

THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF WITNEY

England & Wales · Charity number 1129784

Details

Other names	WITNEY PCC
Status	Registered
Legal form	Previously excepted
Registered	2009-05-21
Register	View on the Charity Commission register

Contact

Address	St Mary the Virgin Church Green Witney OX28 4AW
Phone	01993 779492
Email	office@witneyparish.org.uk
Website	www.witneyparish.org.uk

Activities

Objects: Promoting in the ecclesiastical parish the whole mission of the Church.

Activities: Provision of religious services and support activities

Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services
- **What:** Religious Activities
- **Who:** The General Public/mankind

Geography

- **Area of benefit:** UNDEFINED. IN PRACTICE, LOCAL.
- Oxfordshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-12-31	£297,134	£296,170	-	-
2024-12-31	£380,539	£411,621	-	-
2023-12-31	£319,195	£412,882	-	-
2022-12-31	£488,025	£429,883	-	-
2021-12-31	£337,442	£243,853	-	-
2020-12-31	£237,172	£246,649	-	-

Trustees

Name	Role	Appointed
ANDREW JAMES SPARKES CMG		2026-05-10
ASHLEY STUART ARNOLD		2023-03-26
CHARLOTTE FRANCES TREMAIN		2023-03-26
Dr HELEN MARIE BROADBENT		2026-05-10
IAN GALLETTLEY MBE, MA		2020-09-20
JANICE MARGARET STANILAND MA		2024-04-21
Jeremy Joseph Lasman		2018-04-25
KATHARINE GAIL BANKS		2020-09-20
Kirsten Sally Morgan		2023-03-26
PHILIPPA ANN NASH CMG		2026-02-25
RUTH HELEN SHEPPARD		2025-05-18
Rev Mark Wilson Thomas		2017-03-27
Rev SUSANNAH HESTER JONES		2025-01-07
Revd Dr CHRISTOPHER LAWRENCE DINGWALL-JONES		2024-07-17

Accounts



Called to be a
community of
mercy and kindness

2025 Annual Report and Accounts

(unaudited)

2025 Annual Report and Accounts



Registered Charity 1129784

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1. Legal and administrative details

Full Parochial Name	The Parish of Witney The churches of St John the Baptist, Curbridge; St John the Evangelist, Hailey; Holy Trinity, Witney; and St Mary the Virgin, Witney. The Windrush church is affiliated to the Parish.
Charity registration number	1129784
Church Office	St Mary the Virgin, Church Green, Witney, OX28 4AW Tel: 01993 779492 E-mail: office@witneyparish.org.uk
Bankers to the PCC	Barclays Bank PLC, 30 Market Square, Witney, OX28 6BJ
Independent examiner	Whitley Stimpson Limited, 13-15 High Street, Witney, OX28 6HW

The following are schools and charities associated with the Parish of Witney and whose transactions are not included in these accounts:

The Batt School Trust (excepted charity)	The Rector is a trustee on induction and Church Wardens are ex-officio trustees.
Hailey Church of England School Trust (excepted charity)	The Rector is an ex-officio trustee and the PCC appoints one ex-officio trustee.
Collier and Goose Ham (Witney Ecclesiastical Charity, no. 238857)	The Rector is an ex-officio trustee, the PCC nominates two trustees and the Rector and the two nominative trustees appoint two co-optative trustees.
Witney Ecumenical Youth Trust	The PCC appoints two trustees who are normally officers of the PCC.
St Mary's Church (Witney) Preservation Trust (Charity no. 284576)	The Rector is a trustee on induction or the priest in charge during an interregnum.
The Friends of Hailey Church (Charity no. 293821)	The "Vicar of Hailey" is an ex-officio member of the committee.

Membership of the Parish of Witney Parochial Church Council and Deputy Wardens

As elected at the Annual Meeting on 11 May 2025:

Clergy	The Rev'd Dr Hester Jones ¹ - Chair The Rev'd Dr Christopher Dingwall-Jones The Rev'd James Elward The Rev'd Preb Mark Thomas
Churchwardens	Ms Kate Banks ¹ Mr Jeremy Lasman ¹
Deputy Churchwardens	St Mary's Mr Ashley Arnold Mr Andrew Brown Holy Trinity Mrs Charlotte Tremain ¹ Hailey Ms Kirsty Morgan ¹ Curbridge Mr Ian Galletley ¹
Windrush Church Representative	Mrs Janice Staniland ¹
Deanery Synod (elected)	Ms Kate Banks Mrs Sue Hodges Mr Jeremy Lasman Mrs Linda Taft
Secretary (non-voting)	Mrs Kate Lockwood ²

¹ member of the Standing Committee

² not a member of the PCC

The Clergy, Churchwardens and Deanery Synod members are all ex-officio members of the Council. Each church has places on the PCC for Deputy Wardens ex-officio but these places can be relinquished and another representative elected from the church.

2. Annual Report for the year ended 31 December 2025

The Trustees are pleased to present their annual report and financial statements of The Parish of Witney Parochial Church Council (PCC) for the year ended 31 December 2025.

The Financial Statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and complies with the Charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and the Republic of Ireland published on 2 October 2019 and effective from 1 January 2019.

2.1 Reference and Administration Details

The charity's name is *The Parochial Church Council of the Parish of Witney* and also operates under the name of *The Parish of Witney*.

Charity Registration Number: 1129784

Principal Office: St Mary the Virgin, Church Green, Witney, OX28 4AW

2.2 Trustees

The Trustees and officers who served during the year and since the year end were as follows:

- Mr Ashley Arnold
- Ms Kate Banks
- Mr Andrew Brown
- The Rev'd Dr Christopher Dingwall-Jones
- The Rev'd James Elward (until 5 March 2026)
- Mr Ian Galletley
- Mrs Sue Hodges
- The Rev'd Dr Hester Jones (from 7 January 2025)
- Mr Jeremy Lasman
- Ms Kirsty Morgan
- Mrs Pippa Nash (from 25 February 2026)
- Mrs Ruth Sheppard (from 18 May 2025)
- Mrs Janice Staniland
- Mrs Linda Taft
- The Rev'd Preb Mark Thomas
- Mrs Charlotte Tremain
- Mr Richard Young

2.3 Objectives and Activities

The main objectives of the charity are:

1. promoting the whole mission of the church - pastoral, evangelistic, social and ecumenical. The PCC is responsible for cooperating with the Ministry Team to meet this objective;
2. enabling as many people as possible to worship at our churches and to become part of our parish community. The PCC maintains an overview of activities throughout the parish and makes suggestions on how we can involve the many groups that live within our parish; and
3. putting faith into practice in our services and worship through prayer and scripture, music and sacrament.

When planning our activities for the year, the incumbent and the PCC have considered the Charity Commission's guidance on public benefit and the specific guidance on charities for the advancement of religion. In particular, we aim to enable ordinary people to live out their faith as part of our parish community through:

- a) Worship and prayer; learning about the Gospel; and development of their knowledge and trust in Jesus Christ as both Saviour and Lord. There is also provision of pastoral care for people living in the parish.

In particular, our aims for 2025 were:

- to continue to embed our vision that we are called to be a community of mercy and kindness, and to progress supporting strategies which will enable the realization of this vision;
- to encourage spiritual growth for all those in the various communities we serve, through the creative use of technology, and other channels of communication;
- to continue to encourage regular pattern of daily prayer through the Daily Office and other spiritual disciplines;
- to sustain the appreciation of our Eucharistic ministry for all who worship with us; and
- to welcome and support our new Team Rector, Rev Dr Hester Jones, as she familiarised herself with the many aspects of the Parish of Witney.

- b) To facilitate this work it is important that we maintain the fabric of our four church buildings. In particular, our aims for 2025 were:

- To complete Quinquennial inspections for St John's Hailey, and St Mary's;
- To develop and implement plans for priority projects for the renewal of the fabric of St Mary's;
- To complete the repair of the roof at Holy Trinity; and
- to continue our programme of maintenance of all the churches as outlined in the most recent quinquennial inspections.

2.4 Achievements and Performance

The vision of the Parish continues to be that we should be a community of mercy and kindness. Our strategy is summarised in the diagram below :



In January 2025, we were delighted to welcome Rev Dr Hester Jones as our new Team Rector. We have greatly valued her exceptional work ethic, considered approach and compassionate active listening as she has engaged with not only the many and varied activities across the Parish but has also taken time to support so many individuals.

At a summer awayday, the Ministry Team was asked to reflect on our vision and strategy as outlined above. Although we agreed it was still appropriate, a number of actions came out of that meeting to give certain priority areas greater focus.

As such, the structure of our weekly Ministry team meetings have evolved, to allow for one session per month to be dedicated to the following :

- Outreach and Youth Ministry (including schools)
- Worship, Liturgy and Junior Church
- Pastoral Care and Support of Older people
- Strategy review

This approach, while still in its relative infancy, has enabled more substantive discussions to take place and has also had the benefit of widening those involved in each area beyond the membership of the leadership team.

Separate focus groups are either in place or are being formed to lead on other priority areas, e.g. the Benefice Environment group.

Greater detail of the continued wide ranging work of the Benefice, both in nurturing our worshipping communities and in playing an active and valued role in the life of our town can be found in our Annual Review.

We remain hugely grateful for the commitment and care of our two stipendiary priests, Rev Dr Hester Jones and Rev Dr Chris Dingwall-Jones, as they seek to evolve and strengthen our ministries, as well as to the wider Ministry Team and the large number of volunteers who contribute in so many ways.

2.5 Financial Review

The total income for the year end 31 December 2025 was £297,134 and total expenditure amounted to £296,170.

The unrestricted income for the Parish was £249,737 while core operating costs totalled £248,947, resulting in an operating surplus of £790. This outcome reflects the continued extraordinary generosity of our congregations who responded to a further appeal in 2025 for funds to support the operating costs of the Parish, to the tune of nearly £22,465 (net of Gift Aid). In addition, the Parish was able to host a number of major festivals and events through the year in support of Parish Funds which raised just over £28,000.

As a result, the Parish was able to cover its operating costs in full including 100% payment of our allocated Parish Share. Although our Parish Share allocation is substantial, it allows us to be enjoy the services of two full time stipendiary ministers, supported at times by a curate. This level of ordained leadership resource is essential to continue and grow the wise variety of ministries offered by the Parish not only to its congregations but importantly to the wider Witney community.

Our unrestricted expenditure reduced by 5% over 2024. This pleasing result was achieved through reduction in costs in a large number of areas. After the significant jump in energy costs in recent years, our heating and lighting costs reduced by £4,518 over 2024, as a result of a renegotiated tariff and much tighter control over energy usage in our churches.

With the completion of the majority of the works on the Holy Trinity roof, both restricted income and expenditure were significantly lower than in 2024. Our full time paid youth worker, Laverne Williams ended her 4 year fixed term contract in August, leading to a further reduction in both restricted income and expenditure going forward. An alternative approach to youth work both in church and in those schools which we serve has been implemented, with early signs of great success, without the financial burden of having to support a full time paid employee (a different remuneration model has been put in place for the two individuals now leading this work).

The Parish was able to continue to support both those in our local community in financial need, which has been hugely appreciated given the on going cost of living crisis. A total of nearly £2,000 was distributed via food vouchers from this source. The numbers of Asylum seekers housed in the hotel in Witney has continued to fall over the past year, and the hotel is scheduled to close in the Spring of 2026. The monies left in the Asylum fund have been increasingly used (in conjunction with Witney Ecclesiastical, a charity supported by all the Witney churches) to help those friends who are successful in their applications to remain in the UK to buy essential items for their more permanent accommodation. Donations totalling £1,850 were made from this fund last year. We expect the fund to close in 2026.

Finally, the Parish made donations totalling £2,735 to external charities in the year. Note, a number of the restricted 'Charitable Giving' funds are showing an end of year deficit. This often arises as a timing issue between the receipt of funds and the expenditure, especially over the Christmas period and hence the end of the Parish financial year. The respective PCC/DCCs will be asked to monitor these deficits, and if not corrected via the expected inflow of funds, to cover any more 'structural' deficit from a transfer from their general funds.

2.6 Reserves Policy

The trustees have examined the charity's requirements for reserves taking account of the main risks to the organisation. In 2018, the trustees reviewed these requirements and adopted a new Funds and Reserves Policy. This requires that the PCC maintains an average of £7,000 over the year, to meet unexpected changes in cashflow, while each DCC (Hailey, Holy Trinity and St Mary's) maintains an average of £5,000, to cover minor maintenance issues. The policy assumes that unexpected major maintenance/repairs would be covered by emergency appeals to the respective congregations.

Therefore, in order to meet the agreed funding policy for the year ended 31 December 2025, the trustees consider that the amount required in reserves should be approximately £22,000. The level of general reserves as of 31 December 2025 amounted to £52,449 significantly in excess of the figure required by our agreed policy.

2.7 Financial Risk Assessment

The major financial risks to the Charity are considered to be the following:

1. Reduction in planned giving as a result of withdrawal of support from existing regular givers, potentially driven by on-going cost of living pressures. Although it remains possible that we will continue to have to hold an appeal for funds to cover our operating costs in 2026, we have launched a stewardship campaign in March 2026 with a target of increased giving from both regular donors, those on the electoral roll who are not yet regular donors and also the many who attend services less frequently.
2. Reduction in unplanned giving and income from festivals and other major events held in our churches, due to poor weather.
3. Operating Cost inflation, as a result of increased UK inflation.
4. Major project expenditure increasing during the execution phase of a project (e.g. mid-way through a building project, significant cost escalation from a supplier). Mitigated by the implementation of more rigorous supplier and contract management processes for major projects, and the creation and proactive management of funding contingency throughout the project's lifecycle.
5. Unexpected and unbudgeted expenditure, most likely related to the need for emergency repairs and restoration to one of our historic buildings, or as a result of recommendations from recent Quinquennial reports (Both Hailey and St Mary's were subject to Quinquennial inspections in 2025, with the reports now received). In particular, the St Mary's report highlights the need for sustained regular maintenance programme mostly relating restoration of masonry, as well as the development of a plan to replace the 30 year old boiler with heat sources in line with the Church's policy re Net Zero. The PCC and relevant DCC will retain oversight of any on-going plans to respond to the recommendations in these reports, but it is planned to form focused working groups to both develop cohesive packets of work and progress the necessary external funding applications.

2.8 Structure, Governance and Management

The Parish of Witney Parochial Church Council (PCC) is registered as a charity with the Charity Commission. The Trustees of the parish are the PCC, which has the responsibility of cooperating with the incumbent, in promoting the whole work of the Church in the ecclesiastical parish. The PCC is governed by two pieces of Church of England legislation, called Measures. These are the Parochial Church Council (Powers) Measure 1956 and the Church Representation Rules (contained in Schedule 3 to the Synodical Government Measure 1969, as amended).

Overall responsibility for day-to-day management remains with the incumbent, working in close collaboration with the Ministry Team and the Standing Committee. The charity does not have paid employees with management responsibility.

2.9 Appointment of Trustees

The trustees keep the composition of the PCC under review and will seek to co-opt additional members with appropriate skills and expertise should the need arise. Interested parties are given details of the background of the charity in order to make them aware of current activities. Licensed members of the Ministry team are ex officio trustees. Churchwardens are elected at the Annual Parishioners Church Meeting. All other trustees are elected at the Annual Parochial Church Meeting in accordance with the Benefice CRR Scheme.

Approved by the trustees on *10 May 2022* and signed on its behalf by:

Hester Jones

The Rev'd Dr Hester Jones, Rector
St Mary the Virgin
Church Green
Witney
OX28 4AW

INDEPENDENT EXAMINER'S REPORT TO THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF WITNEY

I report to the Parochial Church Council on the financial statements of The Parish of Witney for the year ended 31 December 2025, which are set out on pages 10 to 20.

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

Independent examiner's statement

The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants in England and Wales.

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. the accounting records were not kept in accordance with section 130 of the Charities Act; or
2. the accounts did not accord with the accounting records; or
3. the accounts did 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.



L Adkins BSc (Hons) BFP FCA
Whitley Stimpson Limited
Chartered Accountants
13-15 High Street
Witney
Oxfordshire
OX28 6HW

Date: 01 May 2026

2025 Annual Report and Accounts



Registered Charity 1129784

Witney Parish Group Statement of Financial Activities	As at 31/12/2025	As at 31/12/2024
GENERAL AND UNRESTRICTED INCOME		
Donations and legacies	196,141	213,523
Income from charitable activities	19,748	18,846
Investments	-	73
Other income	569	35
Other trading activities	33,279	34,768
Total General and Unrestricted income	249,737	267,245
RESTRICTED INCOME		
Donations and legacies	41,457	104,788
Investments	70	23
Other trading activities	5,870	8,483
Total Restricted income	47,397	113,294
Total income	297,134	380,539
GENERAL AND UNRESTRICTED EXPENDITURE		
Expenditure on charitable activities	242,349	244,606
Other expenditure	482	3,199
Raising funds	6,116	14,312
Total General and Unrestricted expenditure	248,947	262,117
Designated Expenditure		
Expenditure on charitable activities	-	18,000
Total Designated Expenditure	-	18,000
RESTRICTED EXPENDITURE		
All mission giving and charitable grants & donations	21,700	32,550
Expenditure on charitable activities	11,314	90,649
Other expenditure	14,209	8,305
Total Restricted expenditure	47,223	131,504
Total expenditure	296,170	411,621
GENERAL AND DESIGNATED FUNDS b/f	51,659	46,531
Surplus / (Deficit)	790	5,128
Transfers in	-	-
Transfers out	-	-
Gains and losses	-	-
General and Unrestricted funds c/f	52,449	51,659
RESTRICTED FUNDS b/f	43,458	79,668
Surplus / (Deficit)	174	(36,210)
Transfers in	-	-
Transfers out	-	-
Gains and losses	-	-
Restricted funds c/f	43,632	43,458
Total funds per financial return	96,081	95,117

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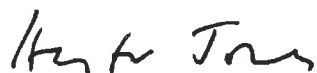


Registered Charity 1129784

Witney Parish Group Fund Movement by Type	As at 31/12/24	Incoming funds	Outgoing Funds	Transfers	As at 31/12/25
General fund	51,659	249,737	248,947	-	52,449
PCC Restricted Funds					
Asylum Fund	1,068	2,974	1,850	-	2,192
Hardship Fund	2,243	754	1,971	-	1,026
Friends of Curbridge restricted	1,670	149	-	-	1,819
Pioneer Outreach	-	-	-	-	-
Youth Worker PCC	10,429	16,966	22,954	-	4,441
PCC Restricted Fund	210	-	-	-	210
PCC Charitable Giving	(626)	354	529	-	(801)
Total PCC Restricted Funds	14,994	21,197	27,304	-	8,887
Holy Trinity Rest/Des Funds					
HT Appeals for major renovations	5,395	10,070	5,329	-	10,136
HT Roof Appeal <i>Designated</i>	-	-	-	-	-
HT Charitable Giving	96	745	1,856	-	(1,015)
Total Holy Trinity Rest/Des Funds	5,491	10,815	7,185	-	9,121
St John Hailey Restricted Funds					
St John Hailey Rest Funds	2,604	-	-	-	2,604
St John Hailey Churchyard	7,000	-	-	-	7,000
St John Hailey Charitable Giving	(313)	255	350	-	(408)
St John Hailey Appeal Fund	9,291	255	350	-	9,196
St Mary's Appeal Fund	12,150	15,130	12,066	-	15,214
St Mary's Restricted Funds					
St Mary's Choir and Music Fund	1,234	-	318	-	916
St Mary's Charitable Giving	298	-	-	-	298
Total St Mary's Funds	1,532	-	318	-	1,214
Total Restricted Funds	43,458	47,397	47,223	-	43,632
Total Designated Funds	-	-	-	-	-
Total Funds	95,117	297,134	296,170	-	96,081

Witney Parish Group Balance Sheet	As at 31/12/2025	As at 31/12/2024
Fixed assets		
Tangible assets	5,993	7,985
Total Fixed assets	5,993	7,985
Current assets		
Cash at bank and in hand	102,447	115,724
Debtors	3,953	13,300
Total Current assets	106,400	129,024
Liabilities		
Creditors: Amounts falling due in one year	16,312	41,892
Total Liabilities	16,312	41,892
Net Assets	96,081	95,117
Reserves		
Excess / (Deficit)	964	(31,082)
Reserves	95,117	126,199
Total Reserves	96,081	95,117
Represented by		
Unrestricted	52,449	51,659
Designated	-	-
Restricted	43,632	43,458
No Endowment funds	-	-
Total	96,081	95,117

Approved by the Parochial Church Council on 1st May 2026 and signed on its behalf by:



The Rev'd Dr Hester Jones, Rector
(PCC Chairman)



Mr Jeremy Lasman
(PCC Treasurer)

**NOTES TO THE ACCOUNTS
for the year ended 31 December 2025**

1. Accounting Policies

The principal accounting policies adopted, judgments and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

a) Basis of Preparation

The Financial Statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 2 October 2019 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest pound.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

b) Public Benefit Entity

The Parish of Witney meets the definition of a public benefit entity under FRS 102.

c) Going Concern

The Trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

d) Income Recognition Policies

Voluntary income and capital sources:

- Planned giving under Gift Aid is recognised only when given.
- Income tax recoverable on Gift Aid donations is recognised when the donation is received.
- Collections and sundry donations are recognised when they are received.
- Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain.

Activities for generating funds:

- Proceeds from the sales of books and magazines from the church bookstall and from fundraising events are accounted for gross.
- Rental from the letting of church premises is recognised when the rental is due.

Investment income:

- Interest entitlements are accounted for as they accrue. Not currently applicable but, dividends will be accounted for when due and payable.

