

The Parochial Church Council of the Ecclesiastical Parish of Chalfont Saint Giles (Diocese of Oxford)

Otherwise known as: **PCC of Chalfont St. Giles**



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

Rector: The Rev'd Dan Beesley

Registered Charity Number 1129372

www.csgparish.church

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Annual Report of the Parochial Church Council January to December 2024

1 Who are we?

Chalfont St. Giles (CSG) Parish Church, High Street, HP8 4QF is one of two churches in the Benefice of Chalfont St. Giles, Seer Green and Jordans. The Parochial Church Council (PCC) of CSG is a registered charity no. 1129372

The other church in the Benefice is Holy Trinity, Orchard Road, Seer Green, Buckinghamshire, HP9 2YA. Holy Trinity is a separate charity no. 1175583. Both churches are part of the Church of England.

2 What do we do?

2.1 Aims and Purposes

The PCC of CSG has the responsibility of working alongside the Rector, the Rev'd Dan Beesley, in promoting in the parish the whole mission of the Church - pastoral, evangelistic, social and ecumenical. It is responsible for the maintenance and management of the church buildings and fabric. This includes the Reading Room, a 40-seat, Grade 2 listed building which is available for hire by the community.

2.2 Objectives and Activities

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

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

- worship and prayer, learning about the Gospel; developing their knowledge and trust in Jesus Christ;
- provision of pastoral care for people living in the parish; and
- missionary and outreach work beyond the immediate church community.

3 Review of the year

3.1 Worship, Prayer and Discipleship

The Rector, clergy and PCC aim to offer a range of services on Sundays, during the week and over the course of the year that enable our community to draw closer to God, worship with one another, and develop in spiritual maturity.

The principal act of worship each week takes place on Sundays at 9.30am and is the Parish Communion. A service of Holy Communion according to the Book of Common Prayer (BCP) is held at 8am. A contemporary service known as 'Connect' was introduced in January 2023. This was well received by visitors, e.g., attending for baptisms. However, core attendance declined and was not maintained at a sustainable level. In March 2024 the PCC decided to pause the service and to reflect on what changes were required, e.g., time and location.

A full programme of Sunday evening services was maintained throughout 2024, following its reintroduction in September 2023. These include Choral Evensong, Holy Communion with Prayers for Healing and other types of spirituality, e.g., Celtic Reflection.

During the week, there are currently 4 Home groups meeting for Bible study, prayer and fellowship. There is a monthly mid-week Holy Communion service. A Morning Prayer service is held Tuesday to Friday on Zoom.

For children and young people, there is an evening get-together for teenagers called Y-Zone, Messy Church is held once a month and a children's group has recommenced meeting during the sermon on Sunday mornings.

All are welcome to attend our services. As at January 2024 there were 154 on the electoral roll, rising to 157 in March and 161 at the 2024 APCM. Every 6 years, rather than updating, a new electoral roll is drawn up. This will next happen in April 2025. The average weekly attendance across all regular services, counted in October 2024 (2023) was 82 (76) aged 16 & over & 14 (12) under 16. Attendances were, of course, higher at services celebrating the major Festivals and other events, e.g., Remembrance, Baptisms etc.

During 2024 the church was used for:

- 5 (10) baptisms
- 7 (4) confirmations (*Candidates from Stoke Poges, Princes Risborough & Seer Green were also confirmed at the same service*)
- 1 (3) wedding(s)
- 7 (12) funerals & 1 (4) memorial service(s)
- 2 (6) interment of ashes in churchyard

In addition, our clergy took 3 (4) funerals away from church at local crematoria.

3.2 Pastoral Care

The Rector and PCC are committed to the pastoral care of all people in the CSG parish. Holy Communion is taken regularly to several housebound parishioners and others as and when required. Visits are made to people who are unwell at home or in hospital with the assistance of the Pastoral Care team. Appropriate safeguarding training and measures are in place.

