to day basis.

However, this is not a robust framework on which to operate, and there is not enough resilience to deal with the impending departure of Owen's absence at the end of April 2024.

The overall aim remains for the foodbank to become a charity on its own and, recruit a grant funded part-time manager.

#### Reserves

The accumulated surplus of unrestricted funds continues to be held for further anticipated call on the resources of the Charity, both generally and in respect of maintenance of the Church and its historical contents.

Grants totaling £30,000 were received from HGCCC to ensure that all other financial commitments were able to be met. The main calls on such funds are to enable the PCC to meet its everyday church expenses, namely its ability to pay full Diocesan Share. The ongoing dependence on HGCCC grants is on an upward trend and will need to be reviewed.

#### Summary of main achievements

The Turner Hall and lounge continue to serve a number of community groups.

For most of the year services have been supported by retired clergy and we would like to thank them, however, in November we were joined by the Rev. Andrew Porter as our new Vicar. Andrew's wife Cathy is also ordained and joins the team.

We would like to say thank you to Kate Miller (Church Warden) and the Ministry team who have taken most of the strain during the vacancy.

As we start this new season we are looking forward to all that God will bring to our Parish and the Community of Mansfield Woodhouse

The Parish Church of St Edmund King and Martyr

Statement of Financial Activities  
for the year ended 31 December 2023

	Note	2023 Unrestricted Funds £	2023 Restricted Funds £	2023 Endowment Funds £	2023 Total £	2022 Total £
<b>Incoming resources</b>						
Incoming resources from generated funds	2a	32,477	558	-	33,036	34,657
Voluntary income	2b	30,007	162,285	-	192,292	276,013
Incoming resources from charitable activities	2c	52,518	1,760	-	54,277	52,462
Activities for generating funds	2d	762	58,512	-	59,274	52,536
Investment and other income	2e	388	72	-	460	120
<b>Total incoming resources</b>		<b>116,152</b>	<b>223,187</b>	<b>-</b>	<b>339,339</b>	<b>415,788</b>
<b>Resources expended</b>						
Grants	3a	754	7,050	-	7,804	20,132
Activities directly related to the work of the Church	3b	144,213	200,439	-	344,652	345,456
Church management and administration	3c	7,956	543	-	8,499	11,481
<b>Total resources expended</b>		<b>152,924</b>	<b>208,032</b>	<b>-</b>	<b>360,955</b>	<b>377,068</b>
<b>Net incoming (outgoing) resources before transfers</b>	<b>-</b>	<b>36,772</b>	<b>15,155</b>	<b>- -</b>	<b>21,616</b>	<b>38,720</b>
Transfer between funds		-	-	-	-	-
<b>Net incoming (outgoing) resources before other recognised gains and losses</b>	<b>-</b>	<b>36,772</b>	<b>15,155</b>	<b>- -</b>	<b>21,616</b>	<b>38,720</b>
Gains and losses on investments on revaluation and disposal		67	573	-	640	-
<b>Net movement in funds</b>	<b>-</b>	<b>36,705</b>	<b>15,729</b>	<b>- -</b>	<b>20,976</b>	<b>38,720</b>
Fund balances b/f at 1 January 2023		106,368	137,950	-	244,318	205,598
<b>Fund balances c/f at 31 December 2023</b>		<b>69,663</b>	<b>153,679</b>	<b>-</b>	<b>223,342</b>	<b>244,318</b>

The Statement of Financial Activities includes all gains and losses recognised in the year.  
All income and expenditure derive from continuing activities.