Gains and losses on investments (not currently applicable):

- Realised gains or losses will be recognised when the investments are finally sold.
- Unrealised gains or losses will be accounted for on revaluation of investments at 31 December each year.

e) Fund Accounting

The trustees are satisfied that the charity's assets are available and adequate to fulfil its obligations. It has been policy to invest surplus funds with the CBF Church of England Investment Fund, but given the minimal interest rates on deposits, it has been our practice to invest any surplus in the Business Reserve Account held with Barclays Bank.

f) Expenditure and Irrecoverable VAT

Charitable activities:

- Grants and donations are accounted for when paid over, or when awarded if that award creates a binding obligation on the PCC.
- The Diocesan quota and Parish Share is accounted for when payable. Any quota unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the Balance sheet.

g) Cash and Cash equivalents

Cash and cash equivalents include cash in hand and deposits at call with banks.

h) Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Plant and Machinery – 25% reducing balance

Fixtures and Fittings – 10% reducing balance

i) Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets, which include accrued income and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities, including creditors, are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

2. Fixed assets

Witney Parish Group Depreciation summary for the year 2025	Plant and Machinery 25%	Fixtures and Fittings 10%	Total
Cost			
Brought forward	5,679	29,520	35,199
Additions/Disposals	-	-	-
Total	5,679	29,520	35,199
Depreciation			
Brought forward	5,651	21,563	27,214
For the year 2025	3	1,989	1,992
Cumulative total	5,654	23,552	29,206
Net Asset Value 31/12/2025	25	5,968	5,993

3. Debtors

Debtors	2025	2024
Accrued income	£3,953	£13,300
Total	£3,953	£13,300

Delayed receipt of December Gift Aid reclaim from HMRC, received in January 2026 - £969.

Delayed receipt of 2025 Beer festival contribution from Witney Round Table, received in January 2026 - £2,984.

4. Creditors

Creditors	2025	2024
Deferred Income	£1,512	£1,512
Accruals	£14,800	£40,380
Total	£16,312	£41,892

Deferred income relates to wedding deposits received in the year for weddings that will be held in future years. All of the deferred income brought forward from 2024 is included in the 2025 closing balance.

5. Legal Status of the Charity

The Parochial Church Council of The Parish of Witney is a registered charity and was formed under a Deed of Trust dated 21 May 2009.

6. Staff costs

During 2025 the Parish of Witney employed two salaried employees:

- Michelle Bailey-Wells as Parish Administrator and Gift Aid Secretary, salary costs funded through the PCC account (unrestricted) totalling £13,704 gross.
- Laverne Williams, Schools Chaplain and Youth Worker, salary costs funded from the Youth Worker restricted Fund, totalling £21,700 gross. Laverne's 4 year fixed term contract ended in August 2025, and she left the Parish.

Reimbursements totalling £3,585 (2024: £8,687) were paid to the clergy to cover their administrative and travelling expenses. This significant reduction reflects, in part the generosity of some members of the Ministry Team choosing to fund such expenses themselves.

There were no other disclosable transactions in respect of the members of the Witney PCC or persons closely related to them or other related parties.

There were no employees who received employee benefits of more than £60,000.

Trustees do not receive any remuneration or other benefits.

7. Connected Charities

The following charities are connected charities of the Parish of Witney:

- St Mary's Preservation Trust (Charity number 284576)
- The Friends of Hailey Church (Charity number 293821)
- The Friends of St John the Baptist Church, Curbridge (registered as a charity with HMRC, reference XT32258)

The transactions of these charities are not included in these accounts.

8. Restricted and Designated Funds

The purposes for material funds held are:

Asylum Fund

Funds donated to provide financial support to the 200+ Asylum seekers who were moved into the Oxford Witney hotel in November 2022. Now focused on helping with the costs of transitioning from the hotel into more permanent accommodation (whether or not in Witney).

Hardship Fund

Funds (normally in the form of Sainsbury's vouchers) to allow us to help those in our local community in most need.

Youth Worker PCC

Funds donated to cover the salary and associated expenditure of the Witney Parish Schools Chaplain and Youth Worker. This will continue beyond 2025 as a vehicle to provide funding for the alternative approach that has been put in place to progress this important ministry.

Friends of Curbridge

Funds used for the upkeep of the church and maintenance of the churchyard.

HT Appeals for major renovations

Funds donated to enable major repairs to the roof of Holy Trinity to be carried out

HT Roof Appeal (designated)

Transfer of funds from the General Fund to a Designated Fund in support of the major renovations to be carried out in Holy Trinity church (as above).

St Mary's Appeal Fund

Funds donated to enable major renovations to the fabric and facilities of St Mary's to be carried out.

St Mary's Choir and Music Fund

Funds given to enable the purchase of required musical scores, hymn books as well as robes in support of all the activities of the choir, both as part of services and also concerts and events.

Charitable Giving Funds

Although not material in the context of either the General Funds or the total Restricted Funds held by the charity, a number of Charitable Giving restricted funds have been created for the Parochial Church Council and for each of the three District Church Councils to ensure the correct accounting for monies raised by the charity on behalf of other charities.

Hailey Churchyard

As stated, a legacy of £7,000 was received in 2024 to enable the upkeep of the churchyard at St John's Church Hailey.

Hailey Restoration Fund

Funds originally donated to fund the repairs and restoration of the church floor. Donors are being contacted to seek approval for the residual funds to be used in support of the maintenance needs arising from the QI inspection.

9. Income and expenditure analysis for the year ended 31 December 2025

Witney Parish Group Income and Expenditure	As at 31/12/2025	As at 31/12/2024
GENERAL AND UNRESTRICTED INCOME		
0101 Gift aid - bank	107,225	102,382
0201 Other planned giving	5,514	6,170
0301 Loose plate collections	16,482	16,836
0550 Donations appeals & reg Gift days etc	33,052	34,738
0601 Tax recoverable on gift aid	31,815	34,932
0701 Legacies	-	13,300
0801 Recurring grants	450	450
08A1 Non-recurring one-off grants	1,108	4,080
0901 Other funds generated	10	-
0902 Income from refreshments	486	634
0910 Fundraising events own funds	28,130	31,069
0915 Subscriptions income 200 club	1,706	1,684
0917 Income from sale of goods	4	81
1020 Banka and deposit account interest	-	73
1101 Fees for weddings and funerals	19,188	18,846
1105 Fees for use of church organ	560	-
1240 Church lettings - fund raising	3,440	1,935
1310 Insurance claims	567	-
Prior year adjustment	-	35
Total General and Unrestricted income	249,737	267,245
RESTRICTED INCOME		
0101 Gift aid - bank	800	720
0301 Loose plate collections	107	260
0550 Donations appeals etc	10,572	25,375
0601 Tax recoverable on gift aid	1,051	433
0701 Legacies	-	7,000
0801 Recurring grants	12,667	15,000
08A1 Non-recurring one-off grants	16,261	56,000
0910 Fundraising events own funds	4,360	5,677
0912 Fundraising for other charities	1,509	2,806
1020 Bank and deposit account interest	70	23
Total Restricted income	47,397	113,294
Total income	297,134	380,539

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Registered Charity 1129784

Witney Parish Group Income and Expenditure	As at 31/12/2025	As at 31/12/2024
GENERAL AND UNRESTRICTED EXPENDITURE		
1730 Costs of fetes & other events	5,002	12,653
1732 Cost of goods purchased for resale	1,114	1,659
1801 Giving to missionary societies	-	100
1830 Giving - relief and development agencies	250	-
1850 Home mission	1,541	1,386
1852 Ministry fees + subscriptions	3,395	3,249
1910 Parish share	117,256	113,500
2001 Organists staff	8,975	9,180
2005 Other organists	315	625
2050 Salary of parish administrator	13,704	13,572
2101 Clergy expenses	3,585	8,687
2201 Parish training	-	50
2301 Church running - insurance	18,503	17,899
2305 Office costs	4,697	4,509
2310 Church office - telephone	1,039	3,631
2320 Organ / piano tuning	1,123	900
2330 Church maintenance	12,235	6,319
2331 Cleaning	4,610	3,620
2340 Upkeep of services	3,213	3,294
2342 Upkeep of services flowers	460	519
2350 Upkeep of churchyard	1,175	3,024
2360 Administration	3,621	3,474
2362 Software & IT equipment	1,521	1,789
2365 Catering costs	103	223
2401 Funeral expenses	2,049	3,011
2402 Wedding expenses	1,900	1,020
2403 Odbf fees	4,901	4,357
2420 Church running - water & waste disposal	2,202	2,186
2440 Church running - heating and lighting	23,141	27,659
2450 Depreciation charge	1,992	893
2601 Governance costs examination/audit fee	2,640	2,820
2701 Church major repairs - structure	42	-
2710 Church major repairs - installation	2,161	3,020
2852 Architects & other professional fees	482	3,199
Total General and Unrestricted expenditure	248,947	262,117

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Registered Charity 1129784

Witney Parish Group Income and Expenditure	As at 31/12/2025	As at 31/12/2024
Designated Expenditure		
2701 Church major repairs - structure	-	18,000

RESTRICTED EXPENDITURE		
1830 Giving - relief and development agencies	2,451	2,579
1850 Home mission	5,000	7,323
1870 Giving to secular charities	-	1,164
2051 Youth worker salary and related expenditure	21,700	32,550
2201 Parish training	-	750
2320 Organ and piano tuning	-	122
2330 Church maintenance	-	125
2101 Clergy expenses	358	-
2340 Upkeep of services	319	75
2350 Upkeep of churchyard	-	145
2360 Administration	102	160
2362 Software & IT equipment	-	60
2701 Church major repairs - structure	3,084	78,146
2852 Architects & other professional fees	14,209	8,305
Total Restricted expenditure	47,223	131,504

Total Expenditure	296,170	411,621
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Witney Parish Group Summary Surplus/Deficit	As at 31/12/2025	As at 31/12/2024
General/Unrestricted	790	5,128
Designated	-	(18,000)
Restricted	174	(18,210)
Total Surplus/(Deficit)	964	(31,082)

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St John the Evangelist, Hailey



Holy Trinity, Witney



St John the Baptist, Curbridge



St Mary the Virgin, Witney

2024 Annual Report and Accounts



Registered Charity 1129784

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1. Legal and administrative details

Full Parochial Name	The Parish of Witney The churches of St John the Baptist, Curbridge; St John the Evangelist, Hailey; Holy Trinity, Witney; and St Mary the Virgin, Witney. The Windrush church is affiliated to the Parish.
Charity registration number	1129784
Church Office	St Mary the Virgin, Church Green, Witney, OX28 4AW Tel: 01993 779492 E-mail: office@witneyparish.org.uk
Bankers to the PCC	Barclays Bank PLC, 30 Market Square, Witney, OX28 6BJ
Independent examiner	Whitley Stimpson Limited, 13-15 High Street, Witney, OX28 6HW

The following are schools and charities associated with the Parish of Witney and whose transactions are not included in these accounts:

The Batt School Trust (excepted charity)	The Rector is a trustee on induction and Church Wardens are ex-officio trustees.
Hailey Church of England School Trust (excepted charity)	The Rector is an ex-officio trustee and the PCC appoints one ex-officio trustee.
Collier and Goose Ham (Witney Ecclesiastical Charity, no. 238857)	The Rector is an ex-officio trustee, the PCC nominates two trustees and the Rector and the two nominative trustees appoint two co-optative trustees.
Witney Ecumenical Youth Trust:	The PCC appoints two trustees who are normally officers of the PCC.
St Mary's Church (Witney) Preservation Trust (Charity no. 284576)	The Rector is a trustee on induction or the priest in charge during an interregnum.
The Friends of Hailey Church (Charity no. 293821)	The "Vicar of Hailey" is an ex-officio member of the committee.

Membership of the Parish of Witney Parochial Church Council and Deputy Wardens

As elected at the Annual Meeting on 21 April 2024:

Clergy	The Rev'd Canon Toby Wright ¹ - Chair The Rev'd Canon Dr Joanna Collicutt The Rev'd James Elward The Rev'd Preb Mark Thomas The Rev'd Sally Wright
Churchwardens	Ms Kate Banks ¹ Mr Jeremy Lasman ¹
Deputy Churchwardens	St Mary's Mr Ashley Arnold Mr Andrew Brown Holy Trinity Mrs Dair Henderson ² Mrs Charlotte Tremain ¹ Hailey Ms Kirsty Morgan ¹ Curbridge Mr Ian Galletley ¹
Deanery Synod (elected)	Ms Kate Banks Mrs Sue Hodges Mrs Linda Taft Ms Laverne Williams
Holy Trinity 2 nd Representative	Mrs Sue Hodges
LLM Representative	Mr Richard Young
Secretary (non-voting)	Mrs Kate Lockwood

¹ member of the Standing Committee

² not a member of the PCC

The Clergy, Churchwardens and Deanery Synod members are all ex-officio members of the Council. Each church has places on the PCC for Deputy Wardens ex-officio but these places can be relinquished and another representative elected from the church.

2. Annual Report for the year ended 31 December 2024

The Trustees are pleased to present their annual report and financial statements of The Parish of Witney Parochial Church Council (PCC) for the year ended 31 December 2024.

The Financial Statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and complies with the Charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and the Republic of Ireland published on 2 October 2019 and effective from 1 January 2019.

2.1 Reference and Administration Details

The charity's name is *The Parochial Church Council of the Parish of Witney* and also operates under the name of *The Parish of Witney*.

Charity Registration Number: 1129784

Principal Office: St Mary the Virgin, Church Green, Witney, OX28 4AW

2.2 Trustees

The Trustees and officers who served during the year and since the year end were as follows:

- Ms Kate Banks
- Mr Ashley Arnold
- Mr Andrew Brown (from 21 April 2024)
- The Rev'd Canon Dr Joanna Collicutt (until 26 May 2024)
- The Rev'd Dr Christopher Dingwall-Jones (from 17 July 2024)
- The Rev'd James Elward
- Mr Maurizio Fantato (until 21 April 2024)
- Mr Ian Galletley
- Dr Melody Helm (until 21 April 2024)
- Mrs Sue Hodges
- The Rev'd Dr Hester Jones (from 7 January 2025)
- Mr Jeremy Lasman
- Mrs Elspeth Lewis (from 12 May 2024 until 3 October 2024)
- Ms Kirsty Morgan
- Mrs Janice Staniland (from 21 April 2024)
- Mrs Linda Taft
- The Rev'd Preb Mark Thomas
- Mrs Charlotte Tremain
- Ms Laverne Williams (from 21 April 2024)

- The Rev'd Sally Wright (until 28 April 2024)
- The Rev'd Canon Toby Wright (until 28 April 2024)
- Mr Richard Young

Objectives and Activities

The main objectives of the charity are:

1. promoting the whole mission of the church - pastoral, evangelistic, social and ecumenical. The PCC is responsible for cooperating with the Ministry Team to meet this objective;
2. enabling as many people as possible to worship at our churches and to become part of our parish community. The PCC maintains an overview of activities throughout the parish and makes suggestions on how we can involve the many groups that live within our parish; and
3. putting faith into practice in our services and worship through prayer and scripture, music and sacrament.

When planning our activities for the year, the incumbent and the PCC have considered the Charity Commission's guidance on public benefit and the specific guidance on charities for the advancement of religion. In particular, we aim to enable ordinary people to live out their faith as part of our parish community through:

- a) Worship and prayer; learning about the Gospel; and development of their knowledge and trust in Jesus Christ as both Saviour and Lord. There is also provision of pastoral care for people living in the parish.

In particular, our aims for 2024 were:

- to continue to embed our vision that we are called to be a community of mercy and kindness, and to progress supporting strategies which will enable the realization of this vision;
- to encourage spiritual growth for all those in the various communities we serve, through the creative use of technology, and other channels of communication;
- to continue to encourage regular pattern of daily prayer through the Daily Office and other spiritual disciplines;
- to sustain the appreciation of our Eucharistic ministry for all who worship with us; and
- to maintain our regular pattern of worship and our existing ministries established amongst young people, schools, the Windrush estate and the care homes within the Parish during a period of vacancy.

- b) To facilitate this work it is important that we maintain the fabric of our four church buildings. In particular, our aims for 2024 were:

- To develop and implement plans for priority projects for the renewal of the fabric of St Mary's;
- to progress the repair of the roof at Holy Trinity; and
- to continue our programme of maintenance of all the churches as outlined in the most recent quinquennial inspections.

2.3 Achievements and Performance

The vision of the Parish continues to be that we should be a community of mercy and kindness. Our strategy is summarised in the diagram below :



During 2024, we were delighted to welcome our new Team Vicar, Rev'd Dr Chris Dingwall Jones to the Parish. While we extremely pleased that our Team Rector, the (now) Very Rev'd Toby Wright was appointed to the influential role as Dean of Wells Cathedral, it was with great sadness that we said goodbye to him, his wife, Rev'd Sally Wright, and their children, Caspar and Felicity, after more than 15 years service within the Parish. In addition, Rev'd Canon Dr Joanna Collicutt retired from her role as Assistant Priest in the Parish. They all continue to be much missed. However, with the support of the Diocese, we were able to progress a successful recruitment process for a new Team Rector, using the key elements of our strategy (above) as inputs to the development of both the role and Parish Profiles. We were very excited to appoint Rev Dr Hester Jones to the post of Team Rector, as the first female Team Rector of the Parish of Witney. Her licencing took place in early January 2025.

We remain grateful to God for answers to prayer in respect of both of these important appointments and also in sustaining the various ministries of the Parish through this period of change. We are grateful for the work of each member of the Ministry Team and in particular to Rev Preb Mark Thomas, who provided pastoral oversight during the vacancy.

Social and Climate Justice: The parish has continued to host a monthly Eco forum, which has attracted a wide range of speakers and interested parties to discuss related issues impacting at local, national and international level. Of particular note was the Windrush River Blessing Service, at which the Bishop of Dorchester presided.

Donations from the Hardship Fund totalled £4,509 largely in support of those facing food poverty in our local community. The Parish also continues to support the Besom project, the Witney Fridge and overseas aid charities. In addition, individual churches have raised £4,608 in support of external charities.

The parish has continued to support the Asylum seekers resident in the Oxford Witney Hotel, both financially, through the Asylum fund, and also through input to multi agency and community forums, to address a wide range of their needs including support for residency .

Outreach: The worshipping community on the new Windrush estate has continued to flourish, with regular Messy Church services. This is a joint 'greenhouse' initiative with the Baptist Church. It is funded only in part through the Parish of Witney.

In addition, the team has run a variety of community events particularly during school holidays, adopting an approach which seeks to meet people where they are, both physically and spiritually.

More broadly, the parish has engaged in numerous outreach activities, which 'overlap' with other areas of priority focus. Most significantly, the programme of highly successful festivals and events in all our churches was maintained.

Buildings and Place: The main repairs to the roof at Holy Trinity were completed, and the work was blessed by the Bishop of Dorchester in September. Further work on the vestry roof is continuing.

At St Mary's, the detailed designs for the replacement of the outer North Porch and Winchester Room doors, and the boxing in of the West door with an interior glass porch were progressed as a prelude to seeking permission to move forward through the relevant planning and faculty processes. Proposals to develop a plan to net zero for the church were sought, and the successful partner was appointed to produce the plan in 2025.

The Quinquennial survey for St John's Hailey was completed, and this is now with their DCC to refine their maintenance plan based on its findings and recommendations.

The Quinquennial survey for St Mary's was progressed, and the final report is awaited from our Inspecting Architect.

Children and Youth: Led by our Schools Chaplain and Youth Worker, our contact with the 11 schools in the Parish has continued, providing regular input to collective worship throughout the year, as have all the activities for young people hosted in our churches. The Young Disciples group was 'paused' given the reduction in numbers of attendees, as many progressed to further education.

Older People: The work of the Anna Chaplaincy ministry within the Benefice continued to develop, in particular with strengthened relationships with the 6 care homes in the Parish, and through the offer of home communion. The Wednesday weekday service of Holy Communion at St Mary's continued to attract a regular congregation of up to 20, and benefitted from regular monthly attendance from a group of residents from a number of care homes in the Parish. Our continued offering of Zoom and streamed services remains highly valued to all those who have not yet felt able to rejoin church worship in person.

Teaching & Spirituality: We were able to continue a number of teaching and supporting groups last year, including Lent and Advent courses. The nurture group met during term time, and a series of 'talking theology' talks were offered. The Benefice retreat at Wantage was led by the then Team Rector, and proved extremely powerful and enriching for all those who attended. In addition to our regular practise of meeting for morning and evening prayer, a number of specific prayer groups were held, including a regular time of prayer for Christians suffering persecution for their faith.

These are some of the highlights of 2024; they represent a small part of the ongoing successful ministries offered across the Parish. We remain grateful to the leadership, commitment and energy provided by the whole of our Ministry Team throughout the year. We also recognise the immense contribution of a large number of enthusiastic volunteers, without whom these amazing achievements would not have been possible.

Financial Review

The total income for the year end 31 December 2024 was £380,539 and total expenditure amounted to £411,621.

The unrestricted income for the Parish was £267,245 while core operating costs totalled £262,117, resulting in an operating surplus of £5,128. This outcome reflects the continued extraordinary generosity of our congregations who responded to a further appeal in 2024 for funds to support the operating costs of the Parish, to the tune of nearly £23,035 (net of Gift Aid). In addition, the Parish was able to host a number of major festivals and events through the year in support of Parish Funds which raised just over £31,000. The parish also benefitted from a legacy to St Mary's of £13,300 which did not carry any specific restrictions as to its use.

As a result, the Parish was able to cover its operating costs in full including 100% payment of our allocated Parish Share. The Diocese of Oxford applied £13,047 discounts to the parish's initial allocation of £126,547, resulting in the amount paid, as shown in these accounts of £113,500. These discounts arose as a result of the full payment of our share in 2023 (£5,276) and the Team Rector and the Team Vicar vacancies for the majority of the year. The Parish Share allocation for 2025, after allowing for the discount from the Diocese has been confirmed as £119,485.

Our unrestricted expenditure increased by 8.25%. However, the 2024 expenditure includes provision for the costs of two Quinquennial surveys (at St John's Hailey and St Mary's) as well as the costs of the 5 year electrical inspection and other enhancements to lighting and circuitry in St Mary's. Excluding these costs, our operating costs rose by 5.7%, an increase dominated by the increase in energy costs. Our tariffs have recently been renegotiated for both Gas and Electricity, which should result in a significant reduction in these costs in 2025.

Restricted Income totalled £113,294, reflecting the continued fund raising in respect of the Holy Trinity roof appeal, and grant funding from the Diocese of Oxford in support of our Schools Chaplain and Youth Worker. In addition, a legacy of £7,000 was received in support of the upkeep of the churchyard at St John's, Hailey.

Restricted expenditure of £131,504 included the costs associated with both of these initiatives.

The Parish was able to continue to support both those in our local community in financial need, and also our Asylum seeker friends in Witney, through the Hardship and Asylum funds respectively. Donations totalling £6,459 were made from these funds.