3.3 Missionary

We support and promote the work of several charities:

- **Transform Trade** (formerly known as Traidcraft Exchange) works to reduce poverty by encouraging trading fairly with marginalized groups and campaigning against unjust trade rules. The church remains a certified fair-trade church and regular stalls are held in church selling goods from fair trade producers, many of which are not generally available in the shops. Members respond to periodic appeals for the Chiltern Trussel Trust foodbank using these products.
- **Street Kids Direct** is led by Steve and Lindsey Poulson and works with vulnerable young people in Honduras. It provides mentoring, creates safe spaces for at-risk children and young people to grow, and supports local project development.
- **A Rocha UK** – Helps equip churches to care for creation. The church has held the silver award since 2022.
- **Fawsett Trust** - is a local charity, originally established in 1905, and working with other groups in supporting our elderly village residents with vouchers at Christmas, exchangeable only in the village shops and so also helping them. The Trust receive contributions from the PCC, the Village Show, Helping Hands and Bucks Council Community Board and further individual contributions which enable this work to continue. Members of the church, including the Rector, are involved in the Board of Trustees.
- We have also supported the **Mission to Seafarers** (through Christmas card sales), **All Together Community** (through Harvest gifts and the Toy service) and the **Trussell Trust**.

During 2024 the charities listed below were supported by donations from Church funds, or collections taken, or other fund-raising activities.

	£
All Together Community (Lent Lunches)	1,370.00
Transform Trade (Traidcraft Exchange)	492.50
Street Kids Direct	492.50
A Rocha	492.50
Fawsett Trust	<u>492.50</u>
	3,340.00
Royal British Legion (Poppy appeal)	280.00

3.4 Outreach

The Church seeks to reach out in service to the local community. It runs a Mother and Toddler's group, known as Chatterbox, when up to 20 toddlers with a parent, grandparent or carer gather in the Reading Room on Thursday mornings during term-time. Following Chatterbox, the church operates Rendezvous which provides an opportunity for chat and light refreshments. Once-a-month, the Naomi group for widow(er)s meets at Rendezvous. Sadly, weekly attendance at Rendezvous has continued to decline. Towards the end of 2024 it was only meeting twice a month. Topical events are arranged at different times of the year, e.g., Pancake party, Christmas wreath making, Light party (Halloween), etc.

During the 6 Fridays of Lent, the church provides 'Lent Lunches' when home-made soup, bread and cheese are served in the Reading Room. Deliveries are also made to local businesses. In 2024, £2,370 was raised which was split between the All Together Community and the Reading Room.

The Rector and PCC seek to support the work of the village school. Members of the clergy take school assemblies and host visits to the church by pupils and parents for special events.

The church supports the under-12s Chalfont Wasps football team (providing half-time refreshments for spectators) and other village activities, e.g., the village show, Christmas lights switch-on, etc.

3.5 Premises

The church building is an important historic facility in the community. Parts of the building date back to the 12th century, with additions in several subsequent centuries. It contains mediaeval wall paintings and other historic features. From April to September, the church building was open daily to visitors, thanks to a dedicated group of 'Church Watch' volunteers. The church is also used for certain community events, e.g., it is used for talks in the Chalfont St. Giles Literary Festival and fund-raising concerts arranged by the Friends of CSG Parish Church in support of the church.

The Reading Room is an important community facility in the centre of the village. It is available for hire.

The PCC is responsible for the church building and the Reading Room. The last Quinquennial survey was conducted in 2022. During 2024, work on the church building mainly consisted of essential maintenance items. The pipe organ blower required urgent overhaul in early 2024.

In the churchyard, there are over 40 substantial trees. These are regularly inspected and, when necessary, action is taken to cut back or remove trees as appropriate. In 2024, extensive pruning of trees along the south side of the churchyard was carried out. This was necessary to reduce the risk of lead theft from the south aisle roof which would otherwise be hidden from view from the adjacent footpath.

Following redecoration of the interior of the Reading Room, plans to redecorate the exterior were delayed as because of its listed status, the planning authority insisted on the use of limewash. We appealed this, considering limewash to be inferior and more expensive than modern alternatives. However, our appeal has been unsuccessful and we will now need to use limewash. The most effective means of doing so, given the amount of staining is being investigated.

