



2023

Annual Report and Accounts

for the

Parochial Church Council

of

The Ecclesiastical Parish of
St. Michael And St. Mary Magdalene, Easthampstead

Charity Number 1128690



A year of hope for the future

I was thrilled when asked to become Rector of the benefice of the parish of Easthampstead. The Induction and Installation service that took place on the 24 August 2023 was memorable and will be a treasured memory for my family and me. The warmth of welcome we have received subsequently has been amazing and I thank you all for your love and support.

It has been a challenging start to my tenure due to apparent uncertainty in our financial position. Together we have made great progress to understand our financial position, made wise decisions, and great progress in getting our financial processes and policies under control. Central to this work are the biblical principles of good financial stewardship.

The first principle is acknowledging that God is the ultimate owner of everything. The Bible tells us, "The earth is the Lord's and all that is in it, the world, and those who live in it" (Psalm 24:1). Understanding this principle helps us adopt a humble and grateful attitude, recognizing that our possessions are gifts from God. As stewards, we must manage our finances with faithfulness and integrity. This involves practising honesty, diligence, and wise decision-making in our financial matters. Jesus illustrated the importance of faithful stewardship in the parable of the talents, emphasising that faithful stewards are entrusted with even greater responsibilities (Matthew 25:14-30). I believe this year we have hope that our financial stewardship is much improved.

I have also been reviewing worship in the parish which has led to the removal of the chancel altar and a reinstitution of the high altar for regular worship, and amendments to the regular pattern of Sunday worship. The PCC was requested to close our Church4U service; after discussion this was agreed to, and so this December we saw our last service. I have also been keen to work with St. Francis and St. Claire in reviewing the mission and ministry of the church in Jennett's Park. I have also been working with the Church@the Pines in establishing a vision for the future of the church in Hanworth.

Next year we will continue implementing the recommendations from the Quinquennial Report as well as drawing up plans to begin implementation of energy saving recommendations. One exciting project that may come from this work is some development of the Annexe. We will continue to make progress in addressing the parish financial situation. I will continue my review of the mission and ministry at Jennett's Park and together as a PCC we will establish a new vision for the parish from which we will be establishing a five year strategic plan.

I am very excited by the missional opportunities that have presented themselves and feel there is great opportunity to greatly serve the community and make Christ known in our parish. As I enter this next year I am full of hope and expectation for the future.

Revd. Gareth Morley
Rector

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1. Aim and Purposes

The purpose of the PCC is the promotion of the gospel of our Lord Jesus Christ according to the doctrines and practices of the Church of England and “co-operation with the minister (Reverend Gareth Morley) in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.” It also has statutory responsibilities for the care and insurance of church buildings and property, for keeping proper financial records and for a range of other statutory matters, including health and safety procedures relating to employees, volunteers and visitors.

The Parochial Church Council (PCC) of the Ecclesiastical Parish of St. Michael and St. Mary Magdalene, Easthampstead has its legal responsibilities set out in the *Parochial Church Councils (Powers) Measure 1956*. It is also bound by the *Church Representation Rules (Church Representation and Ministers Measure 2019)* and the *PCC Accountability Guide*.

The PCC has responsibility for two churches in the parish, namely St. Michael and St. Mary Magdalene Church and St. Francis and St. Claire Church. The PCC is also an ecumenical partner of the Church@thePines.

The strategic aims of the PCC are developed and expressed as a mission plan. These aims flow from the vision of the Church which is “to be a welcoming community that worships God, serves others and makes new disciples.”

Main activities undertaken to meet these aims and purpose include:

- a regular pattern of worship in the parish,
- assisting people in the parish in marking life events (christenings, weddings, and funerals),
- providing pastoral care and support to all people in the parish,
- helping all people of all ages in the parish to be able to develop their faith,
- providing social activities through small groups and as a whole community,
- managing the parish centre for the benefit of the people in the community and charity groups
- working with other churches in the parish, and
- working with schools in providing Religious Education and Collective Worship.

The PCC has had regard to the Charity Commission public benefit guidance, and these activities are compatible with “The Advancement of Religion for the Public Benefit” guidance published by the Charity Commission.

2. Parish Objectives

The PCC identified their objectives for the year as:

- to appoint a new Rector,
- to implement the Quinquennial Report,
- to assess the energy saving recommendations,
- to complete an appraisal of parish financial position.



Appoint a new Rector

Interviews were conducted with three candidates on the 25 April 2023. Following the interviews Reverend Gareth Morley was appointed as Rector of the parish. He was inducted and installed as Rector on the 24 August 2023.

Implement the Quinquennial Report

(written by: Lee Townsend, **Churchwarden**)

The new five year Quinquennial for the Church and Annexe was completed and published in 2023. Work has been undertaken to address some of the issues.

One of the issues raised was in regards of the drains. Several companies have been approached and quoted for a drain cleaning and mapping survey, which uses cameras to map, assess and report on the condition of our drainage system. This work has been booked in for early 2024.

In December 2023 work started on repairs to the SE pinnacle and the nave/tower junction where the lead copings had become loose. The repair team specialised in rope and tackle access which negated the cost of scaffolding. In the spring of 2024 we will continue with some pointing to the SE tower parapet and church masonry.

We have also worked with the Church Architect on a job specification for removing and resetting the Annexe coping stones with steel rods to anchor them in position. This has gone out to tender and we hope to complete the work spring/early summer 2024.

Assess the energy saving recommendations

(written by: Lee Townsend, **Churchwarden**)

An energy audit was carried out last year and has been reviewed. There are a series of suggested works that we could implement such as a plan to insulate the roof in the Annexe. Some steps have already been taken by the PCC which include the renegotiation of energy contracts, and installing energy saving lightbulbs in the annexe. The buildings committee has been asked to draw up plans of how we can implement the energy saving recommendations.

We have obtained as part of our energy saving work a bronze award from 'A Rocha'. There are three levels of Eco Church Award that they issue – Bronze, Silver and Gold. In order to qualify for an Award we must attain the required standard in each of the areas covered by the Eco Survey that apply to our church. Due to the work of the parish we have managed to complete all the necessary work to obtain the bronze award in 2023 and we will begin working towards the silver award in the coming year.



Complete an appraisal of parish financial position

(written by: Judy Collyer, **Churchwarden**)

A finance committee was established by the PCC with terms of reference. The committee consists of members of the PCC as well as others with relevant experience as invited by the committee.