Finally, the Parish made donations totalling £4,608 to external charities in the year.

2.4 Reserves Policy

The trustees have examined the charity's requirements for reserves taking account of the main risks to the organisation. In 2018, the trustees reviewed these requirements and adopted a new Funds and Reserves Policy. This requires that the PCC maintains an average of £7,000 over the year, to meet unexpected changes in cashflow, while

each DCC (Hailey, Holy Trinity and St Mary's) maintains an average of £5,000, to cover minor maintenance issues. The policy assumes that unexpected major maintenance/repairs would be covered by emergency appeals to the respective congregations.

Therefore, in order to meet the agreed funding policy for the year ended 31 December 2024, the trustees consider that the amount required in reserves should be approximately £22,000. The level of general reserves as of 31 December 2024 amounted to £51,659 significantly in excess of the figure required by our agreed policy.

2.5 Financial Risk Assessment

The major financial risks to the Charity are considered to be the following:

1. Reduction in planned giving as a result of withdrawal of support from existing regular givers, potentially driven by on-going cost of living pressures. Mitigated by the development and execution of the on-going stewardship campaign, and a campaign to encourage legacy giving.
2. Reduction in unplanned giving and income from festivals and other major events held in our churches, due to poor weather.
3. Operating Cost inflation, as a result of increased UK inflation.
4. Major project expenditure increasing during the execution phase of a project (e.g. mid way through a building project, significant cost escalation from a supplier). Mitigated by the implementation of more rigorous supplier and contract management processes for major projects, and the creation and proactive management of funding contingency throughout the project's lifecycle.
5. Unexpected and unbudgeted expenditure, most likely related to the need for emergency repairs and restoration to one of our historic buildings, or as a result of recommendations from recent Quinquennial reports (Both Hailey and St Mary's were subject to Quinquennial inspections in 2024, with the reports awaited). Quinquennial recommendations to be assessed by the respective DCCs. Five year maintenance plans to be developed on the basis of these findings, and associated funding plans created. Funding shortfalls to be mitigated by grant funding applications and continued fund raising events.

Although it remains possible that we will continue to have to hold an appeal for funds to cover our operating costs in 2025, we have launched a stewardship campaign in March 2025, with a target of increased giving from 100 donors of an average £300 p.a. If this is achieved, it will place the finances of the Parish on a far more stable footing.

Structure, Governance and Management

The Parish of Witney Parochial Church Council (PCC) is registered as a charity with the Charity Commission. The Trustees of the parish are the PCC, which has the responsibility of cooperating with the incumbent, in promoting the whole work of the Church in the ecclesiastical parish. The PCC is governed by two pieces of Church of England legislation, called Measures. These are the Parochial Church Council (Powers) Measure 1956 and the Church Representation Rules (contained in Schedule 3 to the Synodical Government Measure 1969, as amended).

Overall responsibility for day-to-day management remains with the incumbent, working in close collaboration with the Ministry Team and the Standing Committee. The charity does not have paid employees with management responsibility.

2.6 Appointment of Trustees

The trustees keep the composition of the PCC under review and will seek to co-opt additional members with appropriate skills and expertise should the need arise. Interested parties are given details of the background of the charity in order to make them aware of current activities. Licensed members of the Ministry team are ex officio trustees. Churchwardens are elected at the Annual Parishioners Church meeting. All other trustees are elected at the Annual Parochial Church meeting in accordance with the Benefice CRR Scheme.

Approved by the trustees on 25 April 2025 and signed on its behalf by:



The Rev'd Dr Hester Jones, Rector
St Mary the Virgin
Church Green
Witney
OX28 4AW

INDEPENDENT EXAMINER'S REPORT TO THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF WITNEY

I report to the Parochial Church Council on the financial statements of The Parish of Witney for the year ended 31 December 2024, which are set out on pages 11 to 21.

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

Independent examiner's statement

The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants in England and Wales.

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. the accounting records were not kept in accordance with section 130 of the Charities Act; or
2. the accounts did not accord with the accounting records; or
3. the accounts did 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.



1 May 2025.

L Adkins BSc (Hons) BFP FCA
Whitley Stimpson Limited
Chartered Accountants
13-15 High Street
Witney
Oxfordshire
OX28 6HW

2024 Annual Report and Accounts



Registered Charity 1129784

Witney Parish Group Statement of Financial Activities	As at 31/12/2024	As At 31/12/2023
General and Unrestricted Income		
Donations and legacies	213,523	189,153
Income from charitable activities	18,846	23,719
Investments	73	101
Other income	35	451
Other trading activities	34,768	30,060
Total General and Unrestricted Income	267,245	243,484
Restricted Income		
Donations and legacies	104,788	57,631
Investments	23	1
Other income	-	-
Other trading activities	8,483	18,079
Total Restricted Income	113,294	75,711
Total Income	380,539	319,195
General and Unrestricted Expenditure		
Expenditure on charitable activities	244,606	233,359
Other expenditure	3,199	-
Raising funds	14,312	8,779
Total General and Unrestricted Expenditure	262,117	242,138
Designated Expenditure		
Expenditure on charitable activities	18,000	-
Total Designated Expenditure	18,000	-
Restricted Expenditure		
All mission giving and charitable grants & donations	32,550	31,388
Expenditure on charitable activities	90,649	126,509
Other expenditure	8,305	11,870
Raising funds	-	977
Total Restricted Expenditure	131,504	170,744
Total Expenditure	411,621	412,882
General and Unrestricted funds b/f	46,531	45,185
Surplus / (Deficit)	5,128	1,346
Transfers in	-	-
Gains and losses	-	-
Transfers out	-	-
General and Unrestricted funds c/f	51,659	46,531
Restricted & Designated Funds b/f	79,668	174,701
Surplus / (Deficit)	36,210	95,033
Transfers in	-	-
Gains and losses	-	-
Transfers out	-	-
Restricted funds c/f	43,458	79,668
Total Funds per financial return	95,117	126,199

2024 Annual Report and Accounts



Registered Charity 1129784

Witney Parish Group Fund Movement by Type	As at 31/12/23	Incoming funds	Outgoing Funds	Transfers	As at 31/12/24
General fund	46,531	267,245	262,117	-	51,659
PCC Restricted Funds					
Asylum Fund	618	2,400	1,950	-	1,068
Hardship Fund	3,264	3,488	4,509	-	2,243
Friends of Curbridge restricted	2,668	202	1,200	-	1,670
Pioneer Outreach	-	-	-	-	-
Youth Worker PCC	13,729	30,000	33,300	-	10,429
PCC Restricted Fund	210	-	-	-	210
PCC Charitable Giving	-58	1,022	1,590	-	-626
Total PCC Restricted Funds	20,431	37,112	42,549	-	14,994
Holy Trinity Rest/Des Funds					
HT Appeals for major renovations	23,385	62,423	80,413	-	5,395
HT Roof Appeal <i>Designated</i>	18,000	0	18,000	-	-
HT Charitable Giving	-120	3,005	2,789	-	96
Total Holy Trinity Rest/Des Funds	41,265	65,428	101,202	-	5,491
St John Hailey Restricted Funds					
St John Hailey Rest Funds	2,604	-	-	-	2,604
St John Hailey Churchyard	-	7,000	-	-	7,000
St John Hailey Charitable Giving	-161	77	229	-	-313
St John Hailey Appeal Fund	2,443	7,077	229	-	9,291
St Mary's Appeal Fund	14,137	3,537	5,524	-	12,150
St Mary's Restricted Funds					
St Mary's Choir and Music Fund	1,234	-	-	-	1,234
St Mary's Charitable Giving	158	140	-	-	298
Total St Mary's Funds	1,392	140	-	-	1,532
Total Restricted Funds	61,668	113,294	131,504	-	43,458
Total Designated Funds	18,000	-	18,000	-	-
Total Funds	126,199	380,539	411,621	-	95,117

2024 Annual Report and Accounts



Registered Charity 1129784

Witney Parish Group Balance sheet as at 31 December 2024	As at 31/12/2024	As at 31/12/2023
Fixed assets		
Tangible assets	7,985	8,878
Total fixed assets	7,985	8,878
Current assets		
Cash at bank and in hand	115,724	162,022
Accrued income	13,300	-
Total Current assets	129,024	162,022
Liabilities		
Creditors: Amounts falling due in one year - Accruals	40,380	44,501
Deferred income	1,512	200
Total Liabilities	41,892	44,701
	-	
Net Asset surplus (deficit)	95,117	126,199
Reserves		
Excess / (Deficit)	31,082	93,688
Reserves	126,199	219,886
Total Reserves	95,117	126,199
Represented by		
Unrestricted	51,659	46,531
Designated	-	18,000
Restricted	43,458	61,668
No Endowment funds	-	-
Total	95,117	126,199

Approved by the Parochial Church Council on 25 April 2025 and signed on its behalf by:

The Rev'd Dr Hester Jones, Rector
(PCC Chairman)

Mr Jeremy Lasman
(PCC Treasurer)

**NOTES TO THE ACCOUNTS
for the year ended 31 December 2024**

1. Accounting Policies

The principal accounting policies adopted, judgments and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

a) Basis of Preparation

The Financial Statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 2 October 2019 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 2 October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 January 2019 which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest pound.

b) Public Benefit Entity

The Parish of Witney meets the definition of a public benefit entity under FRS 102.

c) Going Concern

The Trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

d) Income Recognition Policies

Voluntary income and capital sources:

- Planned giving under Gift Aid is recognised only when given.
- Income tax recoverable on Gift Aid donations is recognised when the donation is received.
- Collections and sundry donations are recognised when they are received.
- Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain.

Activities for generating funds:

- Proceeds from the sales of books and magazines from the church bookstall and from fundraising events are accounted for gross.
- Rental from the letting of church premises is recognised when the rental is due.

Investment income:

- Interest entitlements are accounted for as they accrue. Not currently applicable but, dividends will be accounted for when due and payable.

Gains and losses on investments (not currently applicable):

- Realised gains or losses will be recognised when the investments are finally sold.
- Unrealised gains or losses will be accounted for on revaluation of investments at 31 December each year.

e) Fund Accounting

The trustees are satisfied that the charity's assets are available and adequate to fulfil its obligations. It has been policy to invest surplus funds with the CBF Church of England Investment Fund, but given the minimal interest rates on deposits, it has been our practice to invest any surplus in the Business Reserve Account held with Barclays Bank.

f) Expenditure and Irrecoverable VAT

Charitable activities:

- Grants and donations are accounted for when paid over, or when awarded if that award creates a binding obligation on the PCC.
- The Diocesan quota and Parish Share is accounted for when payable. Any quota unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the Balance sheet.

g) Cash and Cash equivalents

Cash and cash equivalents include cash in hand and deposits at call with banks.

h) Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Plant and Machinery – 25% reducing balance

Fixtures and Fittings – 10% reducing balance

i) Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets, which include accrued income and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction

is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities, including creditors, are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

2. Fixed assets

Witney Parish Group Depreciation summary for the year 2024	Plant and Machinery 25%	Fixtures and Fittings 10%	Total
Cost			
Brought forward	5,679	29,520	35,199
Additions/Disposals	-	-	-
Total	5,679	29,520	35,199
Depreciation			
Brought forward	5,642	20,679	26,321
For the year 2024	9	884	893
Cumulative total	5,651	21,563	27,214
Net Asset Value 31/12/2023	28	7,957	7,985

3. Creditors

Creditors	2024	2023
Deferred Income	£1,512	£200
Accruals	£40,380	£44,501
Total	£41,892	£44,701

Deferred income relates to wedding deposits received in the year for weddings that will be held in future years. All of the deferred income brought forward from 2023 is included in the 2024 closing balance.

4. Legal Status of the Charity

The Parochial Church Council of The Parish of Witney is a registered charity and was formed under a Deed of Trust dated 21 May 2009.

5. Staff costs

During 2024 the Parish of Witney employed two salaried employees:

- Michelle Bailey-Wells as Parish Administrator and Gift Aid Secretary, salary costs funded through the PCC account (unrestricted) totalling £13,572 gross
- Laverne Williams, Schools Chaplain and Youth Worker, salary costs funded from the Youth Worker restricted Fund, totalling £32,550 gross

Reimbursements totalling £8,687 (2023: £9,504) were paid to the clergy to cover their administrative and travelling expenses. This reflects the size of the Ministry Team.

There were no other disclosable transactions in respect of the members of the Witney PCC or persons closely related to them or other related parties.

There were no employees who received employee benefits of more than £60,000.

6. Connected Charities

The following charities are connected charities of the Parish of Witney:

- St Mary's Preservation Trust (Charity number 284576)
- The Friends of Hailey Church (Charity number 293821)
- The Friends of St John the Baptist Church, Curbridge (registered as a charity with HMRC, reference XT32258)

The transactions of these charities are not included in these accounts.

7. Restricted and Designated Funds

The purposes for material funds held are:

Youth Worker PCC

Funds donated to cover the salary and associated expenditure of the Witney Parish Schools Chaplain and Youth Worker.

HT Appeals for major renovations

Funds donated to enable major repairs to the roof of Holy Trinity to be carried out and improvements to the facilities in the church for the disabled.

HT Roof Appeal (designated)

Transfer of funds from the General Fund to a Designated Fund in support of the major renovations to be carried out in Holy Trinity church (as above).

Asylum Fund

Funds donated to provide financial support to the 200+ Asylum seekers who were moved into the Oxford Witney hotel in November 2022.

St Mary's Appeal Fund

Funds donated to enable major renovations to the fabric and facilities of St Mary's to be carried out.

Charitable Giving Funds

Although not material in the context of either the General Funds or the total Restricted Funds held by the charity, a number of Charitable Giving restricted funds have been created for the Parochial Church Council and for each of the three District Church Councils to ensure the correct accounting for monies raised by the charity on behalf of other charities.

Hailey Churchyard

As stated, a legacy of £7,000 was received in 2024 to enable the upkeep of the churchyard at St John's church Hailey.

8. Income and expenditure analysis for the year ended 31 December 2024

Witney Parish Group Income and Expenditure	As at 31/12/2024	As at 31/12/2023
General and Unrestricted Income		
0101 Gift aid - bank	102,382	96,361
0201 Other planned giving	6,170	3,805
0301 Loose plate collections	16,836	12,080
0501 One off gift aid gifts	-	140
0401 Regular gift days	6,185	-
0550 Donations appeals etc	28,553	39,794
0601 Tax recoverable on gift aid	34,932	32,834
0701 Legacies	13,300	-
0801 Recurring grants	450	450
08A1 Non-recurring one-off grants	4,080	2,670
0902 Income from refreshments	634	853
0910 Fundraising events own funds	31,069	26,602
0915 Subscriptions income 200 club	1,684	1,658
0917 Income from sale of goods	81	-
1020 Bank and deposit account interest	73	101
1101 Fees for weddings and funerals	18,846	22,999
1105 Fess for use of church organ	-	720
1240 Church lettings - fund raising	1,935	1,800
1315 Unallocated misc credits	-	451
Prior year adjustment	35	166
Total General and Unrestricted income	267,245	243,484
Restricted Income		
0101 Gift aid - bank	720	720
0301 Loose plate collections	260	-
0550 Donations appeals etc	25,375	10,459
0601 Tax recoverable on gift aid	433	190
0701 Legacies	7,000	7,656
0801 Recurring grants	15,000	11,000
08A1 Non-recurring one-off grants	56,000	27,606
0910 Fundraising events own funds	5,677	14,226
0912 Fundraising for other charities	2,806	3,853
1020 Bank and deposit account interest	23	1
Total Restricted income	113,294	75,711
Total income	380,539	319,195

2024 Annual Report and Accounts



Registered Charity 1129784

Witney Parish Group Income and Expenditure	As at 31/12/2024	As at 31/12/2023
General and Unrestricted Expenditure		
1730 Costs of fetes & other events	12,653	7,339
1732 Cost of goods purchased for resale	1,659	1,440
1801 Giving to missionary societies	100	100
1850 Home mission	1,386	734
1852 Ministry fees + subscriptions	3,249	2,879
1910 Parish share	113,500	106,600
2001 Organists staff	9,180	9,020
2005 Other organists	625	910
2050 Salary of parish administrator	13,572	13,562
2101 Clergy expenses	8,687	9,504
2201 Parish training	50	1,265
2301 Church running - insurance	17,899	17,522
2305 Office costs	4,509	5,515
2310 Church office - telephone	3,631	4,500
2320 Organ / piano tuning	990	294
2330 Church maintenance	6,319	8,818
2331 Cleaning	3,620	4,172
2340 Upkeep of services	3,294	4,600
2342 Upkeep of services flowers	519	100
2350 Upkeep of churchyard	3,024	1,109
2360 Administration	3,474	2,962
2362 Software	1,789	1,522
2365 Catering costs	223	386
2401 Funeral expenses	3,011	3,466
2402 Wedding expenses	1,020	1,596
2403 Odbf fees	4,357	4,506
2420 Church running - water & waste disposal	2,186	1,054
2440 Church running - heating and lighting	27,659	22,778
2450 Depreciation charge	893	995
2601 Governance costs examination/audit fee	2,820	2,800
2701 Church major repairs - structure	-	90
2710 Church major repairs - installation	3,020	-
2852 Architects & other professional fees	3,199	-
Total General and Unrestricted expenditure	262,117	242,138

2024 Annual Report and Accounts



Registered Charity 1129784

Witney Parish Group Income and Expenditure	As at 31/12/2024	As at 31/12/2023
Designated Expenditure		
2701 Church major repairs - structure	18,000	
Total Designated Expenditure	18,000	
Restricted Expenditure		
1730 Cost of fetes and other events	-	977
1830 Giving - relief and development agencies	2,579	17,802
1850 Home mission	7,323	1,314
1870 Giving to secular charities	1,164	322
2051 Youth worker salary and related expendit	32,550	31,388
2201 Parish training	750	433
2305 Office costs	-	68
2320 Organ / piano tuning	122	120
2330 Church maintenance	125	68
2340 Upkeep of services	75	-
2350 Upkeep of churchyard	145	590
2360 Administration	160	1,547
2362 Software	60	-
2701 Church major repairs - structure	78,146	53,659
2710 Church major repairs - installation	-	50,583
2852 Architects & other professional fees	8,305	11,870
Prior year adjustment	-	3
Total Restricted expenditure	131,504	170,744
Total expenditure	411,621	412,882
Witney Parish Group Summary Surplus/Deficit	As at 31/12/2024	As at 31/12/2023
General/Unrestricted	5,128	1,346
Designated	- 18,000	-
Restricted	- 18,210	- 95,033
Total Surplus/Deficit	- 31,082	- 93,687

Accounts

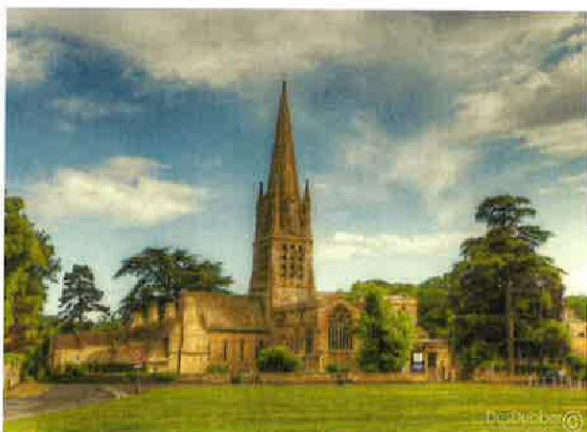
2023 Annual Report and Accounts



St John the Evangelist, Hailey



Holy Trinity, Witney



St Mary the Virgin, Witney



St John the Baptist, Curbridge

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1. Legal and administrative details

Full Parochial Name	The Parish of Witney The churches of St John the Baptist, Curbridge; St John the Evangelist, Hailey; Holy Trinity, Witney; and St Mary the Virgin, Witney
Charity registration number	1129784
Church Office	St Mary the Virgin, Church Green, Witney, OX28 4AW Tel: 01993 779492 E-mail: office@witneyparish.org.uk
Bankers to the PCC	Barclays Bank PLC, 30 Market Square, Witney, OX28 6BJ
Independent examiner	Whitley Stimpson Limited, 13-15 High Street, Witney, OX28 6HW

The following are schools and charities associated with the Parish of Witney and whose transactions are not included in these accounts:

The Batt School Trust (excepted charity)	The Rector is a trustee on induction and Church Wardens are ex-officio trustees.
Hailey Church of England School Trust (excepted charity)	The Rector is an ex-officio trustee and the PCC appoints one ex-officio trustee.
Collier and Goose Ham (Witney Ecclesiastical Charity, no. 238857)	The Rector is an ex-officio trustee, the PCC nominates two trustees and the Rector and the two nominative trustees appoint two co-optative trustees.
Witney Ecumenical Youth Trust:	The PCC appoints two trustees who are normally officers of the PCC.
The Friends of St John the Baptist Church, Curbridge (Charity no. HMRC XT32258)	The PCC appoints two trustees.
St Mary's Church (Witney) Preservation Trust (Charity no. 284576)	The Rector is a trustee on induction or the priest in charge during an interregnum.
The Friends of Hailey Church (Charity no. 293821)	The "Vicar of Hailey" is an ex-officio member of the committee.

Membership of the Parish of Witney Parochial Church Council and Deputy Wardens

As elected at the Annual Meeting on 26 March 2023:

Clergy	The Rev'd Canon Toby Wright ¹ - Chair The Rev'd Ness Brunner-Ellis ¹ The Rev'd Canon Dr Joanna Collicutt The Rev'd Preb Mark Thomas The Rev'd Dr Hugh White ¹ The Rev'd Sally Wright
Churchwardens	Ms Kate Banks ¹ Mr Jeremy Lasman ¹
Deputy Churchwardens	St Mary's Mr Maurizio Fantato Dr Melody Helm Holy Trinity Mrs Dair Henderson ² Mrs Charlotte Tremain ¹ Hailey Ms Kirsty Morgan ¹ Curbridge Mr Ian Galletley ¹
Deanery Synod (elected)	Ms Kate Banks Mrs Sue Hodges Ms Kirsty Morgan Mrs Linda Taft
Holy Trinity 2 nd Representative	Mrs Sue Hodges
LLM Representative	Mr Richard Young
Co-opted	Mr Ash Arnold
Secretary (non-voting)	Mrs Kate Lockwood

¹ member of the Standing Committee

² not a member of the PCC

The Clergy, Churchwardens and Deanery Synod members are all ex-officio members of the Council. Each church has places on the PCC for Deputy Wardens ex-officio but these places can be relinquished and another representative elected from the church.