Looking ahead, a 5-year electrical inspection will be carried out early in 2025. The church gas boilers are now 25 years old and consideration will need to be given to their replacement when sourcing spares becomes problematic

The generous help of the Friends of the CSG Parish Church, both financially and in

voluntary labour in maintaining the church and Reading Room, is gratefully acknowledged.

3.6 Ecumenical Relationships

The church maintains links with the other CSG churches - Deanway United church and the Living Word International church through joint services from time to time. The church has good relations with other churches in the area and our clergy help other churches e.g., in interregnum, by taking services. They also participate in prayer meetings of church ministers.

4. Financial Review

4.1 Financial Position

The original budget for 2024 showed a deficit of £30k. At year-end, the operating loss was £22.5k. However, because of unbudgeted legacies of £26.5k, there was an actual net surplus of £4k. Net assets at year-end were £321k, an increase of £15k mainly due to favourable investment market conditions.

4.2 Commentary on Receipts and Payments.

The recurring **income** of £124k was £3k below budget and £1.5k lower than 2023. The main shortfall was due primarily to lower fees because of a reduction in the number of weddings and funerals.

Voluntary Receipts in the year totalled £99k, an increase of c£2.5k compared to 2023 and close to the 2024 budget, with favourable variances in Donations and Gift Aid rebates offset by a shortfall in Offerings.

Receipts from Fundraising Activities totalled £11.3k, £4k below budget due to the shortfall in wedding and funeral income partially offset by a favourable variance in income from other fund-raising events.

Reading Room receipts totalled £6.7k, £1k above budget and £2.3k higher than in 2023.

Income from Other Receipts totalled £5.6k which was marginally above budget due to higher than anticipated interest received following the transfer in early 2024 of £30k from the Smallbrook account to the higher-interest bearing CBF Deposit Fund. This offset lower than expected donations from the Friends due to the delayed Reading Room exterior repainting.

Expenditure totalled £147k, £13k lower than 2023 and £11k below the 2024 budget.

Reading Room costs were £4.8k, some £6k below budget due to the delayed exterior repainting (see para 3.5 above). Church operating and activities costs totalled £115k, marginally lower than 2023 due to a significant reduction in energy costs following the introduction of a new contract. These savings were offset by higher than anticipated organ repair costs.

Management and Administration costs totalled £14k, £1k below 2023 and £5k below budget due primarily to the delayed appointment of the administrator.

Balance Sheet at 31 December 2024 - net assets totalled £321k, an increase of c£15k in the year. Cash funds increased by the £4k because of the net surplus of income over expenditure. Investments increased in value by £11.3k due to the generally favourable market conditions experienced in 2024.

4.3 Looking Forward to 2025 and beyond

Over the last 12 years, the church has made considerable losses, totalling in excess of £240,000. These losses have been masked by some generous legacies which were given for the benefit of the parish. However, by their very nature, these are 'one-offs' and should not be relied upon for supporting recurring expenditure. The PCC have come to the conclusion that the present situation is unsustainable. If action is not taken, it believes that the church would run out of money in 5 to 8 years. This would leave us with no reserves to develop the church's ministry in the parish.

A major item in the church's expenditure is the parish share. In 2024 it represented over 70% of our income (apart from legacies). The 2025 parish share for CSG is £86.7k.

The PCC has reluctantly decided that in 2025 it will only pay the clergy ministry costs element of the parish share. This decision is for 2025 only; this matter will be reviewed again for 2026. This will enable us to set a break-even 2025 budget, with both income and expenditure set at £127k. Budget income excludes bequests, legacies or unanticipated grants and any additional expenditure on major projects and initiatives will be subject to approval by PCC and, as necessary, financed from reserves. The PCC desires to see the church grow with an increase in income.

4.4. Reserves Policy

The PCC policy remains unchanged. This states that an unrestricted reserve should be maintained in cash or liquid assets to cover between 6 and 9 months of anticipated recurring annual expenditure. This is in line with the recommendation of the Charity Commission. At the 2024 year-end, our cash reserves of c£83.5k were sufficient to cover in excess of 60% of anticipated future budgeted recurring costs. Actual reserve movements in 2025 will continue to be kept under close scrutiny by the Finance Committee and, if necessary, investments would be liquidated in order to ensure continued compliance with the policy.