Together we have reviewed the financial position of the parish and discovered that although the recorded income and expenditure is correct, the end of year reporting has been inaccurate for a number of years. Guidance has been sought from the head of finance at the Oxford Diocesan Board of Finance and a plan has been drawn up to address the financial situation. Our bookkeeper also resigned her position in December.

Current plans to address the financial position include:

- to review last three years finances,
- to create new financial policies,
- to review finance procedures,
- to appoint new Independent Examiner,
- to appoint a new Payroll Manager, and
- to appoint a new bookkeeper.

Objectives for 2024

The PCC identified their objectives as:

- to continue to implement the Quinquennial Report,
- to draw up plans and begin implementation of energy saving recommendations,
- to continue work to address parish finances,
- to review St. Francis and St. Claire Church Mission and Ministry,
- to review the parish vision and establish a five year strategic plan.

3a. Achievements

Details of the various special activities that the church ran during the year, e.g. missions, fundraising for overseas mission, pilgrimages, community events, etc.



Coronation

This year saw the Coronation of His Majesty King Charles III. The Coronation of the King and the Queen took place at Westminster Abbey on Saturday 6th May 2023. As a community we gathered to watch the service at the Abbey on the screens in church. We also provided an afternoon tea.

Our bellringers participated in a national 'Ring for the King', continuing the centuries old tradition of church bells ringing to call people to worship, in celebration of special occasions, in remembrance and to mark special events.



Worship

We have implemented changes to our Sunday worship following approval from the PCC. These changes included amendments to our liturgy to align us with Common Worship and reduce our Sunday readings. We also took the opportunity to address our extensive use of paper in the production of service booklets

We also removed the temporary chancel altar and reintroduced use of the high altar. We also replaced the front row of choir pews that had been removed. The result is that the church is much improved in appearance. The positive changes have been commented on by both regular parishioners and those who use the church to celebrate life events.

Care and Support

Our new website has afforded us the opportunity to talk about the care and support we provide as a parish but also to act as a signpost for other charities and organisations that may be able to assist where we are unable to help directly. This has already proven to be useful to some in the parish who have contacted us. We will be looking to re-establish a pastoral care team to increase our provision of support to others.

Faith Development

We have embraced faith development by introducing a new catechetical programme for catechumens seeking baptism and/or confirmation in the Church. The website redesign has given us the opportunity to put this program onto the website so that others can access the materials.

In Advent a prayer workshop was held which was successful due to good attendance and feedback.

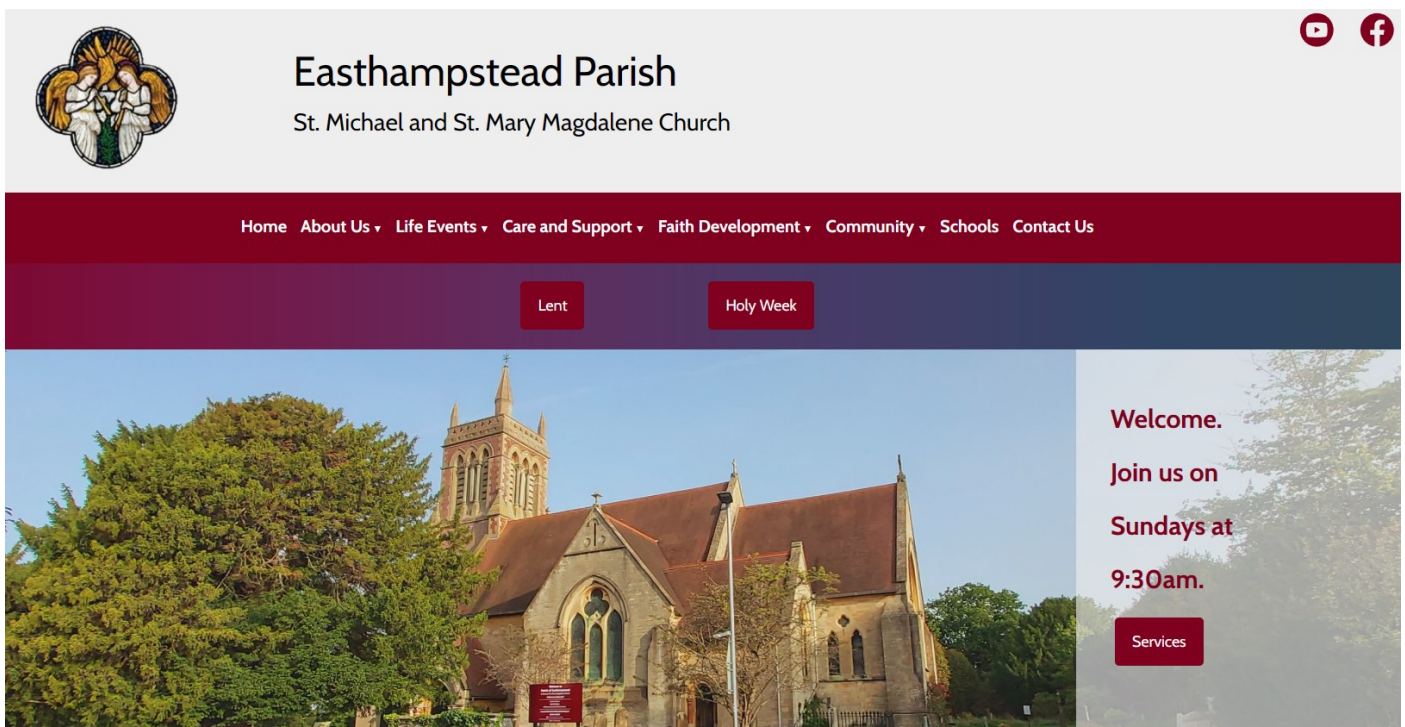
Candidates have been prepared for confirmation in anticipation of a service next year.

Life Events, iKnow and ChurchEdit

The PCC approved implementation of a new computer system. Initially trialled for Life Events but subsequently rolled out as an administrative package for other aspects of parish life. Previously the management of life events was on a paper diary and paper forms. Now the information is centralised and can be shared with others appropriately ensuring our data protection policy is followed. We are increasing our use of the software package that is helping us coordinate life events.

In order to offset some of the cost in the purchase of iKnow Church we cancelled our contract with Church123 to provide webservices and took up a contract with ChurchEdit. This company owns the software iKnow Church and as such a reduced price was offered for the purchase of both products. A further reduction was secured as iKnow Church is a preferred supplier of the Church of England.