2. Annual Report for the year ended 31 December 2023

The Trustees are pleased to present their annual report and financial statements of The Parish of Witney Parochial Church Council (PCC) for the year ended 31 December 2023.

The Financial Statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and the Republic of Ireland published on 2 October 2019 and effective from 1 January 2019.

2.1 Reference and Administration Details

The charity's name is *The Parochial Church Council of the Parish of Witney* and also operates under the name of *The Parish of Witney*.

Charity Registration Number: 1129784

Principal Office: St Mary the Virgin, Church Green, Witney, OX28 4AW

2.2 Trustees

The Trustees and officers who served during the year and since the year end were as follows:

- Ms Kate Banks
- The Rev'd Ness Brunner-Ellis (until 12 March 2023)
- Dr Robin Carr (until 26 March 2023)
- The Rev'd Canon Dr Joanna Collicutt
- The Rev'd James Elward (from 18 July 2023)
- Mr Maurizio Fantato
- Mr Ian Galletley
- Dr Melody Helm
- Ms Claire Hermon (until 26 March 2023)
- Mrs Sue Hodges
- Mr Jeremy Lasman
- Mrs Helen Meyrick (until 26 March 2023)
- Ms Kirsty Morgan (from 26 March 2023)
- Mr Christopher Riley (until 26 March 2023)
- Mrs Linda Taft
- The Rev'd Preb Mark Thomas
- Mrs Charlotte Tremain (from 26 March 2023)
- The Rev'd Dr Hugh White (until 5 November 2023)
- The Rev'd Sally Wright

- The Rev'd Canon Toby Wright
- Mr Richard Young
- Mr Keith Ridgway (until 7 February 2023)
- Mr Ashley Arnold (from 26 March 2023)

2.3 Objectives and Activities

The main objectives of the charity are:

1. promoting the whole mission of the church - pastoral, evangelistic, social and ecumenical. The PCC is responsible for cooperating with the Ministry Team to meet this objective;
2. enabling as many people as possible to worship at our churches and to become part of our parish community. The PCC maintains an overview of activities throughout the parish and makes suggestions on how we can involve the many groups that live within our parish; and
3. putting faith into practice in our services and worship through prayer and scripture, music and sacrament.

When planning our activities for the year, the incumbent and the PCC have considered the Charity Commission's guidance on public benefit and the specific guidance on charities for the advancement of religion. In particular, we aim to enable ordinary people to live out their faith as part of our parish community through:

- a) Worship and prayer; learning about the Gospel; and development of their knowledge and trust in Jesus Christ as both Saviour and Lord. There is also provision of pastoral care for people living in the parish.

In particular, our aims for 2023 were:

- to embed our vision that we are called to be a community of mercy and kindness, and to continue to develop supporting strategies which will enable the realisation of this vision;
- to encourage spiritual growth for all those in the various communities we serve, through the creative use of technology, and other channels of communication;
- to continue to encourage regular pattern of daily prayer through the Daily Office and other spiritual disciplines;
- to increase the appreciation of our Eucharistic ministry for all who worship with us;
- to continue to re-establish and grow our worshipping communities post pandemic; and
- to build the ministries established amongst young people, schools, the Windrush estate and the care homes within the Parish.

- b) To facilitate this work it is important that we maintain the fabric of our four church buildings. In particular, our aims for 2023 were:

- To develop and implement plans for priority projects for the renewal of the fabric of St Mary's;
- to progress the repair of the roof at Holy Trinity; and

- to continue our programme of maintenance of all the churches as outlined in the most recent quinquennial inspections.

2.4 Achievements and Performance

The vision of the Parish continues to be that we should be a community of mercy and kindness. Our strategy to achieve this vision was developed in 2022 and has been embedded in 2023. It is summarised in the diagram below:



During 2023, a number of the members of the Ministry Team suffered from illness or major health conditions which involved lengthy periods of absence. In addition, both the Witney Team Vicar, and the Minster Lovell Team Vicar (part of the Benefice of Witney and who contributed significantly to the work of the Parish) left to take up other posts within the church. Both factors contributed to the extent to which the parish was able to consolidate the work in each of the priority areas highlighted within our strategy diagram.

However, as a result of God's faithfulness in answering prayer, and the resilience of the Ministry Team and the wider congregations within the Parish, we have continued to make good progress in each of these areas during 2023.

Social and Eco Justice: The parish has continued to host a monthly Eco forum, which has attracted a wide range of speakers and interested parties to discuss related issues impacting at local, national and international level.

Donations from the Hardship Fund totalled £6,074 largely in support of those facing food poverty in our local community. The Parish also continues to support the Besom project, the Witney Fridge and overseas aid charities. In addition, individual churches have raised £5,236 in support of external charities.

The parish has continued to support the Asylum seekers resident in the Oxford Witney Hotel, both financially, through the Asylum fund, and also through input to multi agency and community forums, to address a wide range of their needs including support for residency.

Outreach: The worshipping community on the new Windrush estate has continued to flourish, with regular Messy Church services. In addition, the team has run a variety of community events particularly during school holidays, adopting an approach which seeks to meet people where they are, both physically and spiritually.

More broadly, the parish has engaged in numerous outreach activities, which 'overlap' with other areas of priority focus. Most significantly, the programme of festivals and events in all our churches continued to develop, and returned to pre-pandemic levels of activity.

Buildings and Place: The work to repair the roof at Holy Trinity started in the late autumn; progress on this was hampered by the extremely poor weather in December, but the project is still aiming to complete by the end of March 2024.

The installation and consecration of a new altar in St Mary's, made from wood reclaimed from the felled cedar of Lebanon tree in the churchyard, added significantly to both the beauty of the building, and the impact of our services of worship. Detailed designs for the replacement of the outer North Porch and Winchester Room doors, and the boxing in of the West door with an interior glass porch were produced to enable permission to be sought through the planning and faculty processes. In addition, a comprehensive energy audit of the building was carried out in support of our journey towards net zero.

Children and Youth: Notwithstanding the absence of our Youth Worker and Schools Chaplain for a period of time in 2023, our youth work, both church related and in the wider community, has continued to develop.

Our contact with the 11 schools in the Parish has continued, providing regular input to collective worship throughout the year, as have all the activities for young people hosted in our churches, including the Tiddlers group at Hailey; Messy Mass at Holy Trinity, Junior church and the Young Disciples group which meets regularly in the Winchester Room.

Older People: The work of the Anna Chaplaincy ministry within the Benefice continued to develop, in particular with strengthened relationships with the 6 care homes in the Parish. The Wednesday weekday service of Holy Communion continued to grow in numbers, and benefitted from regular monthly attendance from a group of residents from the Richmond Village care home. Our continued offering of Zoom and streamed services remains highly valued to all those who have not yet felt able to rejoin church worship in person.

Teaching & Spirituality: A variety of courses took place throughout last year, including during Lent and Advent. A number of our congregation began exploring various forms of licensed ministry, and we welcomed our new curate, James Elwood to the Ministry Team upon his ordination to the Diaconate at the beginning of July. Both have contributed to the range of different voices exercising a preaching ministry as part of our services.

These are some of the highlights of 2023; they represent a small part of the ongoing successful ministries offered across the Parish. We remain grateful to the leadership, commitment and energy provided by our Team Rector and the whole of our Ministry Team throughout the year. We also recognise the immense contribution of a large number of enthusiastic volunteers, without whom these amazing achievements would not have been possible.

Financial Review

The total income for the year was £319,195 and total expenditure amounted to £412,882.

The unrestricted income for the Parish was £243,484 while core operating costs totalled £242,138, resulting in an operating surplus of £1,346. This outcome reflects the continued extraordinary generosity of our congregations who responded to a further appeal in 2023 for funds to support the operating costs of the Parish, to the tune of nearly £29,061 (net of Gift Aid). In addition, the Parish was able to host a number of major festivals and events through the year. Of these, the Witney Festival of Food and Drink and the Oktoberfest contributed over £12,000 towards Parish operating costs.

As a result, the Parish was able to cover its operating costs in full including 100% payment of our allocated Parish Share. The Diocese of Oxford applied discounts of £11,668 to the parish's initial allocation of £118,268, resulting in the amount paid, as shown in these accounts of £106,600. These discounts arose as a result of the full payment of our share in 2022, the Team Vicar vacancy for the majority of the year, and a contribution from the Diocese, in recognition of the time spent by our Team Rector in the role of Associate Archdeacon for part of the year.

Our unrestricted expenditure increased by 6.6% on last year. This was largely driven by the high rate of inflation affecting all our operating costs, and in particular the fact that three-year fixed rate energy deals for both gas and electricity expired in January, resulting in a very significant increase in energy costs for 2023.

Restricted Income totalled £75,711, largely reflecting the continued fund raising in respect of the Holy Trinity roof appeal, and grant funding from the Diocese of Oxford in support of our Schools Chaplain and Youth Worker. The success of the former enabled the repair works to the Holy Trinity roof to commence in the last quarter of 2023, and they are due to be complete in the spring of 2024.

Restricted expenditure of £170,744 included the costs associated with both of these initiatives. In addition, the installation of a new altar and dais was completed in St Mary's church, funded via expenditure from the restricted St Mary's Appeal fund

The Parish was able to continue to support both those in our local community in financial need, and also our Asylum seeker friends in Witney, through the Hardship and Asylum funds respectively. Donations totalling £14,591 were made from these funds.

Finally, the Parish made donations totalling £5,236 to external charities in the year.

2.5 Reserves Policy

The trustees have examined the charity's requirements for reserves taking account of the main risks to the organisation. In 2018, the trustees reviewed these requirements and adopted a new Funds and Reserves Policy. This requires that the PCC maintains an average of £7,000 over the year, to meet unexpected changes in cashflow, while each DCC (Hailey, Holy Trinity and St Mary's) maintains an average of £5,000, to cover minor maintenance issues. The policy assumes that unexpected major maintenance/repairs would be covered by emergency appeals to the respective congregations.

Therefore, in order to meet the agreed funding policy for the year ended 31 December 2023 the trustees consider that the amount required in reserves should be approximately £22,000. The level of general reserves as of 31 December 2023 amounted to £46,531 significantly in excess of the figure required by our agreed policy.

2.6 Financial Risk Assessment

The major financial risks to the Charity are considered to be the following:

1. Reduction in planned giving as a result of withdrawal of support from existing regular givers, potentially driven by the Team Rector and Team Vicar vacancies, and on-going cost of living pressures. Mitigated by the development and execution of the on-going stewardship campaign, and a campaign to encourage legacy giving.
2. Reduction in unplanned giving and income from festivals and other major events held in our churches, due to poor weather.
3. Operating Cost inflation, as a result of increased UK inflation.
4. Major project expenditure increasing during the execution phase of a project (e.g. mid way through a building project, significant cost escalation from a supplier). Mitigated by the implementation of more rigorous supplier and contract management processes for major projects, and the creation and proactive management of funding contingency throughout the project's lifecycle.
5. Unexpected and unbudgeted expenditure, most likely related to the need for emergency repairs and restoration to one of our historic buildings. Mitigated by the implementation of the agreed Reserves Policy.

It remains likely that we will continue to have to hold an appeal for funds to cover our operating costs in 2024. Although the cost of living crisis will undoubtedly impact on our congregation's willingness or ability to contribute, the experience of the last 4 years suggests that their extraordinary generosity will continue to enable the Parish to operate successfully.

2.7 Structure, Governance and Management

The Parish of Witney Parochial Church Council (PCC) is registered as a charity with the Charity Commission. The Trustees of the parish are the PCC, which has the responsibility of cooperating with the incumbent, in promoting the whole work of the Church in the ecclesiastical parish. The PCC is governed by two pieces of Church of England legislation, called Measures. These are the Parochial Church Council (Powers) Measure 1956 and the Church Representation Rules (contained in Schedule 3 to the Synodical Government Measure 1969, as amended).

Overall responsibility for day-to-day management remains with the incumbent, working in close collaboration with the Ministry Team and the Standing Committee. The charity does not have paid employees with management responsibility.

2.8 Appointment of Trustees

The trustees keep the composition of the PCC under review and will seek to co-opt additional members with appropriate skills and expertise should the need arise. Interested parties are given details of the background of the charity in order to make them aware of current activities. Licensed members of the Ministry team are ex officio trustees. Churchwardens are elected at the Annual Parishioners Church meeting. All other trustees are elected at the Annual Parochial Church meeting in accordance with the Benefice CRR Scheme.

Approved by the trustees on and signed on its behalf by:

 - 4 APR 2024

The Rev'd Canon Toby Wright, Rector
St Mary the Virgin
Church Green
Witney
OX28 4AW

INDEPENDENT EXAMINER'S REPORT TO THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF WITNEY

I report to the Parochial Church Council on the financial statements of The Parish of Witney for the year ended 31 December 2023, which are set out on pages 11 to 20.

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

Independent examiner's statement

The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants in England and Wales.

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. the accounting records were not kept in accordance with section 130 of the Charities Act; or
2. the accounts did not accord with the accounting records; or
3. the accounts did 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.



- 4 APR 2024

L Adkins BSc (Hons) BFP FCA
Whitley Stimpson Limited
Chartered Accountants
13-15 High Street
Witney
Oxfordshire
OX28 6HW

Witney Parish Group Statement of Financial Activities	As At 31/12/2023	As at 31/12/2022
General and Unrestricted Income		
Donations and legacies	189,153	190,748
Income from charitable activities	23,719	18,817
Investments	101	6
Other income	451	2,133
Other trading activities	30,060	21,132
Total General and Unrestricted income	243,484	232,836
Restricted Income		
Donations and legacies	57,631	246,803
Investments	1	10
Other income	-	3,451
Other trading activities	18,079	4,925
Total Restricted Income	75,711	255,189
Total Income	319,195	488,025
General and Unrestricted Expenditure		
Expenditure on charitable activities	233,359	222,543
Other expenditure	-	2,359
Raising funds	8,779	2,265
Total General and Unrestricted Expenditure	242,138	227,167
Restricted Expenditure		
All mission giving and charitable grants & donation	31,388	31,988
Expenditure on charitable activities	126,509	166,093
Other expenditure	11,870	3,621
Raising funds	977	1,014
Total Restricted Expenditure	170,744	202,716
Total Expenditure	412,882	429,883
General and Unrestricted funds b/f	45,185	50,818
Surplus / (Deficit)	1,346	5,669
Transfers in	-	-
Gains and losses	-	-
Transfers out	-	11,302
General and Unrestricted funds c/f	46,531	45,185
Restricted & Designated Funds b/f	174,701	110,926
Surplus / (Deficit)	95,033	52,473
Transfers in	-	11,302
Gains and losses	-	-
Transfers out	-	-
Restricted funds c/f	79,668	174,701
Total Funds per financial return	126,199	219,886

2023 Annual Report and Accounts



Registered Charity 1129784

Witney Parish Group Fund Movement by Type	As at 31/12/22	Incoming funds	Outgoing Funds	Transfers	As at 31/12/23
General fund	45,185	243,484	242,138	0	46,531
PCC Restricted Funds					
Asylum Fund	-4,370	12,505	8,517	1,000	618
Hardship Fund	7,427	2,911	6,074	-1,000	3,264
Friends of Curbridge restricted	3,381	0	713	0	2,668
Pioneer Outreach	1,321	-1,321	0	0	0
Youth Worker PCC	34,549	11,000	31,820	0	13,729
PCC Restricted Fund	210	0	0	0	210
PCC Charitable Giving	0	1,052	1,110	0	-58
Total PCC Restricted Funds	42,518	26,147	48,234	0	20,431
Holy Trinity Rest/Des Funds					
HT Appeals for major renovations	60,833	24,657	62,105	0	23,385
HT Roof Appeal <i>Designated</i>	18,000	0	0	0	18,000
HT Charitable Giving	0	2,775	2,895	0	-120
Total Holy Trinity Rest/Des Funds	78,833	27,432	65,000	0	41,265
St John Hailey Restricted Funds					
St John Hailey Rest Funds	1,286	1,318	0	0	2,604
St John Hailey Charitable Giving	0	463	624	0	-161
St John Hailey Appeal Fund	1,286	1,781	624	0	2,443
St Mary's Appeal Fund	50,763	19,586	56,212	0	14,137
St Mary's Restricted Funds					
St Mary's Choir and Music Fund	1,301	0	67	0	1,234
St Mary's Charitable Giving	0	765	607	0	158
Total St Mary's Funds	1,301	765	674	0	1,392
Total Restricted Funds	156,701	75,711	170,744	0	61,668
Total Designated Funds	18,000	0	0	0	18,000
Total Funds	219,886	319,195	412,882	0	126,199

2023 Annual Report and Accounts



Registered Charity 1129784

Witney Parish Group Balance sheet as at 31 December 2023	As at 31/12/2023	As at 31/12/2022
Fixed assets		
Tangible assets	8,878	9,873
Total fixed assets	8,878	9,873
Current assets		
Cash at bank and in hand	162,022	215,807
Prepayments		9,203
Total Current assets	162,022	225,010
Total Assets	170,900	234,883
Liabilities		
Creditors: Amounts falling due in one year	44,501	14,100
Provision for liabilities and charges due within one year	200	897
Total Liabilities	44,701	14,997
Net Asset surplus (deficit)	126,199	219,886
Reserves		
Excess / (Deficit)	- 93,688	58,142
Reserves	219,886	161,744
Total Reserves	126,199	219,886
Represented by		
Unrestricted Funds	46,531	45,185
Designated Funds	18,000	18,000
Restricted Funds	61,668	156,701
Total	126,199	219,886

Approved by the Parochial Church Council on 4 APR 2024 and signed on its behalf by:

(PCC Chairman)

(PCC Treasurer)

**NOTES TO THE ACCOUNTS
for the year ended 31 December 2023**

1. Accounting Policies

The principal accounting policies adopted, judgments and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

a) Basis of Preparation

The Financial Statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 2 October 2019 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 2 October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 January 2019 which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest pound.

b) Public Benefit Entity

The Parish of Witney meets the definition of a public entity under FRS 102.

c) Going Concern

The Trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

d) Income Recognition Policies

Voluntary income and capital sources:

- Planned giving under Gift Aid is recognised only when given.
- Income tax recoverable on Gift Aid donations is recognised when the donation is received.
- Collections and sundry donations are recognised when they are received.
- Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain.

Activities for generating funds:

- Proceeds from the sales of books and magazines from the church bookstall and from fundraising events are accounted for gross.
- Rental from the letting of church premises is recognised when the rental is due.

Investment income:

- Interest entitlements are accounted for as they accrue. Not currently applicable but, dividends will be accounted for when due and payable.

Gains and losses on investments (not currently applicable):

- Realised gains or losses will be recognised when the investments are finally sold.
- Unrealised gains or losses will be accounted for on revaluation of investments at 31 December each year.

e) Fund Accounting

The trustees are satisfied that the charity's assets are available and adequate to fulfil its obligations. It has been policy to invest surplus funds with the CBF Church of England Investment Fund, but given the minimal interest rates on deposits, it has been our practice to invest any surplus in the Business Reserve Account held with Barclays Bank.

f) Expenditure and Irrecoverable VAT

Charitable activities:

- Grants and donations are accounted for when paid over, or when awarded if that award creates a binding obligation on the PCC.
- The Diocesan quota and Parish Share is accounted for when payable. Any quota unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the Balance sheet

g) Creditors and provisions for liabilities

Basic financial liabilities, including creditors, are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

2. Fixed assets

Witney Parish Group Depreciation summary	Plant and Machinery 25%	Fixtures and Fittings 10%	Total
Cost			
Brought forward	5,679	29,520	35,199
Additions/Disposals	-	-	-
Total	5,679	29,520	35,199
Depreciation			
Brought forward	5,630	19,697	25,327
For the year 2023	12	982	994
Cumulative total	5,642	20,679	26,321
Net Asset Value 31/12/2023	37	8,841	8,878

3. Creditors

Creditors	2023	2022
Deferred Income	£200	£897
Accruals	£44,501	£14,100
Total	£44,701	£14,997

4. Legal Status of the Charity

The Parochial Church Council of The Parish of Witney is a registered charity and was formed under a Deed of Trust dated 21 May 2009.

5. Staff costs

During 2023 the Parish of Witney employed two salaried employees:

- Michelle Bailey-Wells as Parish Administrator and Gift Aid Secretary, salary costs funded through the PCC account (unrestricted) totalling £13,562 gross
- Laverne Williams, Schools Chaplain and Youth Worker, salary costs funded from the Youth Worker restricted Fund, totalling £31,388 gross

Reimbursements totalling £9,504 (2022: £9,955) were paid to the clergy to cover their administrative and travelling expenses. This reflects the size of the Ministry Team.

There were no other disclosable transactions in respect of the members of the Witney PCC or persons closely related to them or other related parties.

6. Connected Charities

The following charities are connected charities of the Parish of Witney:

- St Mary's Preservation Trust (Charity number 284576)
- The Friends of Hailey Church (Charity number 293821)
- The Friends of St John the Baptist Church, Curbridge (registered as a charity with HMRC, reference XT32258)

The transactions of these charities are not included in these accounts.

7. Financial Commitments

During 2023, the works to repair the roof at Holy Trinity church were started. Payments to the contractor, Everest Roofing are made against confirmation certificates issued by our project architect, Peter Preston. An accrual of £30,00.38 has been included in these account, to cover the cost of works completed in 2023 but not yet invoiced. The monies held in the Holy Trinity Restricted and Designated Funds are sufficient to cover the remaining costs of the repairs.

8. Restricted and Designated Funds

The purposes for material funds held are:

Youth Worker PCC

Funds donated to cover the salary and associated expenditure of the Witney Parish Schools Chaplain and Youth Worker.

HT Appeals for major renovations

Funds donated to enable major repairs to the roof of Holy Trinity to be carried out and improvements to the facilities in the church for the disabled.

HT Roof Appeal (designated)

Transfer of funds from the General Fund to a Designated Fund in support of the major renovations to be carried out in Holy Trinity church (as above).