The notes on pages 7 to 13 form part of these financial statements

**The Parish Church of St Edmund King and Martyr**

**Statement of Financial Position  
as at 31 December 2023**

	Note	2023 Unrestricted Funds £	2023 Restricted Funds £	2023 Endowment Funds £	2023 Total £	2022 Total £
<b>Fixed Assets</b>						
Tangible fixed assets	6	8,044	10,098		18,142	22,391
Investments	7a	-	2,682		2,682	2,037
		<b>8,044</b>	<b>12,780</b>	-	<b>20,824</b>	<b>24,427</b>
<b>Current Assets</b>						
Stock		400	5,874		6,274	6,274
Debtors	8	5,631	3,900		9,531	11,058
Investments	7b	273			273	206
Cash at bank and in hand	9	58,970	131,124		190,094	206,358
		<b>65,273</b>	<b>140,898</b>	-	<b>206,172</b>	<b>223,896</b>
<b>Creditors: amounts falling due within one year</b>	10	<b>3,654</b>	-	-	<b>3,654</b>	<b>4,005</b>
<b>Net Current Assets</b>		<b>61,619</b>	<b>140,898</b>	-	<b>202,518</b>	<b>219,891</b>
<b>Net Assets</b>		<b>69,663</b>	<b>153,679</b>	-	<b>223,342</b>	<b>244,318</b>
<b>Represented by:</b>						
<b>Funds</b>						
Unrestricted funds		69,663	-	-	69,663	106,368
Restricted funds	11	-	153,679	-	153,679	137,950
Endowment funds		-	-	-	-	
		<b>69,663</b>	<b>153,679</b>	-	<b>223,342</b>	<b>244,318</b>

The trustees are satisfied that the charity is exempt from audit and:

- i) are satisfied that the charity was entitled to the exemption and no trustee has requested an audit, and
- ii) acknowledge their responsibility for:  
accounting records, and  
preparing accounts which show a true and fair view.

Approved by the Board of Trustees on 29/04/2025 and signed on their behalf by:



**K A Miller**  
Churchwarden



**Rev Andrew Porter**  
Incumbent

The Parish Church of St Edmund King and Martyr

Notes to the Financial Statements  
for the year ended 31 December 2023

<b>2 Incoming resources</b>	<b>2023</b>	<b>2023</b>	<b>2023</b>	<b>2023</b>	<b>2022</b>
	<b>Unrestricted</b>	<b>Restricted</b>	<b>Endowment</b>	<b>Total</b>	<b>Total</b>
	<b>Funds</b>	<b>Funds</b>	<b>Funds</b>		
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>2a Incoming resources from generated funds</b>					
Planned giving	26,151			26,151	26,985
Collections	4,110			4,110	3,702
Sundry donations	2,216	558		2,775	3,970
	<b>32,477</b>	<b>558</b>	<b>-</b>	<b>33,036</b>	<b>34,657</b>
<b>2b Voluntary income</b>					
Grants					10,000
Housley Gething Chapman & Clay Pit Charity gran	30,000			30,000	137,683
Foodbank grants and donations	-	162,285		162,285	125,963
Other income	7			7	2,367
	<b>30,007</b>	<b>162,285</b>	<b>-</b>	<b>192,292</b>	<b>276,013</b>
<b>2c Incoming resources from charitable activities</b>					
Marriage, Funeral and Thanks Giving fees	18,176			18,176	26,719
Rental Income from 122 Vale Road	5,575			5,575	5,100
Rental Income from 1A Welbeck Road	8,025			8,025	1,747
Church Hall	20,742	1,760		22,502	18,896
	<b>52,518</b>	<b>1,760</b>	<b>-</b>	<b>54,277</b>	<b>52,462</b>
<b>2d Activities for generating funds</b>					
Parish magazines	762			762	576
Fund raising	-			-	425
Partnershop	-	58,512		58,512	51,535
	<b>762</b>	<b>58,512</b>	<b>-</b>	<b>59,274</b>	<b>52,536</b>
<b>2e Investment and other income</b>					
Investment income	388	72		460	120
	<b>388</b>	<b>72</b>	<b>-</b>	<b>460</b>	<b>120</b>
<b>Total incoming resources</b>	<b>116,152</b>	<b>223,187</b>	<b>-</b>	<b>339,339</b>	<b>415,788</b>