5 Deanery Synod

The PCC is allowed 3 lay representatives at Deanery Synod and following the 2024 APCM, has taken up all the places. Attendance at Deanery Synod provides an important link between the parish and the wider structures of the church.

In 2024, Deanery Synod met 3 times. The following topics were considered:

- A presentation from the Parish Development Advisor;
- The new Diocesan vision for children and young families and reports from various churches of their activities & Estates ministry;
- A wide-ranging Q & A session and discussion with the Bishop of Oxford, including Diocesan finance & LLF;

- Elections to the Diocesan Synod for the 2024-2027 triennium & a report on General Synod from the General Synod representative; and
- The Deanery contribution to Diocesan finances and the 2025 Parish share;

February 2024 saw the untimely passing of the Bishop of Buckingham, Rt Rev'd Alan Wilson. The Rt Rev'd Dave Bull, Rector of Marlow, has been announced as his replacement and his installation is expected to take place in early 2025.

6 Risk Management

The PCC has policies covering a broad range of risks – health & safety, financial management, Reading Room operations, conflicts of interest, personnel, etc. Health & Safety training is provided for key holders (e.g., Church Watch volunteers). The Fabric Committee always considers health & safety when carrying out its responsibilities. Risk Assessments are also prepared for special services.

6.1 Risk Register

The PCC maintains a register of the principal risks and uncertainties to which it is exposed. It assesses the impact and likelihood of each risk and the steps to be taken to manage the risk. This was reviewed in January 2024. The PCC has a programme of review for its policies - some are reviewed annually and some triennially'

6.2 Safeguarding

The PCC takes the safeguarding of children and vulnerable adults very seriously. Safeguarding training and DBS checks are required for church members undertaking various duties. Safeguarding is a standing item at each PCC meeting where amongst other things, the Parish Dashboard is reviewed. To raise general awareness of safeguarding, a presentation was made in a Sunday morning service in November: this will be repeated regularly. The PCC has 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.

6.3 Financial Risks

Most of our income is derived from donations and offerings. The biggest financial risk to our finances apart from the loss of regular donors, would be unwise investment of reserves where significant funds are held. A cautious approach is taken in investment of these funds. £230.4k was held in investments with the CBF Church of England Investment Fund and £6.9k in the COIF Charities Investment Fund with the balance being cash in hand and at bank. Where appropriate, the Church also maintains adequate insurance across all identified risks.

7 Structure, Governance and Management

7.1 Parochial Church Council (PCC)

The PCC is a corporate body established by the Church of England. The PCC

operates under the Parochial Church Council Powers Measure. The method and appointment of PCC members is set out in the Church Representation Rules. The PCC is registered with the Charity Commission under the full title of “The Parochial Church Council of the Ecclesiastical Parish of Chalfont St. Giles (Diocese of Oxford)” with a working name of “PCC of Chalfont St. Giles” (Charity no. 1129372). The members of the PCC are the trustees of the charity.

There are 12 elected positions on the PCC. Voting for PCC members takes place at the Annual Parochial Church Meeting. PCC members are elected to serve for a term of 3 years. All church attendees are encouraged to register on the Electoral Roll and consider standing for election to the PCC. The clergy and churchwardens are ex-officio members of the PCC. The PCC can also co-opt members.

The PCC meets 5-6 times per year for normal business. In 2024, average attendance was 11. It is responsible for making decisions on all matters of general concern and importance to the parish including deciding on how funds are to be spent. Special meetings are held if required.

Resources for new PCC members (trustees) are provided by the Charity Commission and the Diocese. The church also has a comprehensive induction pack.

Some of the work of the PCC is delegated to various committees, as described in the following paragraphs.

7.2 Standing Committee

The Standing Committee is the only committee legally required. It has power to transact the business of the PCC between meetings, subject to any directions given by the PCC. The Standing Committee would meet if any urgent matter arose which could not wait until the scheduled PCC Meeting.