Asylum Fund

Funds donated to provide financial support to the 200+ Asylum seekers who were moved into the Oxford Witney hotel in November 2022.

St Mary's Appeal Fund

Funds donated to enable major renovations to the fabric and facilities of St Mary's to be carried out.

Charitable Giving Funds

Although not material in the context of either the General Funds or the total Restricted Funds held by the charity, a number of Charitable Giving restricted funds have been created for the Parochial Church Council and for each of the three District Church Councils to ensure the correct accounting for monies raised by the charity on behalf of other charities.

9. Income and expenditure analysis for the year ended 31 December 2023

Witney Parish Group Income and Expenditure	As at 31/12/2023	As at 31/12/2022
<i>General and Unrestricted Income</i>		
0101 Gift aid - bank	96,361	86,494
0110 Gift aid - envelopes	-	20
0201 Other planned giving	3,805	3,634
0301 Loose plate collections	12,080	11,181
0501 One-off gift aid gifts	140	194
0550 Donations appeals etc	39,794	47,570
0601 Tax recoverable on gift aid	32,834	28,473
0701 Legacies	-	5,500
0801 Recurring grants	450	450
08A1 Non-recurring one-off grants	2,670	6,330
0902 Income from refreshments	853	-
0901 Other funds generated	-	200
0902 Income from refreshments	-	703
0910 Fundraising events own funds	26,602	12,934
0912 Fundraising for other charities	-	3,759
0915 Subscriptions income 200 club	1,658	1,733
0917 Income from sale of goods	-	423
1020 Bank and deposit account interest	101	6
1101 Fees for weddings and funerals	22,999	19,739
1105 Fees for use of church organ	720	-
1240 Church lettings - fund raising	1,800	1,360
1310 Insurance Claims	-	-
1315 Unallocated miscellaneous credits	451	2,133
Prior year adjustment	166	-
Total General and Unrestricted Income	243,484	232,836
<i>Restricted Income</i>		
0101 Gift aid - bank	720	690
0550 Donations appeals etc	10,459	81,189
0601 Tax recoverable on gift aid	190	15,128
0701 Legacies	7,656	121,429
0801 Recurring grants	11,000	8,667
08A1 Non-recurring one-off grants	27,606	19,800
0910 Fundraising events own funds	14,226	100
0912 Fundraising for other charities	3,853	4,925
1020 Bank and deposit account interest	1	10
1315 Unallocated miscellaneous credits	-	3,451
Total Restricted Income	75,711	255,189
Total income	319,195	488,025

2023 Annual Report and Accounts



Registered Charity 1129784

Witney Parish Group Income and Expenditure	As at 31/12/2023	As at 31/12/2022
General and Unrestricted Expenditure		
1730 Costs of fetes & other events	7,339	2,147
1732 Cost of goods purchased for resale	1,440	115
1801 Giving to missionary societies	100	136
1830 Giving - relief and development agencies	-	3,651
1850 Home mission	734	1,107
1852 Ministry fees + subscriptions	2,879	2,927
1910 Parish share	106,600	112,471
2001 Organists staff	9,020	8,646
2005 Other organists	910	1,120
2050 Salary of parish administrator	13,562	13,810
2101 Clergy expenses	9,504	9,955
2201 Parish training	1,265	105
2301 Church running - insurance	17,522	16,024
2305 Office costs	5,515	5,494
2310 Church office - telephone	4,500	2,077
2320 Organ / piano tuning	294	507
2330 Church maintenance	8,818	4,093
2331 Cleaning	4,172	3,970
2340 Upkeep of services	4,600	5,732
2342 Upkeep of services flowers	100	122
2350 Upkeep of churchyard	1,109	878
2360 Administration	2,962	187
2362 Software	1,522	1,882
2365 Catering costs	386	72
2401 Funeral expenses	3,466	1,977
2402 Wedding expenses	1,596	2,503
2403 Odbf fees	4,506	5,496
2420 Church running - water & waste disposal	1,054	525
2440 Church running - heating and lighting	22,778	7,680
2441 Church running expenses - other	-	3,242
2450 Depreciation charge	995	1,108
2601 Governance costs examination/audit fee	2,800	2,184
2701 Church major repairs - structure	90	2,865
2852 Architects & other professional fees	-	2,359
Total General and Unrestricted Expenditure	242,138	227,167

2023 Annual Report and Accounts



Registered Charity 1129784

Witney Parish Group Income and Expenditure	As at 31/12/2023	As at 31/12/2022
Restricted Expenditure		
1715 Appeal running costs	-	197
1730 Costs of fetes & other events	977	1,015
1830 Giving - relief and development agencies	17,802	18,518
1850 Home mission	1,314	640
1870 Giving to secular charities	322	-
2051 Youth worker salary and related expendit	31,388	31,988
2201 Parish training	433	178
2305 Office costs	68	10
2320 Organ / piano tuning	120	72
2345 Choir costs	68	432
2350 Upkeep of churchyard	590	74
2360 Administration	1,547	-
2701 Church major repairs - structure	53,659	8,721
2710 Church major repairs - installation	50,583	137,446
2852 Architects & other professional fees	11,870	3,425
Prior year adjustment	3	-
Total Restricted Expenditure	170,744	202,716
Total Expenditure	412,882	429,883
Witney Parish Group Summary Surplus/Deficit	As at 31/12/2023	As at 31/12/2022
General/Unrestricted	1,346	5,669
Restricted	- 95,033	52,473
Total Surplus/Deficit	- 93,687	58,142

Accounts



REPORT
OF
WITNEY

1129784

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St John the Evangelist, Hailey

St Mary the Virgin, Witney



Holy Trinity, Witney

St John the Baptist, Curbridge

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1. Legal and administrative details

Full Parochial Name	The Parish of Witney The churches of St John the Baptist, Curbridge; St John the Evangelist, Hailey; Holy Trinity, Witney; and St Mary the Virgin, Witney
Charity registration number	1129784
Church Office	St Mary the Virgin, Church Green, Witney, OX28 4AW Tel: 01993 779492 E-mail: office@witneyparish.org.uk
Bankers to the PCC	Barclays Bank PLC, 30 Market Square, Witney, OX28 6BJ
Independent examiner	Whitley Stimpson Limited, 13-15 High Street, Witney, OX28 6HW

The following are schools and charities associated with the Parish of Witney and whose transactions are not included in these accounts:

The Batt School Trust (excepted charity)	The Rector is a trustee on induction and Church Wardens are ex-officio trustees.
Hailey Church of England School Trust (excepted charity)	The Rector is an ex-officio trustee and the PCC appoints one ex-officio trustee.
Collier and Goose Ham (Witney Ecclesiastical Charity, no. 238857)	The Rector is an ex-officio trustee, the PCC nominates two trustees and the Rector and the two nominative trustees appoint two co-optative trustees.
Witney Ecumenical Youth Trust:	The PCC appoints two trustees who are normally officers of the PCC .
The Friends of St John the Baptist Church, Curbridge (Charity no. HMRC XT32258)	The PCC appoints two trustees.
St Mary's Church (Witney) Preservation Trust (Charity no. 284576)	The Rector is a trustee on induction or the priest in charge during an interregnum.
The Friends of Hailey Church (Charity no. 293821)	The "Vicar of Hailey" is an ex-officio member of the committee.

Membership of the Parish of Witney Parochial Church Council and Deputy Wardens

As elected at the Annual Meeting on 8 May 2022:

Clergy	The Rev'd Canon Toby Wright ¹ - Chair The Rev'd Canon Dr Joanna Collicutt The Rev'd Preb Mark Thomas The Rev'd Ness Brunner-Ellis ¹ The Rev'd Dr Hugh White ¹ The Rev'd Sally Wright
Churchwardens	Ms Kate Banks ¹ Mr Jeremy Lasman ¹
Deputy Churchwardens	St Mary's Mr Maurizio Fantato Dr Melody Helm Holy Trinity Mrs Dair Henderson ² Mr Keith Ridgway Hailey Dr Robin Carr ¹ Ms Claire Hermon (elected 11 May 2022) Curbridge Mr Ian Galletley ¹
Deanery Synod (elected)	Mr James Elward Mrs Helen Meyrick Mr Chris Riley Mrs Linda Taft
Holy Trinity 2 nd Representative	Mrs Sue Hodges ¹
LLM Representative	Mr Richard Young
Secretary (non-voting)	Mrs Kate Lockwood

¹ member of the Standing Committee

² not a member of the PCC

The Clergy, Churchwardens and Deanery Synod members are all ex-officio members of the Council. Each church has places on the PCC for Deputy Wardens ex-officio but these places can be relinquished and another representative elected from the church.

2. Annual Report for the year ended 31 December 2022

The Trustees are pleased to present their annual report and financial statements of The Parish of Witney Parochial Church Council (PCC) for the year ended 31 December 2022.

The Financial Statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and complies with the Charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and the Republic of Ireland published on 2 October 2019 and effective from 1 January 2019.

2.1 Reference and Administration Details

The charity's name is *The Parochial Church Council of the Parish of Witney* and also operates under the name of *The Parish of Witney*.

Charity Registration Number: 1129784

Principal Office: St Mary the Virgin, Church Green, Witney, OX28 4AW

2.2 Trustees

The Trustees and officers who served during the year and since the year end were as follows:

- Ms Kate Banks
- The Rev'd Ness Brunner-Ellis
- Dr Robin Carr
- The Rev'd Canon Dr Joanna Collicutt
- Mr James Elward
- Mr Maurizio Fantato (from 8 May 2022)
- Mr Ian Galletley
- Dr Melody Helm
- Ms Claire Hermon (until 8 May 2022 and from 11 May 2022)
- Mrs Sue Hodges
- Mr Jeremy Lasman
- Mrs Elspeth Lewis (until 8 May 2022)
- Mrs Helen Meyrick
- Mr Christopher Riley
- Mrs Linda Taft
- The Rev'd Preb Mark Thomas
- Mrs Charlotte Tremain (until 8 May 2022)
- The Rev'd Dr Hugh White
- The Rev'd Sally Wright

- The Rev'd Canon Toby Wright
- Mr Richard Young
- Mr Keith James Ridgway (from 8 May 2022)

2.3 Objectives and Activities

The main objectives of the charity are:

1. promoting the whole mission of the church - pastoral, evangelistic, social and ecumenical. The PCC is responsible for cooperating with the Ministry Team to meet this objective;
2. enabling as many people as possible to worship at our churches and to become part of our parish community. The PCC maintains an overview of activities throughout the parish and makes suggestions on how we can involve the many groups that live within our parish; and
3. putting faith into practice in our services and worship through prayer and scripture, music and sacrament.

When planning our activities for the year, the incumbent and the PCC have considered the Charity Commission's guidance on public benefit and the specific guidance on charities for the advancement of religion. In particular, we aim to enable ordinary people to live out their faith as part of our parish community through:

- a) Worship and prayer; learning about the Gospel; and development of their knowledge and trust in Jesus Christ as both Saviour and Lord. There is also provision of pastoral care for people living in the parish.

In particular, our aims for 2022 were:

- to embed the renewed vision that we are called to be a community of mercy and kindness, and to develop supporting strategies which will enable the realization of this vision;
- to encourage spiritual growth for all those in the various communities we serve, through the creative use of technology, and other channels of communication, which became especially crucial in Covid-times;
- to continue to encourage regular pattern of daily prayer through the Daily Office and other spiritual disciplines;
- to increase the appreciation of our Eucharistic ministry for all who worship with us;
- to re-establish and grow our worshipping communities post pandemic; and
- to build the ministries established amongst young people, schools, the Windrush estate and the care homes within the Parish.

b) To facilitate this work it is important that we maintain the fabric of our four church buildings. In particular, our aims for 2022 were:

- To develop and implement plans for priority projects for the renewal of the fabric of St Mary's;
- to continue fund raising activity and preparations for the repair of the roof at Holy Trinity; and
- to continue our programme of maintenance of all the churches as outlined in the most recent quinquennial inspections.

2.4 Achievements and Performance

During 2022, all our churches reopened fully, post pandemic, and the Parish was able to re-establish a wide range of activities in support of all the communities which we serve. The Ministry Team progressed the development of the strategy to enable us to fulfil our vision to be a community of mercy and kindness. This strategy is summarized in the diagram below:



The parish has made substantial progress in each of the areas highlighted in this strategy diagram. Of particular note is:

Social and Eco Justice: Both St Mary's and Hailey have obtained eco awards under the UK Rocha scheme. The parish has established a strong focus group to encourage continued focus on the care of the environment, and we now host a monthly Eco forum, with input and presentations from a wide variety of relevant interest groups.

£9,444 was distributed to those in need across Witney from the Hardship Fund enabled by continued generous donations from our congregations. In addition, a new restricted fund was established to provide donations to the Asylum Seekers who are now resident in the Oxford Witney Hotel. A total of £9,310 was distributed from this fund, from donations received from

our own congregations and other churches in Witney, as well as a grant from the local council. The Parish also continues to support the Besom project, Food bank and overseas aid charities.

Outreach: A worshipping community has now been firmly established on the new Windrush estate, adopting an approach which seeks to meet people where they are, both physically and spiritually. The easing of Covid restrictions has enabled the re-establishment of our Festivals & Events ministry across all churches, with many successful community events being hosted by our churches.

Buildings and Place: Major enhancements to the Winchester Room in St Mary's have enabled this Parish resource to be used more widely to offer a space for generous hospitality. The church has also benefitted from a number of other significant improvements which have contributed both to its beauty and useability. Most notably, the implementation of improved audio and video capabilities provide a substantially improved ability to stream services.

Fund raising for the Holy Trinity appeal has been notably successful, and this will allow progress to be made to the repairs to the roof in 2023.

Hailey Church was successful in obtaining a grant to allow it to offer a warm space for those in the local community suffering from the cost of living crisis.

Children and Youth: The work of the Benefice Schools Chaplain and Youth worker continued to flourish in 2022, with the development of new initiatives (e.g. weekly games and hot chocolate on Church Green) as well as the growth and resurgence of existing projects.

The end of Covid restrictions has allowed us to re-establish in person contact with the 11 schools in the Parish, providing regular input to collective worship throughout the year.

The re-opening of our buildings has given us the opportunity to host activities for all ranges of young people, from the Tiddlers group at Hailey; Messy Mass at Holy Trinity, Prayer Spaces; Witney Feast schools activities in St Mary's; and the Young Disciples group which meets regularly in the Winchester Room.

Older People: The establishment of the Anna Chaplaincy ministry within the Benefice has been a significant initiative in support of the older members of our congregations and those in our wider community. Again, post covid, we have been able to re-establish links with the 6 care homes within the Parish, to be able to offer both spiritual and emotional support to residents. Our ability to offer enhanced streaming of services has proved extremely beneficial to those who have not yet felt able to rejoin church worship in person.

Asylum Seekers; The Oxford Witney Hotel is now the home of over 200 asylum seekers. The Parish was made aware of this change in early December 2022, and has been at the forefront of welcoming our new friends into the local community. In conjunction with other churches, local relief agencies and relevant local authority departments, we have been able to help meet a wide variety of needs, from the provision of warm clothing, help with medical and schools

registration, to the establishment of English conversation classes. It has been a huge encouragement that many of these new friends (primarily Iranian) have sought to be baptized and to become actively involved in the prayer and worship offered in our churches.

These are some of the highlights of 2022; they represent a small part of the ongoing successful ministries offered across the Parish. We remain grateful to the leadership, commitment and energy provided by our Team Rector and the whole of our Ministry Team throughout the year. We also recognise the immense contribution of a large number of enthusiastic volunteers, without whom these amazing achievements would not have been possible.

2.5 Financial Review

The total income for the year was £488,025 and total expenditure amounted to £429,883. These figures reflect a substantial increase in income into Restricted funds, including a large legacy in support of the St Mary's Inspiring Change programme; significant fund raising in support of the Holy Trinity Roof Appeal; and continued giving in support of the Parish Hardship Fund. In December, over 150 asylum seekers were moved into the Oxford Witney Hotel from the Manston reception centre in Kent, which prompted the creation of a new restricted fund to provide them with a degree of financial support; this has been funded from donations from within the Parish as well as other churches and community groups in Witney.

The unrestricted income for the Parish was £232,836 while core operating costs totalled £227,167, resulting in an operating surplus of £5,669. This outcome reflects the continued extraordinary generosity of our congregations who responded to a further appeal in 2022 for funds to support the operating costs of the Parish, to the tune of nearly £39,602 (net of Gift Aid). As a result, the Parish was able to cover its operating costs in full including 100% payment of our allocated Parish Share. During 2022, with the lifting of Covid restrictions, the Parish was able to host major festivals and events once again. Of these, the Witney Festival of Food and Drink contributed approximately £10,000 towards Parish operating costs. The planned Oktoberfest (also in aid of general funds) had to be cancelled due to the sad death of Her Majesty the Queen.

Our unrestricted expenditure increased by 7.7% last year. This reflects the fact that our churches were fully open for services and events for the majority of 2022, and that most of our ministries have reverted to 'in person' rather than on-line, thus incurring associated expenses. The Ministry Team also increased in size to 15. Although only 4 of these are salaried (directly or indirectly), the expenses and incidental costs of this increased team size have been covered by the Parish.

Our Parish Share was paid in full by the end of December to the benefit of the Parish, Deanery and Diocese as a whole. The figure shown in the analysis of Income and Expenditure is net of the discount earned by the Parish as a result of the full payment of the Parish Share by the end of December 2022. This discount amounted to £3,478.

During 2022, the Parish continued to receive income from a Diocese of Oxford development fund grant in support of our Schools Chaplain and Youth Worker. This grant totals £50,000 and is being paid in monthly sums throughout the 4-year term of the project. In addition, a grant of £15,000 was received from the Batt School Trust in support of this project.

We also received substantial donations and legacies into the St Mary's Appeal fund. In line with the wishes of our donors, these were used to fund the installation of icons into the St George's chapel; substantial renovations to the Winchester Room; the installation of new audio and live streaming capability in the body of St Mary's; and the design and build of a new nave altar and

dais. In addition, detailed designs to improve the accessibility and aesthetics of all three major doors into the church have been progressed.

Holy Trinity undertook a highly successful fund-raising campaign to raise monies for major repairs to the roof and guttering of the church. The funds raised to date should allow this work to commence in 2023.

Finally, the generosity of our congregations extended to their continued support of our Hardship Fund, where donations amounted to £12,031.

2.6 Reserves Policy

The trustees have examined the charity's requirements for reserves taking account of the main risks to the organisation. In 2018, the trustees reviewed these requirements and adopted a new Funds and Reserves Policy. This requires that the PCC maintains an average of £7,000 over the year, to meet unexpected changes in cashflow, while each DCC (Hailey, Holy Trinity and St Mary's) maintains an average of £5,000, to cover minor maintenance issues. The policy assumes that unexpected major maintenance/repairs would be covered by emergency appeals to the respective congregations.

Therefore, in order to meet the agreed funding policy for the year ended 31 December 2022 the trustees consider that the amount required in reserves should be approximately £22,000. The level of general reserves as of 31 December 2022 amounted to £38,232 comfortably in excess of the figure required by our agreed policy.

2.7 Financial Risk Assessment

The major financial risks to the Charity are considered to be the following:

1. Reduction in planned giving as a result of withdrawal of support from existing regular givers, potentially driven by the significant rise in inflation in 2022/23. Mitigated by the development and execution of the on-going stewardship campaign, and a campaign to encourage legacy giving.
2. Reduction in unplanned giving and income from Festivals and other major events held in our churches.
3. Operating Cost inflation, as a result of increased UK inflation, and the expected substantial increase in energy costs. In January 2023 our fixed price deal for Gas and Electricity costs came up for renewal and resulted in a four-fold increase in our energy costs. As a result, we will have to limit the extent to which we heat our buildings.
4. Major project expenditure increasing during the execution phase of a project (e.g. mid way through a building project, significant cost escalation from a supplier). Mitigated by the implementation of more rigorous supplier and contract management processes for

major projects, and the creation and proactive management of funding contingency throughout the project's lifecycle.

5. Unexpected and unbudgeted expenditure, most likely related to the need for emergency repairs and restoration to one of our historic buildings. Mitigated by the implementation of the agreed Reserves Policy.

Notwithstanding the proposed development and implementation of a comprehensive and targeted stewardship campaign, it remains likely that we will continue to have to hold an appeal for funds to cover our operating costs in 2023. Although the cost of living crisis will undoubtedly impact on our congregation's willingness or ability to contribute, the experience of the last 3 years suggests that their extraordinary generosity will continue to enable the Parish to operate successfully.

2.8 Structure, Governance and Management

The Parish of Witney Parochial Church Council (PCC) is registered as a charity with the Charity Commission. The Trustees of the parish are the PCC, which has the responsibility of co-operating with the incumbent, in promoting the whole work of the Church in the ecclesiastical parish. The PCC is governed by two pieces of Church of England legislation, called Measures. These are the Parochial Church Council (Powers) Measure 1956 and the Church Representation Rules (contained in Schedule 3 to the Synodical Government Measure 1969, as amended).

Overall responsibility for day-to-day management remains with the incumbent, working in close collaboration with the Ministry Team and the Standing Committee. The charity does not have paid employees with management responsibility.

The trustees approved the Parish Governance Policy in 2017. This will be reviewed for agreement by the PCC in 2023.

2.9 Appointment of Trustees

The trustees keep the composition of the PCC under review and will seek to co-opt additional members with appropriate skills and expertise should the need arise. Interested parties are given details of the background of the charity in order to make them aware of current activities. Licensed members of the Ministry team are ex officio trustees. Churchwardens are elected at the Annual Parishioners Church meeting. All other trustees are elected at the Annual Parochial Church meeting in accordance with the Parish Instrument.

Approved by the trustees on 10 March 2023 and signed on its behalf by:

The Rev'd Canon Toby Wright, Rector

2022 Annual Report and Accounts



Registered Charity 1129784

St Mary the Virgin
Church Green
Witney
OX28 4AW

**INDEPENDENT EXAMINER'S REPORT TO THE PAROCHIAL CHURCH COUNCIL OF
THE PARISH OF WITNEY**

I report to the Parochial Church Council on the financial statements of The Parish of Witney for the year ended 31 December 2022, which are set out on pages 11 to 20.

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

Independent examiner's statement

The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants in England and Wales.