**The Parish Church of St Edmund King and Martyr**

**Notes to the Financial Statements  
for the year ended 31 December 2023**

<b>3 Resources expended</b>	<b>2023</b>	<b>2023</b>	<b>2023</b>	<b>2023</b>	<b>2022</b>
	<b>Unrestricted</b>	<b>Restricted</b>	<b>Endowment</b>	<b>Total</b>	<b>Total</b>
	<b>Funds</b>	<b>Funds</b>	<b>Funds</b>		
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>3a Grants</b>					
Charities and donations	754	7,050		7,804	20,132
	<u>754</u>	<u>7,050</u>	<u>-</u>	<u>7,804</u>	<u>20,132</u>
<b>3b Activities directly related to the work of the Church</b>					
Diocesan parish share paid and other activities	56,881			56,881	58,700
Clergy expenses	998			998	1,070
Rent, rates, insurance, light, heat and cleaning	23,985	13,968		37,953	24,044
Repairs	15,376	9,050		24,426	85,587
Salaries, wages and honraria	43,100	45,002		88,101	68,804
Upkeep of services	1,629	8,495		10,124	1,176
Stock purchases	-	41,032		41,032	- 144
Stock donations	-	74,798		74,798	92,070
Storage costs	-	3,260		3,260	3,220
Travel costs	-	1,009		1,009	3,555
Sundries	819	542		1,361	1,423
Depreciation	1,425	3,283		4,708	5,951
	<u>144,213</u>	<u>200,439</u>	<u>-</u>	<u>344,652</u>	<u>345,456</u>
<b>3c Church management and administration</b>					
Telephone	1,020	543		1,563	2,962
Printing, stationery and subscriptions	2,915			2,915	2,478
Bank charges	250			250	295
Professional fees	3,771			3,771	5,746
	<u>7,956</u>	<u>543</u>	<u>-</u>	<u>8,499</u>	<u>11,481</u>
<b>Total resources expended</b>	<u>152,924</u>	<u>208,032</u>	<u>-</u>	<u>360,955</u>	<u>377,068</u>
<b>4 Staff costs</b>				<b>2023</b>	<b>2022</b>
				<b>Total</b>	<b>Total</b>
				<b>£</b>	<b>£</b>
Wages and salaries				86,442	67,174
Social security costs				1,659	1,630
Pension Costs				-	-
				<u>88,101</u>	<u>68,804</u>
No individual employee earned over £60,000 in the year (2022 : none)					
The average number of employees during the year was 9 (2022: 9)					
<b>5 Accountancy fees</b>				<b>2023</b>	<b>2022</b>
				<b>£</b>	<b>£</b>

Accountancy and other services

<b>3,654</b>	3,654
<b>3,654</b>	3,654

The Parish Church of St Edmund King and Martyr

Notes to the Financial Statements  
for the year ended 31 December 2023

6 Tangible fixed assets		Motor	Fixtures,	Total
		Vehicles	fittings & furnishings	
		£	£	£
Cost or valuation				
At 1 January 2023		17,000	80,099	97,099
Additions			459	459
Disposals				-
At 31 December 2023		<u>17,000</u>	<u>80,558</u>	<u>97,558</u>
Depreciation				
At 1 January 2023		4,250	70,458	74,708
Charge for the year		<u>3,188</u>	<u>1,520</u>	<u>4,708</u>
At 31 December 2023		<u>7,438</u>	<u>71,978</u>	<u>79,416</u>
Net book values				
At 31 December 2023		<u><u>9,562</u></u>	<u><u>8,580</u></u>	<u><u>18,142</u></u>
At 31 December 2022		<u><u>12,750</u></u>	<u><u>9,641</u></u>	<u><u>22,391</u></u>
7a Fixed asset investments	2023	2023	2022	2022
	Cost	Valuation	Cost	Valuation
	£	£	£	£
118.66 CBF Investment fund units	Unknown	<u><u>2,682</u></u>	Unknown	<u><u>2,037</u></u>
Carrying (market) value at beginning of year				2,037
Additions				72
Change in market value				<u>573</u>
Carrying (market) value at end of year				<u><u>2,682</u></u>