7.3 Other Committees and Groups

Other committees and groups assist in the running of the church:

- The Finance Committee assists the Treasurer in his financial management role.
- The Fabric Committee looks after the church building, churchyard and Reading Room maintenance.
- The Discipleship and Missions Committee looks to encourage spiritual growth at all stages of the Christian life - introduction to the faith, preparation for baptism/confirmation, life-long learning and growth of each member together with outreach both within the local community and further afield.
- The Worship & Prayer Committee provides detailed planning for the programme of church services.
- The Children & Families Strategy Group considers ways to develop the church's ministry to children and young people.
- The Flower Guild arranges floral displays for church services and special events like weddings and funerals. They run Christmas wreath making evenings.
- The Pastoral Care team helps the clergy with this aspect of the church's ministry.
- Whilst the Eco-Committee is not currently meeting, there are individuals that promote this activity.

7.4 Volunteers

The achievements of the PCC are only possible because of the many volunteers who give generously of their time and energy. Volunteers undertake a wide variety of tasks including (but not restricted to) membership of the various committees and pastoral care, building and grounds maintenance, stewardship of finances and Gift aid giving, church cleaning, flower arranging, musicians and choir, children's and youth activities, welcome desk/sidespersons, assistance with the service of Holy Communion, intercession leaders, lesson readers, Reading Room bookings & management, serving tea & coffee, and general administration. The PCC gratefully acknowledges all such contributions.

8 Administrative Information

8.1 Correspondence address

The correspondence address is Chalfont St. Giles (CSG) Parish Church, High Street, Chalfont St Giles, HP8 4QF. The correspondence contact is the Rector (Rev'd Dan Beesley).

8.2 PCC Members (Trustees)

The Members of the PCC are the trustees of the charity. During the year, the following served as members of the PCC:

(i) *Ex Officio*

Clergy:

Rev'd Dan Beesley (Rector)
Rev'd Jenny Tebboth (SSM p/t)
Rev'd Paul Henderson (SSM p/t)

Churchwardens:

Richard Silman (from May 2024)
Janelle Stevenson (from May 2024)
Churchwarden positions were vacant until APCM 2024 – statutory duties of role were undertaken by the PCC

Treasurer

John Southworth (from November 2024)

(ii) *Elected Members as at 1 January 2024:*

(a) To APCM 2024

Tom Boundy
Kate Southworth
Tracey Wiggin

(b) To APCM 2025

John Bradley

(iii) *Elected at 2023 APCM (to APCM 2026)*

Peter Miles (became Deanery Synod representative at APCM 2024)
Jennifer Wilson

(iv) *Co-opted at APCM 2023 (to APCM 2026)*

John Southworth (Treasurer)

(v) *Elected at 2024 APCM (to APCM 2027)*

Tom Boundy
Laura Chapman
Dave Jessel

(vi) *Co-opted in June 2024 (to APCM 2025)*

Victoria Neil
Marc Seagrove

(vii) *Appointed in June 2024 to fill casual vacancy (to APCM 2027)*

Mike Baldwin

(viii) *Deanery Synod Representatives (also members of PCC) elected at APCM 2024 to APCM 2026 when fresh elections for all Deanery Synod representatives will take place):*

Margaret Carey
Marion Miles
Peter Miles

No Deanery Synod representative from January – May 2024.

Approved by the PCC on 27 April 2025 and signed on their behalf by:

R Silman
Richard Silman
Churchwarden & PCC Vice Chair

INDEPENDENT EXAMINER'S REPORT

TO THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF CHALFONT ST GILES

I report to the trustees on my examination of the financial statements of the Parochial Church Council ("PCC") of the Ecclesiastical Parish of Chalfont St Giles for the year ended 31 December 2024 which comprise the summary of receipts and payments and the statement of assets and liabilities.

This report is made solely to the charity's trustees, as a body, in accordance with section 145 of the Charities Act 2011 ('the 2011 Act'). My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in this report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for my work, for this report, or for the opinions I have formed.

Respective responsibilities of trustees and examiner

The members of the PCC are responsible for the preparation of financial statements in accordance with the requirements of the Charities Act 2011. The charity's trustees consider that an audit is not required for this year under Section 144(2) of the 2011 Act and that an independent examination is needed.