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. the accounting records were not kept in accordance with section 130 of the Charities Act; or
2. the accounts did not accord with the accounting records; or
3. the accounts did 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.

L Adkins BSc (Hons) BFP FCA
Whitley Stimpson Limited
Chartered Accountants
13-15 High Street
Witney
Oxfordshire

OX28 6HW

2022 Annual Report and Accounts

Witney Parish Group Statement of Financial Activities	As at 31/12/22	As at 31/12/21
General and Unrestricted Income		
Donations and legacies	190,748	187,379
Income from charitable activities	18,817	13,282
Investments	6	4
Other income	2,133	8,109
Other trading activities	21,132	7,143
Total General and Unrestricted income	232,836	215,917
Restricted Income		
Donations and legacies	246,803	121,523
Investments	10	2
Other income	3,451	-
Other trading activities	4,925	-
Total Restricted income	255,189	121,525
Total income	488,025	337,442
General and Unrestricted expenditure		
Expenditure on charitable activities	222,543	208,620
Other expenditure	2,359	1,869
Raising funds	2,265	391
Total General and Unrestricted expenditure	227,167	210,880
Restricted expenditure		
All mission giving and charitable grants & donations	31,988	9,105
Expenditure on charitable activities	166,093	15,311
Other expenditure	3,621	7,822
Raising funds	1,014	735
Total Restricted expenditure	202,716	32,973
Total expenditure	429,883	243,853
General and Unrestricted funds b/f	50,818	42,637
Surplus / (Deficit)	5,669	5,037
Transfers in	-	3,144
Gains and losses	-	-
Transfers out	(18,255)	-
General and Unrestricted funds c/f	38,232	50,818
Restricted funds b/f	110,926	25,518
Surplus / (Deficit)	52,473	88,552
Transfers in	18,255	-
Gains and losses	-	-
Transfers out	-	(3,144)
Restricted funds c/f	181,654	110,926
TOTAL FUNDS per financial return	219,886	161,744

2022 Annual Report and Accounts

Witney Parish Group Fund Movement by Type	As at 31/ 12/ 21	Incoming funds	Outgoing Funds	Transfers	As at 31/ 12/ 22
General fund	50,818	232,836	227,167	(18,255)	38,232
PCC Restricted Funds					
Asylum Fund	-	4,940	9,310	-	(4,370)
Hardship Fund	3,102	12,031	9,444	1,738	7,427
Friends of Curbidge restricted	-	3,453	72	-	3,381
Pioneer Outreach	1,178	439	755	459	1,321
Youth Worker PCC	43,361	24,916	33,228	(500)	34,549
PCC Restricted Fund	210	-	-	-	210
Total PCC Restricted Funds	47,851	45,779	52,809	1,697	42,518
Holy Trinity Funds					
HT Appeals for major renovations	3,440	61,014	3,621	-	60,833
HT Choir Fund for choir materials	-	-	17	17	-
HT Roof Appeal <i>Designated</i>	-	-	-	18,000	18,000
HT Flower Fund	17	30	102	55	-
Total Holy Trinity Funds	3,457	61,044	3,740	18,072	78,833
St John Hailey Appeal Fund	1,286	-	-	-	1,286
St Mary's Appeal Fund	55,517	148,366	146,167	-	57,716
St Mary's Funds					
St Mary's Chair Appeal	322	-	-	(322)	-
St Mary's Choir and Music Fund	1,301	-	-	-	1,301
St Mary's Data Dev Training Fund	1,459	-	-	(1,459)	-
St Mary's Flower Festival	(267)	-	-	267	-
Total St Mary's Funds	2,815	-	-	(1,514)	1,301
Total Restricted/ Designated Funds	110,926	255,189	202,716	18,255	181,654
Totals	161,744	488,025	429,883	-	219,886

Witney Parish Group Balance sheet	As at 31/ 12/ 2022	As at 31/ 12/ 2021
Fixed assets		
Tangible assets	9,873	10,981
Total fixed assets	9,873	10,981
Current assets		
Cash at bank and in hand	215,807	165,785
Prepayments	9,203	-
Total Current assets	225,010	165,785
Total Assets	234,883	176,766
Liabilities		
Creditors: Amounts falling due in one year	14,100	14,100
Provision for liabilities and charges due within one year	897	922
Total Liabilities	14,997	15,022
Net Asset surplus (deficit)	219,886	161,744
Reserves		
Excess/ (Deficit)	58,142	93,589
Reserves	161,744	68,155
Total Reserves	219,886	161,744
Represented by		
Unrestricted	38,232	50,818
Designated	18,000	-
Restricted	163,654	110,926
Total	219,886	161,744

Approved by the Parochial Church Council on 10 March 2023 and signed on its behalf by:

(PCC Chairman)

(PCC Treasurer)

**NOTES TO THE ACCOUNTS
for the year ended 31 December 2022**

1. Accounting Policies

The principal accounting policies adopted, judgments and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

a) Basis of Preparation

The Financial Statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 2 October 2019 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 2 October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 January 2019 which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

b) Public Benefit Entity

The Parish of Witney meets the definition of a public entity under FRS 102.

c) Going Concern

The Trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

Despite the easing of restriction due to the Pandemic, its impact continues to be felt as our churches have re-opened. Thus, our budgets and forecasts have been prepared to reflect this uncertainty and so enable the trustees to manage the charity through this position.

d) Income Recognition Policies

Voluntary income and capital sources:

- Planned giving under Gift Aid is recognised only when given.
- Income tax recoverable on Gift Aid donations is recognised when the donation is received.
- Collections and sundry donations are recognised when they are received.

- Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain.
- Funds raised by fetes, bazaars and similar events are accounted for net.

Activities for generating funds:

- Proceeds from the sales of books and magazines from the church bookstall and from fundraising events are accounted for gross.
- Rental from the letting of church premises is recognised when the rental is due.

Investment income:

- Interest entitlements are accounted for as they accrue. Not currently applicable but, dividends will be accounted for when due and payable.

Gains and losses on investments (not currently applicable):

- Realised gains or losses will be recognised when the investments are finally sold.
- Unrealised gains or losses will be accounted for on revaluation of investments at 31 December each year.

e) Fund Accounting

The trustees are satisfied that the charity's assets are available and adequate to fulfil its obligations. It has been policy to invest surplus funds with the CBF Church of England Investment Fund, but given the minimal interest rates on deposits, it has been our practice to invest any surplus in the Business Reserve Account held with Barclays Bank.

f) Expenditure and Irrecoverable VAT

Charitable activities:

- Grants and donations are accounted for when paid over, or when awarded if that award creates a binding obligation on the PCC.
- The Diocesan quota and Parish Share is accounted for when payable. Any quota unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the Balance sheet

g) Creditors and provisions for liabilities

Basic financial liabilities, including creditors, are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

2. Fixed assets

Witney Parish Group Depreciation summary	Plant and Machinery 25% reducing balance	Fixtures and Fittings 10% reducing balance	Total
Cost			
Brought forward	5,679	29,520	35,199
Additions/ Disposals	-	-	-
Total	5,679	29,520	35,199
Depreciation			
Brought forward	5,613	18,605	24,218
For the year 2022	17	1,092	1,108
Cumulative total	5,630	19,697	25,326
Net Asset Value 31/ 12/ 2022	49	9,824	9,873

3. Creditors

Creditors	2022	2021
Deferred income	897	922
Accruals	14,100	14,100
Total	14,997	15,022

Included in deferred income is £897 (2021: £922) which relates to wedding deposits held in advance of the actual event.

4. Legal Status of the Charity

The Parochial Church Council of The Parish of Witney is a registered charity and was formed under a Deed of Trust dated 21 May 2009.

5. Staff costs

During 2022 the Parish of Witney employed three salaried employees:

- Michelle Bailey-Wells as Parish Administrator and Gift Aid Secretary, salary costs funded through the PCC account (unrestricted) totalling £13,810 gross

- Laverne Williams, Schools Chaplain and Youth Worker, salary costs funded from the Youth Worker restricted Fund, totalling £31,988 gross
- Mandy Studley, Parish Development Officer, salary costs funded through the St Mary's Appeal account (restricted), totalling £8,721 gross

Reimbursements totalling £9,955 (2021: £4,522) were paid to the clergy to cover their administrative and travelling expenses. As stated previously in this report, this increase reflects the impact of the easing of Covid restrictions to allow 'in person' ministry. It also reflects the increased size of the Ministry Team.

There were no other disclosable transactions in respect of the members of the Witney PCC or persons closely related to them or other related parties.

6. Connected Charities

The following charities are connected charities of the Parish of Witney:

- St Mary's Preservation Trust (Charity number 284576)
- The Friends of Hailey Church (Charity number 293821)
- The Friends of St John the Baptist Church, Curbridge (registered as a charity with HMRC, reference XT32258)

The transactions of these charities are not included in these accounts.

7. Financial Commitments

During the year, the charity committed to purchasing 3 clergy chairs and 2 clergy tables for a total cost of £18,406. At the year end, a 50% deposit of £9,203 was paid. This amount is recognised in prepayments on the balance sheet as delivery had not taken place by the year end. The charity is committed to paying the remaining 50% balance on delivery.

8. Restricted and Designated Funds

The purposes for material funds held are:

Youth Worker PCC

Funds donated to cover the salary and associated expenditure of the Witney Parish Schools Chaplain and Youth Worker.

HT Appeals for major renovations

Funds donated to enable major repairs to the roof of Holy Trinity to be carried out and improvements the facilities in the church for the disabled.

HT Roof Appeal (designated)

Transfer of funds from the General Fund to a Designated Fund in support of the major renovations to be carried out in Holy Trinity church (as above).

Asylum Fund

Funds donated to provide financial support to the 200+ Asylum seekers who were moved into the Oxford Witney hotel in November 2022. In December 2022, West Oxfordshire District Council agreed in principle to a grant of £5000 to be paid into this fund, The fund was allowed to go into deficit as at 31 December 2022 in anticipation of the formal agreement to this grant. Our application has subsequently been agreed and the funds received in January 2023.

St Mary's Appeal Fund

Funds donated to enable major renovations to the fabric and facilities of St Mary's to be carried out.

9. Income and expenditure analysis for the year ended 31 December 2022

Witney Parish Group Income and Expenditure	As at 31/ 12/ 2022	As At 31/ 12/ 21
<i>General and Unrestricted Income</i>		
0101 Gift aid - bank	86,494	84,437
0110 Gift aid - envelopes	20	85
0201 Other planned giving	3,634	4,709
0301 Loose plate collections	11,181	4,076
0501 One-off gift aid gifts	194	-
0550 Donations appeals etc	47,570	52,821
0601 Tax recoverable on gift aid	28,473	33,872
0701 Legacies	5,500	-
0801 Recurring grants	450	1,350
08A1 Non-recurring one-off grants	6,330	5,478
0901 Other funds generated	200	551
0902 Income from refreshments	703	-
0910 Fundraising events own funds	12,934	3,501
0912 Fundraising for other charities	3,759	1,932
0915 Subscriptions income 200 club	1,733	1,560
0917 Income from sale of goods	423	-
1020 Bank and deposit account interest	6	4
1101 Fees for weddings and funerals	19,739	13,122
1105 Fees for use of church organ	-	160
1240 Church lettings - fund raising	1,360	150
1310 Insurance Claims	-	1,356
1315 Unallocated miscellaneous credits	2,133	6,753
Total General and Unrestricted income	232,836	215,917
<i>Restricted Income</i>		
0101 Gift aid - bank	690	-
0550 Donations appeals etc	81,189	99,607
0601 Tax recoverable on gift aid	15,128	19,249
0701 Legacies	121,429	-
0801 Recurring grants	8,667	2,667
08A1 Non-recurring one-off grants	19,800	-
0901 Other funds generated	(100)	-
0910 Fundraising events own funds	4,925	-
1020 Bank and deposit account interest	10	2
1315 Unallocated miscellaneous credits	3,451	-
Total Restricted income	255,189	121,525
Total income	488,025	337,442

2022 Annual Report and Accounts

Witney Parish Group Statement of Income & Expenditure	As at 31/ 12/ 22	As At 31/ 12/ 21
General and Unrestricted Expenditure		
1730 Costs of fetes & other events	2,147	391
1732 Cost of goods purchased for resale	115	-
1801 Giving to missionary societies	136	-
1830 Giving- relief and development agencies	3,651	2,677
1850 Home mission	1,107	182
1852 Ministry fees +subscriptions	2,927	2,313
1910 Parish share	112,471	112,543
2001 Organists staff	8,646	6,796
2005 Other organists	1,120	375
2050 Salary of parish administrator	13,810	13,356
2101 Clergy expenses	9,955	4,522
2201 Parish training	105	395
2301 Church running- insurance	16,024	15,792
2305 Office costs	5,494	4,638
2310 Church office - telephone	2,077	2,376
2320 Organ / piano tuning	507	1,036
2330 Church maintenance	4,093	3,546
2331 Cleaning	3,970	3,836
2340 Upkeep of services	5,732	3,342
2342 Upkeep of services flowers	122	-
2350 Upkeep of churchyard	878	2,120
2360 Administration	187	1,749
2362 Software	1,882	2,806
2365 Catering costs	72	-
2401 Funeral expenses	1,977	2,709
2402 Wedding expenses	2,503	802
2403 Odbf fees	5,496	-
2420 Church running- water & waste disposal	525	591
2440 Church running- heating and lighting	7,680	6,222
2441 Church running expenses - other	3,242	3,037
2450 Depreciation charge	1,108	1,235
2601 Governance costs examination/ audit fee	2,184	2,076
2701 Church major repairs - structure	2,865	7,548
2852 Architects & other professional fees	2,359	1,869
Total General and Unrestricted expenditure	227,167	210,880

Witney Parish Group Statement of Income & Expenditure	As at 31/ 12/ 22	As At 31/ 12/ 21
<i>Restricted Expenditure</i>		
1715 Appeal running costs	197	-
1730 Costs of fetes & other events	1,015	735
1830 Giving- relief and development agencies	18,518	11,986
1850 Home mission	640	-
1870 Giving to secular charities	-	1,000
2051 Youth worker salary and related expendit	31,988	9,105
2101 Clergy expenses	178	282
2201 Parish training	10	200
2330 Church maintenance	72	600
2340 Upkeep of services	432	-
2342 Upkeep of services flowers	74	-
2350 Upkeep of churchyard	-	1,154
2360 Administration	8,721	89
2710 Church major repairs - installation	137,446	-
2852 Architects & other professional fees	3,425	7,822
Total Restricted expenditure	202,716	32,973
Total expenditure	429,883	243,853
Witney Parish Group Summary Surplus/ Deficit	As at 31/ 12/ 22	As At 31/ 12/ 21
General/ Unrestricted	5,669	5,037
Restricted	52,473	88,552
Total	58,142	93,589

Accounts

THE PARISH OF WITNEY

2021 Annual Report and Accounts (unaudited)

St Mary
the Virgin

Holy Trinity
Woodgreen

St John
the Baptist Curbridge

St John
the Evangelist Hailey

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1. Legal and administrative details

Full Parochial Name	The Parish of Witney The churches of St John the Baptist, Curbridge; St John the Evangelist, Hailey; Holy Trinity, Witney; and St Mary the Virgin, Witney
Charity registration number	1129784
Church Office	St Mary the Virgin, Church Green, Witney, OX28 4AW Tel: 01993 779492 E-mail: office@witneyparish.org.uk
Bankers to the PCC	Barclays Bank PLC, 30 Market Square, Witney, OX28 6BJ
Independent examiner	Whitley Stimpson Limited, 13-15 High Street, Witney, OX28 6HW

The following are schools and charities associated with the Parish of Witney and whose transactions are not included in these accounts:

Batt School Trust (excepted charity)	The Rector is a trustee on induction and Church Wardens are ex-officio trustees.
Hailey Church of England School Trust (excepted charity)	The Rector is an ex-officio trustee and the PCC appoints one ex-officio trustee.
Collier and Goose Ham (Witney Ecclesiastical Charity, no. 238857)	The Rector is an ex-officio trustee, the PCC nominates two trustees and the Rector and the two nominative trustees appoint two co-optative trustees.
Witney Ecumenical Youth Trust	The PCC appoints two trustees who are normally officers of the PCC.
The Friends of St John the Baptist Church, Curbridge (Charity no. HMRC XT32258)	The PCC appoints two trustees.
St Mary's Church (Witney) Preservation Trust (Charity no. 284576)	The Rector is a trustee on induction or the priest in charge during an interregnum.
The Friends of Hailey Church (Charity no. 293821)	The "Vicar of Hailey" is an ex-officio member of the committee.

Membership of the Parish of Witney Parochial Church Council and Deputy Wardens

As elected at the Annual Meeting on 5 May 2021:

Clergy	The Rev'd Canon Toby Wright ¹ - Chair The Rev'd Canon Dr Joanna Collicutt The Rev'd Preb Mark Thomas The Rev'd Ness Brunner-Ellis ¹ The Rev'd Dr Hugh White ¹ The Rev'd Sally Wright
Churchwardens	Ms Kate Banks ¹ Mr Jeremy Lasman ¹
Deputy Churchwardens	St Mary's Dr Melody Helm Miss Claire Hermon Holy Trinity Mrs Dair Henderson ² Mrs Charlotte Tremain ¹ Hailey Dr Robin Carr ¹ Mrs Elspeth Lewis
Deanery Synod (elected)	Curbridge Mr Ian Galletley Mr James Elward Mrs Helen Meyrick Mr Chris Riley Mrs Linda Taft
Holy Trinity 2 nd Representative	Mrs Sue Hodges ¹
LLM Representative	Mr Richard Young
Secretary (non-voting)	Mrs Kate Lockwood

¹ member of the Standing Committee

² not a member of the PCC

The Clergy, Churchwardens and Deanery Synod members are all ex-officio members of the Council. Each church has places on the PCC for Deputy Wardens ex-officio but these places can be relinquished and another representative elected from the church.

2. Annual Report for the year ended 31 December 2021

The Trustees are pleased to present their annual report and financial statements of The Parish of Witney Parochial Church Council (PCC) for the year ended 31 December 2021.

The Financial Statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and complies with the Charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and the Republic of Ireland published on 2 October 2019 and effective from 1 January 2019.

2.1 Reference and Administration Details

The charity's name is *The Parochial Church Council of the Parish of Witney* and also operates under the name of *The Parish of Witney*.

Charity Registration Number:1129784

Principal Office: St Mary the Virgin, Church Green, Witney, OX28 4AW

2.2 Trustees

The Trustees and officers who served during the year and since the year end were as follows:

- Ms Kate Banks
- The Rev'd Ness Brunner-Ellis
- Dr Robin Carr (from 5 May 2021)
- The Rev'd Canon Dr Joanna Collicutt
- Mr James Elward
- Mrs Anne-Marie Fisher (until 5 May 2021)
- Mr Ian Galletley
- Dr Melody Helm
- Ms Claire Hermon
- Mrs Sue Hodges
- Mr Jeremy Lasman
- Miss Christine Lever (until 5 May 2021)
- Mrs Elspeth Lewis
- The Rev'd Ross Meikle (until 3 January 2021)
- Mrs Helen Meyrick
- Mr Christopher Riley
- Mrs Linda Taft
- The Rev'd Preb Mark Thomas
- Mrs Charlotte Tremain
- The Rev'd Dr Hugh White
- The Rev'd Sally Wright
- The Rev'd Canon Toby Wright
- Mr Richard Young

2.3 Objectives and Activities

The main objectives of the charity are:

1. promoting the whole mission of the church - pastoral, evangelistic, social and ecumenical. The PCC is responsible for cooperating with the Ministry Team to meet this objective;
2. enabling as many people as possible to worship at our churches and to become part of our parish community. The PCC maintains an overview of activities throughout the parish and makes suggestions on how we can involve the many groups that live within our parish; and
3. putting faith into practice in our services and worship through prayer and scripture, music and sacrament.

When planning our activities for the year, the incumbent and the PCC have considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion. In particular, we aim to enable ordinary people to live out their faith as part of our parish community through:

- a) Worship and prayer, learning about the Gospel, and development of their knowledge and trust in Jesus Christ as both Saviour and Lord. There is also provision of pastoral care for people living in the parish.

In particular, our aims for 2021 were:

- to embed the renewed vision that we are called to be a community of mercy and kindness;
 - to encourage spiritual growth for all those in the various communities we serve, through the creative use of technology, and other channels of communication, which became especially crucial in Covid-times;
 - to continue to encourage regular pattern of daily prayer through the Daily Office and other spiritual disciplines despite the limitations enforced by the pandemic;
 - to increase the appreciation of our Eucharistic ministry for all who worship with us; and
 - to maintain our links with local schools, care homes and the Witney hospital.
- b) To facilitate this work it is important that we maintain the fabric of our four church buildings. In particular, our aims for 2021 were:
 - to develop detailed plans for priority projects for the renewal of the fabric of St Mary's *Inspiring Change* project;
 - to initiate and progress fund raising activity to enable the repair of the roof at Holy Trinity; and
 - to continue our programme of maintenance of all the churches as outlined in the most recent quinquennial inspections.

2.4 Achievements and Performance

As a result of the Coronavirus pandemic, our churches remained closed for a significant portion of 2021. This has required the Ministry Team to implement new ways of working, including the use of relevant technologies, in order to provide spiritual and practical support to the communities which we serve. During the year the Parish:

- continued to provide Sunday and Thursday Eucharistic services through the use of Zoom, and more latterly streamed services from St Mary's;
- sent out a weekly online Bulletin to over 400 households, and put copies in the post for those not online;

- extended the content of our website to provide recordings of services, one off teaching and worship events, as part of our Exploring Spirituality Programme. Transcripts of sermons, together with physical copies of our weekly newsletter have also been sent to those who don't have access to the internet;
- offered live streaming/Youtube input for use in school collective worship and in care homes;
- provided in depth pastoral care to those who have been particularly badly affected by the pandemic, (including those who have been bereaved), face to face, via Zoom/Facetime, and on the telephone;
- recruited a Schools Chaplain and Youth worker for the Benefice, to build on the work already in place to encourage young people to explore and grow their faith by working in their schools, through youth work in our churches and the Youth Council;
- welcomed an ordained pioneer outreach worker into the Ministry Team focused on making the Gospel known to individuals and families moving into the new build estates in and around Witney (with an initial focus on the large Windrush development along the A40);
- appointed an Anna Chaplain to develop our work amongst the elderly and care homes in and around Witney;
- distributed £13,906 from the Hardship Fund to those most in need in our community; and
- Re-established our Festival Ministry, by holding an autumn Witney Festival of Food and Drink.