ChurchEdit has allowed us to integrate iKnow into our new website design which allows people to request life events directly through the website, rather than having to email us.



Community

We held a Rector's Christmas Party at the Parish Centre where members of the congregation attended for an evening of fun and games. We also run and host regular church groups. One that is currently under review is the Toddler Group. This group is run by volunteers and meets once a week during term time to provide faith development and social activity for parents and toddlers. It has been recognised that faith development needs to be a focus for us in the coming year.

Easter Egg collection

A collection was made in the church for Easter Eggs to be sent to the Barnardo's School in Wokingham. The response was overwhelming with a large number donated from the Church. This was organised by the parish Mothers Union.

Harvest

A great amount was given in both goods and money at our Harvest Service. This was all donated to the foodbank in the town and was gratefully received.



Remembrance

This year we welcomed numerous scouting and guiding groups to the church as we marked Remembrance Day. The church was full of young people and the service was run predominantly by these uniformed organisations. Members of the Royal British Legion were thrilled as we raised £241.54 for the annual Poppy Appeal. This exceeded their expectations and it was the first time a poppy appeal organiser had attended our parish. The parish received a certificate of appreciation for our fundraising efforts.

Thrive

At Christmas it was decided our collections would be donated to Thrive. Every Thursday at 3—3:45pm at Jennett's Park CofE Primary School (during the school term) they welcome members of the community to come and donate, collect, share and reuse items so that all may thrive. They have tables for children's clothing, toys, books and long-life food items. They are supporting the local community through loving service and we were able to support them as a community by donating £570. The community thanked us for our support of others in our parish.

Christmas Unwrapped and Easter Experience



As part of our outreach to primary schools we invited classes into the church for a few weeks both before Easter and Christmas. For example at Christmas we welcomed fourteen classes from eight schools into the church for ninety minutes worth of activity. This support to the schools in seeking to develop and support Religious Education in the schools is much appreciated and valued by the local primary schools.

Fete

Every year in collaboration with St Michael's Church of England School the parish holds a fete called the 'Purple and Gold Fete'. Last year we saw a bit more of a return to normality after the years of the Covid-19 pandemic. The fete raised approximately £6144, last year this was £4016, and before that due to the pandemic the fete did not take place. More than the finances though is the opportunity to meet with others in the community and talk about the work of the parish.

Relationships with our partners



Church@the Pines

(Written by: Brian Gennerly, **Church@the Pines**)

The Church@thePines is blessed with being a local ecumenical partnership enabling us to enjoy a broad span of different worship services, enriching our spiritual lives and showing us the breadth and depth of God's love. In the recent months Revd Gareth Morley, the new rector has been leading worship once a month with communion. We are thankful to Revd Roy Burgess and Revd Carol Dunk who have supported us in the past, and to the Parish for their love and prayers. We thank God for the past year who has blessed and enriched our lives through our worshipping together as a gathered ecumenical congregation. With God's grace, we remain in this place faithfully and continue to be a worshipping and witnessing community.



St Michael's Church of England School

(written by: Caroline Johnson, **Headteacher**)

St Michael's Primary School has a long standing relationship with the parish formed through shared celebrations and church visits. Since the arrival of Revd Gareth Morley this relationship has strengthened even further. Revd Gareth is a regular visitor to the school in his capacity as our local vicar, leading worship and talking with staff and parents. The children have participated in a range of celebrations at the church and have accessed Christmas and Easter unwrapped sessions in the church with much excitement and new learning gained. School and parish have worked well together on planning and delivering an enjoyable and fruitful summer fair, bringing the whole community together. As a member of our governing board, Revd Gareth actively engages with staff and has been a vital part of the recent academisation decision and process. I personally have felt the impact of his wisdom and advice when considering the direction for the school's spiritual journey and he has supported and encouraged our Worship leader in her role.



Jennett's Park Church of England School

(written by: Elizabeth Savage, **Headteacher**)

It has been an exciting and challenging year for Jennett's Park CE Primary. I have with my team developed the Christian ethos of the school working with the wonderfully written promises in the Church's Vision for Education. We celebrate our Christian values and vision as a Pause Day three times a year to think about what really calls to us: Life in all its fullness (John 10:10). Our children enjoyed visiting St Michael's Church to learn about Christmas Unwrapped. Our links with the church have continued to be a great focus as we worshipped alongside Revd Carol Dunk and then Revd Gareth Morley. Revd Morley has been supporting the school as a governor since soon after his appointment. At Jennett's Park we are thankful for our relationship with St Michael's Church, and we hope to further develop these links. Church and school together, we aim for children to strive to let their lights shine brightly as they take the school's rainbow promise values wherever they go."