It is my responsibility to:

- *examine the financial statements under section 145 of the 2011 Act.*
- *to follow the procedures laid down in General Directions given by the Charity Commission under section 145(5)(b) of the 2011 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 financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements 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 financial statements 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 connection with my examination, no matter has come to my attention:

a) 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 2011 Act; and*
- *to prepare financial statements which accord with the accounting records and comply with the accounting requirements of the 2011 Act*

have not been met; or

b) which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached

Rupert St Clair-Burton CPA

Signed: RSC-B

St Clair Accountancy Solutions Limited,
Suite A
73, Woodside Road,
Amersham,
Buckinghamshire HP6 6AA

Date: 13 March 2025

The Parochial Church Council of the Ecclesiastical Parish of Chalfont St Giles

Registered Charity no: 1129372

STATEMENT OF FINANCIAL ACTIVITY FOR THE YEAR ENDED 31 DECEMBER 2024

	Notes	Unrestricted and Designated Funds	Restricted Funds	Expendable and Endowment Funds	Total 2024	Total 2023
		£	£	£	£	£
Incoming Resources						
Voluntary Receipts	4	96,968	2,020	0	98,988	96,505
Receipts from Fundraising	5	8,731	2,597	0	11,328	15,106
Receipts from Reading Room	6	5,380	1,370	0	6,750	4,413
Receipts from Church Activities	7	1,535	0	0	1,535	2,051
Other Receipts	8	3,662	1,943	0	5,605	7,637
Operating Receipts		116,276	7,930	0	124,207	125,712
Major Projects and Bequests	9	26,482	0	0	26,482	0
Total Receipts		142,758	7,930	0	150,688	125,712
Payments						
Voluntary Income Costs	10	1,970	0	0	1,970	2,940
Fundraising	11	5,726	277	0	6,004	7,107
Reading Room Expenses	12	4,299	515	0	4,814	15,117
Church Activities	13	114,172	1,238	0	115,410	117,527
Management and Administration	14	13,868	0	0	13,868	15,066
Other Costs	15	614	3,948	0	4,562	1,392
Total Operating costs		140,649	5,978	0	146,627	159,149
Net Receipts (Payments)		2,109	1,952	0	4,061	(33,437)
Net Inter Fund transfers		128	(128)	0	0	0
Gain/(loss) on Investments		0	0	11,345	11,345	25,042
2023 Balance brought forward		77,981	1,545	226,001	305,527	313,922
2024 Balance carried forward		80,218	3,369	237,346	320,933	305,527

This sheet is sourced from Assets and Liabilities by Fund
The Parochial Church Council of the Ecclesiastical Parish of Chalfont St Giles

Registered Charity no: 1129372

BALANCE SHEET AT 31 DECEMBER 2024

	Unrestricted Funds	Designated Funds	Restricted Funds	Expendable and Endowment Funds	Total 2024	Total 2023
FIXED ASSETS						
Investments at valuation	0	0	0	237,346	237,346	226001
CURRENT ASSETS						
Cash at Bank and in hand	28,637	225	3,369	0	32,231	15083
Cash on deposit with Central Board of Finance	9,357	41,999	0	0	51,356	19443
Shawbrook Bank	0	0	0	0	0	45000
Net current assets	37,994	42,224	3,369	0	83,587	79,526
TOTAL NET ASSETS	37,994	42,224	3,369	237,346	320,933	305,527

The Financial Statements were approved by the PCC Committee on 20th March 2025, and the Honorary Treasurer was authorised to sign them on the Committee's behalf.

Signed

J Southworth

Honorary Treasurer

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2024

1. ACCOUNTING POLICIES

Basis of preparation

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and Recommended Practice "Accounting and reporting by charities" (revised 2005).

The accounts are drawn up on the basis of "Receipts and Payments " (rather than "prepayments and accrual" accounting) as permitted by the Charity Commission for charities with a turnover of less than £250k a year. They are also drawn up under the historical cost convention as modified by the inclusion of investment assets at market value.

Incoming resources

Offerings and donations received for the general purposes of the charity are included as Unrestricted Funds. The relevant Gift Aid is shown separately. Donations whose application is restricted by the wishes of the donor are taken to Restricted Funds. Incoming resources are all accounted for gross and planned giving, collections and donations are recognised when received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due.