2.5 Financial Review

The total income for the year was £337,442 and total expenditure on charitable activities amounted to £243,853. These figures reflect a substantial increase in giving into Restricted funds, notably in support of the next stage of renewal and renovation projects being progressed within the St Mary's Inspiring Change programme, and initial funding for the role of the Schools Chaplain and Youth worker across the Benefice.

The core operating costs for the Parish were £210,880 while unrestricted income totaled £215,917 resulting in a small operating surplus of £5,037. This outcome reflects the continued extraordinary generosity of our congregations who responded to a further appeal in 2021 for funds to support the operating costs of the Parish, to the tune of nearly £46,000. As a result, the Parish was able to cover its operating costs in full including 100% payment of our allocated Parish Share.

The need for a second year Appeal during 2021 reflected the on-going impact of the Coronavirus Pandemic, which forced us to cancel most of our major festivals during the year. However, we were able to hold a reformatted Witney Festival of Food and Drink in early October which generated a profit for the Parish of just under £2,000. Although we are planning for a number of Festivals and large scale events in 2022, the impact of the pandemic may result in fewer numbers attending. Thus, the PCC has now agreed that we should launch a further appeal to our congregations for extra funding in 2022.

Our core operating costs were down by £8,988. This is largely due to the fact that we incurred far fewer essential maintenance costs during 2021 than the previous year.

Our Parish Share was paid in full by the end of December to the benefit of the Parish, Deanery and Diocese as a whole. The amount payable to the Diocese in 2022 remains frozen at £112,543.

During 2021, our application to the Diocese for a development fund grant in support of our Schools Chaplain and Youth Worker was successful. This grant totals £50,000 and will be paid in monthly sums throughout the 4 year

term of the project; these monthly receipts commenced in September 2021, and are shown under the recurring grants line in Restricted Income at the end of this report.

We also received substantial donations into the St Mary's Appeal fund. In line with the wishes of our donors, these will be used to fund the installation of icons into the St George's chapel (faculty approved), and substantial renovations to the Winchester Room (faculty submitted and awaiting approval).

Finally, the generosity of our congregations extended to their continued support of our Hardship Fund, where donations amounted to £12,472.

2.6 Reserves Policy

The trustees have examined the charity's requirements for reserves taking account of the main risks to the organisation. In 2018, the trustees reviewed these requirements and adopted a new Funds and Reserves Policy. This requires that the PCC maintain an average of £7,000 over the year, to meet unexpected changes in cashflow, while each DCC (Hailey, Holy Trinity and St Mary's) maintain an average of £5,000, to cover minor maintenance issues. The policy assumes that unexpected major maintenance/repairs would be covered by emergency appeals to the respective congregations.

Therefore, in order to meet the agreed funding policy for the year ended 31 December 2021 the trustees consider that the amount required in reserves should be approximately £22,000. The level of general reserves as at 31 December 2021 amounted to £50,818 comfortably in excess of the figure required by our agreed policy.

2.7 Financial Risk Assessment

The major financial risks to the Charity are considered to be the following:

1. Reduction in planned giving as a result of withdrawal of support from existing regular givers, potentially driven by the significant rise in inflation in 2022. Mitigated by the development and execution of the on-going stewardship campaign, and a campaign to encourage legacy giving.
2. Reduction in unplanned giving and income from Festivals and other major events held in our churches.
3. Major project expenditure increasing during the execution phase of a project (e.g. mid way through a building project, significant cost escalation from a supplier). Mitigated by the implementation of more rigorous supplier and contract management processes for major projects, and the creation and proactive management of funding contingency throughout the project's lifecycle.
4. Unexpected and unbudgeted expenditure, most likely related to the need for emergency repairs and restoration to one of our historic buildings. Mitigated by the implementation of the agreed reserves policy.
5. Operating cost inflation, as a result of increased UK inflation, and the expected substantial increase in energy costs. The latter will become an issue in 2023 as our fixed price deal for Gas and Electricity costs will come up for renewal then. The impact of inflation in 2022 on other operating costs will be mitigated by on-going regular reviews of costs against budget and the launch of a renewed appeal for funds in support of the operating costs of the Parish.

Despite the easing of restrictions imposed as a result of the Coronavirus Pandemic, its impact has crystallised all but Risk 3 above. Our gross income from our congregations (including Gift Aid, but not including income from the 2021 Appeal) has reduced from £130,179 in 2020 to £127,179 in 2021. Hence, the proposal to continue with a further Appeal in 2022 which was agreed by the PCC on March 8th. As part of this, we will seek to convert a number

of these one of gifts into increases in regular giving to further secure the finances of the Parish in the short to medium term.

2.8 Structure, Governance and Management

The Parish of Witney Parochial Church Council (PCC) is registered as a charity with the Charity Commission. The Trustees of the parish are the PCC, which has the responsibility of co-operating with the incumbent, in promoting the whole work of the Church in the ecclesiastical parish. The PCC is governed by two pieces of Church of England legislation, called Measures. These are the Parochial Church Council (Powers) Measure 1956 and the Church Representation Rules (contained in Schedule 3 to the Synodical Government Measure 1969, as amended).

Overall responsibility for day to day management remains with the incumbent, working in close collaboration with the Ministry Team and the Standing Committee. The charity does not have paid employees with management responsibility.

The trustees approved the Parish Governance Policy in 2017. Date for review May 2022.

2.9 Appointment of Trustees

The trustees keep the composition of the PCC under review and will seek to co-opt additional members with appropriate skills and expertise should the need arise. Interested parties are given details of the background of the charity in order to make them aware of current activities. Licensed members of the Ministry team are ex officio trustees. Churchwardens are elected at the Annual Parishioners Church meeting. All other trustees are elected at the Annual Parochial Church meeting in accordance with the Parish Instrument.

Approved by the trustees on 5th April 2022 and signed on its behalf by



The Rev'd Canon Toby Wright, Rector
St Mary the Virgin
Church Green
Witney
OX28 4AW

**Independent Examiners Report to the Parochial Church Council
of the Parish of Witney**

I report to the Parochial Church Council on the financial statements of The Parish of Witney for the year ended 31 December 2021, which are set out on pages 10 to 18.

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

Independent examiner's statement

The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants in England and Wales.

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. the accounting records were not kept in accordance with section 130 of the Charities Act; or
2. the accounts did not accord with the accounting records; or
3. the accounts did 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.



L Adkins BSc (Hons) BFP FCA
Whitley Stimpson Limited
Chartered Accountants
13-15 High Street
Witney
Oxon
OX28 6HW

Witney Parish Group

Statement of Financial Activities	Unrestricted Funds	Restricted Funds	Total	Prior year
<i>Income and endowments from:</i>				
Donations and legacies	187,379	121,523	308,902	213,236
Income from charitable activities	13,282	-	13,282	4,107
Other trading activities	7,143	-	7,143	16,090
Investments	4	2	6	4
Other income	8,109	-	8,109	3,735
<i>Total income</i>	<i>215,917</i>	<i>121,525</i>	<i>337,442</i>	<i>237,172</i>
<i>Resources Expended</i>				
Raising funds	391	735	1,126	549
All Mission Giving and Charitable Grants & Donations	-	9,105	9,105	-
Expenditure on charitable activities	208,620	15,311	223,931	245,265
Other expenditure	1,869	7,822	9,691	835
<i>Total expenditure</i>	<i>210,880</i>	<i>32,973</i>	<i>243,853</i>	<i>246,649</i>
<i>Net income / (expenditure) resources before transfer</i>	<i>5,037</i>	<i>88,552</i>	<i>93,589</i>	<i>(9,477)</i>
<i>Transfers</i>				
Gross transfers between funds - in	3,144	-	3,144	-
Gross transfers between funds - out	-	(3,144)	(3,144)	-
Other recognised gains / losses				
<i>Net movement in funds</i>	<i>8,181</i>	<i>85,408</i>	<i>93,589</i>	<i>(9,477)</i>
<i>Reconciliation of funds</i>				
Total funds brought forward	42,637	25,518	68,155	77,632
Total funds carried forward	50,818	110,926	161,744	68,155

Witney Parish Group

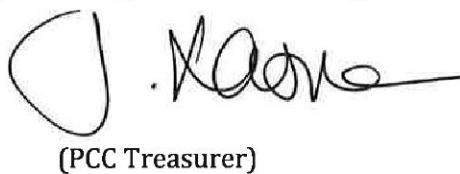
Fund Movement by Type	As at 31/12/20	Incoming Funds	Outgoing Funds	Transfers	As at 31/12/21
Unrestricted Funds	42,637	215,917	210,880	3,144	50,818
Restricted Funds					
Holy Trinity					
Roof Appeal	(40)	4,080	600	-	3,440
Choir fund	17	-	-	-	17
Flower Fund	42	-	-	(42)	-
Total Holy Trinity Restricted Funds	19	4,080	600	(42)	3,457
St John's Hailey Appeal Fund	1,286	-	-	-	1,286
St Mary's					
St Mary's Chair Appeal	322	-	-	-	322
St Mary's Choir and Music Fund	1,301	-	-	-	1,301
St Mary's Data Development fund	1,459	-	-	-	1,459
St Mary's Flower Fund	(267)	-	-	-	267
Total St Mary's Restricted funds	2,815	-	-	-	2,815
St Mary's Appeal Funds					
St Mary's Appeal	(997)	60,110	9,064	5,468	55,517
Reach for the Stars	5,468	-	-	(5,468)	-
Total St Mary's Appeal Funds	4,471	60,110	9,064	-	55,517
PCC Restricted Fund	210	-	-	-	210
Hardship Fund	3,615	12,472	12,985	-	3,102
Youth Worker Fund	10,000	42,666	9,305	-	43,361
Pioneer Outreach	-	2,197	1,019	-	1,178
Agency Collections	3,102	-	-	(3,102)	-
Total Restricted Funds	25,518	121,525	32,973	(3,144)	110,926
Totals	68,155	337,442	243,853	-	161,744

Witney Parish Group

Balance sheet as at 31 December 2021	31/12/2021	31/12/2020
Fixed assets		
Tangible assets	10,981	12,216
Total fixed assets	10,981	12,216
Current assets		
Cash at bank and in hand	165,785	74,316
Debtors and Prepayments		2,000
Total Current assets	165,785	76,316
Total Assets	176,766	88,532
Liabilities		
Agency accounts		3,285
Creditors: Amounts falling due in one year	14,100	14,717
Provision for liabilities and charges due within one year	922	2,375
Total Liabilities	15,022	20,377
Net Asset surplus (deficit)	161,744	68,155
Reserves		
Excess / (Deficit)	93,589	(9,477)
Balances b/f	68,155	77,632
Total Reserves	161,744	68,155
Represented by		
Unrestricted	50,818	42,637
Restricted	110,926	25,518
Total	161,744	68,155

Approved by the Parochial Church Council on 5th April and signed on its behalf by:


(PCC Chairman)


(PCC Treasurer)

NOTES TO THE ACCOUNTS
for the year ended 31 December 2021

1. Accounting Policies

The principal accounting policies adopted, judgments and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

a) Basis of Preparation

The Financial Statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 2 October 2019 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 2 October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 January 2019 which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

b) Public Benefit Entity

The Parish of Witney meets the definition of a public entity under FRS 102.

c) Going Concern

The Trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

Despite the easing of restriction due to the Coronavirus pandemic, its impact continues to be felt as our churches have re-opened. Thus, our budgets and forecasts have been prepared to reflect this uncertainty and so to enable the trustees to manage the charity through this position.

d) Income Recognition Policies

Voluntary income and capital sources:

- Planned giving under Gift Aid is recognised only when given.
- Income tax recoverable on Gift Aid donations is recognised when the donation is recognised.
- Collections and sundry donations are recognised when they are received.
- Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain.
- Funds raised by fetes, bazaars and similar events are accounted for gross.

Activities for generating funds:

- Proceeds from the sales of books and magazines from the church bookstall and from fundraising events are accounted for gross.
- Rental from the letting of church premises is recognised when the rental is due.

Investment income:

- Interest entitlements are accounted for as they accrue. Not currently applicable but, dividends will be accounted for when due and payable.

Gains and losses on investments (not currently applicable):

- Realised gains or losses will be recognised when the investments are finally sold.
- Unrealised gains or losses will be accounted for on revaluation of investments at 31 December each year.

e) Fund Accounting

The trustees are satisfied that the charity's assets are available and adequate to fulfil its obligations. It has been policy to invest surplus funds with the CBF Church of England Investment Fund, but given the minimal interest rates on deposits, it has been our practice to invest any surplus in the Business Reserve Account held with Barclays Bank.

f) Expenditure and Irrecoverable VAT

Charitable activities:

- Grants and donations are accounted for when paid over, or when awarded if that award creates a binding obligation on the PCC.
- The Diocesan quota and Parish Share is accounted for when payable. Any quota unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the Balance sheet.

2. Fixed assets

	Plant and Machinery 25%	Fixtures and Fittings 10%	Total
Cost			
Brought forward	5,679	29,520	35,199
Additions/Disposals	-	-	
Total	5,679	29,520	35,199
Depreciation			
Brought forward	5,591	17,392	22,983
For the year	22	1,213	1,235
Cumulative total	5,613	18,605	24,218
Net Asset Value	66	10,915	10,981

3. Legal Status of the Charity

The Parochial Church Council of The Parish of Witney is a registered charity and was formed under a Deed of Trust dated 21 May 2009.

4. Staff costs

During 2021 the Parish of Witney employed Michelle Bailey-Wells as Parish Administrator and Gift Aid Secretary, salary costs totaling £13,356. Our new Schools Chaplain and Youth Worker, Laverne Williams started in role on the 1 September 2021. Her salary and expenses are paid from a newly created Restricted fund facilitated by an extremely generous donation, and supplemented by a grant from the Diocesan Development fund. In addition, payments were made to organists, but they were not employed by the Parish.

Reimbursements totaling £4,522 (2020: £3,925) were paid to the clergy to cover their administrative and travelling expenses. This increase reflects the impact of the easing of restrictions allowing more in person ministry. There were no other disclosable transactions in respect of the members of the Witney PCC or persons closely related to them or other related parties.

5. Accounting Adjustments

The balance sheet as at 31 December 2021 has been adjusted for to reflect the position believed to be correct by Jeremy Lasman. This has required an immaterial amount totaling £5,358 to be written off. This amount is shown in unallocated miscellaneous credits.

6. Diocese of Oxford Development Fund Grant

As stated in the Trustee's report the charity's application to the Diocese for a development fund grant was successful. The grant totals £50,000 and will be recognised on a monthly basis over 4 years in accordance with the income recognition criteria in the SORP. The grant is subject to the following conditions:

- For the period of the grant and whilst the employee is in post, the Development Fund will make monthly payments to Witney PCC;
- The charity works with Revd Charlie Kerr, Diocesan Chaplaincy Adviser, to expand the detail in the 'schools chaplain' part of the job description to include activities associated with the development of formal 'school chaplaincy' model(s) in Witney school(s);
- The charity enrolls the new appointee on the Centre for Chaplaincy in Education training (or equivalent) as soon as practicable;
- The charity participates in either the Diocese Youth and Children's Greenhouse;

In addition, the grant is subject to the charity providing an end of project report and monitoring feedback every six months. Any unspent portion of this grant must be returned to the Diocese.

7. Connected Charities

The following charities are connected charities of the Parish of Witney:

- St Mary's Preservation Trust (Charity number 284576)
- The Friends of Hailey Church (Charity number 293821)
- The Friends of St John the Baptist Church, Curbridge (registered as a charity with HMRC, reference XT32258)

The transactions of these charities are not included in these accounts.

8. Income and expenditure analysis for the year ended 31 December 2021

Statement of Income and Expenditure at at 31st December 2021	As at 31/12/21	As at 31/12/20
General and Unrestricted Income		
0101 Gift aid - bank	84,437	86,142
0110 Gift aid - envelopes	85	1,560
0201 Other planned giving	4,709	7,685
0301 Loose plate collections	4,076	2,430
0501 One off gift Aid Gifts	-	167
0550 Donations appeals etc	52,821	56,004
0601 Tax recoverable on gift aid	33,872	32,362
0701 Legacies	-	1,000
0801 Recurring grants	1,350	350
08A1 Non-recurring one-off grants	5,478	1,650
0901 Other funds generated	551	160
0902 Income from refreshments	-	225
0910 Fundraising events own funds	3,501	4,696
0912 Fundraising for other charities	1,932	2,039
0915 Subscriptions income 200 club	1,560	1,511
0917 Income from sale of goods	-	797
1020 Bank and deposit account interest	4	3
1101 Fees for weddings and funerals	13,122	4,107
1105 Fees for use of church organ	160	-
1240 Church lettings - fund raising	150	405
1310 Insurance claims	1,356	2,413
1315 Unallocated miscellaneous credits	6,753	1,319
Total General and Unrestricted income	215,917	207,025
Restricted Income		
0550 Donations appeals etc	99,607	23,365
0601 Tax recoverable on gift aid	19,249	138
0801 Recurring grants	2,667	6,642
1020 Bank and deposit account interest	2	1
1315 Unallocated miscellaneous credits	-	1
Total Restricted income	121,525	30,147
	-	
Total income	337,442	237,172

	31/12/2021	31/12/2020
General and Unrestricted Expenditure		
1730 Costs of fetes & other events	391	351
1732 Costs of goods purchased for resale	-	198
1830 Giving - relief and development agencies	2,677	8,580
1850 Home mission	182	338
1852 Ministry fees + subscriptions	2,313	1,994
1910 Parish share	112,543	113,529
2001 Organists staff	6,796	6,255
2005 Other organists	375	200
2050 Salary of parish administrator	13,356	13,352
2101 Clergy expenses	4,522	3,925
2201 Parish training	395	100
2301 Church running - insurance	15,792	16,481
2305 Office costs	4,638	4,500
2310 Church office - telephone	2,376	4,399
2320 Organ / piano tuning	1,036	370
2330 Church maintenance	3,546	5,011
2331 Cleaning	3,836	2,363
2340 Upkeep of services	3,342	4,534
2350 Upkeep of churchyard	2,120	250
2360 Administration	1,749	2,200
2362 Software	2,806	505
2401 Funeral expenses	2,709	2,497
2402 Wedding expenses	802	-
2420 Church running - water & waste disposal	591	979
2440 Church running - heating and lighting	6,222	7,950
2441 Church running expenses - other	3,037	3,378
2450 Depreciation charge	1,235	1,377
2601 Governance costs examination/audit fee	2,076	2,076
2701 Church major repairs - structure	7,548	12,176
2852 Architects & other professional fees	1,869	-
Total General and Unrestricted expenditure	210,880	219,868
Restricted Expenditure		
1730 Costs of fetes & other events	735	-
1830 Giving - relief and development agencies	11,986	8,550
1870 Giving to secular charities	1,000	-
2051 Youth worker salary and related expenditure	9,105	-
2101 Clergy expenses	282	-
2201 Parish training	200	-
2330 Church maintenance	600	-
2350 Upkeep of churchyard	1,154	-
2360 Administration	89	61
2852 Church major repairs - structure	-	17,335
2852 Architects & other professional fees	7,822	835
Total Restricted expenditure	32,973	26,781
Summary Surplus/Deficit	As at 31/12/21	As at 31/12/20
General and Unrestricted	5,037	(12,843)
Restricted	88,552	3,366
Total	93,589	(9,477)

Accounts

2020 Annual Report and Accounts

(unaudited)



St John the Evangelist, Hailey



St Mary the Virgin, Witney



Holy Trinity, Witney



St John the Baptist, Curbridge

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1. Legal and administrative details

Full Parochial Name	The Parish of Witney The churches of St John the Baptist, Curbridge; St John the Evangelist, Hailey; Holy Trinity, Witney; and St Mary the Virgin, Witney.
Charity registration number	1129784
Church Office	St Mary the Virgin, Church Green, Witney, OX28 4AW Tel: 01993 779492 E-mail: office@witneyparish.org.uk
Bankers to the PCC	Barclays Bank PLC, 30 Market Square, Witney, OX28 6BJ
Independent examiner	Whitley Stimpson Limited, 13-15 High Street, Witney, OX28 6HW

The following are schools and charities associated with the Parish of Witney and whose transactions are not included in these accounts:

Batt School Trust (excepted charity)	The Rector is a trustee on induction and Church Wardens are ex-officio trustees
Hailey Church of England School Trust (excepted charity)	The Rector is an ex-officio trustee and the PCC appoints one ex-officio trustee
Collier and Goose Ham (Witney Ecclesiastical Charity, no. 238857)	The Rector is an ex-officio trustee, the PCC nominates two trustees and the Rector and the two nominative trustees appoint two co-optative trustees
Witney Ecumenical Youth Trust:	The PCC appoints two trustees who are normally officers of the PCC
The Friends of St John the Baptist Church, Curbridge (Charity no. HMRC XT32258)	The PCC appoints two trustees
St Mary's Church (Witney) Preservation Trust (Charity no. 284576)	The Rector is a trustee on induction or the priest in charge during an interregnum
The Friends of Hailey Church (Charity no. 293821)	The "Vicar of Hailey" is an ex-officio member of the committee.

Membership of the Parish of Witney Parochial Church Council and Deputy Wardens

As elected at the Annual Meeting on 20 September 2020:

Clergy	The Rev'd Canon Toby Wright ¹ - Chairman The Rev'd Canon Dr Joanna Collicutt The Rev'd Joy Hance The Rev'd Ross Meikle The Rev'd Preb Mark Thomas The Rev'd Ness Whiffin ¹ The Rev'd Dr Hugh White ¹ The Rev'd Sally Wright
Churchwardens	Ms Kate Banks ¹ Mr Jeremy Lasman ¹
Deputy Churchwardens	St Mary's Dr Melody Helm (from 3 January 2021) Miss Claire Hermon Holy Trinity Mrs Dair Henderson ² Mrs Charlotte Tremain ¹ Hailey Dr Robin Carr ^{1 2} (from 14 October 2020) Mrs Elspeth Lewis Curbridge Mr Ian Galletley
Deanery Synod (elected)	Mr James Elward Mrs Helen Meyrick Mr Chris Riley Mrs Linda Taft
Hailey 2 nd Representative	Mrs Anne-Marie Fisher
Holy Trinity 2 nd Representative	Mrs Sue Hodges ¹
Curbridge Representative	Miss Christine Lever
LLM Representative	Mr Richard Young

Secretary (non-voting)	Mrs Kate Lockwood
------------------------	-------------------

¹ member of the Standing Committee

² not a member of the PCC

The Clergy, Churchwardens and Deanery Synod members are all ex-officio members of the Council. Each church has places on the PCC for Deputy Wardens ex-officio but these places can be relinquished and another representative elected from the church.