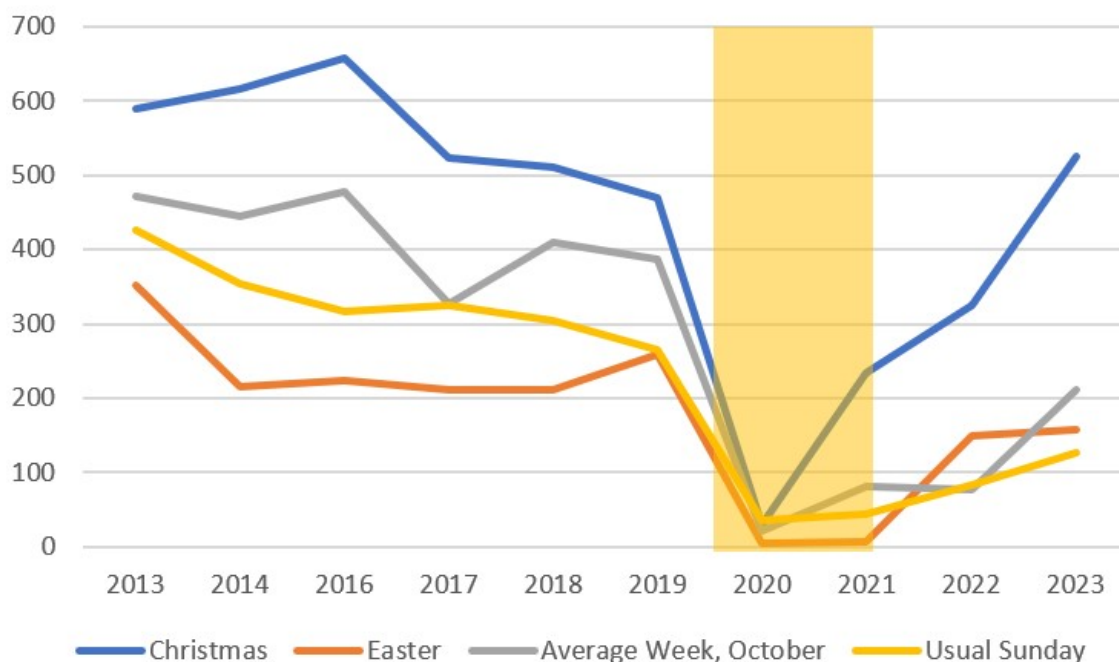
3b. Performance

Statistics for Mission are gathered every year by the Church. These record attendance at: Christmas (Christmas Eve and Christmas Day services), Easter (Easter Eve and Easter Day services), Average Week attendance in October (this includes Sunday and midweek church services & fresh expressions in October but excludes attendance at services for schools), and Usual Sunday Attendance which is taken as an average for the year.

This table records attendance figures for the last three years.

	2021	2022	2023
Christmas	234	324	526
Easter	8	149	158
Average Week, October	81	77	211
Usual Sunday	45	84	129
Usual attendance	2021	2022	2023
Adults	38	71	96
Children	7	13	33
Percentage Children	2021	2022	2023
Usual Sunday	16%	15%	26%
Average Week	9%	17%	16%

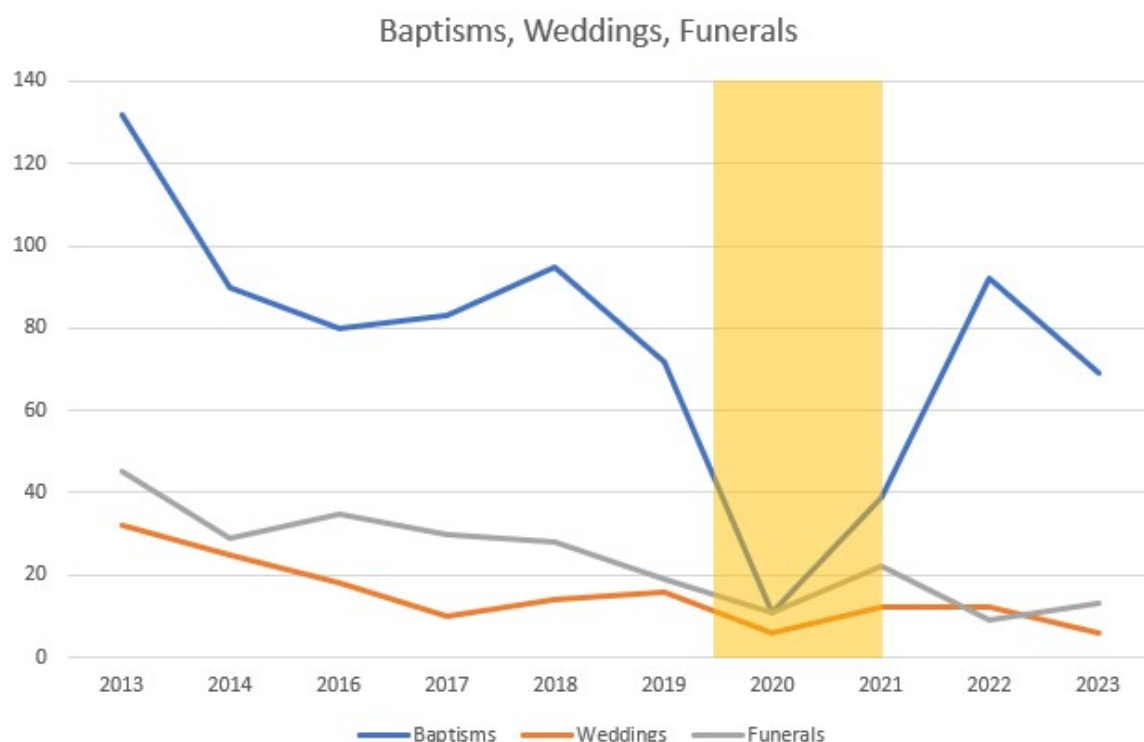
The graph below records the overall trend over the last ten years. The area highlighted in yellow shows period of time disrupted by the COVID-19 pandemic.



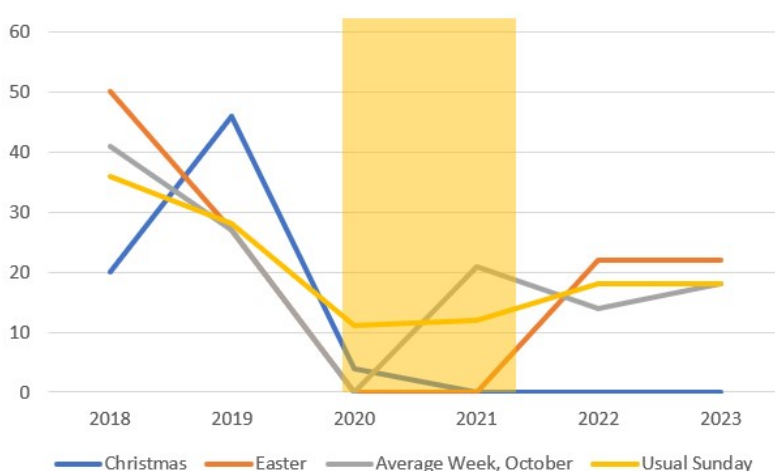
Data are also recorded as to the number of Baptisms, Weddings and Funerals that take place within the parish (this excludes other parishes that officiate at services in the Crematorium).

	2021	2022	2023
Baptisms	39	92	69
Weddings	12	12	6
Funerals	22	9	13

The graph below records the overall trend over the last ten years. The area highlighted in yellow shows the period of time disrupted by the COVID-19 pandemic.



St. Francis and St. Claire Church



The objective to review St. Francis and St. Claire Church for the coming year is as a result of its statistics for mission, when separated from the parish as a whole. This is because although the parish collectively is showing signs of post-covid recovery we are not seeing the same recovery at this church. The church has previously had attendance of around 30-40 but on occasion this year the church has had no congregation attending. As a result the mission and ministry of the church here will be reviewed in early 2024.