Investment income, dividends, interest, and tax recoverable are accounted for when received.
All other income is generally recognised when it is receivable.

Resources expended

The church has followed the practice of writing off 100 per cent of the cost of any additions or modifications to the consecrated land and buildings and contents of the church.

Parish Share is paid regularly and is included in expenditure for the year in which it is paid.

Unrestricted fund grants (including donations to missions) are recognised when determined by the PCC. Amounts received specifically for missions are dealt with as restricted funds and the liability for payment is recognised when the amounts are received.

All other expenditure is generally recognised when it is incurred.

Assets and Liabilities

The following assets are recognised but not attributed a value in the Statement of Assets and Liabilities:

*Moveable church furnishings held by the church wardens on special trust for the PCC and which require a faculty for disposal;

*Land and buildings and improvements thereto, held on behalf of the PCC;

*Other fixtures, fittings, and office equipment where the PCC is free to dispose of such assets without faculty and where the original cost exceeded £1,000.

The following assets are recognised, and a monetary value given as part of the description in the Statement of Assets and Liabilities:

*Closing bank balances

*Closing revalued balances on investments

The following liabilities are recognised in the Statement of Assets and Liabilities

*Any loans or overdrafts advanced to the PCC;

*Any arrears of Diocesan Parish Share

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF CHALFONT ST GILES

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2024, continued

Taxation

The Parochial Church Council is exempt from tax on its charitable activities.

Fund accounting

Unrestricted Funds can be used in accordance with the charitable objectives at the discretion of the Trustees. Designated funds are Unrestricted Funds as they are not restricted by the donor and are available for any specified purpose endorsed by the PCC.

Restricted Funds are those donations and covenants where the donor has stipulated that the monies should be used for particular purposes. Any Restricted Funds received have been or will be disbursed for the purposes intended by the donor. All donations to the Fabric Fund for example are used to finance property repairs.

Endowment Funds are those where the donor has donated a capital sum, making the dividend or interest from the fund to be used as stipulated.

2. APB ETHICAL STANDARD - Provisions Available for Small Entities

In common with many other organisations of our size and nature we use our independent examiner to assist with the preparation of the financial statements.

3. RESERVING POLICY

The policy remains unchanged such that a minimum reserve will be maintained, sufficient to cover between 6 and 9 months of anticipated recurring expenditure which in the 12 months to 31 December 2024 totalled £146,627.

To ensure the ongoing adequacy of this reserve and in accordance with the Charity Commission recommendation, as a minimum, 6 months of the anticipated recurring costs will be held in unrestricted reserves such that the minimum reserve requirement is covered by cash and other liquid assets.

At 31 December 2024 liquid funds totalled £83,587 which exceeds the minimum requirement and in 2025 a reduction in recurring expenditure is anticipated.

Actual reserve movements in 2025 will be kept under close scrutiny by the Finance Review Committee and, if necessary, investments will be liquidated in order to ensure continued compliance with the agreed policy.