2. Annual Report for the year ended 31 December 2020

The Trustees are pleased to present their annual report and financial statements of The Parish of Witney Parochial Church Council (PCC) for the year ended 31 December 2020.

The Financial Statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and complies with the Charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and the Republic of Ireland published on 2 October 2019 and effective from 1 January 2019.

2.1 Reference and Administration Details

The charity's name is *The Parochial Church Council of the Parish of Witney* and also operates under the name of *The Parish of Witney*.

Charity Registration Number: 1129784

Principal Office: St Mary the Virgin, Church Green, Witney, OX28 4AW

2.2 Trustees

The Trustees and officers who served during the year and since the year end were as follows:

- Ms Kate Banks (from 20 September 2020)
- Mrs Nicola Carter (until 20 September 2020)
- The Rev'd Canon Dr Joanna Collicutt
- Mr James Elward (from 20 September 2020)
- Mrs Anne-Marie Fisher
- Mr Ian Galletley (from 20 September 2020)
- Mrs Sonia Gooderham (until 20 September 2020)
- The Rev'd Joy Hance (until 13 December 2020)
- Mr Malcolm Hardie (until 20 September 2020)
- Dr Melody Helm (from 3 January 2021)
- Ms Claire Hermon
- Mrs Sue Hodges
- Mr Jeremy Lasman
- Miss Christine Lever
- Mrs Elspeth Lewis
- Miss Kayleigh Lucas (until 20 September 2020)
- The Rev'd Ross Meikle (until 3 January 2021)
- Mrs Helen Meyrick
- Mr Christopher Riley (from 20 September 2020)

- Mrs Linda Taft
- The Rev'd Preb Mark Thomas
- Mrs Charlotte Tremain
- The Rev'd Ness Whiffin
- The Rev'd Dr Hugh White
- The Rev'd Sally Wright
- The Rev'd Canon Toby Wright
- Mr Richard Young

2.3 Objectives and Activities

The main objectives of the charity are:

1. promoting the whole mission of the church - pastoral, evangelistic, social and ecumenical. The PCC is responsible for cooperating with the Ministry Team to meet this objective;
2. enabling as many people as possible to worship at our churches and to become part of our parish community. The PCC maintains an overview of activities throughout the parish and makes suggestions on how we can involve the many groups that live within our parish; and
3. putting faith into practice in our services and worship through prayer and scripture, music and sacrament.

When planning our activities for the year, the incumbent and the PCC have considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion. In particular, we aim to enable ordinary people to live out their faith as part of our parish community through:

- a) Worship and prayer, learning about the Gospel, and development of their knowledge and trust in Jesus Christ as both Saviour and Lord. There is also provision of pastoral care for people living in the parish.

In particular, our aims for 2020 were:

- to embed the renewed vision that we are called to be a community of mercy and kindness;
- to encourage spiritual growth for all those in the various communities we serve, through the creative use of technology, and other channels of communication, which became especially crucial in Covid-times;
- to continue to encourage regular pattern of daily prayer through the Daily Office and other spiritual disciplines despite the limitations enforced by the pandemic;
- to increase the appreciation of our Eucharistic ministry for all who worship with us; and
- to maintain our links with local schools, care homes and the Witney hospital.

- b) To facilitate this work it is important that we maintain the fabric of our four church buildings. In particular, our aims for 2020 were:

- to develop detailed plans for priority projects for the renewal of the fabric of St Mary's *Inspiring Change* project; and
- to continue our programme of maintenance of all the churches as outlined in the most recent quinquennial inspections.

2.4 Achievements and Performance

As a result of the Coronavirus pandemic, our churches have remained closed for much of 2020. This has required the Ministry Team to implement new ways of working, including the use of relevant technologies, in order to provide spiritual and practical support to the communities which we serve. During the year the Parish:

- continued to provide Sunday and Thursday Eucharistic services through the use of Zoom;
- implemented a comprehensive telephone contact system, to provide 'personal' support to all those connected with the Parish. This extends beyond those on the electoral roll and/or part of our regular worshipping communities;
- sent out a weekly online Bulletin to over 400 households and put copies in the post for those not online;
- offered a regular mid-week 'drinks party', again via Zoom, to provide a degree of social interaction for many;
- extended the content of our website to provide recordings of services, 'thought for the day' reflections, access to the Daily Office, one off teaching and worship events (planned as part of our Exploring Spirituality Programme). Transcripts of sermons, together with physical copies of our weekly newsletter have also been sent to those who don't have access to the internet;
- provided in depth pastoral care to those who have been particularly badly affected by the pandemic, including those who have been bereaved;
- established a Youth Council to promote the views of young people in the life of the Parish;
- offered live streaming/YouTube input for use in school collective worship and in care homes;
- distributed over £8,500 from the newly established Hardship Fund to those most in need in our community.

2.5 Financial Review

The total income for the year was £237,172 and total expenditure on charitable activities amounted to £246,649.

The core operating costs for the Parish were £219,868 while unrestricted income totaled £207,025 resulting in an operating deficit of £12,843 (2019 surplus £3,333). This deficit resulted from a number of essential one off maintenance projects in St Mary's and the Parish Office. These projects were funded through the release of general reserves. The deficit excluding these costs would have been £667.

Our Parish Share was paid in full by the end of November. This has allowed the Parish to secure a discount of £3,406 to the 2021 amount payable. Thus, the amount payable to the Diocese in 2021 has reduced from £115,949 to

£112,543. (The Diocese has frozen Parish Share allocations at 2020 levels in order to help minimize the impact of the Coronavirus pandemic on Parish funds).

2.6 Reserves Policy

The trustees have examined the charity's requirements for reserves taking account of the main risks to the organisation. In 2018, the trustees reviewed these requirements and adopted a new Funds and Reserves Policy. This requires that the PCC maintain an average of £7,000 over the year, to meet unexpected changes in cashflow, while each DCC (Hailey, Holy Trinity and St Mary's) maintain an average of £5,000, to cover minor maintenance issues. The policy assumes that unexpected major maintenance/repairs would be covered by emergency appeals to the respective congregations.

Therefore, in order to meet the agreed funding policy for the year ended 31 December 2020 the trustees consider that the amount required in reserves should be approximately £22,000. The level of general reserves as at 31 December 2020 amounted to £42,637 comfortably in excess of the figure required by our agreed policy.

During 2020, two new Restricted Funds were created. In addition to supporting the general funds of the Parish, the congregation has donated £12,165 into a hardship fund to support those most in need within the wider community. The Parish is aiming to recruit a full time Youth and Schools worker for the start of the 2021/22 academic year. This has been facilitated by a generous one off donation, part of which has been received in 2020. We are in the process of seeking match funding for this donation, with the aim of securing finance for this new role for up to 4 years.

2.7 Financial Risk Assessment

The major financial risks to the Charity are considered to be the following:

- Reduction in planned giving as a result of withdrawal of support from existing regular givers. Mitigated by the development and execution of the on-going stewardship campaign.
- Reduction in unplanned giving and income from Festivals and other major events held in our churches (see below).
- Major project expenditure increasing during the execution phase of a project (e.g. mid way through a building project, significant cost escalation from a supplier). Mitigated by the implementation of more rigorous supplier and contract management processes for major projects, and the creation and proactive management of funding contingency throughout the project's lifecycle.
- Unexpected and unbudgeted expenditure, most likely related to the need for emergency repairs and restoration to one of our historic buildings. Mitigated by the implementation of the agreed reserves policy.

The Coronavirus pandemic has crystallised the second of the Financial Risks outlined above. At the instruction of central government, our churches remained closed for much of the year and large indoor gatherings were banned. As such, our income from Festivals and Events in 2020 reduced significantly. In addition, our income from Loose Plate collections (unplanned giving) declined substantially (the income shown in these accounts arose from services held prior to the first lockdown).

As a result, the PCC launched an appeal in May to our congregation to seek to address this shortfall. The appeal raised £53,623 through the generosity of our congregations, and enabled the expected budget shortfall to be largely eliminated. The Parish finished the year having paid our Parish Share in full, with no other major liabilities outstanding.

The ongoing pandemic will result in a similar budget shortfall in 2021 and this the PCC has once again launched an appeal for support, initially from our congregations.

2.8 Structure, Governance and Management

The Parish of Witney Parochial Church Council (PCC) is registered as a charity with the Charity Commission. The Trustees of the parish are the PCC, which has the responsibility of co-operating with the incumbent, in promoting the whole work of the Church in the ecclesiastical parish. The PCC is governed by two pieces of Church of England legislation, called Measures. These are the Parochial Church Council (Powers) Measure 1956 and the Church Representation Rules (contained in Schedule 3 to the Synodical Government Measure 1969, as amended).

Overall responsibility for day to day management remains with the incumbent, working in close collaboration with the Ministry Team and the Standing Committee. The charity does not have paid employees with management responsibility.

The trustees approved the Parish Governance Policy in 2017. Date for review May 2022.

2.9 Appointment of Trustees

The trustees keep the composition of the PCC under review and will seek to co-opt additional members with appropriate skills and expertise should the need arise. Interested parties are given details of the background of the charity in order to make them aware of current activities. Licensed members of the Ministry team are ex officio trustees. Churchwardens are elected at the Annual Parishioners Church meeting. All other trustees are elected at the Annual Parochial Church meeting in accordance with the Parish Instrument.

Approved by the trustees on 19 April 2021 and signed on its behalf by

The Rev'd Canon Toby Wright, Rector
St Mary the Virgin
Church Green
Witney
OX28 4AW

INDEPENDENT EXAMINER'S REPORT TO THE PAROCHIAL CHURCH COUNCIL OF THE PARISH OF WITNEY

I report to the Parochial Church Council on the financial statements of The Parish of Witney for the year ended 31 December 2020, which are set out on pages 9 to 16.

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

Independent examiner's statement

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 Trust 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.

L Adkins BSc (Hons) BFP FCA
Whitley Stimpson Limited
Chartered Accountants
13-15 High Street
Witney
Oxon
OX28 6HW

**Parish of Witney Consolidated Accounts
Year Ending 31 December 2020**

Statement of Financial Activities	31/12/2020	31/12/2019
General and Unrestricted Income		
Donations and legacies	189,733	169,622
Income from charitable activities	4,107	7,185
Investments	3	34
Other income	3,734	4,254
Activities for generating funds	9,448	48,756
Total General and Unrestricted income	207,025	229,851
Restricted Income		
Donations and legacies	23,503	1,430
Investments	1	21
Other income	1	45
Other trading activities	6,642	-
Total Restricted income	30,147	1,496
Total Endowment income	0	0
Total Income	237,172	231,347
General and Unrestricted expenditure		
Expenditure on charitable activities	219,319	226,838
Raising funds	549	6,346
Total General and Unrestricted expenditure	219,868	233,184
Restricted expenditure		
Expenditure on charitable activities	25,946	20,499
Other expenditure	835	609
Total Restricted expenditure	26,781	21,108
Total Endowment expenditure	0	0
Total Expenditure	246,649	254,292
Net Surplus/(Deficit)	(9,477)	(22,945)

2020 Annual Report and Accounts



Registered Charity 1129784

Funds Summary as at 31/12/2020	Opening Balance 31/12/2019	Incoming Funds	Outgoing Funds	Transfers	Closing Balance 31/12/2020
General Fund Unrestricted	61,684	207,026	219,868	0	48,841
Holy Trinity Restricted Funds					
HT Appeals	-40	0	0	0	-40
HT Choir Fund	17	0	0	0	17
HT Flower Fund	42	0	0	0	42
Total Holy Trinity Funds	19	0	0	0	19
St John's Hailey Restricted Funds	1,286	0	0	0	1,286
St Mary's Appeal Funds					
St Mary's Appeal	9,252	7,980	18,230	0	-997
St Mary's Reach for the Stars	5,468	0	0	0	5,468
Total St Mary's Appeal Funds	14,720	7,980	18,230	0	4,471
St Mary's Other Restricted Funds					
St Mary's Chair Appeal	322	0	0	0	322
St Mary's Choir and Music Fund	1,301	0	0	0	1,301
St Mary's Data Development Fund	1,459	0	0	0	1,459
St Mary's Flower Festival	-267	0	0	0	-267
Total St Mary's Other Restricted Fund	2,815	0	0	0	2,815
PCC Restricted Funds					
Youth Worker	0	10,000	0	0	10,000
Hardship Fund	0	12,165	8,550	0	3,615
PCCRestricted Fund	210	0	0	0	210
Total PCC Restricted Funds	210	22,165	8,550	0	13,825
Agency collections	-3,102	0	0	0	-3,102
Totals	77,632	237,171	246,648	0	68,155

2020 Annual Report and Accounts

Balance sheet as at 31 December 2020	31/12/2020	31/12/2019
Fixed assets		
6430 Plant & Machinery	88	118
6432 Furniture Fixtures and Fittings	12,128	13,475
Total fixed assets	12,216	13,593
Current assets		
Total Cash at Bank and in Hand	74,316	81,243
Z05 Debtors and Prepayments	2,000	2,000
Total Current assets	76,316	83,243
Total Assets	88,532	96,836
Liabilities		
6699 Agency Collections	3,285	3,102
Z0400 200 Club Advances carried forward	424	424
Z0401 Grant for messy Church carried forward	293	293
Z041 Wedding Deposits	2,375	1,385
Z043 Accruals	14,000	14,000
Total Liabilities	20,377	19,204
Net Asset surplus	68,155	77,632
Reserves		
In year Surplus/(Deficit)	(9,477)	(22,945)
Balance brought forward	77,632	100,577
Total Reserves	68,155	77,632
Represented by		
Unrestricted Funds	42,637	55,480
Restricted Funds	25,518	22,152
Total	68,155	77,632

Approved by the Parochial Church Council on 19 April 2021 and signed on its behalf by:

Toby Wright
(PCC Chairman)

Jeremy Lasman
(PCC Treasurer)

**NOTES TO THE ACCOUNTS
for the year ended 31 December 2020**

1. Accounting Policies

The principal accounting policies adopted, judgments and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

a) Basis of Preparation

The Financial Statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 2 October 2019 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following Accounting and Reporting by charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 2 October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 January 2019 which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

b) Public Benefit Entity

The Parish of Witney meets the definition of a public entity under FRS 102.

c) Going Concern

The Trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

The trustees have considered the impact of the ongoing Coronavirus pandemic throughout 2020 and the beginning of 2021. At the instruction of central government, churches have been closed and large indoor gatherings have been banned. In light of this, budgets and forecasts have been prepared which will enable the trustees to manage the charity through this position.

d) Income Recognition Policies

Voluntary income and capital sources:

- Planned giving under Gift Aid is recognised only when given.
- Income tax recoverable on Gift Aid donations is recognised when the donation is recognised.
- Collections and sundry donations are recognised by the date on which they are given, which may be different from the time at which they are banked.
- Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain.

- Funds raised by fetes, bazaars and similar events are accounted for net

Activities for generating funds:

- Proceeds from the sales of books and magazines from the church bookstall and from fundraising events are accounted for gross.
- Rental from the letting of church premises is recognised when the rental is due.

Investment income:

- Interest entitlements are accounted for as they accrue. Not currently applicable but, dividends will be accounted for when due and payable.

Gains and losses on investments (not currently applicable):

- Realised gains or losses will be recognised when the investments are finally sold.
- Unrealised gains or losses will be accounted for on revaluation of investments at 31st December each year.

e) Fund Accounting

The trustees are satisfied that the charity's assets are available and adequate to fulfil its obligations. It has been policy to invest surplus funds with the CBF Church of England Investment Fund, but in the current economic circumstances it has been our practice to invest any surplus in the Business Reserve Account held with Barclays Bank.

f) Expenditure and Irrecoverable VAT

Charitable activities:

- Grants and donations are accounted for when paid over, or when awarded if that award creates a binding obligation on the PCC.
- The Diocesan quota and Parish Share is accounted for when payable. Any quota unpaid at 31st December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the Balance sheet

2. Fixed assets

	Plant & Machinery 25% RB	Fixtures and Fittings 10% RB	Total
Cost			
Brought Forward	5,679	29,520	35,199
Additions	0	0	0
Disposals	0	0	0
	5,679	29,520	35,199
Depreciation			
Brought Forward	5,561	16,045	21,606
For Year 2020	30	1,348	1,377
Cumulate total	5,591	17,393	22,983
Net Book Value 31/12/2020	89	12,128	12,216

3. Legal Status of the Charity

The Parochial Church Council of The Parish of Witney is a registered charity and was formed under a Deed of Trust dated 21 May 2009.

4. Staff costs

During 2020 the Parish of Witney employed Michelle Bailey-Wells as Parish Administrator and Gift Aid Secretary, salary costs totaling £13,352. In addition, payments were made to organists, but they were not employed by the Parish.

Reimbursements totaling £3,925 (2019: £6,627) were paid to the clergy to cover their administrative and travelling expenses. The reduction in these costs over the previous year reflect the impact of the Coronavirus Pandemic. There were no other disclosable transactions in respect of the members of the Witney PCC or persons closely related to them or other related parties.

5. Debtors

	2020	2019
	<u>£2,000</u>	<u>£2,000</u>
Prepayments (Parish Share)		
	<u>£2,000</u>	<u>£2,000</u>

6. Creditors

	2020	2019
Agency collections	£3,285	£3,102
200 Club advances	£424	£424
Messy Church grant	£293	£293
Wedding deposits	£2,375	£1,385
Other creditors and accruals	<u>£14,000</u>	<u>£14,000</u>
	<u>£20,377</u>	<u>£19,204</u>

7. Connected Charities

The following charities are connected charities of the Parish of Witney:

- St Mary's Preservation Trust (Charity number 284576)
- The Friends of Hailey Church (Charity number 293821)
- The Friends of St John the Baptist Church, Curbridge (registered as a charity with HMRC, reference XT32258)

The transactions of these charities are not included in these accounts.

8. Income and expenditure analysis for the year ended 31st December 2020

Statement of Income and Expenditure	31/12/2020	31/12/2019
General and Unrestricted Income		
0101 Gift aid - bank	86,142	82,793
0110 Gift aid - envelopes	1,560	9,621
0201 Other planned giving	7,685	9,504
0301 Loose plate collections	2,430	13,557
0501 One-off gift aid gifts	167	1,124
0550 Donations appeals etc	56,004	14,065
0601 Tax recoverable on gift aid	32,362	25,637
0701 Legacies	1,000	10,000
0801 Recurring grants	350	350
08A1 Non-recurring one-off grants	1,650	2,776
0901 Other funds generated	160	195
0902 Income from refreshments	225	0
0910 Fundraising events own funds	4,696	37,944
0912 Fundraising for other charities	2,039	4,863
0915 Subscriptions income 200 club	1,511	2,631
0917 Income from sale of goods	797	1,493
1020 Bank and deposit account interest	3	34
1101 Fees for weddings and funerals	4,107	6,615
1105 Use of church organ	0	570
1240 Church lettings - fund raising	405	1,825
1310 Insurance claims	2,413	0
1315 Unallocated miscellaneous credits	1,319	4,254
Total General and Unrestricted income	207,025	229,851
Restricted Income		
0101 Gift Aid - Bank		645
0550 Donations appeals etc	23,365	630
0601 Tax recoverable on gift aid	138	155
0910 Fundraising events own funds	6,642	0
1020 Bank and deposit account interest	1	21
1315 Unallocated miscellaneous credits	1	45
Total Restricted income	30,147	1,496
Total Endowment income	0	0
Total income	237,172	231,347

2020 Annual Report and Accounts



Registered Charity 1129784

9.

General and Unrestricted Expenditure	31/12/2020	31/12/2019
1730 Costs of fetes & other events	351	6,346
1732 Cost of goods purchased for resale	198	414
1830 Giving - relief and development agencies	8,580	5,028
1850 Home mission	338	561
1852 Ministry fees + subscriptions	1,994	2,063
1870 Giving to secular charities	0	1,007
1910 Parish share	113,529	110,641
2001 Organists staff	6,255	7,155
2005 Other organists	200	616
2050 Salary of parish administrator	13,352	12,912
2101 Clergy expenses	3,925	6,267
2201 Parish training	100	0
2301 Church running - insurance	16,481	16,131
2305 Office costs	4,500	6,732
2310 Parish telephone	4,399	2,453
2320 Organ / piano tuning	370	964
2330 Church maintenance	5,011	7,967
2331 Cleaning	2,363	3,479
2340 Upkeep of services	4,534	6,063
2342 Upkeep of services flowers	250	0
2350 Upkeep of churchyard	2,200	2,953
2360 Administration	505	5,977
2362 Software	2,497	85
2365 Catering costs	0	64
2420 Church running - water & waste disposal	979	488
2440 Church running - heating and lighting	7,950	12,620
2441 Church running expenses - other	3,378	7,532
2450 Depreciation charge	1,377	1,537
2601 Governance costs examination/audit fee	2,076	0
2701 Church major repairs - structure	12,176	0
2852 Architects and other Professional	0	5,129
Total General and Unrestricted expenditure	219,868	233,184
Restricted Expenditure		
1730 Cost of fetes and other events	0	609
1830 Giving - relief and development agencies	8,550	0
2342 Upkeep of services flowers	0	402
2360 Administration	61	104
2701 Church major repairs - structure	17,335	17,576
2852 Architects & other professional fees	835	0
6699 Agency collections	0	2,417
Total Restricted expenditure	26,781	21,108
Total Endowment expenditure	0	0
Total expenditure	246,649	254,292
Summary Surplus/Deficit	31/12/2020	31/12/2019
General and Unrestricted	(12,843)	(3,333)
Restricted	3,366	(19,612)
Total	(9,477)	(22,945)