4. Financial review

(Review by: Oliver Sommer, Treasurer)

I was appointed as treasurer by the PCC for this year. With the PCC's approval a finance committee was established which consists of members of the PCC as well as others with relevant experience as invited by the committee. Special thanks goes to Alison Wilkins, Finance Administrator at Warfield Church, who volunteered to work with me and the new Rector to address our finances. Sadly our long term bookkeeper resigned in December. We are currently seeking a new bookkeeper. Our efforts to address the financial position of the church is a key objective for us.

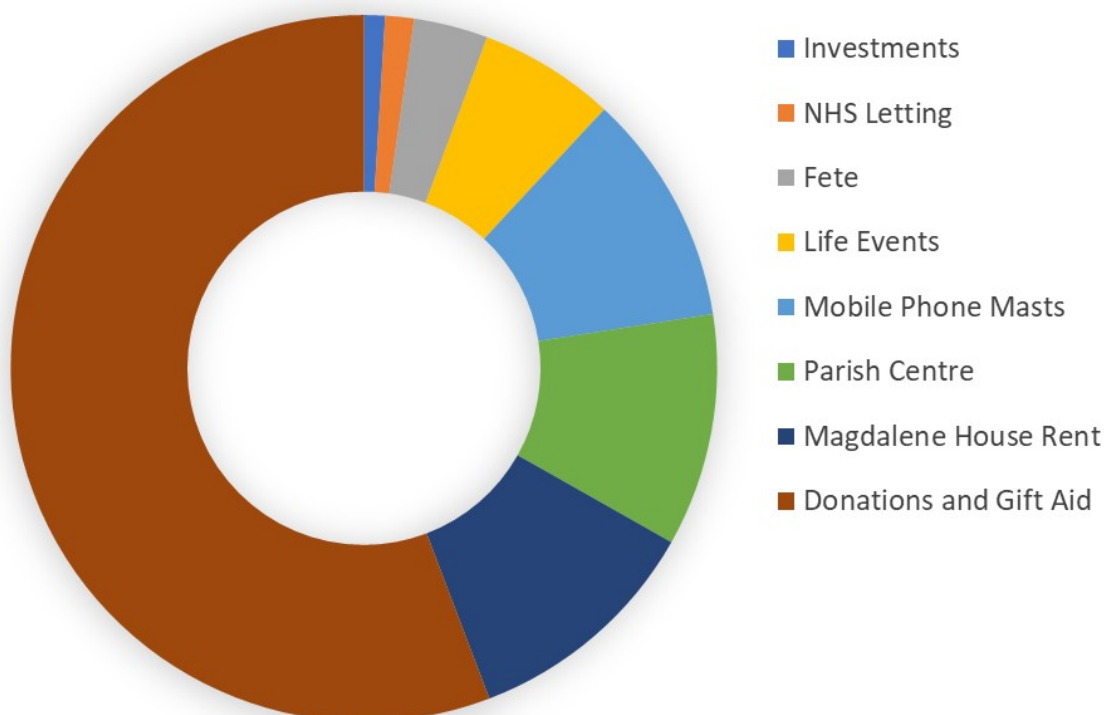
Income

This year planned donations were lower than in 2022 which we suspect are primarily due to the increase in the cost of living. This is suspected as the primary reason for standing orders being cancelled or reduced, as people seek to control their finances through cash donations. Plate collections have gone up in 2022, and contactless donations went up. It could be argued that this increase in contactless giving could be due to the ease of access of contactless giving in the church after the PCC authorised the purchase of the new contactless collection plate as it makes giving by card easier and more accessible.

Income from weddings, baptisms and funerals went up in 2022 due to gradual increase of these Church activities.

It has recently come to light in a review of our finances that not all Gift Aid has been claimed for 2023 and a plan has been set up by the new Finance Committee to ensure that we claim this.

Total Income this year was £178,854 and came from the following sources.



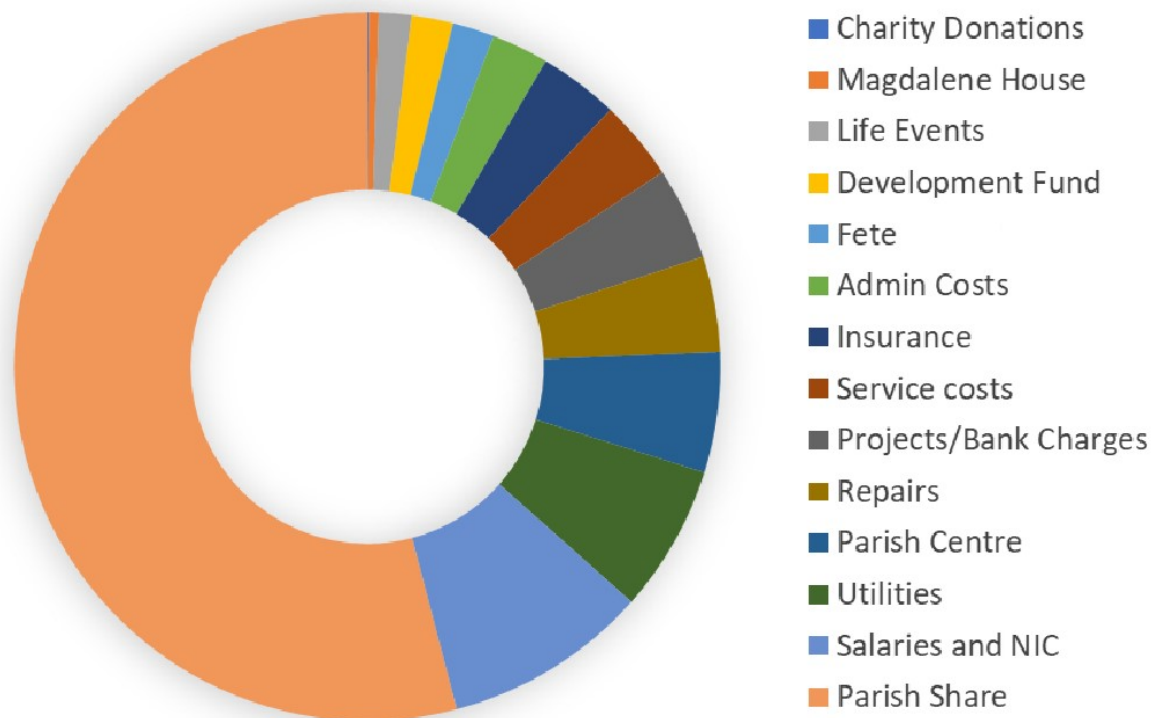
Expenditure

Total expenditure for 2023 had a significant increase from 2022 which was primarily due to a massive increase in energy bills for all three buildings at St Michael and St Mary Magdalene Church. This was a national issue and we have since renegotiated our energy contracts. Church repairs were also slightly

higher than in 2022. The cost of running services was also up from 2022 which we are seeking to address by exploring different suppliers. It should also be noted that we were given a discount on our Parish Share due to the interregnum period, which we no longer receive after the successful appointment of our new Rector.