**The Parish Church of St Edmund King and Martyr**

**Notes to the Financial Statements  
for the year ended 31 December 2023**

<b>7b Current asset investments</b>	<b>2023</b>	<b>2022</b>
83 Santander shares (previously Alliance & Leicester plc)	<u><b>273</b></u>	<u>206</u>
Carrying (market) value at beginning of year		206
Net profit on revaluation in year		<u>67</u>
Carrying (market) value at end of year		<u><b>273</b></u>
<b>8 Debtors</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Debtors	<u><b>9,531</b></u>	<u>11,058</u>
<b>9 Cash at bank and in hand</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Current accounts	<b>160,548</b>	161,837
Deposit accounts	<b>24,026</b>	38,461
Cash in hand	<u><b>5,520</b></u>	<u>6,060</u>
	<u><b>190,095</b></u>	<u>206,358</u>
<b>10 Creditors: amounts falling due within one year</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Accruals	<u><b>3,654</b></u>	<u>4,005</u>
<b>11 Funds</b>		
a) The permanent endowment fund, the May Gethin Trust, was established in 1948 with a gift of 3.263 acres known as the Grove Street allotments in Mansfield Woodhouse. This land was subsequently sold and the remainder of the majority of the proceeds spent on the renovation of the Stable Centre. The remainder is invested in 344 CBF Investment units.		
b) The restricted funds balance at 31 December 2023 was made up as follows:	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Partnershop	<b>48,183</b>	33,440
St Chads Appeal Fund	<b>5,200</b>	5,026
Community Market	<b>1,675</b>	1,675
F2 appeal	<b>4,458</b>	5,970
Turner Hall Refurbishment Fund	<b>196</b>	3,877
Youth Worker	<b>800</b>	800
Turner Hall Events Fund	<b>4</b>	4
St Edmunds Church Bells Fund	<b>1,455</b>	1,431
CBF Investment fund units	<b>2,682</b>	2,037
Foodbank	<u><b>89,025</b></u>	<u>83,690</u>
	<u><b>153,679</b></u>	<u>137,950</u>

If donations are made for a specific purpose these are held as restricted funds as the proceeds are only used for the purpose specified.

## The Parish Church of St Edmund King and Martyr

### Notes to the Financial Statements for the year ended 31 December 2023

#### 11 Funds (Continued)

The following table describes the purpose of each fund.

Fund	Purpose
Partnershop	These funds are generated by the charity shop and are used for the purpose of running the shop with any surplus funds being used to make grants to deserving causes.
St Chad's Appeal Fund	These funds are used for the renovation of St Chad's church.
Clock Fund	These funds are for the purpose of renovating the church clock
Community Market	These funds are for the purpose of running the community markets.
F2 Appeal (Community orchard)	These funds are for the continued upkeep of the community orchard.
Turner Hall Events Fund	These funds are to facilitate the organisation of events where prior expenditure is required.
Turner Hall Refurbishment Fund	These funds have been donated for the purpose of future refurbishment costs of the Turner Hall.
Youth Worker	These funds contain donations towards the cost of employing someone to work in the community with a view to encouraging children and families to become active members of the Church.
St Edmunds Bells	A fund to provide for the repair and maintenance of the church bells in
Foodbank	Sherwood Forest Foodbank provides emergency food for local people in crisis.
The Housley, Gethin, Chapman and Clay Pit Lands Charities	These funds are to meet the costs of administering the charity including the managing of the buildings, together with costs in furthering the object of the charity

b) The unrestricted funds are available to be spent for any purpose of the charity.

Of the unrestricted funds held at the year end, some of these are designated for specific purposes and projects. There are no restrictions placed upon the remaining balance of these funds and they can be used however the trustees consider appropriate.

#### 12 Trustees

During the year some of the Trustees were remunerated, as follows :

	£
A Shaw - Partnershp manager	220
K Colclough - reader	3,432
D Colclough - Steward	525
R Greaves - Cleansing	1,184

No trustees were reimbursed in relation to travelling and administration expenses.

### **13 Controlling party**

The PCC is under the control of the trustees

**Independent Examiners' Report to the Trustees of**  
**The Parish Church of St Edmund King and Martyr**

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31st December 2023, which are set out on pages 5 to 12.

**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 2011 Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiners' 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 Association of Chartered Certified Accountants, 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.



R A Shaw BSc FCCA  
Beeley Hawley & Co Ltd  
Chartered Accountants and Registered Auditors  
44 Nottingham Road  
Mansfield  
NG18 1BL

Date: 29/04/2025