



REPORT
OF

1129784



Report
audio



St John the Evangelist, Hailey



Holy Trinity, Witney

St John the Baptist, Curbridge

St Mary the Virgin, Witney

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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

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Witney Parish Group Statement of Income & Expenditure	As at 31/ 12/ 22	As At 31/ 12/ 21
<i>General and Unrestricted Expenditure</i>		
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