In capital expenditure, a final amount of £7,341 was paid for the remainder of the live streaming equipment.

Total Expenditure this year was £187,116 and was on the following areas.



The main bank Balance as at 31 December 2022 was £223,912 and for 31 December 2023 was £218,060.

5. Reserves Policy

(Written by: Oliver Sommer, **Treasurer**)

The Charities Act requires charities to have a purpose in holding on to money. The church needs funds in reserve as working capital to cover normal running costs (heating, lighting, wages, etc). Therefore, a reserve is required to smooth out fluctuations in cash flow and meet emergencies. The PCC therefore maintains a balance of free reserves (net current assets) which equates to at least three months unrestricted payments. These funds held in reserve still form part of the unrestricted funds for the purposes of calculating the reserves balance and may be used for the payment of the parish share if no other funds are available. The PCC reserves the right that they may from time-to-time designate funds from reserves for a particular project or aim of the PCC if no other funds are available.

Restoration Fund (Restricted)

We maintain a Restoration Fund for any planned major refurbishment or improvement of our buildings. Funds were donated for a particular purpose and any other major projects that may arise from time to time. These funds will be reported separately and not used in calculation of our available reserves.

6. Funds held as custodian trustees on behalf of others

The PCC does not have custody and care of any trust documents or investments of other charities.

Review by: Oliver Sommer, **Treasurer**

7. Plans for future



Review St. Francis and St. Claire Church Mission and Ministry

One of the decisions we need to make is the future of St. Francis and St. Claire Church. It was once a vibrant and active Church but now is struggling with attendance, but more than that, a diminished core group. Attendees are predominantly parents seeking admission to Ranelagh School.

St Francis & St Claire was started in 2011 in the new housing estate of Jennett's Park. It was planted out of the parish church of St Michael & St Mary Magdalene and is still a part of that parish. The vision then was to start a new church community which was particularly welcoming and inclusive of families, and to establish a Christian presence in Jennett's Park.

There is a perceived disconnect between the community in Jennett's Park Church and Jennett's Park School. A dwindling core of individuals to sustain the life of the Church, lack of missional resources (time and materials), and no succession planning are all arguments in favour of closing St Francis and St Claire church.

Review the parish vision and establish a five year strategic plan

Now is the time to revisit our vision for the future of the parish and set our objectives for the next five years. A PCC vision day has been set for the 8th June and our patron Christ Church College in Oxford has graciously agreed to host us. As a PCC we will spend time reflecting on where we feel God is calling us for this next season.

From this vision day a Mission Action Plan (MAP) will be drawn up. A MAP is a process of strategic planning that will allow us to reflect on what opportunities and resources are available to us. It will then be used to help direct our activities and decision-making over the coming years. The heart of MAP is a process by which we will understand our calling as a community and putting that into action.

Continue work to address parish finances

One of the biggest challenges has been to get our finances in order. Since around 2018 errors have crept into our finances, related to our end of year reporting rather than the management of income and expenditure. Year by year these errors have grown, to the effect that this year we elected to start again with our accounting as we could not correct all the previous errors. This was agreed as acceptable by John Orridge of Oxford Diocesan Board of Finance.

In addition, one of the challenges facing us with regards to cash flow is that our expenditure has exceeded our income for the past three years. In 2021 this was by £42k in 2022 this was by £1k and last year this was by approximately £10k. Some of this overspend was for planned capital projects however with the outlined risks on the next page it is felt that closer scrutiny of our finances this year is essential.

Our bookkeeper Grace will be leaving us at the end of the year and so we will need to recruit a new bookkeeper. We have sought to locate a bookkeeper to take on the role voluntarily but have been unsuccessful. Therefore the PCC has given the Rector and Churchwardens permission to seek a paid bookkeeper to fill the role for six months. We hope to recruit someone to the role in early 2024, along with a new independent examiner and payroll manager.

8. Risk management

Although there is no requirement for us to make a risk-management statement we consider it best practice to highlight potential risks to the parish. Below are detailed the principal risks and uncertainties facing the charity and its subsidiary undertakings as identified, together with a summary of the plans and strategies for managing those risks.



Parish Centre

One of the principal risks and uncertainties facing the charity and its subsidiary undertakings, as identified by the charity trustees [PCC members] is related to the parish centre. Reinforced Autoclaved Aerated Concrete (RAAC) is a lightweight, 'bubbly' form of concrete commonly used in construction between the 1950s and mid-1990s. It is predominantly found as precast panels in roofs, commonly found in flat roofs, and occasionally in floors and walls. RAAC has been found in local buildings of a similar age.

Why is it a risk?

The Parish Centre was constructed in the 1950s using concrete. It is uncertain if RAAC was used in the construction of the building. RAAC has proven to be not as durable as other concrete building materials and as such there is a risk RAAC panels can fail. Later RAAC planks are known to use galvanised steel or stainless steel reinforcing bars, and are of less concern provided the roof is kept watertight. If RAAC is identified and it is high risk it could affect the ability of the Parish Centre to support the local community and affect the financial performance of the charity.

What is the plan?

A visual survey has not identified any cracks in the roof. Records have been checked but we have not been able to identify the building materials used in the construction of the Parish Centre. The church architect was asked to assess the Parish Centre and has agreed to conduct a survey of the building following PCC approval in 2024. Any recommendations that result from this survey will then be acted on.

Mobile Phone Masts

MBNL (EE and 3) have instructed NET Coverage Solutions Ltd to progress a licence renewal as our existing telecoms agreement has expired. They are currently offering £4,000 per annum paid quarterly, with an additional one-off lump sum payment of £3,500 upon completion of the licences. The term is for 20 years, reviewed every 3 years and increased in line with RPI. This is a drop from the £10,000 per annum currently paid to us under the existing contract.