The Parochial Church Council of the Ecclesiastical Parish of Chalfont St Giles

Notes to the accounts for the year ended 31 December 2024

	Unrestricted and Designated Funds	Restricted Funds	Expendable and Endowment Funds	Total 2024	Total 2023
	£	£	£	£	£
Receipts					
4 Voluntary Receipts					
Offerings	13,065	0	0	13,065	14,688
Donations (incl. Gift Days)	63,860	1,655	0	65,515	63,445
HMRC Gift Aid Rebate	20,043	365	0	20,408	18,373
	<i>96,968</i>	<i>2,020</i>	<i>0</i>	<i>98,988</i>	<i>96,505</i>
5 Receipts from Fundraising					
Wedding and Funeral Fees	4,908	0	0	4,908	9,636
Fundraising Events Income	3,720	2,597	0	6,317	5,390
Magazine Income	103	0	0	103	80
	<i>8,731</i>	<i>2,597</i>	<i>0</i>	<i>11,328</i>	<i>15,106</i>
6 Receipts from Reading Room					
Reading Room Income	5,380	1,370	0	6,750	4,413
	<i>5,380</i>	<i>1,370</i>	<i>0</i>	<i>6,750</i>	<i>4,413</i>
7 Receipts from Church Activities					
Social Outreach	821	0	0	821	1,251
Children Youth & Messy Church	714	0	0	714	801
	<i>1,535</i>	<i>0</i>	<i>0</i>	<i>1,535</i>	<i>2,051</i>
8 Other Receipts					
Grants Received	0	1,435	0	1,435	6,015
Miscellaneous	1,013	320	0	1,333	570
Special gifts & Donations for Charities	433	0	0	433	263
Interest and Dividends	2,216	188	0	2,404	790
	<i>3,662</i>	<i>1,943</i>	<i>0</i>	<i>5,605</i>	<i>7,637</i>
Operating receipts	116,276	7,930	0	124,207	125,712
9 Project and Legacy receipts					
Major projects	0	0	0	0	0
Bequests and legacies	26,482	0	0	26,482	0
Asset and Investment Sales	0	0	0	0	0
	<i>26,482</i>	<i>0</i>	<i>0</i>	<i>26,482</i>	<i>0</i>
Total receipts	142,758	7,930	0	150,688	125,712

The Parochial Church Council of the Ecclesiastical Parish of Chalfont St Giles

Notes to the accounts for the year ended 31 December 2024

	Unrestricted and Designated Funds	Restricted Funds	Expendable & Endowment Funds	Total 2024	Total 2023
	£	£	£	£	£
Payments					
10 Voluntary Income Costs					
Grants Given (including tithes)	1,970	0	0	1,970	2,940
	<i>1,970</i>	<i>0</i>	<i>0</i>	<i>1,970</i>	<i>2,940</i>
11 Fundraising Costs					
Fundraising Event Expenses	2,208	277	0	2,485	1,858
Wedding & Funeral Fees to ODBF	3,108	0	0	3,108	5,012
Magazine & Publicity	410	0	0	410	238
	<i>5,726</i>	<i>277</i>	<i>0</i>	<i>6,004</i>	<i>7,107</i>
12 Reading Room Expenses					
Light and Heat	1,668	0	0	1,668	3,439
Insurance	1,354	0	0	1,354	1,291
Operating Costs	1,146	0	0	1,146	671
Repairs and Improvements	132	515	0	647	9,716
	<i>4,299</i>	<i>515</i>	<i>0</i>	<i>4,814</i>	<i>15,117</i>
13 Church Activities Costs					
Parish Share	83,815	0	0	83,815	81,264
Heating and Lighting	6,860	0	0	6,860	11,191
Church and Churchyard Maintenance	6,448	0	0	6,448	8,380
Insurance	4,800	0	0	4,800	4,599
Organist, Music & Instruments	6,902	369	0	7,271	4,817
Other Operating Expenses	4,018	869	0	4,887	2,760
Social Outreach	115	0	0	115	351
Children, Youth & Messy Church	1,214	0	0	1,214	4,165
	<i>114,172</i>	<i>1,238</i>	<i>0</i>	<i>115,410</i>	<i>117,527</i>
14 Management and Administration					
Rector Vacancy	0	0	0	0	0
Travel, Hospitality, Visiting Clergy	884	0	0	884	2,105
Telephone and Internet	1,807	0	0	1,807	1,543
Office Admin Staff	3,424	0	0	3,424	3,167
Printing and Stationery	2,130	0	0	2,130	2,669
Office Other Costs	204	0	0	204	42
Audit & Accountancy	4,940	0	0	4,940	5,015
PCC & Deanery Expenses	0	0	0	0	40
Bank Charges	479	0	0	479	484
	<i>13,868</i>	<i>0</i>	<i>0</i>	<i>13,868</i>	<i>15,066</i>
15 Other Costs					
Special Gifts and Donations to Charities	614	3,948	0	4,562	1,392
	<i>614</i>	<i>3,948</i>	<i>0</i>	<i>4,562</i>	<i>1,392</i>
Total operating costs	<i>140,649</i>	<i>5,978</i>	<i>0</i>	<i>146,627</i>	<i>159,149</i>