The reason for the reduction is due to the Electronic Communications Code in December 2017. These new payments for churches are set at a national level and recorded within a memorandum of understanding following negotiations between the 4 network operators and the CofE as a whole.

Why is it a risk?

The reduction of income on this contract could affect the financial performance or position going forward necessitating a reduction in expenditure.

What is the plan?

The PCC have decided to consult the Diocesan Registrar before agreeing to any licence renewal. The Registrar was contacted and the proposal of MBNL and NET Coverage Solutions Ltd discussed to review our options going forward.

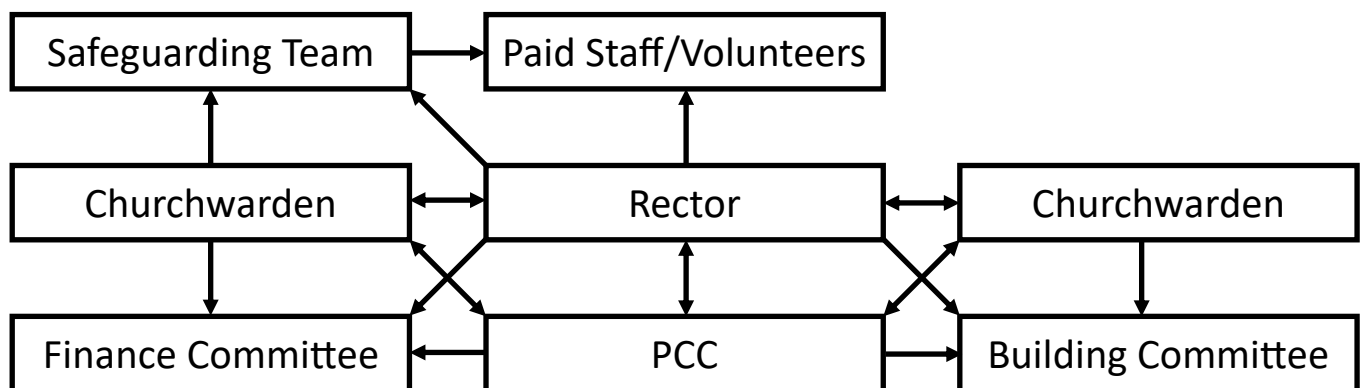
9. Structure, governance and management

The membership of the PCC consists of the incumbent (Rector), Churchwardens, and members (elected by members of the congregation who are on the electoral roll of the church).

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The PCC is a Registered Charity. Appointment of PCC members is governed by and set out in the Church Representation Rules.

The PCC is currently reviewing the policies and procedures for the recruitment, induction and training of PCC members.

Legally, the “PCC is responsible for all parish finance, its management and control.” It also has ultimate responsibility for the “care and maintenance of all church buildings and all their contents within the parish.” This includes; the Church of St. Michael and St. Mary Magdalene, the Church of St. Francis and St. Claire, the Parish Centre and Magdalen House. The PCC and the incumbent also have a duty of care to ensure the protection of the vulnerable in their church community. To manage these responsibilities the PCC has a standing committee and has established a Finance Committee and a Building Committee, as well as a Safeguarding Team.



The **Standing Committee** as required by law and detailed in Church Representation Rules is a committee of the PCC and reports to the PCC. The Standing Committee has the powers and responsibilities laid down by canon law. Specifically it is empowered to transact the business of the PCC between the meetings thereof subject to any directions given by the PCC.

The **Finance Committee** makes decisions regarding the implementation of financial policy, its compliance with legislation, and Charity Commission guidance. It advises the PCC on financial implications, operational risks, budget management targets and policies. In short it ensures the PCC financial obligations are met.

The **Buildings Committee** discharges the responsibilities of the PCC on matters relating to PCC premises and grounds, security and environment. The group assists in the quinquennial inspection of the building and agrees priorities for maintenance and improvement. It develops a strategy for carrying out maintenance, repairs and redecoration within the budget allocation. The committee also deals with all Health and Safety matters in the Parish. In short it ensure the PCC ‘care and maintenance’ obligations are met.

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

10. Administrative information

The Parochial Church Council of the Ecclesiastical Parish of St. Michael and St. Mary Magdalene, Easthampstead (Charity number: 1128690) is located at the following address:

St. Michael and St. Mary Magdalene Church, Crowthorne Road, Bracknell, Berkshire, RG12 7ER.

The Church of St. Francis and St. Claire is located in: Jennett's Park CE Primary School, Tawny Owl Square, Bracknell, RG12 8EB.

All PCC correspondence address is care of:

Parish Office, Parish Centre, Crowthorne Road, Bracknell, Berkshire, RG12 7ER.

www.stmichaelsesthampstead.org.uk

Legal Advisors to the PCC are Winckworth Sherwood LLP who provide legal advice on a variety of matters.



Winckworth Sherwood LLP, 2 Chawley Park, Cumnor Hill, Oxford, OX2 9GG.

There are no paid or formal financial advisors to the PCC although we can and have sought voluntary advice from the Oxford Diocesan Board of Finance, specifically the Director of Finance John Orridge.



ODBF, Church House Oxford, Langford Locks, Kidlington, Oxford, OX5 1GF.

The independent examiner for the PCC accounts is Kim Swain of Radford & Sergeant.



Radford & Sergeant, Building 3, Watchmoor Park, Camberley, Surrey GU15 3YL.

Day-to-day management of the parish is delegated to the incumbent, Revd. Gareth Morley.

Trustees

The names of all the members of the PCC who have served since the commencement of the financial year until the approval of the financial statements.

Members of the Parochial Church Council	
The Revd Gareth Morley	Rector (PCC Chair)
The Revd Carol Dunk	Associate Priest
Lee Townsend	Churchwarden (Buildings), Deanery Synod representative
Judith Collyer	Churchwarden (Finance and Safeguarding)
Maureen Beadsley	PCC Lay chair
Oliver Sommer	PCC Treasurer
Christine Fellows	PCC Secretary
Jaime Whitfield	
Jeanette Rymill	
Robert Soden	
Geraldine Samuelsson-Brown	Deanery Synod representative
Andrew Wyard	
Nicholas Roworth	St. Francis and St. Claire Church representative, Deanery Synod representative
Grant Mobbs	
Karen Biggs	
Christopher Boutle	Deanery Synod representative
Brian Gennery	Church@the Pines representative
Diane Collins	Deanery Synod representative
Vacant	

The Ecclesiastical Parish of St Michael and St Mary Magdalene, Easthampstead

Financial Statements for the year ended 31 December 2023

Independent Examiner's Report to the Trustees of St. Michaels and St. Mary Magdalene Parochial Church Council

I report on the accounts of the church for the year ended 31 December 2023 which are set out on pages 22 to 24.

Respective Responsibilities of Trustees and Examiner

The church's trustees are responsible for the preparation of the accounts. The church's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts (under section 145 of the Charities Act);
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the Charities Act); and
- To state whether particular matters have come to my attention.

Basis of Independent Examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity 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 you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

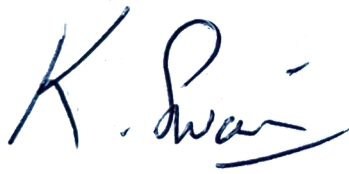
Independent examiner's statement

Since the gross income for the year exceeds the amount provided in section 145(3) of the Charities Act, I confirm that I am qualified to act as Independent Examiner under the provisions of that section of the Charities Act and that my qualification is as shown below.

In connection with my examination, it has come to my attention that, in prior periods, accounting records have not been kept in accordance with section 130 of the Charities Act. This has meant that comparative figures for receipts and payments for the year to 31 December 2022 cannot be relied upon and have, therefore, needed to be omitted from the accounts. Further, analysis of prior year assets and liabilities by type of fund has not been possible. I have been advised that the trustees have discussed this matter, as well as future remedial action, with the Oxford Diocesan Board of Finance.

Other than as mentioned above, in respect of the receipts and payments for the year ended 31 December 2023, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

A handwritten signature in blue ink, appearing to read 'K. Swain', with a stylized flourish at the end.

Kim Swain MA (Oxon) FCA
Radford & Sergeant Limited
Building 3
Watchmoor Park
Camberley
Surrey
GU15 3YL

31 May 2024

The Ecclesiastical Parish of St Michael and St Mary Magdalene, Easthampstead

Receipts and payments accounts
For the period from 1 January 2023 to 31 December 2023

	Note	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total funds £
RECEIPTS					
Voluntary Receipts:					
Planned giving		51,337	2,880		54,217
Collections at services		15,655			15,655
All other giving/voluntary receipts	1	13,193			13,193
Gift Aid recovered		14,500	275		14,775
		94,685	3,540		97,840
Activities for generating funds	2	6,144			6,144
Investment income	3	44,109	66	138	44,313
Church activities	4	30,558			30,558
Total receipts		175,495	3,606	138	178,854
PAYMENTS:					
Church activities:					
Parish share		102,132			102,132
Clergy and staffing costs	5	19,734			19,734
Church running expenses	6	50,835			50,835
Parish Centre running costs		9,531			9,531
Mission giving and donations		180			180
		182,411			182,411
Cost of generating funds					
Magdalene House		987			987
Fete		3,718			3,718
		4,704			4,704
Total payments		187,116			187,116
Excess of payments over receipts		(11,621)	3,606	138	(8,262)
Cash at bank & in hand at 1 Jan					251,435
Cash at bank & in hand at 31 Dec					243,173

The Ecclesiastical Parish of St Michael and St Mary Magdalene, Easthampstead

Notes to the accounts

	Unrestricted Funds	Restricted Funds	Endowment Funds	Total funds
1. All other giving/voluntary receipts				
Church at the Pines	6,885			6,885
Other donations	6,008			6,008
Oxford Diocese DB Implementation grant	300			300
	13,193			13,193
2. Activities for generating funds				
Fete	6,144			6,144
	6,144			6,144
3. Investment income				
CBF Deposit Fund and CCLA interest	1,531	66	138	1,735
NHS car park	2,388			2,388
Magdalene House lettings	20,940			20,940
Mobile Phone Masts	19,250			19,250
	44,109	66	138	44,313
4. Church activities				
Wedding fees	7,802			7,802
Funeral fees	3,486			3,486
Parish Centre lettings	19,271			19,271
	30,558			30,558
5. Clergy and staffing costs				
Clergy travel/entertainment	1,467			1,467
Staff salaries	18,267			18,267
	19,734			19,734
6. Church running expenses				
Repairs	8,464			8,464
Water	273			273
Equipment maintenance	831			831
Electricity and gas	11,231			11,231
Insurance	7,932			7,932
Magdalene House refurbishment	640			640
Video streaming project	7,341			7,341
Costs of services	5,223			5,223
Weddings/Baptisms/Funerals	4,792			4,792
Administration	4,109			4,109
	50,835			50,835

The Financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payment basis, and under section 133 of the Charities Act 2011.

The Ecclesiastical Parish of St Michael and St Mary Magdalene, Easthampstead

Financial Statements for the Year Ended 31 December 2023

Statement of Assets and Liabilities at the end of the period

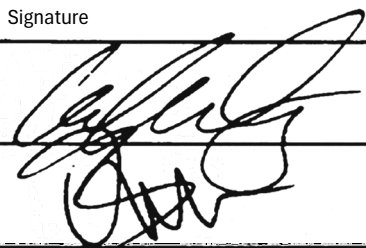
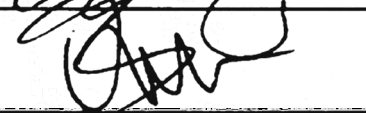
	Note	Total 2023
Cash Funds		
Bank Current Account		218,060
Bank Deposit Account		24,829
Other bank and cash accounts		285
	(A1)	243,173
Investment Assets		
Investment Fund Shares value	(A2)	63,503
Assets retained for Church use	(A3)	3,926,000
Liabilities		0

(A1) - The total includes restricted funds relating to the Restoration appeal, Homeless Shelter Fund, Simpson Legacy, Living Churchyard and Heritage weekend.

(A2) - The total includes the investment of a 30.4% equity share in the sale of 1 Ardingley which can be used for any ecclesiastical purpose in the parish, restricted funds for the maintenance of the Church/Graveyard and an endowment for keeping the Churchyard and, in particular, the grave of Mrs Davies' late husband, in good order.

(A3) Magdalene House - estimated market value	626,000
Parish Centre - estimated rebuilding cost	3,300,000
	3,926,000

Signed of behalf of the Trustees

Signature	Name	Date Approved
	Revd. Gareth Morley - Rector	27/04/24
	Oliver Sommer - Treasurer	27/04/24



